

2025 Summer Work List

Description	Assigned To	Location	Time Frame	Complete	% Complete	Status
Repair or replace outside lights on building	Todd Hellrigel	All Buildings				
Change air filters	Maintenance	All Buildings				
Check all exhaust fans and grease	Maintenance	All Buildings				
Check all v-belts	Maintenance	All Buildings				
Clean office and library carpet	Maintenance	All Buildings				
Touch up paint on doors, jams, etc.	Maintenance	All Buildings				
Strip and refinish all building VCT	Maintenance	All Buildings				
Work orders from teachers	Maintenance	All Buildings				
Remove Cage from weightroom/make gate	Maintenance	All Buildings				
Paint south wall black in gym loft	Maintenance	High School				
Paint doors on bus barn	Maintenance	Bus Barn				
Clean bus barn garage	Maintenance	Bus Barn				
Descale PS, MS, HS ice machines	Maintenance	All Buildings				
Service air handlers in ceiling	Maintenance	All Buildings				
Paint Maintenance Shed	Maintenance	Middle School				
Service unit - vents in classrooms	Maintenance	All Buildings				
Paint MS and HS bleacher walkways gray	Maintenance	MS/HS				
Organize out buildings	Maintenance	All Buildings				
Outside work (gutters, leaves, trim bushes, weeds etc.)	Maintenance	All Buildings				
Remove unit vents	Maintenance	Middle School				
Wipe down rooms, windows, light diffusers etc.	Maintenance	All Buildings				
Replace cracked floor tile in bus barn	Maintenance	Bus Barn Office				
Seal exterior of MS and HS gyms	Maintenance	All Buildings				
Connect water softner at HS to dishwasher	Todd/Maintenance	High School				
Replace hot water heater at HS	Todd/Maintenance	High School				
Check & maintain playground equip	Maintenance	All Buildings				
Clean freezer/cooler coils	Maintenance	All Buildings				
Clean out all floor drains	Maintenance	All Buildings				
Inspect roof vents/air units	Maintenance	All Buildings				
Spray for weeds around all exterior fences	Maintenance	All Buildings/Ball Fields/Track				
Spray for weeds on walking path	Maintenance	PS/HS				
Fix Drywall and paint loft	Maintenance	Primary				
Cut concrete curbs in PS showers	Maintenance	Primary				
Routine cleaning/ maintenance	Maintenance	All Buildings				

Replace cracked floor tile	Maintenance	All Buildings
Kindergarten entrance concrete	Maintenance	Primary
Get softener hooked to dishwasher	Maintenance	PS/HS
Seal PS brick on roof	Maintenance	Primary
Cold patch playground	Maintenance	Primary