

July 2024

**In Progress:**

1. Getting est's to fix fence pulled down in wind storm - Rec'd est, gave to Scott for insurance
2. Need to start on painting list but won't be able to complete till after **Facility Study is complete - Painting list started - Jeff Johnson Amber Rynes and Kari Evenson will paint this summer**
  - **Done**
    - ELEM Boys Restrooms
    - ELEM 107, 136, 146, 147, 155, 152
    - MS Band/Choir practice rooms
    - MS Band Room
    - MS Choir Room
    - MS Wrestling Room
    - ELEM OT/PT Restroom
    - MS 62, 62, S1, conference Room, Office Hallway, Cafeteria
    - HS weight room where boards were taken down
    - HS 18, 53, 65, 70
    - HS West Gym Family Restroom
    - HS spot paint hallway by kitchen and laundry room, knee wall east gym, west boys locker room
    - HS East Gym
3. Need to meet with Loren on follow up on wall between S3 and S4 - **On Hold due to waiting to see about Facility Study Results - Contacted Kraemer to give us an updated estimate with us doing the painting, priming and caulking - Rec'd, need to review in meeting - App'd - Work started - Will start priming 7/1**
4. School forest / signs to be posted, mulch, sprayed, berm - Berm opened up for path, gravel ordered, 3 loads spread - Signs will wait till 2024 - Volunteer Powel to come in and clean out school forest - need to clean around the concrete marker
5. Masonry at RVES - bricks, matching, masonry - 2024 - **5/24/2024 will start bringing in equipment to start work - Started working at ELEM & HS, MS Done**
6. Simplex fire alarm at RVHS - incorrect wiring **On Hold due to waiting to see about Facility Study Results - Will wait with repairs**
7. Boiler Inspection at ELC and ELEM - Schedule 9/19/24
8. Need to talk with Loren and Hegland about replacing bleachers in East Gym - Failed inspection - will check into pricing for a new plastic black bleacher - sent out for est request 12/12/23 - Sent to CESA 12/26/23 because of no response from companies contacted - Resent to companies 1/11 - should hear back from 2 more by 2/2. Scheduled 2/15 - under District review - District picked a company waiting on decision of removal - **5/29 existing bleacher removal & disposal start - Bleachers have been removed - Electrical done till bleachers are installed on 6/20 - Started putting in bleachers - Done**
9. J&J Landscaping to add bark to MS, ELC & ELEM play area, front of HS, Sand in sandboxes summer 2024 before school starts
10. Trim branches throughout district - Started
11. Pole and light / parking lot RVE (Hills Electric) Pole in warehouse 2. **On Hold due to waiting to see about Facility Study Results - Will not put up at this time, will remove concrete, wiring already pulled out**
12. Need to replace carpet in LMC at ELEM after **Facility Study decision will be made - Will wait at this time and revisit for summer 2025**
13. Paint parking lots - HS Done, MS Done, ELEM teacher lot waiting for construction to be completed
14. Abatement of South side of HS stage to be completed - no date as of yet - **On Hold due to waiting to see about Facility Study Results - Will wait and revisit summer of 2025**
15. Condenser on new ½ of HS only running at half capacity - found that the starter is bad - ordered part - Done
16. Discuss ELEM Gym Floor - Sent for an est. 12/12/23 - 1/11 rec'd abatement est. - app's

abatement est. 1/16/24 - Sent info for flooring 1/15/24 - Have set up some appointments for companies to look at the job - **Abatement will start 5/24, Hiller will be doing the flooring started**

**6/10 - Flooring in - Lines and base around 6/20 - Lines in - waiting on volleyball plugs and base to be done**

17. Install cabinets and countertops in MS rooms 28, 27, 22 & 23 - Cabinets to arrive 7/1

18. Talk about putting up power station on HS Blvd with a camera - skip camera - sent info to Hills for an estimate 12/12/23 - Rec'd est. - app'd, waiting to see which budget year - will install spring summer of 2024 and budget after - location app'd **July - will start work 7/1**

19. F/U w/Loren on ELEM windows. Taking out brackets or leaving in. - **On hold till warmer weather - Asked Lake City Glass to give opinion when they come to fix the student tampered windows - tampered windows repaired**

20. F/U w/Loren on Auto Shop powder coating chairs. - F/U w/Scott - **On hold till February** - Sent email to Scott, waiting for reply - Will start with the new school year of 24-25

21. Part of the backboard protector broke - ordered new part - Done - will order for the rest

22. Need to do bleacher inspections for District - App'd est. waiting for inspection date - Scheduled 2/16/24 - Inspection complete - Waiting for reports - Received reports - need to check MS bleacher boards, will sand and stain rough boards - Rough boards sanded

23. Generator inspection due in April - Contract renewed 6/4/24 - No ETA for inspection

24. Fix steps and rails ELC and HS - **On hold for referendum - Will do a temp fix this summer**

25. AC in Woodshop classroom not working - will let Bassett know when on sight

26. Water meter put back on for baseball field. Water turned on and water was coming up thru the ground. Baxter going to fix. - No ETA - work started

27. Retired welder fixing stadium railing for us - BR Bleachers was going to charge \$1500.00 - Done

28. Ice Machine down for 3rd time - Asked Bassett for an estimate - received estimate, waiting for decision - on Hold for now

29. Found a breaker that continuously pops when flipped - asked Hills to trace and repair - Done

30. Checking into estimates to sealcoat and stripe HS Student parking lot - Midwest, Gasser doesn't do, Wisc Coat and Fahrner Asphalts - received estimates, waiting for decision

31. Elevator inspection done - Failed inspections, working on resolving issues

32. Lift inspections done - Failed inspections, working on resolving issues as 5 year inspection is due in June - No ETA - Quote app'd 6/24

33. Need to install new handicap poles and signs at HS - poles and bolts ordered

34. Ordered 2 double door safety bars for MS gym to try - checking to see if the school would like to use going forward for safety - F/U w/Loren - won't use going forward - too hard to store - Sent back

35. Will have Kraemer look at replacing plastic welding dividers with block - Kraemer looked, waiting for estimate - received estimates, waiting till after 5-15 meeting - app'd - Hills removed electrical 5/21 - Welding class removed items from construction area - Started - Block up - working on electrical - Done

36. Need to temporarily patch all rusted thru doors in district

37. Dig out water drainage ditch by ELEM playground and put bark in it - ask Loren if want James to do dig ditch, wash stone and then grass seed - Rec'd est from J&J - waiting for est from Feiner - Rec'd est's

38. Working on grinding all district sidewalks that have heaved too much - MS done, ELEM & HS started

39. All Lockers at MS and HS have been set for 24-25 School Year - Working on fixing all the broken lockers at MS and HS

40. Working with Javier to schedule a time to replace damaged safety film at the MS, Exit F

41. Started pressure washing outside bleachers - Done

**Work completed:**

- Fill dispensers for cleaners - as needed
- Clean urinals in buildings - as needed
- Stump ground and dirt put in - Blvd
- Clean faucet sensors - as needed
- Use drain maintainer's - monthly
- Remove graffiti in District - as needed
- Help CMS with questions they have - as needed
- Put up curtains - as needed
- Haul out furniture for Reliable Flooring - as needed
- Looking into special locks for Tower rooms **On Hold due to waiting to see about Facility Study Results - Need to revisit - 1/m w/Duran 5-6 to see if can take off list - Off List**
- Patch roof leaks - as needed
- Fix leaky faucets - as needed
- Tighten up loose faucets - as needed
- Removed all unused/broken items in Welding Shop to increase flow
- Fix water shut off's - as needed
- Haul stuff for kitchen - as needed
- Help IT hang TV's - as needed
- Remove dead animals - as needed
- Get SDS sheets from CMS - as needed
- Cut locks off for students - as needed
- New diffusers - as needed
- Remove ants - as needed
- Set out mouse traps - as needed
- Put up and down net and pads for softball field
- Put up and down net for baseball field
- Contacting, meeting and receiving estimates for upcoming projects
- Working on laminators - as needed
- Working on sealers for kitchens - as needed
- Started painting baseball dugouts
- Fix picnic tables - as needed
- Fix HS broken grates - as needed
- Training - as needed
- Replace/fix signs - as needed
- Haul athletic equipment - as needed
- Turning on and off lights for CMS
- Summer cleaning woodshop, auto shop and welding shop for CMS
- Order, haul and store lime - as needed
- Order, haul and store turf dry - as needed
- Put up and down sports flags - as needed
- Unlocking doors for CMS
- Fix lifts - as needed
- Fix or replace toilet seats - as needed
- Deliver/Move items for meetings - as needed
- Deliver/Move items for dances - as needed
- Air up tires on different equipment - as needed
- Call Diggers Hotline and private locate - as needed

- Clean stadium and stadium concession stand - as needed
- Snow removal and salting - as needed
- Rehung wind screen on stadium fence

**Continuous projects:**

- Asbestos paperwork and training - continuous
- Change filters in all buildings - continuous
- Clean traps all buildings - continuous
- Clean roof drains - continuous
- Clean exterior windows for CMS - continuous
- Clean sidewalks at entrances - continuous
- Fix kick stops - continuous
- Setting up and tearing down board meeting - continuous
- Fix lights - continuous
- Replace ballasts as needed - continuous
- Putting up shelves - continuous
- Moving and fixing furniture - continuous
- Clean dryer vents in all schools - continuous
- Putting up whiteboards - continuous
- Putting up bulletin boards - continuous
- Moving cabinets - continuous
- Touch up painting - continuous
- Delivering Paper to offices - continuous
- Replace burnt out bulbs - continuous
- Put blank covers where noticed there were none - continuous
- Spraying wasps and knocking down nests - continuous
- Plumbing - continuous
- HVAC - continuous
- Repairing and replacing chairs - continuous
- Fire Drills - continuous
- Tornado Drills - continuous
- Safety Drills - continuous
- Working on cleaners equipment - continuous
- Adjusting temperatures in rooms - continuous
- Working with different Fire Branches for inspections, repairs, replacements - continuous
- Fixing lockers - continuous
- Garbage in parking lot garbage cans - continuous
- Hang signs in West Gym - continuous
- Worked on appliances, fixing and/or replacing - continuous
- Deliver HS packages to staff - continuous
- Unload trucks and deliver to appropriate buildings/areas - continuous
- Fix/Replace pencil sharpeners as needed - continuous
- Replaced door knobs that were broken - continuous
- Take stuff to storage rooms - continuous
- Replaced flags that needed replacing and put up and down when needed - continuous
- Fill up equipment and keep gas/diesel on hand - continuous
- School clocks set, fixed, replaced and new batteries - continuous
- Put new furniture together - continuous

- Fire Extinguishers inspected - continuous
- Moving furniture to appropriate buildings - continuous
- Remove yard waste (weeds) from courtyard at HS - continuous
- Replace broken outlets and covers - continuous
- Check oil levels in elevator - continuous
- Do Fire Phase I and II for elevator quarterly - continuous
- Stadium bleacher have been cleaned - continuous