



TO: Superintendent and Board of Education

FROM: Steve Dunn

DATE: December 5, 2012

SUBJECT: December Board Report

Buildings and Grounds: Between myself and Jamar Company, we rebuilt two classroom vent/heaters. These units are a late 70's vintage so there were some major problems with them. Also, a few roof issues have been take care of while Jamar was down here.

Transportation and Vehicles: Preparing all buses and vehicles for winter transportation.

Safety and Crisis Management: MacNeil Environmental Inc. made their safety and mock OSHA inspection of the district this week. There were about 20 inspection items that need attention but none of them serious and all of them can be completed within a week. The district will have its first lock down drill this week. An informational blast will be put on the website this week about the lock down drill. Teachers can inform students about what and why a lock down drill is performed.

Planning and Projecting: I have talked with the city about property lines and they will get ahold of a surveyor and set something up. The property lines are extremely vague and nobody is sure who owns what. The ravine behind the school can be a great resource for the school so it would be nice to know.

Staffing and Personnel: Still no substitute bus driver applications for the island.