



TO: Superintendent and Board of Education
FROM: Steve Dunn
DATE: September 7, 2010
SUBJECT: September Monthly Report

Buildings and Grounds: The two new air handling units are installed above the gym. They are half the size and will run much quieter and more efficient than the 38 year old ones they replaced. I think they had wooden spokes on the pulley quadrants. Also, the solar domestic hot water system is up and running.

Transportation and Vehicles: Bus #3 wheel chair lift has failed a few times so I have called on a specialist from Rhinelander to come up and repair it and go over the lift on Bus #2 also. Bus #2 fuel tank is leaking so I will get that repaired this month. All other vehicles are in good shape. The bus schedules and first of the year kinks are getting worked out.

Safety and Crisis Management: Fire extinguishers, emergency evacuation, and evacuation chair training was provided to staff during the teacher in-service day on August 31st. I will be meeting with new staff to go over all safety and emergency protocols this month.

Planning and Projecting: Roof repair above middle school before winter. Water is trapped between two layers of firestone rubber roofing.

The school garden site is ready and I will work on a way to get water up there. Maybe a large tank on a trailer for now.

Staffing and Personnel: Custodial staff attended safety training on August 6th here with MacNeil Environmental hosting the training. Topics covered were employee right to know (chemical safety), personal protective equipment, compressed gas safety, hearing conservation, blood borne pathogens, lockout/tagout, respiratory protection, proper lifting, confined space awareness, indoor air quality, hazardous waste, lead and radon safety. Also, I would like to welcome Gary Smith to our new housekeeper position.

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