



TO: Superintendent and Board of Education

FROM: Steve Dunn

DATE: January 6, 2015

SUBJECT: January Board Report

Buildings and Grounds: It was a busy weekend to say the least. The issue with the heat was that one of the classroom heaters sprung a leak which lowered the level in the heating system. This caused the pumps at the boilers to loose prime so all the water in the system was standing still. This caused the heating coils in the classrooms and air handling units to freeze because they are directly in contact with outside air. With the help of One Guy Plumbing, Jamar Co. and the custodial crew, we were able to stop a sure disaster from happening. There were a few coils and pipes to repair but it could have been much worse.

Transportation and Vehicles: Mini bus #2 was repaired at Ron's Repair over the break. It had heating problems and wiper motor problems. Bus #2 had a new starter and wiring repaired last month. Bus #3 received new tail lights and some window repairs.

Safety and Crisis Management: Fire drill for January may be postponed due to cold weather. We will be having an indoor evacuation drill next month to get ready for the full evacuation drill this spring.

Planning and Projecting: Planning on installing an alarm system on boilers and water level in heating system to call out when there is a problem. Many door locks, cylinders and panic bars in the school have been failing. I have contacted Rice Lake Glass Company to order new parts and repair.

Staffing and Personnel: Nothing to report.