



TO: Superintendent and Board of Education

FROM: Steve Dunn

DATE: January 4, 2012

SUBJECT: January Board Report

Buildings and Grounds: Thanks to the holiday break my punch list of repairs around the building has been take care of. Many of the air handling units needed attention and filter replacement.

Transportation and Vehicles: Mini bus #1 broke down and needed to be towed to Von Holzen's yesterday. Handicap bus #2 would not start and Bus #3 has no heat. I guess winter is here.

Safety and Crisis Management: The air phone has been repaired and another answering unit has been added at the main entrance to ensure the security of the building during school hours.

Planning and Projecting: Planning on replacing the main entrance door to the Tech. Ed. Building. Also, the receiving door at the rear of the building needs to be replaced.

Staffing and Personnel: Our Island bus driver Lori Hinrichsen will be out for 6 more weeks due to foot surgery. Dick Hardie is the substitute for the island bus run.