

## Annual Department report June 15, 2022

The maintenance and custodial departments maintain 16 buildings and approximately 40 acres of lawns, playgrounds and athletic fields plus 12 parking lots.

Some of the areas that the items that the maintenance department takes care of are:

1. \*\*\*Changing the HVAC filters. We do this three times a year. The district has over 150 HVAC units.
2. \*\*\*Moving furniture.
3. \*\*\*Mowing lawns and playgrounds and athletic fields.
4. \*\*\*Trimming fence lines, curbs and around trees..
5. \*\*\*Irrigation which includes scheduling, repair and maintenance of the systems.
6. \*\*\*Parking lot maintenance. Crack sealing, seal coating and line striping.
7. \*\*\*\*Snow and ice removal. The crew is usually here by 4:00 am getting the sidewalks and parking lots cleared for the school day.
8. Set up and tear down for various events throughout the year.
9. Monthly building safety inspections.
10. We assist principals with monthly fire drills.
11. Miscellaneous building and equipment repairs.

\*\*\*\*\*Custodial department:

1. During the school year they are responsible for the daily cleaning of approximately 290,000 square feet of buildings space.
2. During summer break:
3. They deep clean all buildings. Including all the furnishings
4. Cleaning light fixtures and changing burnt out bulbs.
5. Rinse off the outside of the buildings.
6. Shampoo carpets.
7. \*\*\*Scrub floors
8. \*\*\*And wax floors.

\*\*\*From June 1<sup>st</sup> of 2021 until now, the Maintenance and Custodial departments have completed 1928 maintenance requests!

Projects planned for this summer include:

1. Install 16 promethean boards in classrooms.
2. \*\*\*Recoat gym floors at KHS, KMS and L.A. Thomas.
3. New carpet in KMS and KHS modulars.
4. Crack seal, sealcoat and paint KHS and KMS parking lots.
5. Install two electric changing tables.
6. Oversee and complete Family restroom project at KMS.

Questions?

Ted Wasko