

| Date Produced | Work Order # | Location | Description | Employee assigned | Estimated Completion | Date Completed | Comments |
|---------------|--------------|--------------------------|---|-------------------|----------------------|----------------|-------------------------------|
| 01-Jun-17 | 12876 | Hallway | Replace locker 121 | Darcy | May 2017 | July 2017 | |
| 09-Jun-17 | 12879 | Rm 108 | Repair window frame on door | Darcy | June 2017 | July 2017 | DJ has broken piece |
| 11-Jun-17 | 12880 | Old Home Ec Rm | Fix washing machine | Romeo | Summer 2017 | July 2017 | no water will run |
| 01-Jul-17 | 12883 | Parking lot | repaving | Contractor | Summer 2017 | complete | Tayco paving |
| 01-Jun-17 | 12877 | School - Exterior (mice) | replace sweeps(rubber) & copper mesh | Darcy | June 2017 | Sept 2017 | ongoing - awaiting doorsweeps |
| 01-Jul-17 | 12884 | Gym | Install new Score clock | Romeo | Summer 2017 | Sept 2017 | |
| 13-Oct-17 | 12889 | Library | Remove acrylic skylight panels | Darcy | Oct 18, 2017 | Oct 18, 2017 | |
| 20-Jun-17 | 12882 | Heating | heat Pump replaced | Contractor | Fall 2017 | Oct 31, 2017 | |
| 12-Sep-17 | 12887 | exterior doors | new doorsweeps and gaps closed up | Darcy | Sept 30, 2017 | Oct 31, 2017 | ongoing - awaiting doorsweeps |
| 12-Sep-17 | 12888 | Outside Special needs c | Please fix small fist sized hole. | Darcy | Sept 30, 2017 | Oct 31, 2017 | |
| 20-Oct-17 | 12889 | Shop | Dust Evac system not working | Romeo | | Oct 31, 2017 | Contractor called |
| 26-Oct-17 | 12890 | Shop | Skylight has significant crack - rain | Darcy | | Oct 31, 2017 | completed last year |
| 12-Sep-17 | 12886 | Outside steps | Replace concrete stairs with wood stairs | Romeo | Oct 2017 | Nov-17 | complete this week |
| 20-Oct-17 | 12887 | Shop | Dust Evac not working | Romeo | Oct 27, 2017 | Nov-17 | |
| 01-Nov-17 | 12888 | Gym | Double Doors not latching properly | Romeo | Oct 2017 | Nov-17 | Users to secure |
| 11-Nov-17 | 12889 | Library | Internet cable to second table | Jason/Darc | Nov 30/17 | Nov-17 | |
| 17-Nov-17 | 12891 | Gym | New Scoreboard cables??? | Romeo | Nov 20/17 | Nov-17 | |
| 17-Nov-17 | 12892 | Gym | Fix Toilet in female entrance rest room | Darcy | Nov 17/17 | Nov-17 | |
| 01-Jul-17 | 12885 | Gym floor | Refinsh gym floor | Contractor | Xmas 2017 | Dec-17 | scheduled for Dec 18-22 |
| 02-Jan-18 | 12892 | Boiler Room | Please unstick baffle to Room 112 | Darcy | Jan 3/18 | Dec-17 | |
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| 11-Jun-17 | 12881 | Gym | Repair spot light system/stage lights | HB Energy | Spring 2018 | | power box upgrade |
| 15-Nov-17 | 12890 | Science lab | Water leak down wall behind KK desk | Romeo | Summer 2018 | | ongoing |
| 12-Dec-17 | 12891 | various | blinds installed Rooms 102,home ec, shop, 110 | Darcy | Jan 31/18 | | ordered |
| 08-Jan-18 | 12893 | Gym | Far right gym door broken magnet/sensor (alarm) | Romeo | Jan 10/18 | | |
| 08-Jan-18 | 12894 | Hallway - Water fountain | Please replace fountain with filling station | Romeo | Jan 31/18 | | boxes in office |
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REMINDER: Please use Maintenance Binder in office for small issues to be handled on next visit.