

Date Produced	Work Order #	Location	Description	Employee assigned	Estimated Completion	Date Completed	Comments
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/Darcy	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	
12-Dec-17	12891	various	blinds installed Rooms 102,home ec, shop, 110	Darcy	Jan 31/18	complete	ordered
08-Jan-18	12893	Gym	Far right gym door broken magnet/sensor (alarm)	Romeo	Jan 10/18	complete	
08-Jan-18	12894	Hallway - Water fountain	Please replace fountain with filling station	Romeo	Jan 31/18	complete	boxes in office
30-Jan-17	12895	Lockers 139 & 140	Locker casing & top plate is popping off	Darcy	Feb 8, 2018	complete	
24-Jan-18	12896	Room 101 to 104	Please move smart board	Darcy	Feb 7, 2018	complete	
19-Jan-18	12897	Gym Foyer	Please remove Scaffold before BB tourney	Darcy	Jan 31, 2018	complete	
22-Jan-18	12898	Shop Class	Temperature error set 19.9C and actual 31.3C	Romeo	Jan 23, 2018	complete	
25-Jan-18	12899	Gym Entrance	Have outside lights repaired	HBE	Jan 30, 2018	complete	
02-Mar-18	12892	Gym	Vacuum is broken	Romeo	March 2018	complete	
15-Nov-17	12890	Science lab	Water leak down wall behind KK desk	Darcy	Summer 2018	complete	
13-Mar-18	12891	School	Air handling Units not functioning properly	Romeo	March 2018	complete	
11-Jun-17	12881	Gym	Repair spot light system/stage lights	Romeo	Spring 2018	complete	power box upgrade - Tyler
18-Apr-18	12892	shop	Replace inter tube - 2 wheel dolly	Romeo	May 2018	complete	
14-May-18	12893	Shop	Install electrical receptacles for new router	HB Energy	May 31, 2018	complete	
25-May-18	12894	Hallway lockers	move ladder/stuff blocking lockers	Darcy/Romeo	May 31, 2018	complete	
01-Jun-18	12900	Ventilation system	Duct cleaning	D. Mattson	Summer 2018		Contractor

REMINDER: Please use Maintenance Binder in office for small issues to be handled on next visit.