

Location	Description	Employee assigned	Estimated Completion	Date Completed	Comments
Intermediate Tarmac	Replace basketball backboard	Romeo	Fall 2017	Oct 2017	received
Mech. Room	Add screen to the drain by hot water heater	Romeo	Summer 2017	Oct 2017	
Room #102	Replace weather stripping on emerg door	Darcy	Summer 2017	Oct 2017	
Emerg. Exit - Gym	Replace - door sweep	Darcy	Summer 2017	Oct 2017	
Room 106	Please move Smartboard	Darcy	Summer 2017	Oct 2017	
Gym Foyer doors	Door sweep replaced	Darcy	Oct 2017	Oct 2017	
Staff Stairs	Handrails & treads are loose	Darcy	Oct 2017	Oct 2017	
Soffits	corner by room 162 need replacement	Darcy	Oct 2017	Oct 2017	
Room 106	Please paint wall above coat hooks	Darcy	Summer 2017	Oct 2017	
Gym	Lights not working	Romeo/HB	Jan 1, 2018	Nov 2017	
Boys Washroom - Int	water damage	Darcy	Jan 1, 2018	Nov 2017	
Library & Gym Storage	Door sweeps	Darcy	Jan 1, 2018	Dec 2017	
Resource room #137	Cut 2 openings in the large bin	Darcy	Dec 30, 2017	Dec 2017	
Custodial Closet (boys)	Doorsweep	Darcy	Dec 15, 2017	Dec 2017	
Resource Room #137	2 new shelves for each shelf	Darcy	Dec 30, 2017	Dec 2017	
Strong start Room	Leaking pipe under sink	Darcy	Jan 1, 2018	Dec-17	
Primary Classes	Ceiling tiles after lighting work	Darcy	Spring 2018	complete	
Boys Int Bathroom	Pinhole leak in pipe above urinal	Romeo	Jan 12, 2018	complete	
Room 102	Replace lights to left of smart board	Romeo	Feb 15, 2018	complete	
Room 111	Ceiling.light fixture dripping	Darcy	Feb 9, 2018	complete	
Gym	Floor is bubbling in large area	Darcy	Fall 2017	cancel	call CR Floors - again
Special Need Bathroom	Fan shut off	HB Energy	Jan 30, 2018	deleted	
Girls shower stalls	Paint bubbling & lifting off floor	Darcy	Spring 2018		
Multi purpose Room	Create a latch gate between Kitchen/Dining	Romeo	Summer 2018		
Special Need Bathroom	Fan shut off	HB Energy	Jan 30, 2018	deleted	
Computer Lab	PA speaker in Computer lab	Romeo	Feb 13, 2018		
Main Office	Raised shelf ledge needed for AA desk	Darcy	Summer 2018		to be investigated
Room 164	Lock for back room door is not working	Romeo	March 2018		
Gym Storage door	Door handle is loose & needs repair	Romeo	March 2018		
Gym Foyer Entrance	handicapped door assist repair	Romeo	May 4, 2018		

REMINDER: Please use Maintenance Binder in office for small issues to be