

Date Produced	Work Order #	Location	Description	Employee assigned	Estimated Completion	Date Completed	Comments
1-Sep-16	11880	Field Track	resurfacing	Contractor	Summer 2017	Complete	Tayco paving
20-Jun-17	11886	Hallways	Interior Lights replaced	HB Energy	Summer 2017	Complete	in progress
4-Jul-17	11898	Room 137A, 137B & 137C	Please replace chalkboards with whiteboard	Romeo	Summer 2017	Cancel	student with chalk allergy
10-Jul-17	11902	Dorm Showers - boys	fix showerheads, secure toilet, painting	Romeo	August 1	Complete	in progress
10-Jul-17	11903	Dorm Showers - girls	fix showerheads, hooks in stalls, floor	Romeo	August 1	Complete	in progress
10-Jul-17	11904	Dorm rooms	hooks for clothing inside each room	Romeo	August 1	Complete	in progress
10-Jul-17	11905	Dorm rooms	small shelves 8" wide between bunks	Romeo	August 1	Complete	in progress
13-Jul-17	11906	Main water valve	replace main water shut off to school	Romeo	Summer 2017	Cancel	
30-Aug-17	11901	Admin Assist Office	Please turn off lights above desk	HB Energy	Sept 10, 2017	Sept 10, 2017	
30-Aug-17	11902	Mr Coopers class	Please install GFI for aquarium	HB Energy	Sept 10, 2017	Sept 10, 2017	
1-Jul-17	11895	Room 106	Please take down TV and move out of room	Darcy	Summer 2017	Sept 2017	leave VCR there
4-Jul-17	11896	Room 143	Please remove ceiling TV bracket	Darcy	Summer 2017	Sept 2017	
4-Jul-17	11897	Room 137B	Please fix back of bookcase	Romeo	Summer 2017	Sept 2017	
6-Sep-17	11898	Room 137B Washroom	Please install regular flow tap	Romeo	Sept 30, 2017	Sept 2017	
6-Sep-17	11899	Room 102	Please remove TV & leave VCR and wires	Darcy/Brad	Oct 30, 2017	Sept 2017	
4-Apr-16	11872	Roof	Fall Protection - Safety	Romeo			no roof walking required
6-Jun-17	11884	Intermediate Tarmac	Replace basketball backboard	Romeo	Fall 2017	Oct 2017	received
7-Jun-17	11885	Mech. Room	Add screen to the drain by hot water heater	Romeo	Summer 2017	Oct 2017	
20-Jun-17	11890	Room #102	Replace weather stripping on emerg door	Darcy	Summer 2017	Oct 2017	
20-Jun-17	11891	Emerg. Exit - Gym	Replace - door sweep	Darcy	Summer 2017	Oct 2017	
1-Jul-17	11893	Room 106	Please move Smartboard	Darcy	Summer 2017	Oct 2017	
20-Sep-17	11901	Gym Foyer doors	Door sweep replaced	Darcy	Oct 2017	Oct 2017	
18-Sep-17	11902	Staff Stairs	Handrails & treads are loose	Darcy	Oct 2017	Oct 2017	
18-Sep-17	11903	Soffits	corner by room 162 need replacement	Darcy	Oct 2017	Oct 2017	
25-Jan-17	11881	Gym	Floor is bubbling in large area	Darcy	Fall 2017		call CR Floors
8-May-17	11882	Primary Playground	Basketball hoop post	Darcy	Fall 2017		in progress
1-Jul-17	11894	Room 106	Please paint wall above coat hooks	Darcy	Summer 2017		
5-Sep-17	11900	Girls shower stalls	Paint bubbling & lifting off floor	Darcy	Fall 2017		

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