

Date Produced	Work Order #	Location	Description	Employee assigned	Estimated Completion	Date Completed	Comments
01-Jul-16	40874	Teacherage #3	Needs new bed	Lynne	Sep 2016	completed	
			Exterior - needs yardwork	Romeo/Darcy	Sep 2016	completed	
			New woodstove	Romeo	Nov 2016	Dec 2016	
01-Jul-16	40873	Teacherage #3	New woodstove	Romeo	Nov 2016	Dec 2016	
		Teacherage #5	Kitchen - Screen Door Broken	Derek	Oct 2016	Dec 2016	
		Teacherage #6	Master Bedroom - Mold on window	Derek	Oct 2016	Dec 2016	
05-Oct-16	40874	Teacherage #2	Clothes Dryer	Derek	Oct 2016	Dec 23, 2016	
01-Jul-16	40870	Teacherage #5	Entryway - needs weather stripping	Derek	Oct 2016	Oct 2016?	
01-Jul-16			Bathroom - needs caulking	Derek	Oct 2016	Oct 2016?	
01-Jul-16	40875	Teacherage #10	Interior - painting	Romeo/Darcy	Summer 2017		postponed till summer 2018
			Bathroom - needs caulking	Derek	Oct 2016	Oct 2016?	
19-Sep-16	40876	All Teacherages	Powerwashing	Derek	Oct 2016	Oct 2016?	
03-Oct-16	40877	All Teacherages	Chimney cleaning & roof inspection	Derek	Oct 2016	Oct 2016?	
14-Mar-17	40878	Unit #3 - Potter	new exhaust fan over stove	Derek	April 2017	May 2017	
27-Jan-17	40875	Teacherage #9	Move Out Inspection	Derek	Jan 2017	Feb 2017	
14-Mar-17	40579	#2 Potter & #5 Jones	10 new wooden chairs	Lynne	April 2017	April 2017	
Jul-16	40872	Teacherage #7	need screens on windows	Darcy	Summer 2017	Complete	
01-Jun-17	40876	Teacherage #8	New roof	Darcy/Romeo	Summer 2017	Complete	
01-Jun-17	40877	Units 2-10	Yard work - clearing and dump	District Crew	Summer 2017	Complete	
01-Jul-16	40871	Teacherage #6	Bedroom #2 - broken window	Darcy	Summer 2017	Sept 2017	this week
07-Sep-17	40872	All Teacherages	please take interior photos for website	Romeo/Derek	as vacated	Complete	
04-Dec-17	40873	All Units	Mice & Rat traps	Darcy	Jan 15, 2018	Jan 2018	
04-Apr-16	40869	Teacherages Chimney (2)	Install brackets so no roof walking req'd	Darcy/Romeo		Remove	Investigate - WCB
26-Apr-18	40873	Admin Teacherage	Mice assesment & repair	Dereck	April 27, 2018	done	materials sent
Jul-16	40871	Teacherage #6 & #7	Interior needs painting	Marty	Summer 2018		Marty
20-Nov-17	40872	Teacherage #5 & #6	Front Porch stairs replaced	Romeo/Darcy	Sept 2018		
01-Jun-18	40900	All Units	Duct cleaning	D. Mattson	Summer 2018		Contractor
	3						

Derek, Please return completed Work Orders to Lynne @ SBO. Thanks