

As of: 1/1/12	Work Order Listing Color Key	Vandalism	Coverage	Vacation	Costly	Trade	Tech
	School Year 2011-2012	Date		Date			
Facility	Description	In	Status	Completed	Assigned	Trade	Tech
Administration	hang bulletin board in Donna Keohanes' office and paint the walls	7-Nov	Complete	7-Nov	Shop	Main	Ryan
Administration	repair table legs	29-Nov	Complete	1-Dec	Shop	Main	Bobby
Beebe	no heat call	26-Oct	Complete	27-Oct	Shop	Main	Bobby
Beebe	no heat call	27-Oct	Complete	27-Oct	Shop	Main	Bobby
Beebe	repair motor starter contactor for circulating pump	2-Dec	Complete	2-Dec	Shop	Elect	Tony
Beebe	replace pump for radiant floor heat system	5-Dec	Complete	5-Dec	Shop	Plumb	Ryan
Beebe	rewire radiant floor heat system from pump to circuit breaker	8-Dec	Complete	8-Dec	Shop	Elect	Tony
District	Snow and Ice 10/29-30	29-Oct	Complete	30-Oct	Shop	Main	Bobby
DPW	cleared floor drain on main floor	20-Oct	Complete	20-Oct	Shop	Plumb	Ryan
Franklin	room 25 has an outlet that needs repairs	1-Sep	Complete	1-Sep	Shop	Elect	Tony
Franklin	office needs new phone line installed	1-Sep	Complete	7-Sep	Shop	Elect	Tony
Franklin	install several bulletin boards	1-Sep	Complete	20-Sep	Shop	Main	Bobby
Franklin	Stay & Play room and rm 23 needs internet and power drops	1-Sep	Complete	21-Sep	Shop	Elect	Tony
Franklin	remove and install white boards 3rd floor	15-Sep	Complete	17-Sep	Shop	Main	Bobby
Franklin	needs help installing a leg station to wall	15-Sep	Complete	22-Sep	Shop	Main	Bobby
Franklin	sink in stay and play leaking and toilet in women's 1st floor needs repairs	19-Sep	Complete	19-Sep	Shop	Plumb	Ryan
Franklin	repair curtains	26-Sep	Complete	26-Sep	Shop	Main	Bobby
Franklin	outlet needs repairs on 3rd floor	30-Sep	Complete	20-Oct	Shop	Elect	Tony
Franklin	several items of furniture and white boards need to be moved	4-Oct	Complete	5-Oct	Shop	Main	Bobby
Franklin	repair doors # 18 & 19	11-Oct	Complete	13-Oct	Shop	Main	Bobby
Franklin	install soap dispenser in girls room	19-Oct	Complete	19-Oct	Shop	Main	Bobby
Franklin	3rd floor stairway needs ballast replaced	19-Oct	Complete	20-Oct	Shop	Elect	Tony
Franklin	deliver 5 boxes of paper towels and hand soap	1-Nov	Complete	1-Nov	Shop	Main	Ryan
Franklin	remove cubbies in old coat room in Big K	2-Nov	Complete	7-Nov	Contractor	OOOO	XXXX
Franklin	paint the room inside the Big K	2-Nov	Complete	9-Nov	Shop	Main	Ed
Franklin	install new floor tiles	2-Nov	Complete	12-Nov	Contractor	OOOO	XXXX
Franklin	move food warmer to Winthrop and dispose of broken one	4-Nov	Complete	4-Nov	Shop	Main	Ryan
Franklin	deliver 2 paper towel dispensers	5-Dec	Complete	13-Dec	Shop	Main	Ryan
Franklin	replace ballast over desk	2-Dec	Complete	28-Dec	Shop	Elect	Tony
Franklin	replace ballast in stairway	2-Dec	Complete	28-Dec	Shop	Elect	Tony
Franklin	repair exit sign	14-Dec	Complete	28-Dec	Shop	Elect	Tony
Franklin	repair outlet for milk machine	14-Dec	Complete	28-Dec	Shop	Elect	Tony
Franklin	repair 3 toilet seats	21-Dec	Complete	29-Dec	Shop	Plumb	Ryan
Franklin	set up new phones for Raine	28-Dec	Complete	28-Dec	Shop	Elect	Tony
Franklin	repair unit ventilator	28-Dec	Complete	28-Dec	Shop	Plumb	Ryan
Franklin	repair lighting in Stay and Play room	28-Dec	Complete	28-Dec	Shop	Elect	Tony
High School	replace café drapes after roof is repaired(waiting for roof project complete)	1-Jun	Complete	1-Dec	Contractor	OOOO	XXXX
High School	deliver packing tape to custodian	1-Sep	Complete	1-Sep	Shop	Main	Bobby
High School	wall pad needs to be fastened to wall in gym	1-Sep	Complete	2-Sep	Shop	Main	Ryan
High School	girls locker room faucet needs repairs	1-Sep	Complete	2-Sep	Shop	Plumb	Ryan
High School	Art room sink needs repairs	1-Sep	Complete	2-Sep	Shop	Plumb	Ryan

High School	Home Economics had leak from pipe in ceiling	1-Sep	Complete	2-Sep	Shop	Plumb	Ryan
High School	repairs to sink in teachers lounge restroom	1-Sep	Complete	2-Sep	Shop	Plumb	Ryan
High School	1st floor science lab repaired leak in water line	1-Sep	Complete	2-Sep	Shop	Plumb	Ryan
High School	replace toilet seat in Administration women's restroom	1-Sep	Complete	2-Sep	Shop	Main	Ryan
High School	repairs to toilet in teachers' restroom	1-Sep	Complete	2-Sep	Shop	Plumb	Ryan
High School	install internet drop in gym office for attendance reporting	1-Sep	Complete	9-Sep	Shop	Elect	Tony
High School	patch cord needed for Principals' office	1-Sep	Complete	25-Sep	Shop	Elect	Tony
High School	room 113 fume hood light not working	1-Sep	Complete	26-Sep	Shop	Elect	Tony
High School	replace breaker old one burnt out	12-Sep	Complete	13-Sep	Shop	Elect	Tony
High School	need internet drop in math collaboration room	12-Sep	Complete	20-Sep	Shop	Elect	Tony
High School	two appliances needs plugs replaced	12-Sep	Complete	18-Oct	Shop	Elect	Tony
High School	room 332 needs new set of light switches	15-Sep	Complete	17-Sep	Shop	Elect	Tony
High School	auto shop overhead doors needs repairs	23-Sep	Complete	13-Oct	Contractor	OOOO	XXXX
High School	toilet in teachers' room needs repairs	30-Sep	Complete	30-Sep	Shop	Plumb	Ryan
High School	outside lights outside Art room are not working	3-Oct	Complete	6-Dec	Shop	Elect	Tony
High School	need keys made	7-Oct	Complete	7-Oct	Shop	Main	Bobby
High School	install white board room 230	11-Oct	Complete	11-Oct	Shop	Main	Ryan
High School	replaced garbage disposal in dish room	31-Oct	Complete	31-Oct	Shop	Plumb	Ryan
High School	adjust set points on Energy Management System	1-Nov	Complete	1-Nov	Shop	Elect	Tony
High School	worked with contractor to re-set faults on roof top units	1-Nov	Complete	1-Nov	Shop	Elect	Tony
High School	rewire new 3 phase garbage disposal in dish room	1-Nov	Complete	1-Nov	Shop	Elect	Tony
High School	sink in kitchen needed drain snaked	1-Nov	Complete	1-Nov	Shop	Plumb	Ryan
High School	repaired food warmer which leaked	10-Nov	Complete	10-Nov	Shop	Plumb	Ryan
High School	toilet needs flushometer changed	15-Nov	Complete	15-Nov	Shop	Plumb	Ryan
High School	clean egg from 2nd floor window office	29-Nov	Complete	1-Dec	Shop	Main	Ryan
High School	repair site light at top of building by back parking lot	1-Dec	Complete	1-Dec	Shop	Elect	Tony
High School	replaced circulating pump	5-Dec	Complete	5-Dec	Shop	Plumb	Ryan
High School	repair exterior lights by Transportation office	5-Dec	Complete	5-Dec	Shop	Elect	Tony
High School	pick up boxes that need to go to the Lincoln School	5-Dec	Complete	15-Dec	Shop	Main	Ryan
High School	repair outside lights over front doors	6-Dec	Complete	16-Dec	Shop	Elect	Tony
High School	restored elevators to normal service after fire drill	15-Dec	Complete	15-Dec	Shop	Elect	Tony
High School	clean up glass from smashed Principals window	17-Dec	Complete	17-Dec	Shop	Main	Bobby
High School	wire new fountain on 1st floor	20-Dec	Complete	20-Dec	Shop	Elect	Tony
High School	install new fountain on 1st floor	20-Dec	Complete	20-Dec	Shop	Plumb	Ryan
High School	install floor tiles in Metco, AD and IT offices	26-Dec	Complete	30-Dec	Contractor	OOOO	XXXX
High School	paint classrooms 220, 221, 222, & 223	26-Dec	Complete	30-Dec	Contractor	OOOO	XXXX
High School	remove unwanted broken tables and chairs	26-Dec	Complete	30-Dec	Shop	Main	Bobby
High School	have grease trap cleaned and drains cleared	27-Dec	Complete	27-Dec	Contractor	OOOO	XXXX
High School	remove fryolaters	6-Dec	Complete	21-Dec	Shop	Elect	Tony
High School	rehang white board in room 230	19-Dec	Complete	29-Dec	Shop	Main	Ryan
Hoover	repair timbers in garden	1-Sep	Complete	1-Sep	Shop	Main	Bobby
Hoover	replaced several broken toilet seats	1-Sep	Complete	1-Sep	Shop	Plumb	Ryan
Hoover	repair railing by Big K entrance	1-Sep	Complete	2-Sep	Shop	Main	Bobby
Hoover	repairs to 1st and 2nd floor boys and girls room	1-Sep	Complete	8-Sep	Shop	Plumb	Ryan
Hoover	repairs to reading room door	2-Sep	Complete	2-Sep	Shop	Main	Bobby

Hoover	seal Big K closet window outside and plaster walls at window	6-Sep	Complete	22-Sep	Shop	Main	Bobby
Hoover	repair 1st floor boys handicap stall	8-Sep	Complete	20-Sep	Shop	Main	Ryan
Hoover	repair Nurses' phone	23-Sep	Complete	18-Oct	Shop	Elect	Tony
Hoover	teachers lounge electrical breaker keeps tripping	27-Sep	Complete	28-Sep	Shop	Plumb	Ryan