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Metz EVS Monthly Operations Report

July 2023

Riverside School District



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General Updates

- 51 Work orders completed
- Skolastic Commons signage and furniture assembly complete
- The Summer Cleaning Program is approximately 75% complete
- New flooring in the Band Room



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High School - Skolastic Commons



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Basketball Courts

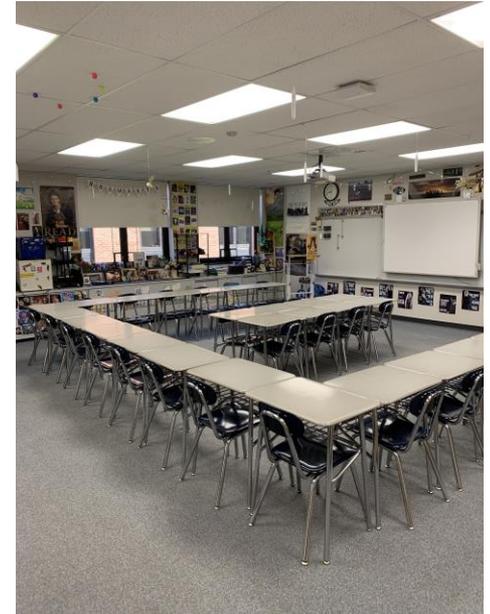


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Classrooms

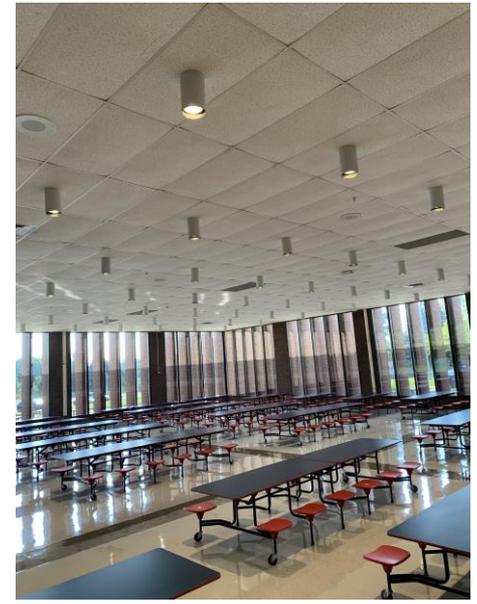
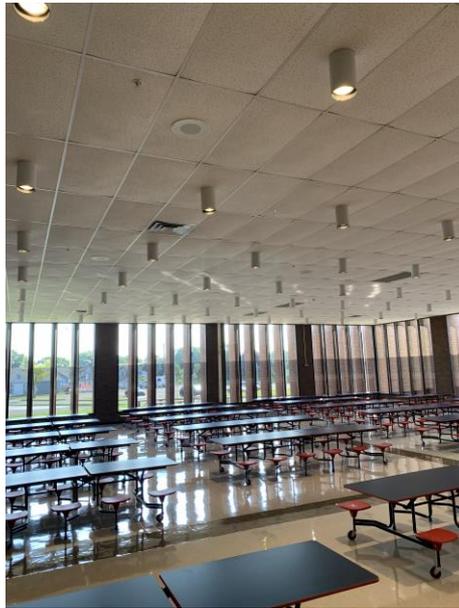


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High School Cafeteria





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High School - Classrooms



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East - Classrooms



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West - Classrooms



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July Completed Work Orders

Work Order Report - Riverside School District/Metz, Taylor PA

This sheet was generated on 07/31/2023. Please use the TELS website to view the latest data.

Work Order #	Summary	Building	Area Name	Closed By	Initiated By
1194	Repair welds on desks in room #227	Riverside School Dist	227 Classroom	Brian West	Brian West
1195	Store podium in room 221 to unfinished area	Riverside School Dist	221 Classroom	Brian West	Brian West
1196	Fix HVAC valve issue in 119	Riverside School Dist	219 Classroom	Brian West	Brian West
1197	Repair the girls locker room floor - needs tiles replaced	Riverside School Dist	305 Girls Locker Room	Brian West	Brian West
1198	Paint room 116	Riverside School Dist	116 Classroom	Brian West	Brian West
1199	Replace light sensor in room 241	Riverside School Dist	241 Classroom	Brian West	Brian West
1200	Repair walls and paint room 237	Riverside School Dist	237 Classroom	Brian West	Brian West
1201	Repair ceiling tiles in room 229 - needs 3 new supports	Riverside School Dist	229 Classroom	Brian West	Brian West
1202	Glue down carpeting in multiple areas in room 229	Riverside School Dist	229 Classroom	Brian West	Brian West
1203	Deliver 2 chairs to room 229	Riverside School Dist	229 Classroom	Brian West	Brian West
1204	Repair drawer on desk in room 320	Riverside School Dist	320 Physics Room	Brian West	Brian West
1205	Replace 2 ceiling tiles in room 310	Riverside School Dist	310 Art Room	Brian West	Brian West
1206	Remove old promethean board in room 217	Riverside School Dist	217 Classroom	Brian West	Brian West
1207	Fix the strip at the bottom of the door in the band room	Riverside School Dist	410 Band Room	Brian West	Brian West
1208	Remove risers and replace flooring in the band room	Riverside School Dist	410 Band Room	Brian West	Brian West
1209	Repair closet doors in room 215	Riverside School Dist	215 Classroom	Brian West	Brian West
1210	Deliver 2 blue chairs to room 231	Riverside School Dist	231 Classroom	Brian West	Brian West
1211	Take the TV cart to IT, keep speakers and power strip for Art room 310	Riverside School Dist	310 Art Room	Brian West	Brian West



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July Completed Work Orders

1212	Remove the benches from the art room and replace with red/blue chairs	Riverside School Dist	310 Art Room	Brian West	Brian West
1213	Remove blinds from room 310 and 311	Riverside School Dist	310 Art Room	Brian West	Brian West
1214	Get a new teacher's desk from unfinished and take to Art room 310	Riverside School Dist	310 Art Room	Brian West	Brian West
1215	Install a new hose holder and nozzle for the courtyard	Riverside School Dist	Courtyard with pond	Brian West	Brian West
1216	Remove trash cans and the vinyl fence from the courtyard and dispose of	Riverside School Dist	Courtyard with pond	Brian West	Brian West
1217	Install new planter in the courtyard, fill with rocks and potting soil	Riverside School Dist	Courtyard with pond	Brian West	Brian West
1218	Install 32 more shelves in the new library	Riverside School Dist	212 Library	Brian West	Brian West
1219	Repair door lock in the boy's locker room office	Riverside School Dist	306 Boys Locker Room	Brian West	Brian West
1220	Reverse the bathroom door lock in the boy's locker room	Riverside School Dist	306 Boys Locker Room	Brian West	Brian West
1221	Repair the door on the tall cabinet on the right in room 319	Riverside School Dist	319 Science Room	Brian West	Brian West
1222	Troubleshoot the outlet on the lab bench and remove the white wire hanging from	Riverside School Dist	319 Science Room	Brian West	Brian West
1223	Remove metal phone jack from the wall and replace ceiling tile in room 220A	Riverside School Dist	220-A Classroom	Brian West	Brian West
1224	Repair leaky faucet in room 308	Riverside School Dist	308 Classroom	Brian West	Brian West
1225	Paint Mecca's office in Guidance	Riverside School Dist	Guidance Office	Brian West	Brian West
1226	Replace outlet cover near the back closet in room 154	Riverside School Dist	154 Classroom	Brian West	Brian West
1227	Repair the hinge on the cot in the nurse's office	Riverside School Dist	Nursing Office / Treatment Area	Brian West	Brian West
1228	Move teacher from 158-West to 105-East	Riverside School Dist	158 Classroom	Brian West	Brian West
1229	Move teacher from 105-East to 158-West	Riverside School Dist	105 Classroom	Brian West	Brian West
1230	Repair 2 tables outside of the Biology room in high school	Riverside School Dist	317 Biology Classroom Lab	Brian West	Brian West
1231	Assemble 14 computer chairs for the Skolastic Commons	Riverside School Dist	212 Library	Brian West	Brian West

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July Completed Work Orders

1232	Assemble 4 tables for the Skolastic Commons (open area)	Riverside School Dist	212 Library	Brian West	Brian West
1233	Assemble a podium trash cans for the Skolastic Commons	Riverside School Dist	212 Library	Brian West	Brian West
1234	Assemble 2 new teacher's chairs for the Skolastic Commons	Riverside School Dist	212 Library	Brian West	Brian West
1235	Assemble the sectional couches for the Skolastic Commons	Riverside School Dist	212 Library	Brian West	Brian West
1236	Turn on water and hot water heater in the Touchdown Club	Riverside School Dist	Main Football Field	Brian West	Brian West
1237	Repair the wall and paint the hallway outside of the Skolastic Commons	Riverside School Dist	212 Library	Brian West	Brian West
1238	Line the stadium football field for Monday 7/24	Riverside School Dist	Main Football Field	Brian West	Brian West
1239	Install 26 coat hangers in the closets in room 115	Riverside School Dist	115 Classroom	Brian West	Brian West
1240	Paint the ramp leading to the courtyard with the pond	Riverside School Dist	Courtyard with pond	Brian West	Brian West
1241	Repair wall, remove projector and smartboard brack in Liz Dessoye's room at West	Riverside School Dist	Classroom 106	Brian West	Brian West
1242	Remove 2 old green data wires in Mr. Walsh's room	Riverside School Dist	230 Maintenance Office	Brian West	Brian West
1243	Repair the white board in Mr. Aniska's classroom	Riverside School Dist	306 Classroom	Brian West	Brian West
1244	Repair the drain plumbing in room 107	Riverside School Dist	107 Classroom	Brian West	Brian West



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July Tasks Complete

Work History Report - Riverside School District/Metz, Taylor PA *Report Created on July 31, 2023 at 4:35 PM*

Task Type	Building	Due Date	Category	Task Description	Task Completion
Regulatory Requirement	Riverside School Dist	7/31/2023	Ansul System	Ansul Systems: Owner's Inspection - Quick Check	Marked done on-time by Brian West
Regulatory Requirement	Riverside School Dist	7/31/2023	Detectors - Smoke	Detectors: Test battery operated smoke detectors	Marked done on-time by Brian West
Preventive Maintenance	Riverside School Dist	7/31/2023	Dishwashers	Dishwashers: In-house Inspection	Marked done on-time by Brian West
Regulatory Requirement	Riverside School Dist	7/31/2023	Doors	Doors, Locks & Alarms: Corridor - Doors	Marked done on-time by Brian West
Regulatory Requirement	Riverside School Dist	7/31/2023	Elevators	Elevator: Firefighters' Emergency Operation Testing	Marked done on-time by Brian West
Regulatory Requirement	Riverside School Dist	7/31/2023	Emergency Lighting	Emergency Lighting: Check illumination of exit lighting and exit signs.	Marked done on-time by Brian West
Regulatory Requirement	Riverside School Dist	7/31/2023	Emergency Lighting	Emergency Lighting: Conduct a 30 second functional test.	Marked done on-time by Brian West
Regulatory Requirement	Riverside School Dist	7/31/2023	Fire Alarm System	Fire Alarm System: Conduct routine test of fire alarm system	Marked done on-time by Brian West
Regulatory Requirement	Riverside School Dist	7/31/2023	Fire Extinguishers	Fire Extinguishers: Check and initial fire extinguishers	Marked done on-time by Brian West
Regulatory Requirement	Riverside School Dist	7/31/2023	Fire Sprinkler System	Fire Sprinkler System: In-house inspection.	Marked done on-time by Brian West
Preventive Maintenance	Riverside School Dist	7/31/2023	Grease Traps	Grease Trap: Inspect grease trap	Marked done on-time by Brian West
Regulatory Requirement	Riverside School Dist	7/31/2023	Oxygen Systems	Oxygen Storage: Gas Equipment - Cylinder and Container Storage	Marked done on-time by Brian West
Preventive Maintenance	Riverside School Dist	7/31/2023	Roof	Roof: Regular maintenance and safety inspection.	Marked done on-time by Brian West
Loss Prevention	Riverside School Dist	7/31/2023	Safety Committee	Safety Committee: Conduct July Safety Committee Meeting	Marked done on-time by Brian West
Preventive Maintenance	Riverside School Dist	7/31/2023	Vehicles	Vehicle Inspection: Safety inspection	Marked done on-time by Brian West
Regulatory Requirement	Riverside School Dist	7/31/2023	Water Systems	Water Systems: Inspect eyewash stations.	Marked done on-time by Brian West
Regulatory Requirement	Riverside School Dist	7/29/2023	Dryer Vents	Dryer Vent: Complete In-House System Cleaning	Marked done on-time by Brian West
Regulatory Requirement	Riverside School Dist	7/29/2023	Emergency Generators	Emergency Power Generators: Exercise generator (with no load), perform routine checks, create entry in logbook.	Marked done on-time by Brian West

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July Tasks Complete

Regulatory Requirement	Riverside School Dist	7/29/2023	Temperatures	Temperatures: Test and log air temperatures	Marked done on-time by Brian West
Regulatory Requirement	Riverside School Dist	7/29/2023	Water Systems	Water Systems: Testing and Monitoring of Water Management Plan for Legionella	Marked done on-time by Brian West
Regulatory Requirement	Riverside School Dist	7/29/2023	Temperatures	Water Temps: Test and log the hot water temperatures.	Marked done on-time by Brian West
Regulatory Requirement	Riverside School Dist	7/22/2023	Dryer Vents	Dryer Vent: Complete In-House System Cleaning	Marked done on-time by Brian West
Regulatory Requirement	Riverside School Dist	7/22/2023	Emergency Generators	Emergency Power Generators: Exercise generator (with no load), perform routine checks, create entry in logbook.	Marked done on-time by Brian West
Regulatory Requirement	Riverside School Dist	7/22/2023	Temperatures	Temperatures: Test and log air temperatures	Marked done on-time by Brian West
Regulatory Requirement	Riverside School Dist	7/22/2023	Water Systems	Water Systems: Testing and Monitoring of Water Management Plan for Legionella	Marked done on-time by Brian West
Regulatory Requirement	Riverside School Dist	7/22/2023	Temperatures	Water Temps: Test and log the hot water temperatures.	Marked done on-time by Brian West
Regulatory Requirement	Riverside School Dist	7/15/2023	Dryer Vents	Dryer Vent: Complete In-House System Cleaning	Marked done on-time by Brian West
Regulatory Requirement	Riverside School Dist	7/15/2023	Emergency Generators	Emergency Power Generators: Exercise generator (with no load), perform routine checks, create entry in logbook.	Marked done on-time by Brian West
Regulatory Requirement	Riverside School Dist	7/15/2023	Temperatures	Temperatures: Test and log air temperatures	Marked done on-time by Brian West
Regulatory Requirement	Riverside School Dist	7/15/2023	Water Systems	Water Systems: Testing and Monitoring of Water Management Plan for Legionella	Marked done on-time by Brian West
Regulatory Requirement	Riverside School Dist	7/15/2023	Temperatures	Water Temps: Test and log the hot water temperatures.	Marked done on-time by Brian West
Regulatory Requirement	Riverside School Dist	7/8/2023	Dryer Vents	Dryer Vent: Complete In-House System Cleaning	Marked done on-time by Brian West
Regulatory Requirement	Riverside School Dist	7/8/2023	Emergency Generators	Emergency Power Generators: Exercise generator (with no load), perform routine checks, create entry in logbook.	Marked done on-time by Brian West

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July Tasks Complete

Regulatory Requirement	Riverside School Dist	7/8/2023	Temperatures	Temperatures: Test and log air temperatures	Marked done on-time by Brian West
Regulatory Requirement	Riverside School Dist	7/8/2023	Water Systems	Water Systems: Testing and Monitoring of Water Management Plan for Legionella	Marked done on-time by Brian West
Regulatory Requirement	Riverside School Dist	7/8/2023	Temperatures	Water Temps: Test and log the hot water temperatures.	Marked done on-time by Brian West
Regulatory Requirement	Riverside School Dist	7/1/2023	Dryer Vents	Dryer Vent: Complete In-House System Cleaning	Marked done on-time by Brian West
Regulatory Requirement	Riverside School Dist	7/1/2023	Emergency Generators	Emergency Power Generators: Exercise generator (with no load), perform routine checks, create entry in logbook.	Marked done on-time by Brian West
Regulatory Requirement	Riverside School Dist	7/1/2023	Temperatures	Temperatures: Test and log air temperatures	Marked done on-time by Brian West
Regulatory Requirement	Riverside School Dist	7/1/2023	Water Systems	Water Systems: Testing and Monitoring of Water Management Plan for Legionella	Marked done on-time by Brian West
Regulatory Requirement	Riverside School Dist	7/1/2023	Temperatures	Water Temps: Test and log the hot water temperatures.	Marked done on-time by Brian West



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Staffing

- Maintenance A Techs – Dave Arneil, John Koytek, Mohamed Ganim, Joseph Gnall, Jon Skrzysowski
- Maintenance C Techs (1st shift) – Rohni Ganim, Mykaylia Hevener, Gerard McGrath, Deaven McCoy
- Evening Supervisor – Kayla Pacuilli
- Maintenance C Techs (2nd shift) – Danielle Paff, Donna Yatsko, Terri Jones, Ron Ochwat, Helene Czerw, Michelle Lokuta, Jennifer Kempf, Jaliza Chaplin, Miranda Wachilla, Amanda Bair, Evan Kniolek, Thomas Fontaine, Liz Mercado, James Coleman, Kelly Fontaine, Jacob Anderson

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Scheduled Projects

- LED sign installs districtwide
- Walk in freezer installs
- Replacement of the cracked glass in the cafeteria
- Completion of the Summer Cleaning Program
- The benches inside of the Fieldhouse Junior high locker room will be restored and reinstalled
- The lockers will be overhauled, straightening out the doors, replacing hardware

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Employee Recognition

- This month, I would like to recognize Rohni Ganim. Rohni has worked tirelessly this summer making sure we are keeping on target for the summer cleaning and doing what is necessary to accommodate the needs of the Skolastic Commons. Attention to detail is paramount when trying to successfully pull off such a large feat, and Rohni accomplishes this daily. I would like to congratulate Rohni on being chosen Employee of the month for July.

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Brian West
Director of Facilities
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