

Warren Local Schools



Kyle R. Newton, Superintendent

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Operations Committee Minutes

May 22, 2023

5:00 pm Warren High School Room 1710

Attendees: Mr. Allen, Mr. Crum, Mr. Newton, Mrs. Wells, Mrs. Spence, Mr. Ludwig, Mrs. Jaramillo

I. Guest Comments

None

II. Maintenance Update

Presented handout

Mr. Ludwig – End of year activities have been taking up time for the maintenance dept. Mr. Ludwig would like to look at ways to reduce end of year maintenance needs next year.

Mr. Allen would like to have the handouts given by both transportation and maintenance to be a yearend one with graphics that can then be added to the district newsletter.

Bus garage maintenance area has been fully cleaned out and items moved to building 2. This was very time consuming. Inventory will be added to FMX.

Summer list is being planned out.

III. Transportation Update

Mrs. Jaramillo went over her handout.

395 trips so far this year.

16 sub drivers are currently employed by the district.

Averaging 7 subs per day in the last month.

New On Board Instructor (OBI) is currently in training, and 1 substitute is being trained.

Van driver certifications are taking place with many coaches becoming certified. Under the coaches hiring checklist we need to add van certification as a step.

Bus driver physicals are scheduled for June 1.

New gate will be added to the bus entrance for easier use by the drivers.

IV. Athletic Update

None

V. Standing Items

Continued focus on improving the culture in WLSD. Mr. Allen noted we have finally got to the point of achieving the change in culture.

VI. Old Business

Construction of Softball/baseball fields- handout showing layout was given.

Utility boxes will be covered with dirt. Mr. Ludwig will add GPS coordinates to CAD drawings.



Concession building – Block has been laid and scheduled to be filled in next. Trusses will arrive at the end of the week. Sewer tie in needs to happen prior to paving.

Middle School asset plan – still do not have. Mr. Newton has sent an email asking for this information.

HVAC Systems – Mr. Allen feels there is still an issue regarding temperature control. Mr. Ludwig is working with JCI to correct any issues that may arise, but the issues do not occur often. A programmer with JCI told Mr. Ludwig there is no way to get a report with daily temperatures trends for each room.

The district has had

Project Update

VII. New Business

The school buildings have been having some issues with gas. All boilers have had to relit recently on more than one occasion. It is believed to be a gas supply issue but Dominion gas is saying there is not an issue with supply. Mr. Ludwig is documenting issues and reporting to Dominion.

Presentation/discussion of monthly safety topic by staff

None

VIII. Additional comments before adjourning

Meeting adjourned at 5:52. Next meeting June 22, 5:00 PM. WHS auditorium.

