

Warren Local Schools



Kyle R. Newton, Superintendent

220 Sweetapple Road
Vincent, Ohio 45784

Melcie A. Wells, Treasurer

740-678-2366
www.warrenlocal.org

Operations Committee Minutes

March 27, 2025

5:00 pm Building 6 Warrior Room

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

I. Guest Comments

None

II. Operations Update

Mr. Ludwig presented handout. Spring is the most busiest time for the department between mowing, field maintenance and work orders submitted. 112 out of 113 requests were completed. Near record. Averaging 100 requests per month.

Handicap ramps for the stage were delivered. Mr. Ludwig will build custom storage carts. Mr. Newton explained the need for the ramps. With graduation being on site, accessibility to the stage is needed. The ramps will be used frequently and are modular, meaning we can set them up as needed for events.

The department has started updating lighting in building 2 with high efficiency lights. Work is being completed in house.

Jr.High softball field is completed and practices have been held on it.

Summer mowing help is lined up for the season.

The district purchased a new cargo trailer. This will be utilized as storage and transportation of chairs/tables. This has already been a major time saver. What once would take the department several hours, now takes less than 30 minutes.

Students from Mr. Evans class helped to create an arch that will be installed over the portable stage. Using students helps them get work based hours. Mr. Newton wanted the committee to know that only cost was material. Mr. Ludwig utilized the district owned plasma cutter, students created and helped install the graphics.

Middle school students helped clean up the campus on March 4th.

Mr. Allen asked about handouts being placed on the district website. They were put on today and are now viewable.

III. Transportation Update

Mrs. Jaramillo presented handout.

OSHP spot inspections took place today. Any issues discovered were taken care of same day.

1 new driver just passed his CDL test and another has started training with the district OBI.

2 new drivers are signed up for the PreService class in July. Mrs. Jaramillo hopes to get a few more signed up.

Mrs. Jaramillo gave an update on the district dump truck. It is need of a new engine. She has asked her mechanics to get quotes, but estimate to replace is \$6500.



IV. Athletic Update

Shadow box update: Mr. Harold is still waiting a couple of jersey to compete. Once done they will be installed.

Facility Use and Care guide is currently being reviewed by administrators. Mr. Harold agrees that we need to wait a month for the review process and to make sure everyone is on board and any changes that need to be made can be done prior to presenting the document to the Board.

V. Old Business

Archery Building – 3 of 5 bids that were received came in over budget. Mr. Newton and Mrs. Wells have added it the Board agenda for tonight to be rejected.

Mr. Newton explained that it is possible to talk with local general contractors to see if any are willing to do a design build. He mentioned that Wolf Creek ins interested and was the low bidder and understands the scope. Mr. Allen expressed concern over Wolf Creek due to some former issues with the high school construction, specifically site work.

Health Care Facility – Kick off meeting was held today. Fanning Howey, Grae-Con and district personnel were on site and did a walk through. Work will begin almost immediately. First item to be started is a new doorway to the outside to eliminate any need to be inside the building.

Paper towel dispenser was installed in the HS commons bathroom.

MS gym painting will get done over the summer.

All district signage that needed to be straightened was straightened.

VI. New Business

Locker room facility in building 6. New lockers will be added, a roll door will be added between 2 rooms. New paint and epoxy flooring will be done as well.

VII. Presentation/discussion of monthly safety topic by staff

None

VIII. Additional comments before adjourning

Adjourned at 5:40 PM. Next Meeting April 24, 2025 5:00PM in the Warrior Room





WARREN MAINTENANCE

220 Sweetapple Rd Vincent, Ohio 45784 • 740-678-2366 • www.warrenlocal.org

Stephen Ludwig
Maintenance Director

Kyle Newton
Superintendent

Lisa Spence
Coordinator

Operations Committee: Maintenance Report

3/27/2025

- We have completed 112 out of 113 entered maintenance requests this past month. This is very close to a record number of entered requests. We are very close to averaging 100 requests per month
- The handicap ramps for the stage have been delivered. We are now building a storage/transportation system as these components are very large.
- We have repaired and installed LED lighting upgrades in mechanical rooms, custodial closets, and are currently upgrading building 2 with high efficiency lighting. This not only helps us work better by having more light, these will use less than half the electricity.
- The Jr. High softball field is complete and they have been having regular practices on the field
- The new fencing is complete on the varsity softball field. That included new outfield fence, Bullpen areas for home and visitors, high wall, new foul markers, and windscreen
- The summer mowing help is lined up for this year and I have purchased all necessary PPE and discussed safety with them
- The basketball pole behind the elementary has been replaced and is in use
- The new cargo trailer has been purchased and is in use for transporting and storing chairs. It holds close to 400 chairs. This has been a major time saver. A job that took us hours, now takes less than 30 minutes
- All the chair racks have been built, along with two table carts (still need two more)
- We are building an arch for graduation and have brought in students from Nathan Evans class to make the graphics
- We had the kick-off meeting with the contractors today for the clinic and the project is good to go.
- New racking was built and installed in the old concession building for storage of football gear. This will help prolong the life and reduce sun fading
- We went around campus and straightened up any crooked road signs
- Furniture Cleaning for HS commons is scheduled for Spring Break
- We had a campus clean-up day March 4th with the middle school which helped to clean up the campus of loose trash



New trailer full of chairs and tables



Trailer in action



New basketball hoop inner sleeve



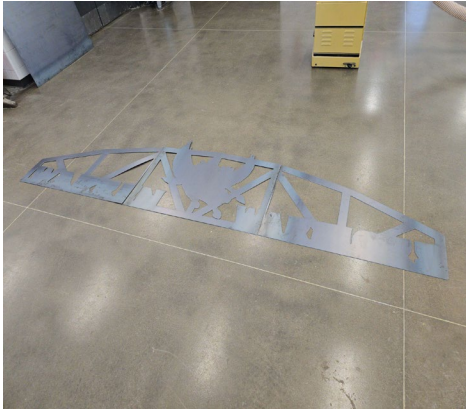
Basketball hoop completed



Stage handicap ramps



Graduation arch after cutting
install



Graduation arch after paint



Graduation arch after graphics



HVAC control panel rework



WARRIOR letters



WARREN TRANSPORTATION

220 Sweetapple Road Vincent, Ohio 45784 • 740-678-2368 • www.warrenlocal.org

Alicia Jaramillo
DIRECTOR

Jill Davis
ASSISTANT DIRECTOR

Transportation March 2025 Operations Meeting

- AJ Denune passed CDL driving test 3/26
- Delvin King started OBI training 3/27
- 2 new drivers signed up for July Preservice - Shayna Zimmer and Randy Swick
- Dump Truck update - New engine needed, Shane is comparing company prices - estimated \$6500.
- Annual Inspections Scheduled with Ohio State Highway Patrol
 - May 22
 - June 20
 - July 31
 - August 7



February

STAR



**WARRIOR BUS
RIDERS**