

Warren Local Schools



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Operations Committee Minutes

June 22, 2023

5:00 pm Warren High School Annex (Auditorium)

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

I. Guest Comments

None

II. Maintenance Update

Presented handout

Mr. Ludwig – FMX maintenance requests are now current. The department has caught up with all backlogged requests.

The maintenance department is fully moved into building 2. Mr. Ludwig told the committee the space for maintenance has improved greatly in the past months. Many attic stock items were found that can be used for maintenance on many different items including fire alarms, plumbing, electrical and METASYS. Items were strung throughout the district and no one had a good handle on what was put where. All items are now stocked and inventoried in building 2.

Mr. Allen questioned what the team would be doing for inventory. Mr. Ludwig said that inventory will be eventually placed into FMX, but currently is being kept on a spreadsheet.

A new gasoline tank was installed at building 2. This will greatly increase efficiency for mowers and maintenance.

Mrs. Spence and Mr. Ludwig explained to the committee the department looked into custodial supply options. Hillyard pricing was increasing continuously. Jani Source provided the district the best pricing options. Jani Source will be a new custodial supply source for the 23-24 school year. Jani Source is located in the district and can do weekly delivery. They will utilize VMI – Vendor Management Inventory. VMI will greatly help in keeping stock items available but prevent overstocking as well. This will also help space consumption.

The middle school was re-inspected by the state fire marshal and was passed.

JCI installed a firmware update to the METASYS program. This will help with temperature swings.

Mr. Allen questioned the carbon dioxide and motion sensors. Would like to see some work done to help keep the buildings at an even consistency temperature wise.

Mr. Newton told the committee bidding for building 6 HVAC will be happening soon. The system will be much simpler.

III. Transportation Update

Mrs. Jaramillo not present, but a handout was presented.

Mr. Newton said that routing is currently being worked on. The main goal is to shorten ride times. He also mentioned, Mrs. Jaramillo would be setting up a van driver physical day similar to what is help each year for bus driver physicals.



Mrs Wells and Mr. Newton both talked about the Senate Budget Committee. They are both advocating for public schools.

Mrs. Wells said the 3 school buses that were ordered almost a year ago will be delivered in October. Current lead time for buses is 1+ year. Due to this, the district will look into ordering buses sooner than expected in hopes to keep the rotation consistent.

IV. Athletic Update

Handout presented

V. Old Business

Softball/baseball field upate – Stephen will meet next week with athletics to get a good layout plan. The plan is to start early fall. Fencing will be in the fall as well.

Concession building – No issue with material. Current target completion is Aug. 12th. McKee Paving is scheduled for the last week of July.

Dressing up of walkways in parking lot and by MS dumpsters will happen over the summer.

Project Update

VI. New Business

VII. Presentation/discussion of monthly safety topic by staff

Mr. Ludwig discussed personal safety equipment with the mowing crew. Safety glasses, high visibility vests and ear protection should be worn at all times.

A new roof access ladder has been installed at the middle school. This will greatly reduce safety risk to those gaining access to the roof.

VIII. Additional comments before adjourning

Meeting adjourned at 5:48. Next meeting June 17, 5:00 PM. WHS auditorium.

