

Warren Local Schools

Kyle R. Newton, Superintendent

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Operations Committee Minutes

September 20, 2021

5:00pm Warren High School, Room 1710

Attendees: Mr. Allen, Mr. Crum, Mr. Newton, Mrs. Wells, Mr. Kennedy, Mrs. Spence, Mr. Mitchem

I. Guest Comments

None

II. Maintenance Update

Mr. Kennedy gave a maintenance update.

Over seeding of athletic fields will take place by Nathan Evans after fall seasons are complete.

III. Transportation Update

Mr. Mitchem explained buses were running late due to the beginning of the school year and new routing. He expected this to be fixed after a time change for the elementary school takes effect.

Mr. Allen discussed an issue with parents driving through the bus pick up area in between HS and MS. Mr. Newton told the committee the Middle School staff will work to prevent this in the future. Also noted is that staff who are parked between buildings are to remain parked until students are loaded and buses have left.

Another issue noted indicated HS soccer players who practice after school, would drive their cars to the soccer field via driveway 1. Mr. Newton has already discussed this issue with Mr. Lemley and this will be addressed and rectified immediately.

Parent pickups are going well for all buildings.

Mr. Mitchem told the committee he currently has 2 new drivers attending the pre-service class and 2 in the pipeline to attend a class in November.

IV. Athletic Update

Mr. Harold was not in attendance

It was noted that we need to watch the all athletic floors for issues.

V. Standing Items

Standard of Care: Mr. Allen is concerned the gym shoe policy is not being followed at the elementary school.

Mr. Allen spoke about the amount of items hung on walls using tape, tacks etc. at Warren Middle School. Mr. Newton noted this is being addressed, and has improved greatly.



The committee discussed who is responsible for trash removal from the stadium. Mr. Newton explained it depends on what team is playing. For example, if a JH football game is played, the middle school is responsible, if it is a HS event the high school is responsible. Maintenance department is charged with regular checks to pull any trash in containers and dispose.

Discussion about the areas around the HS and old construction lot not being mowed and maintained. These areas are still considered part of the project and not the responsibility of the district yet. The first mowing and cleaning up of the areas, should be soon.

VI. Old Business

FMX- Scheduling, how is the custodial staff notified if carpet squares are needed for the gym floor? FMX should be utilized for this. Lisa Spence will make sure of the notification process.

Pump house roof- Mr.Kennedy said the steel is here, we are waiting on construction fence to be removed for access to the area.

Concern was raised that carpet tiles are not being used for events in the ES gymnasium. This needs to be corrected for any future events.

Everyone needs to follow the guidelines outlined in the WLS D Guide for Preservation and Use of Athletic Facilities.

VII. New Business

Mr. Allen visited the elementary school and was pleased with cleanliness. He noted that his visits were not intended to find issues, but for him to stay up to date on things.

Are we following the proper cleaning procedure for our new gym floors? Do we have the proper equipment and materials needed.

Mrs. Spence explained that each building should have the necessary floor cleaning supplies provided by Hillyard, specifically for gymnasium use.

VIII. Presentation/discussion of monthly safety topic by staff

None

IX. Additional comments before adjourning

None

Meeting adjourned at 5:50PM. Next meeting October 18, 2021, 5:00 PM at Warren High School, Room 1710-1711.

