

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 June 21, 2021

5:00pm Warren Administration Building

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 report of operations activity for the month.
Equipment needs: none at this time

III. Transportation Update

Mr. Mitchem noted he attended the Ohio Association for Pupil Transportation annual conference.
Re-routing has started and will take a few weeks to finish.
Mr. Mitchem noted no new equipment needs at this time.

IV. Standing Items

Standard of Care Policies and Procedures needs to be established for new buildings or structures.

V. Old Business

Mowing of district grounds has improved. The district needs to keep the standard high for the grounds.

Mr. Allen spoke about the areas unable to be mowed, like the steep bank facing SR 339. We should get some ideas about ground covers from a landscape company. Whatever would be used, should be low maintenance.

FMX- Will not be going live until COVID-19 restrictions have been lifted. Matt Kimes has a process in place for scheduling.

Pump House roofing- we received a quote for metal and a purchase order was made. The building itself will be painted this week.



Middle School power washing and staining of the gable- Fanning Howey will provide specs and drawings on this. This item could be up to a year out, after all work is complete on the Middle School renovation.

Carpet squares for covering ES have been purchased. The HS and MS carpet squares have not been purchased yet.

Stanchions for ES have been purchased. HS and MS stanchions have been purchased and have been delivered to the maintenance building.

VI. New Business

The auction held for the HS was successful. Total Profit was \$88290 with the district netting \$70,632. Kauffman Auctions did an excellent job for the district with all of the auctions of the old buildings.

A policy approved by the Policy Committee that requires board approval before construction, installation, improvements, and/or modification of structures or objects on or under district grounds and structures will be presented to the full board for approval at the this evenings board meeting.

- a. Define scope of the work, purpose, use
 - b. Who is constructing?
 - c. What permits are required?
 - d. Who is responsible for permits?
 - e. Document the cost estimate?
 - f. Who is responsible for the cost and any cost over runs? What contingency amount is available?
 - g. Are there any new maintenance or operational costs?
 - h. Start and completion dates for the work?
 - i. Will there be any impact upon existing activities, buildings, grounds, etc.?
 - j. Who is responsible for monthly construction updates?
 - k. The location of the new structure or object should be added to the campus drawing with GIS data points.
 - l. Is new structure or object covered by our insurance?
 - m. Has the Operations Committee reviewed the proposed construction?
 - n. Procedure for approval of color for new structures, signs, naming, etc.
- Mr. Newton discussed Open Houses for the new buildings. We will need to do multiple dates to accommodate parking. There will be one for VIP- invitation only, and others. A ribbon cutting ceremony also be held for all schools once the Middle School is complete.

VII. Presentation/discussion of monthly safety topic by staff

None

VIII. Additional comments before adjourning

None

Meeting adjourned at 5:43PM. Next meeting July 27, 2021, 5:00 PM at Warren Administration Building.

