

# 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

November 20, 2025

5:00 pm Warrior Room – Warren High School Annex

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

I. **Guest Comments**

None

II. **Operations Update**

Mr. Ludwig presented a handout. Completed camera project in building 6. This took a considerable amount of time with the amount of cabling that was needed. Grounds care has finished for the season. Currently changing the equipment to prepare for winter. A new water pump was installed at the Middle School. A new water line was installed in the locker room to aid custodians on cleaning. Mr. Ludwig mentioned the increasing student vandalism occurring at the buildings. This cost is becoming very expensive to fix the items being vandalized.

Mr. Crum asked if the district can send out information to all students' families about the issues. He also asked if it was possible to charge parents of students who have been identified as being the issue. Mr. Allen asked if we should have restroom monitors.

Mr. Ludwig told the committee that the department has replaced a few lighting fixtures in the gym of building 6. These were all able to be completed under warranty. In talking with Energy Optimizers, the original installer, they extend the warranty for the lights for 5 more years.

Mr. Roush wanted to bring attention to student pick up during rain. The walk to the area of pick up is long and students must wait in the rain prior to getting into vehicles. Mr. Newton explained that the district did look into adding something for them to stand under, but the cost is significant. Pop up tents were mentioned, but teachers would not want the hassle of that on the days that they would be needed. No real answer other than students should be prepared for adverse weather.

III. **Transportation Update**

Mrs. Jaramillo presented a handout. Mrs. Jaramillo and Mrs. Wells have worked to submit the 2025 Bus Safety Grant application. The grant was successfully submitted. Mrs. Wells explained that allocations for the grant would be available in December.

Mrs. Jaramillo went over the different types of trips the department has taken during the first part of the school year. Also presented were the September and October Star Bus Warrior students who received the award. The regional OBI meeting will be held at Warren this year on December 16.

IV. **Athletic Update**

None.



V. **Old Business**

The archery building is moving forward. The committee was presented with a list of milestones. Spectrum has been on site installing a fiber line. Storage facilities and press box upgrades will be wrapped in together with this project.

The clinic is completed. The district is waiting on the occupancy certificate.

Ann Skufca is still working on funding for the walking track, pickleball and basketball courts.

Mr. Ludwig has ordered a water seal to see if that will help with exterior staining.

The move from JCI has begun. Brewer will begin installation of equipment for fire monitoring.

Monitoring will officially begin on Feb. 1st. Brewer will also be responsible for all inspections related to life safety.

VI. **New Business**

Technology and Operations crossover. Mr. Gage was present and discussed how maintenance and technology frequently overlap in a school district as both teams work to keep buildings functional, safe, and instruction-ready. From coordinating wiring for new devices, supporting classroom upgrades, and ensuring HVAC systems integrate with digital controls, to troubleshooting power or connectivity issues that impact instruction, the two departments collaborate often.

3 year look ahead - Mr. Newton and Mrs. Spence began working on this, but did not have the information ready to present this month. It will be revisited next month.

The committee went over the square footage being taken care of by custodial staff. Mr. Allen compliments the staff for doing such a great job.

VII. **Presentation/discussion of monthly safety topic by staff**

Co2 Awareness month

VIII. **Additional comments before adjourning**

Adjourned at 4:17 PM. Next Meeting TBA 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

11/20/2025

- We have completed 95 out of 100 entered maintenance requests. This is slightly under our average because of the camera project in building 6 which took up a good amount of time.
- Ground care is finished for the year. We went around campus with the blower and cleaned out the ditch lines to prevent debris from clogging them. We are currently changing the equipment to prepare for winter.
- The new camera system is up and running in building 6. This project used a considerable amount of time due to all the cable runs through the ceilings.
- The new hot water pump has been installed in the middle school. This was to fix the unit that failed.
- Repaired the refrigerant lines on the mini split that services the elementary server room due to a line rupture.
- Added a new water line with a spigot in the locker room to aid custodians on cleaning.
- We have had a significant amount of student vandalism to our buildings so far this year.
- A lot of general maintenance, fixing broken items, repairing equipment, and preventative maintenance.

Drainage at the baseball field





# WARREN TRANSPORTATION

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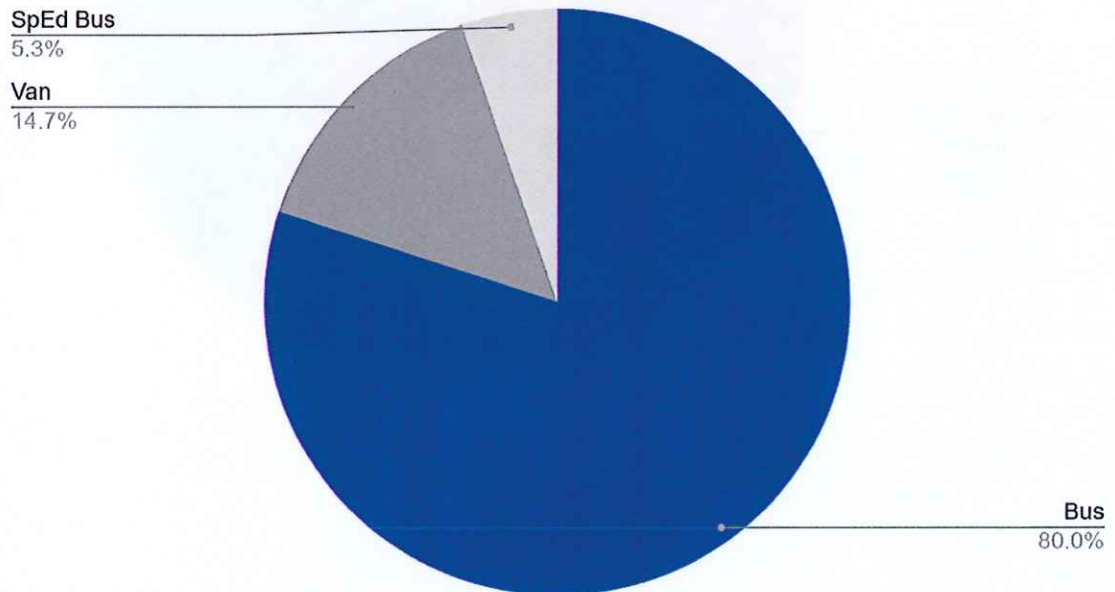
**Alicia Jaramillo**  
DIRECTOR

**Jill Davis**  
ASSISTANT DIRECTOR

## November 2025 Operations Meeting

- 2025 Bus Safety Grant Application submitted
- Installing ground wash lights tied into the reverse lights to eliminate drivers hitting things while reversing in the dark - OSHP approved option
- Preservice hosted at Warren 11/3-11/6
- Regional OBI Meeting will be at Warren 12/16
- 2 new subs at Warren
- Jack Church retiring 12/1, route is posted, he will return as a sub in February
- Dennis Bennett retiring 1/1

Trips By Vehicle Type

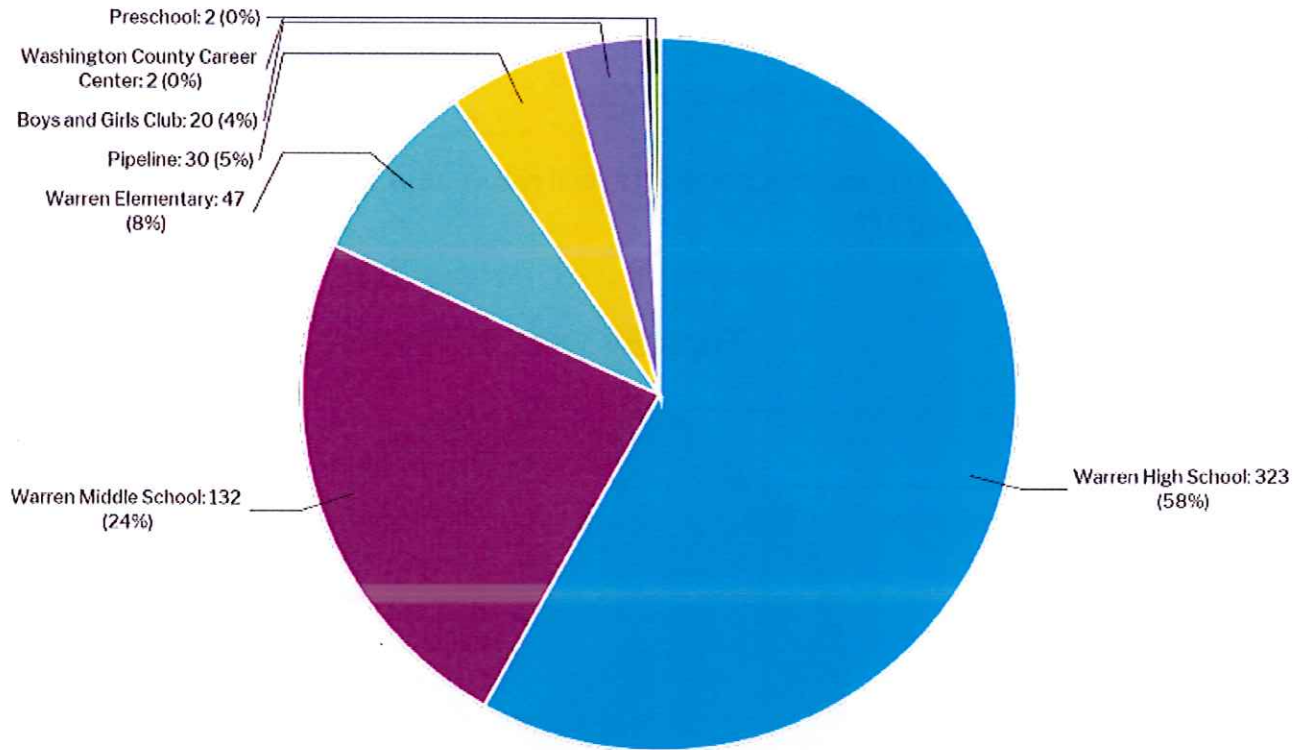


**I AM A WARRIOR**

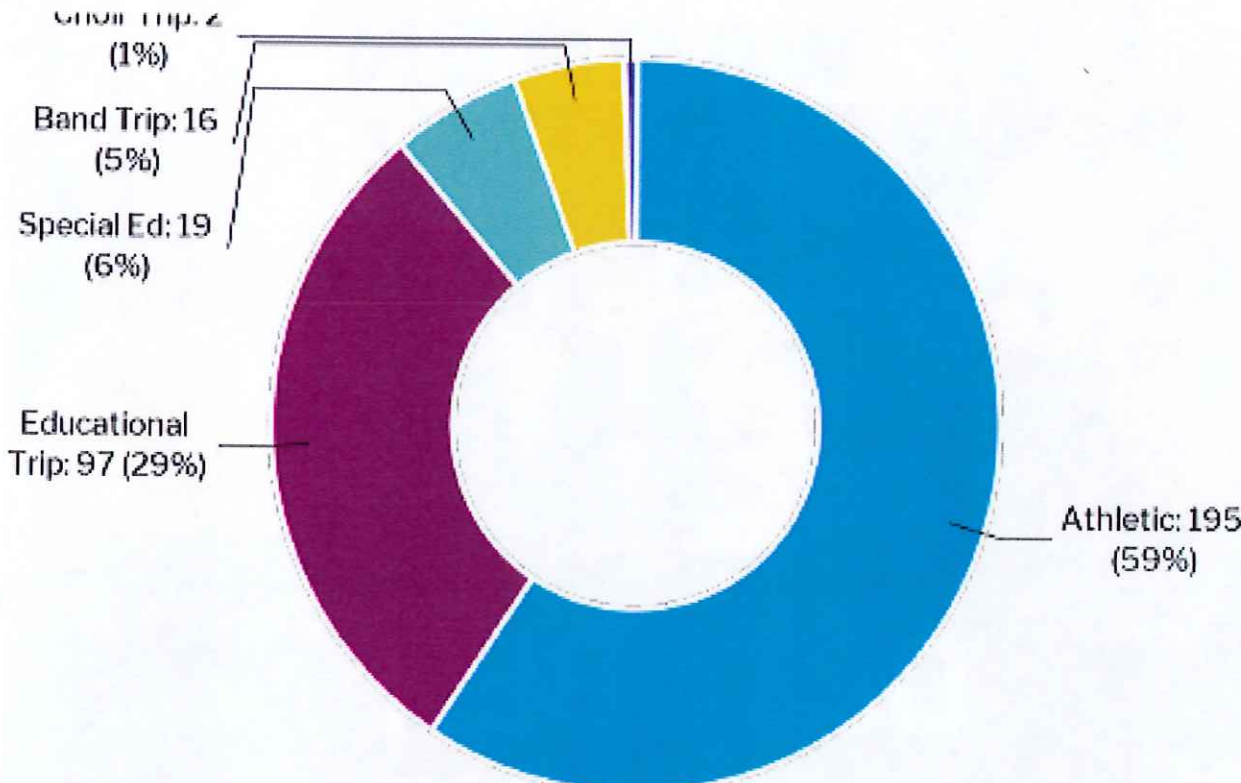


### Trips by Requesting Location DB

Filtered by Semester/Year and Location if applicable



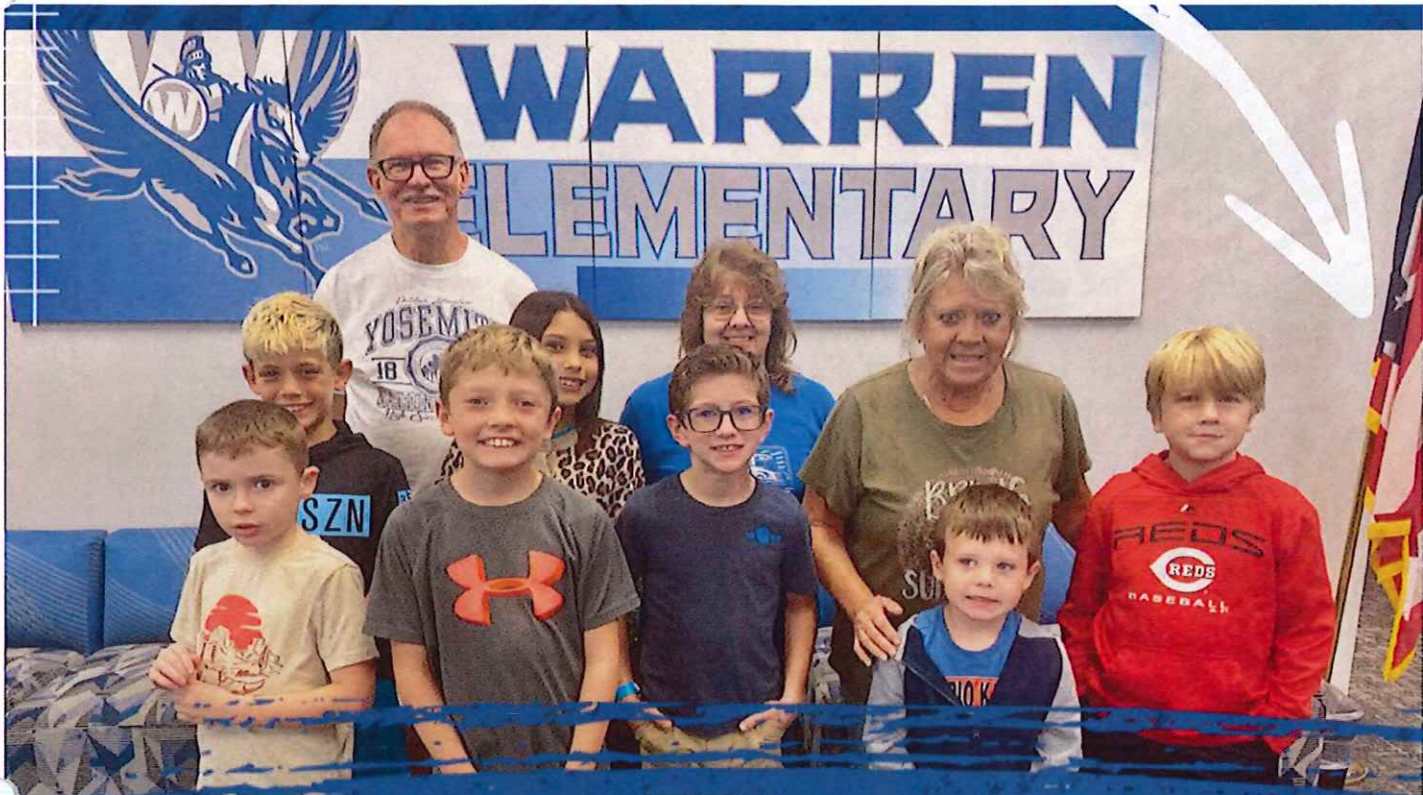
# Trip Type DB





# OCTOBER STAR BUS WARRIORS





W

**SEPTEMBER  
STAR BUS  
WARRIORS**

# Technology/Operations Crossover

- **Doors**

- Cutting keys and Pinning Cores
- Managing Key Control System
- Interfacing with door installers
- Coordinating door repairs with maintenance

- **Access Control**

- Managing servers and controllers running the platform
- Maintaining all hardware (card readers, Aiphones, door position monitors, etc.)
- Assessing and implementing new platform
- Creating badges and managing access of various groups

- **HVAC**

- Maintaining Metasys server
- Troubleshooting controls issues
- Controlling User Access to Metasys Platform

- **Cameras**

- Maintaining server for video footage
- Retrieving footage for various needs
- Troubleshooting issues with cameras or viewing software
- Implementing a new camera system in some areas.
- Working with maintenance to run cabling and install new cameras.

High School First Floor High School Second Floor

GROSS BUILDING AREA	
FLOOR	AREA
FIRST FLOOR	66529 SF
SECOND FLOOR	35544 SF
MECHANICAL DECK	1762 SF
TOTAL	103853 SF

Building 2

GROSS BUILDING AREA	
FLOOR	AREA
FIRST FLOOR	15019 SF
Total	15019 SF

Elementary School Second Floor Elementary First Floor

GROSS BUILDING AREA	
FLOOR	AREA
FIRST FLOOR	68477 SF
SECOND FLOOR	18000 SF
Total	86477 SF

Annex

GROSS BUILDING AREA	
FLOOR	AREA
FIRST FLOOR UNIT A	18630 SF
FIRST FLOOR UNIT B	20292 SF
MECHANICAL DECK	315 SF
TOTAL	39437 SF

Middle School

GROSS BUILDING AREA	
FLOOR	AREA
FIRST FLOOR EXISTING	64801 SF
FIRST FLOOR NEW	11924 SF
MEZZANINE 1	650 SF
MEZZANINE 2	325 SF
MEZZANINE 3	207 SF

## Capital Renewal Report

[Switch to use Current Cost Set: 2025 Cost Set](#)

Using Original Cost Set: 2021 Cost Set

### Totals by Year

#### Year Total CR Cost

2029	\$200,000
2031	\$180,000
2033	\$7,500
2036	\$4,300,000
2037	\$30,000
2039	\$260,000
2040	\$14,000
2041	\$1,400,000
2042	\$300,000
2046	\$1,200,000
2051	\$450,000
2056	\$610,000
2061	\$540,000
2066	\$530,000
2071	\$5,300,000
2081	\$69,000
2096	\$1,200,000
2101	\$1,400,000

Cat.	Asset Name	Replacement Cost	Replacement Date	Capital Renewal Type
INTR	Carpet	25 x 1000 sq.ft. x \$7,900 = \$200,000	2029-08-03	CR10
LFFS	Backflow Pevneter	1 each x \$5,700 = \$5,700	2031-08-03	CR10
LFFS	Flow Device	1 each x \$510 = \$510	2031-08-03	CR10
LFFS	Video Surveillance & Security System	1 each x \$9,900 = \$9,900	2031-08-03	CR10
HVAC	Controls	1 each x \$85,000 = \$85,000	2031-08-03	CR10
PLUM	EWC-1	10 each x \$1,600 = \$16,000	2031-08-03	CR10
SFKE	Microwave Steamer Oven	1 each x \$9,200 = \$9,200	2031-08-03	CR10
SFKE	Mixer	1 each x \$11,000 = \$11,000	2031-08-03	CR10
SFKE	Dishwasher	1 each x \$14,000 = \$14,000	2031-08-03	CR10
SFKE	Disposer	1 each x \$5,500 = \$5,500	2031-08-03	CR10
SFKE	Refrigerator	1 each x \$20,000 = \$20,000	2031-08-03	CR10
LFFS	Fire Extinguisher	30 each x \$250 = \$7,500	2033-08-03	CR10

**Capital Renewal Report**

[Switch to use Current Cost Set: 2025 Cost Set](#)

Using Original Cost Set: 2023 Cost Set

**Totals by Year**

**Year Total CR Cost**

2029	\$9,500
2031	\$250,000
2033	\$810
2036	\$380,000
2039	\$180,000
2041	\$500,000
2046	\$1,900,000
2051	\$210,000
2056	\$34,000
2061	\$280,000
2066	\$19,000
2071	\$940,000
2081	\$8,400
2096	\$1,800,000
2101	\$1,200,000

Cat.	Asset Name	Replacement Cost	Replacement Date	Capital Renewal Type
INTR	Carpet Tile	1 x 1000 sq.ft. x \$9,500 = \$9,500	2029-11-24	CR10
LFFS	JP-1	1 each x \$4,400 = \$4,400	2031-11-25	CR10
LFFS	Intrusion Monitoring	1 each x \$12,000 = \$12,000	2031-11-25	CR10
HVAC	HVAC Controls	1 each x \$50,000 = \$50,000	2031-11-25	CR10
PLUM	EWC-1	3 each x \$2,000 = \$6,000	2031-11-25	CR10
PLUM	Check Valve	1 each x \$1,300 = \$1,300	2031-11-25	CR20
ELEC	Main Gym Audio	1 each x \$4,300 = \$4,300	2031-11-25	CR10
ELEC	Security and Intrusion	1 each x \$80,000 = \$80,000	2031-11-25	CR10
SFKE	Combi Oven/Steamer	1 each x \$11,000 = \$11,000	2031-11-25	CR10
SFKE	Tilt Kettle	1 each x \$11,000 = \$11,000	2031-11-25	CR10
SFKE	Countertop Food Processor	1 each x \$4,200 = \$4,200	2031-11-25	CR10
SFKE	Countertop Mixer w/ Stand	1 each x \$13,000 = \$13,000	2031-11-25	CR10
SFKE	Dishmachine	1 each x \$17,000 = \$17,000	2031-11-25	CR10
SFKE	Garbage Disposal System	2 each x \$6,700 = \$13,000	2031-11-25	CR10
SFKE	Walk-in Cooler/Freezer	1 each x \$25,000 = \$25,000	2031-11-25	CR10
LFFS	Fire Extinguisher	1 each x \$300 = \$300	2033-11-24	CR10

**Capital Renewal Report**

Using Current Cost Set: 2025 Cost Set  
[Switch to use Original Cost Set: 2021 Cost Set](#)

**Totals by Year**
**Year Total CR Cost**

2028	\$240,000
2030	\$240,000
2032	\$34,000
2035	\$490,000
2037	\$1,300,000
2040	\$1,700,000
2041	\$20,000
2042	\$1,300,000
2044	\$380,000
2045	\$200,000
2050	\$580,000
2055	\$830,000
2057	\$580,000
2060	\$310,000
2062	\$77,000
2065	\$11,000
2070	\$4,600,000
2072	\$410,000
2080	\$100,000
2095	\$1,400,000
2102	\$1,600,000

Cat.	Asset Name	Replacement Cost	Replacement Date	Capital Renewal Type
INTR	Carpet	35 x 1000 sq.ft. x \$6,700 = \$240,000	2028-09-24	CR10
SFKE	Walk-In	1 each x \$27,000 = \$27,000	2030-08-24	CR10
HVAC	BAS	1 each x \$110,000 = \$110,000	2030-09-25	CR10
PLUM	EWC-1	14 each x \$2,200 = \$31,000	2030-09-25	CR10
SFKE	Tilting Steam Kettle	1 each x \$13,000 = \$13,000	2030-09-25	CR10
SFKE	Ice Machine	1 each x \$11,000 = \$11,000	2030-09-25	CR10
SFKE	Dishwasher	1 each x \$18,000 = \$18,000	2030-09-25	CR10
SFKE	Disposal	3 each x \$7,500 = \$22,000	2030-09-25	CR10
ELEC	Central Sound	1 each x \$4,900 = \$4,900	2032-03-08	CR10
ELEC	Dining Room Audio	1 each x \$4,900 = \$4,900	2032-03-08	CR10