

# WARREN LOCAL SCHOOLS

Kyle R. Newton, Superintendent

220 Sweetapple Road  
Vincent, Ohio 45784



Melcie A. Wells, Treasurer

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## Operations Committee Minutes

March 26, 2026

5:00 pm - Warrior Room

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

I. **Guest Comments**

None

II. **Operations Update**

Mr. Ludwig presented a handout. All grounds care equipment has been serviced and is ready for mowing season. School groups will be helping with trash pick up prior to mowing to get the grounds ready. The elementary school had a parent hit the entrance gate causing damage. This has been fixed by Hocking Fence. Annual boiler inspections took place in the past month. All have passed and certificates issued. The department has had several events requiring set up. Excellent teamwork was shown with how quickly the spaces can be converted. A Summer maintenance project list has been created and is being added to. This will help in preparation for supplies needed, equipment needs etc. The archery building dirtwork started. They are currently working to get rid of the big dirt/debris pile.

III. **Transportation Update**

Mrs. Jaramillo presented a handout. A new substitute passed the CDL test and is ready to drive. The new Inventory Management System is being developed with TransAct. OSHP bus inspections have been scheduled for May 12, June 12, July 14 and Aug. 7, 2026. Annual bus driver physicals have been scheduled for June 1st with Ohio University to be done at the elementary school. 2 new buses are scheduled to be here Tuesday, March 31st. The department had special needs training along with emergency evacuation training on March 20, 2026. The training was well received amongst the drivers.

Mrs. Jaramillo is working to find a way for driver physicals and drug tests to be completed at the Warrior Care Clinic. She has been talking with Ashley Bush and there are a few hurdles to overcome. Mr. Allend suggested we add something to the summer newsletter about the trainings, new buses and new safety equipment.

Mrs. Jaramillo gave kudos to the department, saying that many of the district vendors prefer coming to Warren. They often give very positive feedback.

IV. **Athletic Update**

None.



V. **Old Business**

Ground clearing has started. The completion date is expected to be near the end of June. Updates will be given monthly. Press box updates including mini split, new windows, and doors will be completed. Mr. Allen asked for cost estimates for new bathroom facilities at the baseball softball fields to be given at the next meeting. Campus wide drainage was discussed. Mr. Allen noted significant drainage issues at the softball field. The district has a plan to take care of these issues in May. Ann Skufca is leaving the district, the question was raised as to who will be responsible for pursuing the grants for walking/bike paths and outdoor basketball court. This will likely fall to Mr. Newton and Mrs. Wells. Mr. Allen mentioned Melissa Zoller with Buckeye Hills would be a good contact. Mr. Newton agreed and has already spoken with her.

Mr. Ludwig tried to treat a sample area on our exterior block staining issue. The test area did not show any change. He will be looking into other ways to correct the issue.

Brewer has all fire/life safety now under them. Inspections have been completed. Veregy is working through the control side of things. They will be installing new meters that will help the district understand utility usage during peak times. Mr. Ludwig will be able to adjust on the district end during these peak times to help the district realize more savings.

Mr. Newton has been working on the 3 year capital plan as time allows. Mr. Allen discussed how important it is to inform the public of available funds for asset management. Mrs. Wells will discuss asset management plan funding at the next meeting.

The Elementary playground sunshade has been delivered. Installation will occur over the summer. Mr. Allen would like Mr. Ludwig to look for GPS equipment to locate and store underground utilities.

VI. **New Business**

None

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

None

Adjourned at 5:52PM. Next Meeting April 23, 2026

