

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

September 25, 2025

5:00 pm Warrior Room – Warren High School Annex

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

I. Guest Comments

None

II. Operations Update

Mr. Ludwig presented handout. Grounds care has slowed due to dry weather conditions and is expected to pick up with the recent rains. 110 completed work requests. The department is still maintaining a 1-day response time and resolutions are typically under 3 days. Cabling in building 6 has been a big project this month. Cabling for the new doors and security items has been completed. Mr. Ludwig built a new storage box for the new wrestling scoreboards, so they can be stored without damage while not in use.

Equip Needs: The maintenance truck is getting a new service body installed. This will help greatly with efficiency while performing jobs at the buildings.

III. Transportation Update

Mrs. Jaramillo presented handout. Bus Safety for PL-3 was conducted September 2-10. District OBI's did the safety training for the students.

Mrs. Jaramillo talked about tomorrow's PD Day. Plans are for the Ohio State Highway Patrol to be onsite to go over emergency equipment and pre-trips. She also hopes to use a smoke machine to 'smoke' a bus for real life scenario evacuation. Drivers will also go over annual bus evacuation drills that will be conducted at each building in October.

Mr. Crum asked if vehicles running red has decreased overall and especially with the use of the extended stop arm. Mrs. Jaramillo said that there have been a few. The bus with the extended stop arm has made a big difference with no one running the red lights. Mrs. Wells said the state budget did include a safety grant that we can try to look into getting to purchase more of the extension arms. Details about the grant have not been released and we should hear more in the coming months.

Mr. Newton went over a handout explaining the district transportation daily numbers along with various interesting key points.

IV. Athletic Update

None.

V. Old Business

Archery Building – Not moving as fast as Mr. Newton would like. He is in talks weekly with Wolf Creek. It is slowing moving forward.

Health Care Facility – Grae-Con was on site today. The hot water tank install is the biggest hold up currently. Electrician was also on site to go over final needs.

District has not looked further into prefabricated restrooms, but will leave the placeholder to keep the discussion going.

Ann Skufca has been looking into available grants for a walking track and pickle ball courts. Mrs. Wells explained that grants that school districts are eligible hard to come by. She will continue to look. Garland Roofing will be coming to the district on Monday to look at the staining on the exterior buildings.

VI. New Business

The committee discussed the intent of the district to move away from Johnson Controls to a company that offers open sourcing. We are currently in the 3rd year of a 3-year contract so now is the time to change.

Mrs. Wells presented a utilities spreadsheet. This a great way to keep track of usage and possibly find issues quickly if an issue were to arise.

VII. Presentation/discussion of monthly safety topic by staff

None

VIII. Additional comments before adjourning

Adjourned at 5:44PM. Next Meeting October 23, 5:00PM 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

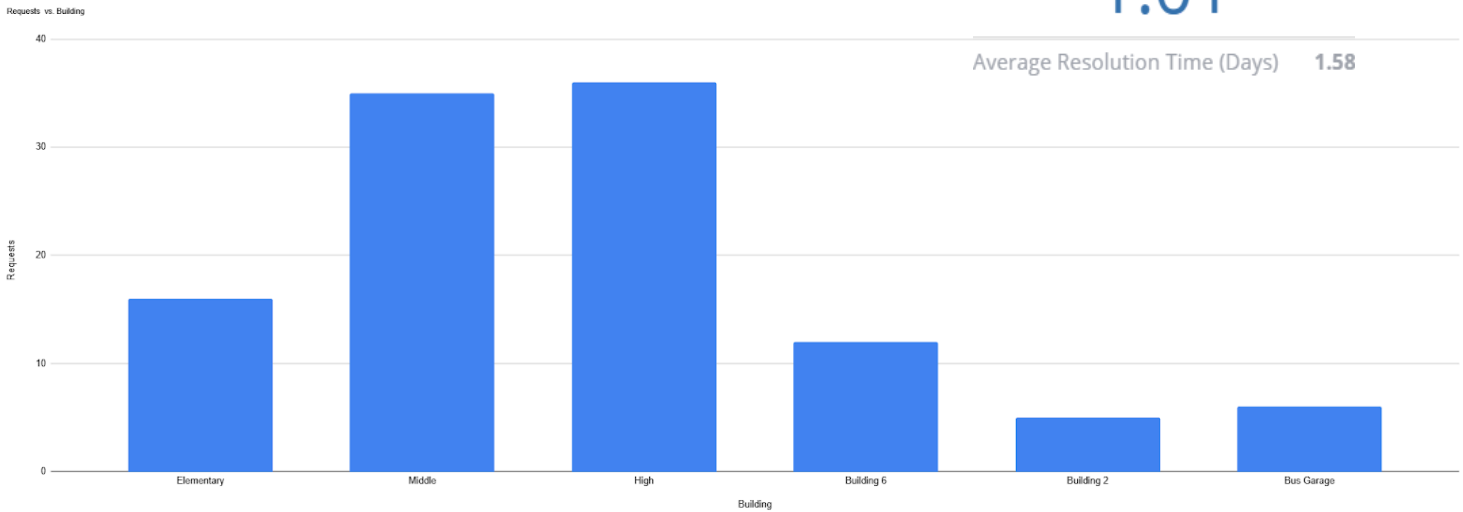
Operations Committee: Maintenance Report 9/25/2025

- We have completed 110 out of 111 entered requests. This is one request less than last month. We have been very busy trying to keep up with requests and are still maintaining close to a 1 day response time with resolutions usually under 3 days
- Grounds care has slowed significantly due to the very dry weather conditions
- The cabling is finished in building 6 and the crew is here installing the new doors and security items

Average Response Time (Days)

1.01

Average Resolution Time (Days) **1.58**



Mobile welding onto posts for netting



Transportation crate for new wrestling scoreboards





WARREN TRANSPORTATION

220 Sweetapple Road Vincent, Ohio 45784 • 740-678-2368 • www.warrenlocal.org

Alicia Jaramillo
DIRECTOR

Jill Davis
ASSISTANT DIRECTOR

September 2025 Operations Meeting

- Bus Safety was conducted Sept. 2-Sept. 10
 - Our On Board Instructors trained all Pre-k - 3rd grade students on bus safety
 - Place of safety while waiting
 - How/when to cross the road
 - Loading/Unloading safely
 - Correct bus behavior
 - Rear-exit drill

- Friday 9/26 - PD Day
 - Ohio State Highway Patrol - Pre-trip/Emergency Equipment
 - Fire Extinguisher Specialists
 - Smoked Out Bus Evacuations
 - Prepping for T-1/Annual Bus Evac Drills

- T-1 Report will be conducted October 6-10

- Annual Bus Evacuation Drills scheduled for the weeks of October 6 and October 20
 - Building Principals have been notified of the schedule
 - Rule 3301-83-15 | Emergency and evacuation procedures
 - (1) Each of the following emergency procedures will be conducted at least once annually:
 - (a) Everyone exits through the front entrance door
 - (b) Everyone exits through the front entrance door
 - (c) Front half exits through the front door and rear half exits through the rear door.



