

## October's Maintenance Report

| Work Completed                                 | # of Hours | Purchases          | Approx. Cost   |
|--|------------|--------------------|----------------|
| Change light bulbs/ballests                    | 3          | Gas/oil for mowers | \$225          |
| Loading dock deliveries                        | 6          | Plumbing supplies  | \$225          |
| Painting of soccer fields and picking up trash | 10         |                    |                |
| Invoice paperwork/working with business office | 4          |                    |                |
| General repairs/remove air from heating system | 7          | Elect. Supplies    | \$350          |
| Clean café/trash/tables                        | 10         |                    |                |
| Items that Mr. Finister/admin. Needed done     | 22         |                    |                |
| Opening school                                 | 6          |                    |                |
| Completion of 16 work requests                 | 6          |                    |                |
| Drove bus                                      | 16         | Misc. Supplies     | \$425          |
| Ran conduit/wire for shot clocks               | 6          | <b>Total</b>       | <b>\$1,225</b> |
| Meetings with Salesmen                         | 6          |                    |                |
| Pick up soccer fields/outdoors                 | 6          |                    |                |
| Took brush/trees/dug stumps                    | 40         |                    |                |
| Ran wire/conduit for jumbotron in gym          | 5          |                    |                |
| Meetings with Admin                            | 2          |                    |                |
| Change ceiling tile                            | 3          |                    |                |
| Open lockers                                   | 2          |                    |                |
| Fire drills                                    | 2          |                    |                |
| Clean shop                                     | 2          |                    |                |
| Safety committee meeting                       | 2          |                    |                |
| Approximate Total of Hours                     | 166        |                    |                |