

Timestamp	Observation:	Room Number or Location/Name:	Comments for this room:	ADMINISTRATION	CUSTODIAL	FACILITIES WORK ORDER NUMBER	IEQ WORK ORDER NUMBER	ASSIGNED DATE	COMPLETION DATE	30-DAY REVISIT	CLOSED
12/22/2017 6:37:56	01A. ODOR: Unusual or offensive	513	Air freshener?	x							
12/22/2017 6:00:20	02. AIR FRESHENERS	Gym office bath		x							
12/22/2017 6:03:05	02. AIR FRESHENERS	Girls equipment room 4		x							
12/22/2017 6:27:33	02. AIR FRESHENERS	Faculty lounge at 519	Febreze-sure scents	x							
12/22/2017 7:11:46	02. AIR FRESHENERS	212		x							
12/22/2017 6:26:48	03. FOOD: Unsealed, left in room, dirty lunch boxes	Faculty lounge at 519	Food needs to be in hard container	x							
12/22/2017 6:35:03	03. FOOD: Unsealed, left in room, dirty lunch boxes	511									
12/22/2017 6:39:49	03. FOOD: Unsealed, left in room, dirty lunch boxes	602	Food needs to be in hard container	x							
12/22/2017 6:43:35	03. FOOD: Unsealed, left in room, dirty lunch boxes	604									
12/22/2017 7:13:49	03. FOOD: Unsealed, left in room, dirty lunch boxes	216		x							
12/22/2017 7:20:50	03. FOOD: Unsealed, left in room, dirty lunch boxes	220	Food not in hard container	x							
12/22/2017 7:22:55	03. FOOD: Unsealed, left in room, dirty lunch boxes	Faculty lounge at office area									
12/22/2017 7:52:53	03. FOOD: Unsealed, left in room, dirty lunch boxes	Office off Room 100	Need hard container	x							
12/22/2017 8:19:58	03. FOOD: Unsealed, left in room, dirty lunch boxes	Telephone room in front office	Food needs hard container	x							
12/22/2017 6:15:27	04: VENTS: Dirty, obstructed (Wall, Ceiling)	Auxiliary gym	Wall vent dusty-custodial		x						
12/22/2017 6:29:29	04: VENTS: Dirty, obstructed (Wall, Ceiling)	Restroom in faculty lounge at 519	Clean exhaust vent in ceiling - custodial		x						
12/22/2017 8:21:52	04: VENTS: Dirty, obstructed (Wall, Ceiling)	Health suite restroom	Clean vent - custodial		x						
12/22/2017 6:04:25	06: CLEANLINESS: Dust, trash	Gym storage, old shower room	Clean		x						
12/22/2017 6:22:39	06: CLEANLINESS: Dust, trash	Outside entrance to 502	Needs to be swept		x						
12/22/2017 6:33:01	06: CLEANLINESS: Dust, trash	522	Clean floor		x						
12/22/2017 6:43:41	06: CLEANLINESS: Dust, trash	Custodial closet at 604	Dirty		x						
12/22/2017 6:44:04	06: CLEANLINESS: Dust, trash	604 storage	storage on top shelf too high.	x							
12/22/2017 6:45:02	06: CLEANLINESS: Dust, trash	Girls at 604	Need new paper towel dispenser		x						

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12/22/2017 7:14:40	06: CLEANLINESS: Dust, trash	207	Clean floor		x						
12/22/2017 7:18:59	06: CLEANLINESS: Dust, trash	220	Dusty		x						
12/22/2017 5:55:08	08: CEILING TILES: Stained, broken, holes, painted	Women's locker room	2 at front entrance		x						
12/22/2017 5:55:33	08: CEILING TILES: Stained, broken, holes, painted	Training room	Reset tile in grid- custodial		x						
12/22/2017 5:56:49	08: CEILING TILES: Stained, broken, holes, painted	Equipment storage room 2	Slight stain and storage on top shelf too high.		x						
12/22/2017 5:57:22	08: CEILING TILES: Stained, broken, holes, painted	Gym men's office	Stain tile, cut tile properly around pipes- hvac			x	55230	1/5/18			
12/22/2017 5:58:45	08: CEILING TILES: Stained, broken, holes, painted	Boys locker room	Stain tile smoke detector- electronic			x	55232	1/5/18			
12/22/2017 6:02:06	08: CEILING TILES: Stained, broken, holes, painted	Main locker area	3 tiles together back corner maybe plumbing?			x	55235	1/5/18			
12/22/2017 6:03:57	08: CEILING TILES: Stained, broken, holes, painted	Team room			x						
12/22/2017 6:07:01	08: CEILING TILES: Stained, broken, holes, painted	Laundry room			x						
12/22/2017 6:08:13	08: CEILING TILES: Stained, broken, holes, painted	Boys locker room coaches room	Reset tile in grid		x						
12/22/2017 6:16:44	08: CEILING TILES: Stained, broken, holes, painted	Room out side wrestling room	Missing ' inspector's test' sign			x					
12/22/2017 6:33:56	08: CEILING TILES: Stained, broken, holes, painted	522	Two stained tile- investigation for reason, repair		x						
12/22/2017 7:00:46	08: CEILING TILES: Stained, broken, holes, painted	230- storage at kiln	Check ceiling grid for proper support		x						
12/22/2017 7:01:14	08: CEILING TILES: Stained, broken, holes, painted	230 storage	Stain cut tile			x		55236	1/3/18		
12/22/2017 7:04:34	08: CEILING TILES: Stained, broken, holes, painted	217	Reset tile- custodial		x						
12/22/2017 7:05:43	08: CEILING TILES: Stained, broken, holes, painted	217	Replace full broken tile		x						
12/22/2017 7:06:57	08: CEILING TILES: Stained, broken, holes, painted	219	Reset tile - custodial		x						
12/22/2017 7:08:34	08: CEILING TILES: Stained, broken, holes, painted	219	Stained full tile- replace, investigate, place work order custodial		x						

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12/22/2017 7:31:57	08: CEILING TILES: Stained, broken, holes, painted	305	Reset tile with sprinkler head- custodial			x	55245	1/3/18			
12/22/2017 7:34:03	08: CEILING TILES: Stained, broken, holes, painted	Electronic storage room in 304	Reset ceiling tile- custodial		x						
12/22/2017 7:35:30	08: CEILING TILES: Stained, broken, holes, painted	Multi cultural suite	Two tiles by exit sign above desk. Two by HVAC vent. Blocked area			x	55245	1/3/18			
12/22/2017 7:37:59	08: CEILING TILES: Stained, broken, holes, painted	303	Stain cut tile in bulk head at exhaust			x	55245	1/3/18			
12/22/2017 7:48:18	08: CEILING TILES: Stained, broken, holes, painted	Cafeteria	2 tiles by front window entrance 1 by electrical cord by window 1 by sprinkler head. Multiple possible food stains various places			x	55245	1/3/18			
12/22/2017 7:53:37	08: CEILING TILES: Stained, broken, holes, painted	Office off 100	Replace broken cut tile			x	55245	1/3/18			
12/22/2017 7:57:01	08: CEILING TILES: Stained, broken, holes, painted	Room 103 hall	Reset tile- custodial		x						
12/22/2017 6:21:02	11. NON-ISSUED HCPSS FURNITURE AND APPLIANCES	517	Standing light- safety issue	x							
12/22/2017 6:28:17	11. NON-ISSUED HCPSS FURNITURE AND APPLIANCES	Faculty lounge at 519	Toaster- fire issue	x							
12/22/2017 6:32:36	11. NON-ISSUED HCPSS FURNITURE AND APPLIANCES	509	Fan	x							
12/22/2017 6:41:03	11. NON-ISSUED HCPSS FURNITURE AND APPLIANCES	Gym office	Refrigerator	x							
12/22/2017 6:52:32	11. NON-ISSUED HCPSS FURNITURE AND APPLIANCES	609 storage	Storage of multiple fans and lamps	x							
12/22/2017 6:57:42	11. NON-ISSUED HCPSS FURNITURE AND APPLIANCES	228	Sofa and carpet	x							
12/22/2017 7:01:42	11. NON-ISSUED HCPSS FURNITURE AND APPLIANCES	230	Standing light- safety issue	x							
12/22/2017 7:03:13	11. NON-ISSUED HCPSS FURNITURE AND APPLIANCES	230	Sofa and bean bag	x							
12/22/2017 7:06:41	11. NON-ISSUED HCPSS FURNITURE AND APPLIANCES	218	Floor lamp	x							
12/22/2017 7:12:34	11. NON-ISSUED HCPSS FURNITURE AND APPLIANCES	214	Sofa	x							

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12/22/2017 7:17:30	11. NON-ISSUED HCPSS FURNITURE AND APPLIANCES	208	Standing light- safety issue	x							
12/22/2017 7:17:31	11. NON-ISSUED HCPSS FURNITURE AND APPLIANCES	209	Floor lamp	x							
12/22/2017 7:24:23	11. NON-ISSUED HCPSS FURNITURE AND APPLIANCES	Several counsellors offices	Floor lamps	x							
12/22/2017 7:27:12	11. NON-ISSUED HCPSS FURNITURE AND APPLIANCES	GT room off media	Sofa	x							
12/22/2017 7:28:24	11. NON-ISSUED HCPSS FURNITURE AND APPLIANCES	Mrs. Dunn room off media	Floor lamp	x							
12/22/2017 7:28:56	11. NON-ISSUED HCPSS FURNITURE AND APPLIANCES	Office off media	Standing light- safety issue	x							
12/22/2017 6:27:25	12. FABRIC MATERIALS: Stuffed animals, beanbags, pillows, blankets, rugs, etc.	506	Cloth banners and Pom poms	x							
12/22/2017 6:41:50	12. FABRIC MATERIALS: Stuffed animals, beanbags, pillows, blankets, rugs, etc.	607	Need plan to keep stuffed animals clean	x							
12/22/2017 6:46:41	12. FABRIC MATERIALS: Stuffed animals, beanbags, pillows, blankets, rugs, etc.	606		x							
12/22/2017 7:01:34	12. FABRIC MATERIALS: Stuffed animals, beanbags, pillows, blankets, rugs, etc.	229	Fabric Chairs floor lamp etc.	x							
12/22/2017 7:22:04	12. FABRIC MATERIALS: Stuffed animals, beanbags, pillows, blankets, rugs, etc.	Storage in conference room	Heaters and fake flowers	x							
12/22/2017 7:35:56	12. FABRIC MATERIALS: Stuffed animals, beanbags, pillows, blankets, rugs, etc.	Multicultural suite	Sofa	x							
12/22/2017 6:10:48	14. MATERIALS/CHEMICALS: Improperly stored or marked	Locker area	Bleach	x							
12/22/2017 6:53:18	14. MATERIALS/CHEMICALS: Improperly stored or marked	609	Paint stored under sink in computer lab	x							

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12/22/2017 7:17:14	14. MATERIALS/CHEMICALS: Improperly stored or marked	209	Paint cans	x							
12/22/2017 7:06:24	44. LANDSCAPING: Vegetation appears unhealthy or diseased	A a office	Refridgerator	x							
12/22/2017 6:18:08		Hall door into boys locker room by auxiliary gym-	Door not closing-hardware			x	New Doors 1/18				
12/22/2017 7:50:43		Band storage	storage on top shelf too high.	x							