

No	WOID	Status	Descriptions	ActionTaken	Request Date	Completion Da	Priority	Requester	AssignedTo	Location	Building	Area Type	Area Number	Equipment	Craft
1	14323	Work In Progress	Install detector in storage room - Storage rooms require detectors and main space		2/22/2017		High		Brewer, James L.	Dennis (12)			Teachers Lounge 001		Fire Alarm System
2	26587	Work In Progress	2013 Ten-Year Health Life Safety Report I need regular and two cycle gasoline, please.		10/1/2019		Medium	Scott Herron	Green, Craig	Dennis (12)		Athletic Field	Exterior tool shed		Internal Delivery
3	28225	Work In Progress	Thank you. Weed eater won't run.		4/6/2020		Medium	Scott Herron	Green, Craig	Dennis (12)		Athletic Field	Exterior tool shed		Grounds Equipment Repair
4	28269	Work In Progress	There are 8 carts on the second floor that need moved down to the first floor hallway.		5/5/2020		Medium		Green, Craig	Dennis (12)					
5	28376	Work In Progress	please bring a carpet shampooer machine. the one here is not working		5/21/2020		Medium	Charnae Anderson	Green, Craig	Dennis (12)		Hallway/Corridor	hallway		Miscellaneous
6	39798	Work In Progress	Door F - Please repair broken glass in the window of door. It has been taped, currently.		7/19/2023		Medium	Stephanie Harrington	Bolt, Floyd	Dennis (12)			Garfield Location		Glass/Window Repairs

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1	6714	Complete	The wheels on the lawn mower need attention. Bracket is broken.	repaired on 09/16/2016 - went through whole district and repaired	9/17/2015	9/13/2016	Medium	Linda Wiesner	Hainline, Danny F.	Dennis (12)			shed		Custodial Equipment Repair
2	10890	Complete	Please build a coat rack for the north wall of room 309. The closet is being utilized as a flexible learning space to accommodate students. Thank you!	remodeled coat racks and installed	8/1/2016	1/4/2017	Medium	Matthew J. Andrews	Fuiten, Donald K.	Dennis (12)		Classroom	309		Miscellaneous
3	11056	Complete	removal of coat hook board in closet to wall in main classroom	repaired coat racks and installed	8/10/2016	1/4/2017	Medium	Charles N. Loveall, Jr.	Fuiten, Donald K.	Dennis (12)			309		Carpentry
4	11211	Complete	Please remove the tree stump on the north side of the playground in the raised flower box, it is a hazard to the students. Also, there is an unused flower box on the south side of the school. Can we get that removed too please? Thank you! -Katie	Ground stumps.	8/16/2016	12/20/2018	Medium	Matthew J. Andrews	Torbert, Roger	Dennis (12)			playground		Carpentry Grounds
5	11246	Complete	Can we please have a new weather radio, ours is broken. thanks so much! -Katie	Checked over - plugged into the correct jack - reset time and programmed - works fine now	8/17/2016	4/12/2017	Medium	Matthew J. Andrews	Barnett, Chris	Dennis (12)			Office		Miscellaneous
6	11659	Complete	Room 309 needs several coat hooks attached to the wall. Hooks and screws are here.	installed more coat hooks	8/31/2016	1/4/2017	Medium	Scott Herron	Fuiten, Donald K.	Dennis (12)		Classroom	309		Carpentry
7	11684	Complete	Please hang the basketball backboards and rims that were purchased last year. I believe that this is already in the School Dude system. Thanks!		8/31/2016	12/22/2016	Medium	Matthew J. Andrews	Peck, Dwight D.	Dennis (12)			Gym		Gym Equipment
8	12784	Complete	Please fix/repair the landscape timber at the Butterfly Garden, it is dangerous. Thank you! -Katie	Was assigned to Sotiroff.  Please verify if this is still needed.  Jim Gortner 10 Apr 2017	11/7/2016	5/8/2017	Medium	Matthew J. Andrews	Shepherd, Duane	Dennis (12)			The Garden		Grounds Equipment Repair
9	12976	Complete	We have an area of concrete that is crumbling on the curb. I NOW have attached a photo. Thanks. Katie	repaired this section of wall that finally fell out. Cut out and new concrete.	11/18/2016	9/6/2017	Medium	Matthew J. Andrews	Hainline, Danny F.	Dennis (12)			Outside		Concrete
10	13118	Complete	Can we please have our boiler inspected and updated? Thanks, Katie	All school, except Harris, have certificates.	11/29/2016	12/1/2016	Medium	Matthew J. Andrews	Wetzel, Michael T.	Dennis (12)			Boiler		Boiler
11	13169	Complete	Our volleyball equipment for install has arrived. We would like this to be a rush job so we can get our season started. Thank You! -Katie		11/30/2016	12/30/2016	Medium	Matthew J. Andrews	Torbert, Jeff	Dennis (12)		Cafeteria	Gym		Miscellaneous
12	13436	Complete	Every Thursday in January can you please pick up 80 bags and tubs from Good samaritan and deliver them to the DLS closet between Mehr and the Teachers lounge. Thank you!		12/20/2016	1/26/2017	Medium	Matthew J. Andrews	Helm, Timothy	Dennis (12)			office		Miscellaneous
13	13490	Complete	projector shuts off and filter warning appears. thank you!	cleaned filter - replaced lamp - reset lamp & filter timers	1/3/2017	1/5/2017	Medium	Amy Sebeckis	Barnett, Chris	Dennis (12)		Classroom	101		Projector Repair
14	13494	Complete	There are tiles that are buckling just outside of the south entrance of the office.	tore out old tile and replaced with new	1/3/2017	1/11/2017	Medium	Matthew J. Andrews	Elliott, Mark D.	Dennis (12)		Hallway/Corridor	Office/Middle School Hallway		Flooring
15	13498	Complete	Please pick up 1 folding table, 1 computer desk and 1 nurse's bed in entryway and ship to warehouse.		1/4/2017	1/5/2017	Medium	Scott Herron	Helm, Timothy	Dennis (12)		Hallway/Corridor	entryway		Moving
16	13521	Complete	Locking mechanism that attaches 2nd table on left to the wall is broken.	repaired locking cam arms	1/4/2017	1/4/2017	Medium	Scott Herron	Shepherd, Duane	Dennis (12)		Cafeteria	cafeteria		Cafeteria
17	13549	Complete	Can we please have the old basketball backboards and rims mounted to the side walls of the gym. Thanks so much! -Katie	Hung backboard in gym	1/5/2017	2/5/2018	Medium	Matthew J. Andrews	Collier, Jacob	Dennis (12)		Cafeteria	Gym		Gym Equipment
18	13590	Complete	We are having issues with our walkie talkies, sometimes they work.. sometimes they don't.	One charger was disconnected - all is now working	1/6/2017	1/26/2017	Medium	Matthew J. Andrews	Barnett, Chris	Dennis (12)			Office		Miscellaneous
19	13617	Complete	Remove all the old access points at dennis	Removed with the help of Floyd Bolt	1/9/2017	1/9/2017	Medium	Scott E. Tapscott	Tapscott, Scott E.	Dennis (12)					
20	13725	Complete	Can we please fix the parking block that is north of our recycle bin? It has a metal spike sticking out of it. Thanks! -Katie		1/17/2017	1/18/2017	Medium	Matthew J. Andrews	Torbert, Jeff	Dennis (12)			Parking Lot		Miscellaneous
21	13731	Complete	Can we please have the clocks and bells synced? Thank You! -Katie	reset clock time (fast)	1/17/2017	1/18/2017	Medium	Matthew J. Andrews	Knierim, Robert E.	Dennis (12)			Office		Clocks/Bells
22	13751	Complete	Can you please pick up a desk at the warehouse for our teacher Mr. Creighton. If you could deliver it to the doors on Wood and Taylor that would be awesome! Thanks!! -Katie		1/18/2017	1/20/2017	Medium	Matthew J. Andrews	Helm, Timothy	Dennis (12)			Main Floor		Miscellaneous
23	13759	Complete	computer cart in entryway needs moved to warehouse, please.		1/19/2017	1/24/2017	Medium	Scott Herron	Helm, Timothy	Dennis (12)		Hallway/Corridor	entryway		Moving
24	13771	Complete	Per Mr. Andrews we will be getting a TV wall mount for his office.. when we get it, it will need to be mounted. Thanks! -Katie	Put up TV and mounted Apple box, ran network wire.	1/19/2017	2/2/2017	Medium	Matthew J. Andrews	Tipton, Noah	Dennis (12)			Office		Miscellaneous
25	13792	Complete	please move 5 pcs and 1 printer from the north facing doorway to recycle.  Thank you!!		1/20/2017	1/24/2017	Medium	Amy Sebeckis	Helm, Timothy	Dennis (12)		Hallway/Corridor	North Doors		Pick Up
26	13793	Complete	please install a dedicated drop for the APR VOIP phone to add. Thank you!	Ran cat 6 line for VOIP phone (APR)	1/20/2017	1/27/2017	Medium	Amy Sebeckis	Fuiten, Donald K.	Dennis (12)		Classroom	APR		IT/Technology
27	13858	Complete	southern most urinal and third urinal from the south have water shutoff due to continual running and overflowing of water suspected valve failure	Replaced flush valves.	1/26/2017	1/31/2017	Medium	Charles N. Loveall, Jr.	Alexander, Gary	Dennis (12)		Restroom (Boys)	tunnel restroom		Plumbing
28	13859	Complete	exhaust fan inoperable	Oiled motor.	1/26/2017	2/1/2017	Medium	Charles N. Loveall, Jr.	Young, Robert A.	Dennis (12)		Restroom (Boys)	restroom across from cafeteria		Exhaust Fans
29	13869	Complete	Please remove 3Comm switch and replace with drop(s)  Thank you!	Removed 3-com box and repaired cat5 ends	1/26/2017	2/14/2017	Medium	Amy Sebeckis	Tapscott, Scott E.	Dennis (12)		Classroom	302		IT/Technology
30	13900	Complete	Every Thursday in February can you please pick up 80 bags and tubs from Good samaritan and deliver them to the DLS closet between Mehr and the Teachers lounge. Thank you!		1/30/2017	2/23/2017	Medium	Matthew J. Andrews	Helm, Timothy	Dennis (12)			DLS Closet		Miscellaneous
31	13920	Complete	It's freezing in my classroom! Please fix.	Checked stats, made adjustment on controller.	1/31/2017	2/1/2017	Medium	Rebekah Novak	Horvath, Gary N.	Dennis (12)		Classroom	108		Heating/Ventilation /Air Conditioning
32	13927	Complete	Button in class does not call office.	Disassembled and cleaned call-in switch in room 108.	1/31/2017	2/7/2017	Medium	Rebekah Novak	Barnett, Chris	Dennis (12)			108		Intercoms
33	13949	Complete	2 pc boxes and 2 monitors to recycle please. labeled and stacked at the North facing exit.  thank you!		2/1/2017	2/7/2017	Medium	Amy Sebeckis	Helm, Timothy	Dennis (12)		Stairway	North Doors		Pick Up
34	13972	Complete	a couple of shelving units need attached to the interior wall of the shed on the playground, please.	Screwed shelving units to studs on inside of shed walls.	2/2/2017	2/7/2017	Medium	Scott Herron	Elliott, Mark D.	Dennis (12)			shed on playground		Carpentry
35	13988	Complete	Center stairwell, above kitchen, outside of north office door, the non slip coating on the second step has been pulled loose and needs reattached. A large "X" has been penciled onto the riser to mark it.	Fixed loose tread with epoxy.	2/2/2017	2/6/2017	Medium	Scott Herron	Elliott, Mark D.	Dennis (12)		Stairway	center stairway		Flooring
36	14012	Complete	third toilet stall from the north in the girls restroom located in the tunnel area has toilet with broken off toilet seat and is unusable	Cut old seat off and replaced flush lever.	2/3/2017	2/7/2017	Medium	Charles N. Loveall, Jr.	Alexander, Gary	Dennis (12)		Restroom (Girls)	girls tunnel restrooom		Plumbing
37	14053	Complete	please remove 3COMM switch and replace with standard drops to re-establish PC connectivity.	Floyd Bolt and I removed these a couple of weeks ago per a paper w/o	2/7/2017	3/3/2017	Medium	Amy Sebeckis	Tapscott, Scott E.	Dennis (12)		Classroom	2		Electronics
38	14083	Complete	thank you!! unable to see Promethean projection unless lights are off. change bulb?  thank you!!	Replaced projector with rebuilt one.	2/9/2017	2/9/2017	Medium	Amy Sebeckis	Barnett, Chris	Dennis (12)		Classroom	205		Projector Repair

39	14131	Complete	second urinal from north entrance of boys bathroom is leaking at the bottom of the water inlet.	Replaced vacuum breaker.	2/10/2017	2/13/2017	Medium	Scott Herron	Alexander, Gary	Dennis (12)	Restroom (Boys)	tunnel boys bathroom	Plumbing
40	14235	Complete	A landscaping timber is broken on the southwest corner of the building at the corner of wood and taylor. 2 pieces of rebar are exposed.		2/17/2017	2/22/2017	Medium	Scott Herron	Peck, Dwight D.	Dennis (12)		southwest corner exterior landscaping	Grounds
41	14236	Complete	The screws on the push bar lock have stripped out the wood where they attach to the doors and are causing the vertical bolt to stick and make the door difficult to open.	Repaired	2/17/2017	2/21/2017	Medium	Scott Herron	Karas, Paul J.	Dennis (12)	Hallway/Corridor	exterior door	Doors and Hardware
42	14293	Complete	Verify if glass in display case is safety glazing. If not, replace with safety glass. Safety glazing label on display/book case is not readily visible.	Each pane is clearly marked: Old Castle 2186 3304 Tempered 16 CFR 1201-1.11.	2/21/2017	5/9/2017	High		Shepherd, Duane	Dennis (12)		Classrooms 302, 301, 201, 212	Glass/Window Repairs
43	14294	Complete	2013 Ten-Year Health Life Safety Report Replaced glazing - Glazing is cracked at landing		2/21/2017	2/12/2019	High		Shepherd, Duane	Dennis (12)		Stair 316	Glass/Window Repairs
44	14295	Complete	2013 Ten-Year Health Life Safety Report Verify if glass in classroom doors is safety glazing. If not, replace with safety glass. Safety glazing label is not readily visible on classroom doors and adjacent glazing	Replaced in rooms 138, 141, 230, & 234. Replaced confirmed plate glass in classroom doors.	2/21/2017	5/25/2017	High		Shepherd, Duane	Dennis (12)		Classrooms 005, 008, 141, 138, 234,230	Glass/Window Repairs
45	14296	Complete	2013 Ten-Year Health Life Safety Report Remove/discontinue use of manual door stop - Fire doors shall not be held open by door stops, wedges, and other unapproved hold-open devices	Removed manual door stops in classrooms 234, 230, 141, 138, 005, 008.	2/21/2017	2/21/2017	High		Tennyson, Christopher	Dennis (12)		Classrooms 234, 230, 141, 138, 005, 008	Doors and Hardware
46	14297	Complete	2013 Ten-Year Health Life Safety Report Corridor 139, 007, 126, Mechanical 011, Classroom 005A - Adjust door and hardware to re-align door within frame. Door 139A does not close/out of alignment with frame	Made adjustments to doors.	2/21/2017	2/23/2017	High		Tennyson, Christopher	Dennis (12)		Corridor 139, 007,126, Mechanical 011, Classroom 0	Doors and Hardware
47	14298	Complete	2013 Ten-Year Health Life Safety Report Lock electrical panels - Electrical panel cover not locked/open during review	Denied ISBE - Maintenance not allowed using HLS funds	2/21/2017	2/23/2017	High		Young, Robert A.	Dennis (12)		Corridor 231, 007	Electrical
48	14299	Complete	2013 Ten-Year Health Life Safety Report Replace glazing - Glazing above door is cracked	Completed using O&M - installed latches Replaced and reglazed	2/21/2017	5/18/2017	High		Shepherd, Duane	Dennis (12)		Door 219B	Glass/Window Repairs
49	14301	Complete	2013 Ten-Year Health Life Safety Report Replace glazing - Glazing has cracked		2/21/2017	2/12/2019	High		Shepherd, Duane	Dennis (12)		Stairs 228	Glass/Window Repairs
50	14308	Complete	2013 Ten-Year Health Life Safety Report toilet located in the left hand stall (eastern most) in boys restroom across from cafeteria has leaking valve assembly	Replaced spud - vacuum breaker - spud trim & nut	2/21/2017	2/23/2017	Medium	Charles N. Loveall, Jr.	Alexander, Gary	Dennis (12)	Restroom (Boys)	across from cafeteria	Plumbing
51	14313	Complete	Classroom 116, Corridor 121, Learning Center 104 - Remove obstruction - Location of boxes and furniture prevent required egress from space	Removed items	2/22/2017	5/3/2017	High		Herron, Scott	Dennis (12)		Various	Custodial
52	14315	Complete	2013 Ten-Year Health Life Safety Report Classroom 305, 307, 309, 205, 208, 213 - Verify if glass in display cases are safety glazing. If not, replace with safety glass. Safety glazing label on display/bookcase is not readily visible.	All stamped tempered old castle.	2/22/2017	8/25/2017	High		Woodrum, Jr., Glenn R.	Dennis (12)		Various	Glass/Window Repairs
53	14318	Complete	2013 Ten-Year Health Life Safety Report Removed/discontinue use of manual door stop. Fire doors shall not be held open by door stops, wedges, and other unapproved hold-open devices.	Removed manual door stops.	2/22/2017	2/27/2017	High		Tennyson, Christopher	Dennis (12)		Door 211A, 212A	Doors and Hardware
54	14319	Complete	2013 Ten-Year Health Life Safety Report Doors 212A, 214A, 108A, 121B - Adjust door and hardware to re-align door within frame - Door does not close/out of alignment with frame.	Repaired doors and made adjustments.	2/22/2017	3/2/2017	High		Tennyson, Christopher	Dennis (12)		Various	Doors and Hardware
55	14320	Complete	2013 Ten-Year Health Life Safety Report Remove and install new door and frame or adjust existing to work within the same opening. Exterior door does not operate properly. The door sticks. Door position also allows gap below frame compromising the building envelope	Made adjustments to doors.	2/22/2017	2/27/2017	High		Tennyson, Christopher	Dennis (12)		Stair C/Exit G	Doors and Hardware
56	14321	Complete	2013 Ten-Year Health Life Safety Report Adjust door and hardware to align door within frame - Door does not close/out of alignment with frame	Made adjustment to door at room 207 and room 205.	2/22/2017	2/28/2017	High		Tennyson, Christopher	Dennis (12)		Stairs 207 and 205	Doors and Hardware
57	14322	Complete	2013 Ten-Year Health Life Safety Report Remove/discontinue use of manual door stop - Fire doors shall not be held open by door stops, wedges, and other unapproved hold-open devices.	Made adjustments to storage door at room 102.	2/22/2017	2/28/2017	High		Tennyson, Christopher	Dennis (12)		Storage 102	Doors and Hardware
58	14328	Complete	2013 Ten-Year Health Life Safety Report Install exit signs at stair doors - East end of corridor required exit sign to stairs		2/22/2017	2/12/2019	High		Brewer, James L.	Dennis (12)		Corridor 007	Electrical
59	14329	Complete	2013 Ten-Year Health Life Safety Report Install pull stations adjacent to exterior doors - Pull stations required adjacent to exterior doors (in the natural path of escape from a fire)		2/22/2017	3/29/2017	High		Brewer, James L.	Dennis (12)		Stairwell 117, 106	Fire Alarm System
60	14331	Complete	2013 Ten-Year Health Life Safety Report Install exit signs at stair doors - Bottom of stairs at exterior doors requires exit sign.		2/22/2017	2/12/2019	High		Brewer, James L.	Dennis (12)		Stairwell 117, Stage 144	Electrical
61	14332	Complete	2013 Ten-Year Health Life Safety Report Install exit signs at stair doors - South end of corridor requires exit sign to corridor 231		2/22/2017	2/12/2019	High		Brewer, James L.	Dennis (12)		Corridor 219	Electrical
62	14333	Complete	2013 Ten-Year Health Life Safety Report Install additional emergency lights - Existing emergency lights not sufficient		2/22/2017	2/12/2019	High		Wetzel, Michael T.	Dennis (12)		Stair 236, 013	Electrical
63	14335	Complete	2013 Ten-Year Health Life Safety Report Install pull stations adjacent to exterior doors - Pull stations required adjacent to exterior doors (in the natural path of escape from a fire)	Installed pullstation	2/22/2017	3/30/2017	High		Brewer, James L.	Dennis (12)		Vestibule 107, 132A, 001	Fire Alarm System
			2013 Ten-Year Health Life Safety Report										

64	14337	Complete	Install detector in activity room - Top of stair shafts require fire detectors		2/22/2017	2/12/2019	High		Brewer, James L.	Dennis (12)		Stairs 236, 228, 316, 307	Fire Alarm System
65	14338	Complete	2013 Ten-Year Health Life Safety Report Install emergency light in corridor at east end of stairwell. Exit corridor requires emergency light		2/22/2017	2/12/2019	High		Wetzel, Michael T.	Dennis (12)		Corridor/Stair 136	Electrical
66	14339	Complete	2013 Ten-Year Health Life Safety Report Install GFI outlet - Existing water cooler requires safety outlet		2/22/2017	2/23/2017	High		Young, Robert A.	Dennis (12)		Corridor 126	Electrical
67	14340	Complete	2013 Ten-Year Health Life Safety Report Investigate source of damage and repair surface - Wall below window and above casework shows signs of water damage	Windows have been caulked.	2/22/2017	10/2/2017	High		Johnson, James S.	Dennis (12)		Classroom 301	Windows
68	14341	Complete	2013 Ten-Year Health Life Safety Report Replace glazing - Glass not tempered safety glazing		2/22/2017	2/12/2019	High		Shepherd, Duane	Dennis (12)		Social Worker 318 Door	Glass/Window Repairs
69	14342	Complete	2013 Ten-Year Health Life Safety Report Investigate source of damage and repair surface - Ceiling in center of room appears to be wet.	Caulked the windows.	2/22/2017	10/2/2017	High		Johnson, James S.	Dennis (12)		Classroom 005, 141, 008	Ceiling Tile
70	14343	Complete	2013 Ten-Year Health Life Safety Report Investigate cause of dripping, clean wall, and repair system - Walls at perimeter show signs of a liquid dripping down the wall.		2/22/2017	8/16/2017	High		Woodrum, Jr., Glenn R.	Dennis (12)		Corridor 219, 231	Carpentry
71	14344	Complete	2013 Ten-Year Health Life Safety Report Verify source of water. Provide repair to system. Cover exposed wood with aluminum - Head of curtain wall shows signs of rust. Wood is also exposed at roof edge		2/22/2017	2/12/2019	High		Shepherd, Duane	Dennis (12)		Exterior Entry C	Windows
72	14345	Complete	2013 Ten-Year Health Life Safety Report Re-point masonry joints/remove & reseal control joints - Deteriorated/damaged masonry joint sealant at the perimeter of grills		2/22/2017	2/12/2019	High		Burns, Cody	Dennis (12)		Exterior Masonry	Masonry
73	14346	Complete	2013 Ten-Year Health Life Safety Report Remove storage - Storage stacked in mechanical space	Removed items	2/22/2017	5/3/2017	High		Tapscott, Phil	Dennis (12)		Mechanical 011	Custodial
74	14347	Complete	2013 Ten-Year Health Life Safety Report Investigate source of damage and repair surface - Plaster wall is damaged due to water infiltration		2/22/2017	2/12/2019	High		Woodrum, Jr., Glenn R.	Dennis (12)		Storage 004	Carpentry
75	14349	Complete	2013 Ten-Year Health Life Safety Report Adjust door and hardware to re-align door within frame - Door does not close/out of alignment with frame	Made adjustments to doors in rooms 004, 008B, 235, and 142.	2/22/2017	2/27/2017	High		Tennyson, Christopher	Dennis (12)		Storage 235, 004, 142, 008B	Doors and Hardware
76	14350	Complete	2013 Ten-Year Health Life Safety Report Remove asbestos containing floor tile. Install VCT - Asbestos containing floor tile is loose, friable, and causing a tripping hazard in vestibule. Stairway tiles are popping		2/22/2017	2/12/2019	High		Hainline, Danny F.	Dennis (12)		Vestibule 001, Stair 136, 228	Flooring
77	14351	Complete	2013 Ten-Year Health Life Safety Report Verify source of water. Provide repair to system - Light fixtures have water stains. Roof or mechanical system leaking		2/22/2017	2/12/2019	High		Woodrum, Jr., Glenn R.	Dennis (12)		Library 133	Roof
78	14352	Complete	2013 Ten-Year Health Life Safety Report Install missing tile - Ceiling tile missing		2/22/2017	2/12/2019	High		Shepherd, Duane	Dennis (12)		Boyd 112	Ceiling Tile
79	14353	Complete	2013 Ten-Year Health Life Safety Report Remove keyed lockset. Install lock/latch set self operable from inside of room - At door 302A, 309A, 310A, 313A, 314A, 315A, 207A, 208A, 209S, 212A, 215A - Door has thumb turn installed on door	Installed six deadbolt locks.	2/22/2017	3/20/2017	High		Karas, Paul J.	Dennis (12)		Classroom Doors	Doors and Hardware
80	14354	Complete	2013 Ten-Year Health Life Safety Report Repair/replace cracked or spalling masonry - Masonry wall has hole in exterior envelope		2/22/2017	2/12/2019	High		Burns, Cody	Dennis (12)		Exterior Masonry	Masonry
81	14356	Complete	2013 Ten-Year Health Life Safety Report Investigate source of damage and repair surface - Wall near boiler room door is damaged due to water infiltration		2/22/2017	2/12/2019	High		Woodrum, Jr., Glenn R.	Dennis (12)		Stair C	Carpentry
82	14357	Complete	2013 Ten-Year Health Life Safety Report Install bulb and lens in light fixture - Light fixture missing bulb and lens		2/22/2017	2/23/2017	High		Young, Robert A.	Dennis (12)		Storage 142, 004	Electrical
83	14359	Complete	2013 Ten-Year Health Life Safety Report Replace curtain wall system or replace sealant - Glazing sealant has deteriorated and is falling out.		2/22/2017	2/12/2019	High		Shepherd, Duane	Dennis (12)		Exterior Window Exit C	Windows
84	14361	Complete	2013 Ten-Year Health Life Safety Report Replace urinals - Existing constant flush urinals are inefficient, health hazard, and worn out.	Serviced this unit, it is working properly.	2/22/2017	4/30/2018	High		Baity, James	Dennis (12)		Boys Toilets 134, 118	Plumbing
85	14389	Complete	2013 Ten-Year Health Life Safety Report Alarm box is loose. A ball hit the protective cover and caused the alarm to trigger.	Fixed pull station	2/22/2017	2/27/2017	Medium	Matthew J. Andrews	Durand, David	Dennis (12)	Cafeteria	gym	Fire Alarm System
86	14655	Complete	Transportation Dept.		2/23/2017	3/1/2017	Medium	Charles N. Loveall, Jr.	Helm, Timothy	Dennis (12)	Hallway/Corridor	closet next to key box	Miscellaneous
87	14911	Complete	please pick up bag of dust mop heads located in closet next to key box, and deliver to B&G for laundry service ELECTRICAL OUTLET IN THE MIDDLE OF THE HALL ON THE SOUTH SIDE SHORTED OUT (BLACK MARKS AROUND OUTLET)	Replaced outlet.	2/28/2017	3/3/2017	Medium	Charnae Anderson	Young, Robert A.	Dennis (12)	Hallway/Corridor	SOUTH END FIRST FLOOR	Electrical
88	14917	Complete	Every Thursday in March can you please pick up 80 bags and tubs from Good samaritan and deliver them to the DLS closet between Mehr and the Teachers lounge. Thank you!		3/1/2017	3/30/2017	Medium	Matthew J. Andrews	Helm, Timothy	Dennis (12)		Closet	Miscellaneous

89	14937	Complete	refrigerator in hallway will not get cold or maintain cold temp. (was plugged into outlet that shorted out on 28 Feb 17)	Repaired leak in cond coil, vac pump, charged unit.	3/1/2017	3/6/2017	Medium	Charles N. Loveall, Jr.	Henry, Shannon	Dennis (12)	Hallway/Corridor	bottom floor on south end of building	Appliance Repair
90	14988	Complete	Repair minor damage on pipe in Mechanical Room/Entrance to tunnel.	Repaired fiberglass insulation on pipe.	3/6/2017	9/17/2018	High		Stepney, Gilbert A.	Dennis (12)		Mech. Room/Entrance to tunnel	Asbestos
91	15132	Complete	Please re-run ethernet line to part time secretaries VOIP phone per Jake Potts. thank you!	Hooked up phone	3/13/2017	3/13/2017	Medium	Amy Sebeckis	Bolt, Floyd	Dennis (12)		Main Office	Electronics
92	15151	Complete	Toilet paper dispenser in first stall is damaged and needs replaced.	Removed both broken dispensers and replaced with new ones.	3/14/2017	3/17/2017	Medium	Scott Herron	Collier, Jacob	Dennis (12)	Restroom (Boys)	Cafeteria boys bathroom	Carpentry
93	15240	Complete	eastern most toilet (left hand stall) leaking at valve assembly; seeping around base; & does not flush normally (takes three flushes to clear water from bowel)	Replaced leather packing.	3/22/2017	3/23/2017	Medium	Charles N. Loveall, Jr.	Cory, Brian	Dennis (12)	Restroom (Boys)	main restroom across from cafeteria	Plumbing
94	15244	Complete	The pigeon spikes above the canopy entrance have come loose.	Repaired and re-attached pigeon spikes.	3/22/2017	3/27/2017	Medium	Scott Herron	Elliott, Mark D.	Dennis (12)	Hallway/Corridor	Front (east) canopy entrance	General Maintenance
95	15247	Complete	I need copies made of two different keys. They will be in an envelope marked "Keys to be Copied" in Katie's desk. Thanks!	Made keys	3/22/2017	3/28/2017	Medium	Matthew J. Andrews	Karas, Paul J.	Dennis (12)		Main office	Key and Lock
96	15260	Complete	Please replace the toilet paper rolls in the girls bathroom, we have the new ones we would like to be installed here at the school. Thank You!	Replaced old with new.	3/22/2017	4/4/2017	Medium	Matthew J. Andrews	Shepherd, Duane	Dennis (12)	Restroom (Girls)	Girls Restroom	Carpentry
97	15280	Complete	PLEASE IF SOMEONE COULD COME STOP THE LEAK IN THE BOYS RESTROOM ACROSS FROM THE GYM. THE WATER WILL NOT STOP RUNNING.	Replaced leather packing.	3/23/2017	3/23/2017	Medium	Charnae Anderson	Cory, Brian	Dennis (12)	Restroom (Boys)	boys restroom	Water Leaks
98	15296	Complete	I have a cloth banner that I would like hung in the gym.	Hung banner in gym above kitchen serving line.	3/24/2017	4/3/2017	Medium	Matthew J. Andrews	Elliott, Mark D.	Dennis (12)		GYM	Miscellaneous
99	15343	Complete	An ethernet (cat5?) cable needs to be run to the back corner of the library in the library classroom. It needs to come down the wall so that a filemaker computer can be moved to the desk currently in that corner.	Ran line to desk location - labeled LaP1-22	3/28/2017	5/24/2017	Medium	Laura Turner	Tapscott, Scott E.	Dennis (12)	Classroom	classroom in back corner of library	Cabling
100	15376	Complete	please eradicate roaches located in the library & Aramark areas.	Advion	3/29/2017	4/27/2017	Medium	Charles N. Loveall, Jr.	Karas, Paul J.	Dennis (12)	Cafeteria	library	Pest Control
101	15397	Complete	Doors to the outside fo the building keep letting water in. I walked in this morning to a rather large puddle. It has puddled four times today. Safety hazard as it is a classroom. Please fix.	Replaced sweeps, still leaks when wind/rain is out of east.	3/30/2017	4/5/2017	Medium	Laura Turner	Woodrum, Jr., Glenn R.	Dennis (12)	Classroom	Library Classroom	Health/Safety
102	15434	Complete	Please fix the fence that was broken from the snow plow sliding into it. I thought there was a previous School Dude. This is a serious safety issue.	Repaired playground fence	4/3/2017	4/4/2017	Medium	Matthew J. Andrews	Torbert, Jeff	Dennis (12)		Playground	Playground
103	15497	Complete	Urinal leaks around handle when flushed.	Replaced gasket	4/6/2017	4/20/2017	Medium	Scott Herron	Cory, Brian	Dennis (12)	Restroom (Boys)	Boys bathroom across from cafeteria	Plumbing
104	15514	Complete	Every Thursday in April can you please pick up 80 bags and tubs from Good samaritan and deliver them to the DLS closet between Mehr and the Teachers lounge. Thank you!		4/7/2017	4/27/2017	Medium	Matthew J. Andrews	Helm, Timothy	Dennis (12)	Hallway/Corridor	Hall	Miscellaneous
105	15534	Complete	Repair or replace power switch on Nobles Scrubber which is located in repair room at Buildings & Grounds.	Replaced GFI Plug	4/10/2017	5/9/2017	Medium	Phil Tapscott	Young, Robert A.	Dennis (12)	Cafeteria		Electrical
106	15554	Complete	For maintenance, old style phone not voip	Traced & repaired phone line.	4/18/2017	5/4/2017	Medium	jake potts	Bolt, Floyd	Dennis (12)	Classroom	201	Telephone Service
			Request for Jaime Goodman: My phone has no tone, does not allow me to dial out, or connect to any lines.										
107	15599	Complete	please if you could spray our gym. we found roaches crawling on the floor.	Advion	4/19/2017	4/20/2017	Medium	Matthew J. Andrews	Karas, Paul J.	Dennis (12)	Cafeteria	gym	Pest Control
108	15647	Complete	We are having internet issues, room 205 cannot connect to the internet at all. Thanks!		4/24/2017	5/23/2017	Medium	Matthew J. Andrews		Dennis (12)	Classroom	205	IT/Technology
109	15691	Complete	Every Thursday until May 18th can you please pick up 80 bags and tubs from Good samaritan and deliver them to the DLS closet between Mehr and the Teachers lounge. Thank you!		4/27/2017	5/18/2017	Medium	Matthew J. Andrews	Helm, Timothy	Dennis (12)	Hallway/Corridor	Hallway	Miscellaneous
110	15775	Complete	The threshold connecting the carpet to tile has detached.	Threshold reattached.	5/3/2017	9/28/2017	Medium	Scott Herron	Tipton, Noah	Dennis (12)	Classroom	Water fountain outside of room 307	Flooring
111	15776	Complete	Door lock is broken.	Repaired, opened two cabinets - no key	5/3/2017	5/22/2017	Medium	Scott Herron	Karas, Paul J.	Dennis (12)	Restroom (Girls)	Faculty bathroom beside room 201	Doors and Hardware
112	15820	Complete	girls restroom across from cafeteria. Toilet in stall on right hand side continuously running. Shut off water and labeled inoperative.		5/4/2017	5/25/2017	Medium	Charles N. Loveall, Jr.	Cory, Brian	Dennis (12)	Restroom (Girls)	main girls restroom	Plumbing
113	15850	Complete	THERE IS A FOUL SMELL IN MRS. MOWERS ROOM. IT SMELLS LIKE IT COULD BE COMING FROM THE SEWER PIPES. IF SOMEONE COULD PLEASE ASSIST WITH THIS.	Replaced diaphragms in valve	5/8/2017	5/8/2017	Medium	Matthew J. Andrews	Cory, Brian	Dennis (12)	Classroom	116	Sewage/Septics
114	15973	Complete	Door needs a replacement roller blind put on to it.	Checked odor									
115	15974	Complete	Door needs a replacement roller blind put on to it.	Replaced with new blind	5/15/2017	9/28/2017	Medium	Phillip Winecke	Hawkins, Harry	Dennis (12)	Classroom	1	Doors and Hardware
116	16013	Complete	The sink in room 1 does not drain properly. It clogs all the time and then slow drains.	Unclogged sink	5/15/2017	5/22/2017	Medium	Phillip Winecke	Alexander, Gary	Dennis (12)	Classroom	1	Plumbing
117	16047	Complete	light in restroom in eastern most classroom on basement floor of southern side of building does not work (tried three different bulbs)		5/16/2017	7/19/2017	Medium	Charles N. Loveall, Jr.	Young, Robert A.	Dennis (12)	Classroom	Mrs. Uptmors	Lighting (Indoor)
117	16047	Complete	PC has no network connectivity. please remove 3-COMM switch and replace with dedicated drop.	Seems to have already been addressed.	5/18/2017	5/24/2017	Medium	Amy Sebeckis	Tapscott, Scott E.	Dennis (12)	Classroom	005	IT/Technology
118	16058	Complete	Thank you! Promethian materials need to be taken to PDI. The items are in the library in the corner of the North West corner of the library labeled and ready to go.		5/19/2017	5/25/2017	Medium	Sarah E. Smith	Helm, Timothy	Dennis (12)		Library	Miscellaneous
119	16103	Complete	Side light is not working in basement.		5/23/2017	9/27/2017	Medium	Scott Herron	Young, Robert A.	Dennis (12)	Hallway/Corridor	Basement hallway	Lighting (Indoor)
120	16105	Complete	The room has small ants. To this point they are mainly (I think) coming from under the shelving along the north wall. Specifically under the middle window. I notice them on the counter top in that area too.	Advion	5/23/2017	6/26/2017	Medium	Angeline Mehr	Karas, Paul J.	Dennis (12)	Classroom	101	Pest Control
121	16179	Complete	glass pane broken located at bottom of southeastern stairwell across from janitors closet	Replaced with tempered glass	5/25/2017	6/7/2017	Medium	Charles N. Loveall, Jr.	Woodrum, Jr., Glenn R.	Dennis (12)	Hallway/Corridor	southeastern stairwell	Glass/Window Repairs
122	16180	Complete	pick up bag of dust mop heads and deliver to B&G for laundry services		5/25/2017	5/31/2017	Medium	Charles N. Loveall, Jr.	Helm, Timothy	Dennis (12)	Hallway/Corridor	main entrance	Delivery
123	16225	Complete	Please deliver the cubby to the exterior door on Taylor and Wood. This will help the custodians out from having to take the cubby down the stairs. Thanks and have a great day!		6/1/2017	6/19/2017	Medium	Matthew J. Andrews	Helm, Timothy	Dennis (12)	Hallway/Corridor	Exterior Door on Taylor and Wood	External Delivery
124	16377	Complete	Secure wooded mailbox system to south wall in the basement on the middle school side between refrigerator and west bulletin board.	Installed wood mailbox and	6/19/2017	10/2/2017	Medium	Paul Ranstead	Hawkins, Harry	Dennis (12)	Hallway/Corridor	MS South Basement Hallway	General Maintenance
125	16385	Complete	Summer Camp items to be picked up at Dennis Lab School on Friday, June 30th and returned to PDI.		6/20/2017	6/30/2017	Medium	Debra A. Harper	Helm, Timothy	Dennis (12)	Hallway/Corridor	first floor	Delivery
126	16402	Complete	PLEASE IF SOMEONE COULD CHECK THE BEACON 8000'S BATTERY IT WON'T OVER CHARGE. LOCATED IN THE LIBRARY IN THE 1ST ROOM TO THE LEFT. ANY QUESTIONS PLEASE CALL CHARNAE ANDERSON SECRETARY AT 1222001	Chris Barnett looked at already.	6/21/2017	9/28/2017	Medium	Charnae Anderson	Tipton, Noah	Dennis (12)	Classroom	LIBRARY	P/A System
127	16464	Complete	Numerous light ballasts in room 301 not working. if you could please assist with this.		6/29/2017	7/19/2017	Medium	Charnae Anderson	Young, Robert A.	Dennis (12)	Classroom	301	Lighting (Indoor)
128	16465	Complete	Numerous light ballasts in room 205 not working. if you could please assist with this.		6/29/2017	7/19/2017	Medium	Charnae Anderson	Young, Robert A.	Dennis (12)	Classroom	205	Lighting (Indoor)
129	16481	Complete	I HAVE MICAELA BRATLANDS TABLET AND MACBOOK HERE. SHE IS NO LONGER A DISTRICT EMPLOYEE. IF SOMEONE COULD PICK THIS UP IN MATT ANDREWS OFFICE. THANK YOU		6/30/2017	7/5/2017	Medium	Charnae Anderson		Dennis (12)		office	Electronics

130	16547	Complete	PLEASE PICK UP THE FOLLOWING ITEMS FROM THE WAREHOUSE AND DELIVER THEM TO DENNIS. 2 Kidney Bean tables (1 marked for Phill Winecke, 1 Marked for Allison Brinkeotter) 1 Art paper sorter (marked for Phill Winecke) 1 Smaller White Board (marked for Phill Winecke)		7/11/2017	7/17/2017	Medium	Charnae Anderson	Helm, Timothy	Dennis (12)		Classroom	Room 04	Pick Up
131	16608	Complete	please install a dedicated drop for Principals PC in his office. thank you	Work completed - No form submitted	7/17/2017	10/10/2017	Medium	Amy Sebeckis	Tapscott, Scott E.	Dennis (12)			Principals Office	IT/Technology
132	16610	Complete	Please install the ability to see who is at the front door and the ability to let the person into the school from the Principal's Office. Currently, the switches are located in the General Office and Assistant Principal's Office. This is a safety issue due to the fact that our office is located on the 2nd floor and not Post Columbine secure. There is a monitor in the Principal's Office. We just need the door opener and the ability to see the entrance on the monitor. Have a great day! Matt Andrews	Installed door release button and monitor.	7/17/2017	4/19/2018	Medium	Matthew J. Andrews	Detmers, Adam	Dennis (12)			Principal's Office	Door Cameras
133	16623	Complete	Please deliver the two metal cabinets at the warehouse that are marked "Dennis" to Dennis Lab. Have a great day!		7/19/2017	7/20/2017	Medium	Matthew J. Andrews	Helm, Timothy	Dennis (12)		Hallway/Corridor	Principal's Office	Delivery
134	16711	Complete	PLEASE PICK UP TAGGED ITEMS FROM THE WAREHOUSE TO DELIVER TO DENNIS SCHOOL. THE TAGGED ITEMS ARE TABLES AND CHAIRS WITH LEIGHANN CLELANDS NAME ON IT.		7/25/2017	8/8/2017	Medium	Charnae Anderson	Helm, Timothy	Dennis (12)		Classroom	ROOM 302	Delivery
135	16755	Complete	PLEASE PICK UP ITEMS FROM THE WAREHOUSE LABELED GOODMAN PLEASE BRING THEM TO DENNIS LAB SCHOOL.  GOODMAN -5 TABLES		7/27/2017	8/8/2017	Medium	Charnae Anderson	Helm, Timothy	Dennis (12)		Classroom	205	Delivery
136	16756	Complete	PLEASE PICK UP ONE SHORT TABLE LABELED ROBERTSON FROM THE WAREHOUSE AND BRING IT TO DENNIS LAB SCHOOL.		7/27/2017	8/8/2017	Medium	Charnae Anderson	Helm, Timothy	Dennis (12)		Classroom	Room 208	Delivery
137	16757	Complete	PLEASE PICK UP THE FOLLOWING ITEMS FROM THE WAREHOUSE LABELED RAPSON TO BE DELIVERED TO DENNIS LAB SCHOOL.  2 SMALL WOODEN TABLES 1 WHITE COMER SHELF 1 LILLY BEAN TABLE		7/27/2017	8/8/2017	Medium	Charnae Anderson	Helm, Timothy	Dennis (12)		Classroom	ROOM 05	Delivery
138	16766	Complete	please pick up the following items to be delivered to the warehouse: 2 metal computer desks; 2 tables; 1 cart with two wooden insert stacks; 1 art drying shelf; 1 rolling table; 32 metal chairs		7/28/2017	8/8/2017	Medium	Charles N. Loveall, Jr.	Helm, Timothy	Dennis (12)		Hallway/Corridor	main entrance	Delivery
139	16767	Complete	Please repair the retaining wall located on Taylor Street. This is an area that our students use daily for bus pick up and drop off. This is a major safety concern. Thanks! Matt	Work completed - No form submitted	7/28/2017	10/10/2017	Medium	Matthew J. Andrews	Hainline, Danny F.	Dennis (12)			Retaining Wall	Health/Safety
140	16811	Complete	1) Blade Bent at 90 degree angle. 2) Drive handle return spring broken 3) Drive belt has slipped off of/not installed on wheel gearbox drive pulley.	Replaced transmission. Was locked up. Replaced drive belt. Was worn from locked up transmission. Replaced handle spring. Replaced mower blade	8/1/2017	9/26/2017	Medium	Scott Herron	Atwater, Ryan	Dennis (12)			lawn mower shed	Grounds Equipment Repair
141	16818	Complete	PLEASE PICKUP THE FOLLOWING ITEMS FROM THE WAREHOUSE TO DELIVER TO DENNIS LAB SCHOOL. 2 FOUR DRAWER FILE CABINETS LABELED (BRINKMAN AND HILLMAN) 1 LATERAL FILE CABINET 2BOOKCASES (1 TALL 1 SHORT) ANY QUESTIONS PLEASE CONTACT MY SECRETARY CHARNAE ANDERSON AT 362-3510		8/2/2017	8/8/2017	Medium	Matthew J. Andrews	Helm, Timothy	Dennis (12)		Classroom	SPECIAL ED ROOM	Delivery
142	16819	Complete	PLEASE PICK UP THE FOLLOWING ITEMS TO DELIVER TO DENNIS LAB SCHOOL. NOTE* (ALL OF THESE WILL BE LABELED ABBY STEELE) 1 BOOKSHELF 1 RECTANGLE TABLE 2 CORK STRIPS ANY QUESTIONS PLEASE CONTACT MY SECRETARY CHARNAE ANDERSON AT 362-3510		8/2/2017	8/8/2017	Medium	Matthew J. Andrews	Helm, Timothy	Dennis (12)		Classroom	SOCIAL WORKERS ROOM	Delivery
143	16820	Complete	PLEASE INSTALL SHELIVING FOR A SPLITTER AND AN APPLE TV. RUN THE LONGER ETHERNET CABLE TO THE APPLE TV.NOTE* PLEASE HAVE CABLE HIDERS FOR THE CORDS. SIGNS WILL BE UP TO SHOW WHERE EVERTHING WILL GO. ROOM 04	Mounted shelf, ran ruleway to two tv's for HDMI, made cat6 jumper for apple tv box.	8/2/2017	9/28/2017	Medium	Matthew J. Andrews	Hawkins, Harry	Dennis (12)		Classroom	ROOM 04	Miscellaneous
144	16825	Complete	please transport 3 old pcs monitors, mice and keyboards to recycle. Items are by the main entrance by Library. Thank you!!		8/2/2017	8/8/2017	Medium	Amy Sebeckis	Helm, Timothy	Dennis (12)			Main Entrance	IT/Technology
145	16827	Complete	Please move 1 cart and 16 boxes of iPads to Dennis Middle School. Use the southwest doors on corner of Wood and Taylor per Matt Andrews. Please deliver by August 16th.		8/2/2017	8/14/2017	Medium	Jennifer Tuggle	Helm, Timothy	Dennis (12)			Rm 1	
146	16844	Complete	Exhaust fan in boys restroom across from cafeteria isn't working.		8/3/2017	2/12/2019	Medium	Scott Herron	Young, Robert A.	Dennis (12)		Restroom (Boys)	boys restroom across from cafeteria	Exhaust Fans
147	16851	Complete	Small television (currently sitting on teacher table) needs to be mounted on the wall (wall mount also on teacher table). It belongs on the wall in the third section of the room. There is a post it labeling where it needs to go.	Hung up TV	8/3/2017	9/28/2017	Medium	Laura Turner	Tipton, Noah	Dennis (12)		Classroom	104 - Sped Room	IT/Technology
148	16884	Complete	Please move the white board/dry erase board from the south wall to the west wall.	Moved the board and reinstalled.	8/7/2017	11/1/2017	Medium	Angeline Mehr	Tipton, Noah	Dennis (12)		Classroom	101	General Maintenance
149	16919	Complete	outlet that powers TV and Apple TV is not supplying power.		8/8/2017	2/12/2019	Medium	Amy Sebeckis	Young, Robert A.	Dennis (12)		Classroom	201	Electrical
150	16937	Complete	thank you! PLEASE HANG 2 CORK STRIPS IN THE SOCIAL WORKERS OFFICE ON THE 3RD FLOOR. SHE WOULD LIKED THEM HUNG ON THE EAST WALL UNDER THE WORDS MASTERPIECES. ANY QUESTIONS PLEASE CONTACT CHARNAE ANDERSON SECRETARY 217-362-3510.	Hung cork strips.	8/9/2017	9/28/2017	Medium	Charnae Anderson	Hawkins, Harry	Dennis (12)		Classroom	Social Workers office	Miscellaneous
151	16952	Complete	I would like the small bulletin board that was hung on classroom door to be moved to the right of door above classroom 208 sign.	Moved the sign.	8/10/2017	9/28/2017	Medium	Jill Robertson	Hawkins, Harry	Dennis (12)		Classroom	208	General Maintenance
152	16976	Complete	PLEASE PICKUP UP 14 BOXES AND 3 TUBS OF MICROSCOPES ADDRESSED TO SARAH ANDREWS THESE WILL BE DELIVERED TO PDI		8/11/2017	8/14/2017	Medium	Charnae Anderson	Helm, Timothy	Dennis (12)		Classroom	room 05	Pick Up
153	16977	Complete	PLEASE RESET THE BELLS TO THE ATTACHED FILES SCHEDULE.	Changed times.	8/11/2017	8/15/2017	Medium	Charnae Anderson	Knierim, Robert E.	Dennis (12)		Classroom	office	Clocks/Bells

154	17023	Complete	PLEASE REPAIR LOCKER 22 ON THE 3RD FLOOR ON THE MIDDLE SCHOOL SIDE. THIS LOCKER IS IN FRONT OF ROOM 05. (THE SAME FLOOR AS THE OFFICE)	Replaced missing screws.	8/15/2017	9/11/2017	Medium	Charnae Anderson	Woodrum, Jr., Glenn R.	Dennis (12)	Hallway/Corridor	3rd floor hallway	Locker Repair
155	17053	Complete	please move 4PCs and a large cardboard box to recycle. Thank you! Items are at the main entrance.		8/15/2017	8/18/2017	Medium	Amy Sebeckis	Helm, Timothy	Dennis (12)		Main Entrance	IT/Technology
156	17054	Complete	No HDMI signal from ceiling mounted projector. Connections at floor level have been tested.		8/15/2017	2/12/2019	Medium	Amy Sebeckis	Tapscott, Scott E.	Dennis (12)	Cafeteria	Projector	IT/Technology
157	17083	Complete	Thank you! PLEASE PICK UP 6 IPAD CARTS FROM PDI TO DENNIS. ANY QUESTIONS PLEASE CONTACT MATT ANDREWS PRINCIPAL		8/16/2017	8/16/2017	Medium	Charnae Anderson	Helm, Timothy	Dennis (12)	Classroom	LIBRARY	Pick Up
158	17133	Complete	The fountain across from the gym is not getting cold. Can you please take a look at it? Thanks! -Katie	Cleaned and adjusted temperature.	8/17/2017	9/20/2017	Medium	Matthew J. Andrews	Horvath, Gary N.	Dennis (12)	Hallway/Corridor	Hall	Miscellaneous
159	17143	Complete	PLEASE INSTALL 2 DRY ERASE BOARDS TO ROOM 302.	Installed white board in room 302.	8/17/2017	8/22/2017	Medium	Charnae Anderson	Collier, Jacob	Dennis (12)	Classroom	302	Miscellaneous
160	17169	Complete	Can we please have the concrete wall cleaned up and or fixed on the west side of the building? I will attach a photo. Thank You, Katie		8/18/2017	8/30/2017	Medium	Matthew J. Andrews	Torbert, Jeff	Dennis (12)		side walk	Miscellaneous
161	17170	Complete	Room 302's phone is not working. can we please have that looked at? Thank You, Katie		8/18/2017	9/6/2017	Medium	Matthew J. Andrews	Bolt, Floyd	Dennis (12)	Classroom	RM 302	Telephone Service
162	17327	Complete	Please move the following from Dennis to the locations as labeled: 2 MacBook Carts from Dennis to EHS. 1 MacBook Cart from Dennis to MHS. 2 MacBook Carts from Dennis to PDI. 9 Boxes of MacBooks to IT (Tuggle).		8/23/2017	8/25/2017	Medium	Jennifer Tuggle	Helm, Timothy	Dennis (12)		Library	
163	17330	Complete	please run network connectivity to Apple TV in office next to circulation desk. Thank You!!	Ran Cat 6 drops for both locations also.	8/23/2017	9/13/2017	Medium	Amy Sebeckis	Bolt, Floyd	Dennis (12)	Classroom	Library Office	IT/Technology
164	17333	Complete	please move PC equipment from main entrance to trash/recycle.		8/23/2017	9/1/2017	Medium	Amy Sebeckis	Helm, Timothy	Dennis (12)	Hallway/Corridor	Main Entrance	IT/Technology
165	17438	Complete	Thank you!! PLEASE INSTALL 2 WHITE BOARDS IN MS.GOODMANS ROOM 205	Installed two boards.	8/29/2017	9/12/2017	Medium	Charnae Anderson	Woodrum, Jr., Glenn R.	Dennis (12)	Classroom	205	Miscellaneous
166	17454	Complete	WALKIE TALKIES NOT WORKING. IF SOMEONE COULD ASSIST WITH THIS.	Replaced batteries and checked charger stands.	8/31/2017	9/10/2017	Medium	Charnae Anderson	Barnett, Chris	Dennis (12)	Classroom	MAIN OFFICE	Miscellaneous
167	17456	Complete	The classroom sink is flowing slowly and not clearing.	Plungered sink drain	8/31/2017	9/6/2017	Medium	Keith A. Creighton	Baity, James	Dennis (12)	Classroom	2	Plumbing
168	17483	Complete	Intercom in 309 does not always work. Goes in and out. Can you please Thanks!	Checked for dirty switch and bad connections in room, cleaned switch on intercom.	9/5/2017	9/5/2017	Medium	Matthew J. Andrews	Barnett, Chris	Dennis (12)		Office	Miscellaneous
169	17511	Complete	We have 4 large green steps that need removed from the 3rd floors common area. Thank You!	Moved outside for transportation to pick up.	9/5/2017	9/28/2017	Medium	Matthew J. Andrews	Hawkins, Harry	Dennis (12)		3rd floor	Miscellaneous
170	17532	Complete	Every Thursday in September can you please pick up 80 bags and tubs from Good samaritan and deliver them to the DLS closet between Mehr and the Teachers lounge. Thank you!		9/6/2017	9/28/2017	Medium	Matthew J. Andrews	Helm, Timothy	Dennis (12)	Classroom	123456	Miscellaneous
171	17608	Complete	Please move iPad cart from front entrance to IT Department		9/11/2017	9/13/2017	Medium	Amy Sebeckis	Helm, Timothy	Dennis (12)	Hallway/Corridor	Main Entrance	Moving
172	17610	Complete	Thank you! Can we please have a new lock and key put on Mr. Ranstead's bathroom? Thank You.	Resolved	9/11/2017	9/1/2017	Medium	Matthew J. Andrews	Karas, Paul J.	Dennis (12)		Office	Key and Lock
173	17623	Complete	rubber edge strip came unglued on classroom entryway (strip is stored along wall western wall beside door)	Installed transition strip.	9/11/2017	10/2/2017	Medium	Charles N. Loveall, Jr.	Tipton, Noah	Dennis (12)	Classroom	room 208	Carpet Repair
174	17624	Complete	carpet edge strip located in common area in front of right hand water fountain has come unglued	Installed transition strip.	9/11/2017	10/2/2017	Medium	Charles N. Loveall, Jr.	Tipton, Noah	Dennis (12)	Hallway/Corridor	north 3rd floor	Carpet Repair
175	17625	Complete	carpet edge strip has come unglued along left hand side of southern edge in front of sink	Installed transition strip.	9/11/2017	10/2/2017	Medium	Charles N. Loveall, Jr.	Fuiten, Donald K.	Dennis (12)	Classroom	room 309	Carpet Repair
176	17626	Complete	exhaust fan in boys restroom located across from cafeteria is broken	Oiled fan	9/11/2017	9/27/2017	Medium	Charles N. Loveall, Jr.	Young, Robert A.	Dennis (12)	Restroom (Boys)	main restroom across from cafeteria	Exhaust Fans
177	17653	Complete	toilet in left hand stall in boys restroom needs plunged 3-4 days a week at the end of the day. (believe something is restricting water outlet flow during flushing) there is also leakage occurring around base of toilet	Augured toilet, removed pencil.	9/12/2017	9/19/2017	Medium	Charles N. Loveall, Jr.	Baity, James	Dennis (12)	Restroom (Boys)	main restroom across from cafeteria	Plumbing
178	17674	Complete	Brushing and pipe on gas line in boiler room needs replaced. Jim Beatty is aware and will be here today.		9/14/2017	9/15/2017	Medium	Scott Herron	Bolt, Cloyd	Dennis (12)	Hallway/Corridor	Basement hallway	Plumbing
179	17713	Complete	Please exterminate or relocate all of the bees on the DLS property.	Being addresses and evaluated.	9/15/2017	10/2/2017	Medium	Matthew J. Andrews	Karas, Paul J.	Dennis (12)			Pest Control
180	17718	Complete	there is a bee nest on the east side of the parking lot in the middle of the fence. if someone could remove this 10 students were stung during evacuation	Resolved	9/15/2017	9/18/2017	Medium	Charnae Anderson	Karas, Paul J.	Dennis (12)	Athletic Field	outside	Miscellaneous
181	17720	Complete	The handrail in the southwest stairway outside of room #2 is loose.	Tightened up and replaced the anchors on the wall	9/18/2017	10/2/2017	Medium	Scott Herron	Woodrum, Jr., Glenn R.	Dennis (12)	Stairway	Southwest stairway	General Maintenance
182	17721	Complete	The pipe under the sink in the kitchen is leaking.	Doped nut & washer, retightened.	9/18/2017	9/21/2017	Medium	Scott Herron	Baity, James	Dennis (12)	Cafeteria	Kitchen	Plumbing
183	17748	Complete	please apply roach gel to all areas of building - with emphasis on library, cafeteria, teachers lounge, both north and south boiler rooms, and classrooms 205 & 307	FC	9/18/2017	9/20/2017	Medium	Charles N. Loveall, Jr.	Karas, Paul J.	Dennis (12)	Cafeteria	entire building	Pest Control
184	17764	Complete	Please pick up two iPad carts at Dennis and deliver to Jennifer Tuggle at IT. The carts are by the main door and are labeled.		9/19/2017	9/20/2017	Medium	Jennifer Tuggle	Helm, Timothy	Dennis (12)		Main Door	
185	17775	Complete	please pick up four green common area pieces of furniture and deliver to warehouse		9/19/2017	9/28/2017	Medium	Charles N. Loveall, Jr.	Helm, Timothy	Dennis (12)	Hallway/Corridor	main entrance	Delivery
			please contact day custodian Skott Herron (ph:413-0556) prior to pick up to coordinate the moving of furniture within the building to ensure it is placed in the appropriate area for pick up										
186	17790	Complete	please pick up five boxes and deliver to MPSED		9/20/2017	9/21/2017	Medium	Charles N. Loveall, Jr.	Helm, Timothy	Dennis (12)	Hallway/Corridor	main entrance hallway	Delivery
187	17825	Complete	please pick up approximately 12 metal classroom chairs located inside door "G" and deliver to the warehouse		9/21/2017	9/28/2017	Medium	Charles N. Loveall, Jr.	Helm, Timothy	Dennis (12)	Hallway/Corridor	door	External Delivery
188	17826	Complete	please contact the lead custodian Skott Herron at 413-0556 to coordinate pick-up please pick up teacher desk and tables from southwest entrance located on the corner of W Wood and S Taylor, and deliver them to warehouse		9/21/2017	9/28/2017	Medium	Charles N. Loveall, Jr.	Helm, Timothy	Dennis (12)	Hallway/Corridor	southwest entrance	External Delivery
189	17827	Complete	please contact lead custodian Skott Herron at 413-0556 to coordinate pick-up all three doors will not swing back and close completely; all three doors are also unusually hard to pull closed and latched	Adjusted doors	9/21/2017	11/6/2017	Medium	Charles N. Loveall, Jr.	Elliott, Mark D.	Dennis (12)	Hallway/Corridor	southwest doors	Doors and Hardware
190	17855	Complete	Toilet flushes itself sometimes. Toilet doesnt flush without wiggling the seat several times, toilet leaks out of the flushing mechanism.	Removed seat to flush mechanism, replaced with flush handle, saw no signs of leakage.	9/25/2017	9/27/2017	Medium	Phillip Winecke	Baity, James	Dennis (12)	Classroom	4	Plumbing
191	17856	Complete	The toilet needs a new flusher that is not connected to the seat please. There needs to be a shelf installed for an HDMI switch box. There needs to be close to 100 feet of cable caddy affixed to the walls from the shelf to the tv's for the HDMI cables and then down from the shelf for power cords to run.  All supplies are at the school and there are signs where the stuff is to be installed and run.	Installed shelf for switch and intercom.	9/25/2017	11/1/2017	Medium	Phillip Winecke	Fuiten, Donald K.	Dennis (12)	Classroom	4	IT/Technology



192	17869	Complete	Please install two 2'x3' cork boards in the principal's office. One board needs to be on the front of the door and the second needs to be hung under the clock in between the desk and books case. Thanks!	Hung cork boards in office on door and south wall.	9/26/2017	11/16/2017	Medium	Matthew J. Andrews	Shepherd, Duane	Dennis (12)		Principal's Office	General Maintenance
193	17870	Complete	2nd floor south side of the buildings drinking fountain water is a yellow color. If some one could assist with this please.	Water is cloudy from water shut down the day before. This fountain is fed from supply from under sink in room 4. Changed faucet in room 4 and flushed line. Removed filter in fountain and cleaned, looks good.	9/26/2017	9/27/2017	Medium	Charnae Anderson	Baity, James	Dennis (12)	Hallway/Corridor	2nd floor hallway	Miscellaneous
194	17872	Complete	RVZ valve in boiler room needs repaired or replaced. Jim Beatty is aware of the problem.	Dissembled RP2, cleaned each check and relief valve reassemble. Drip stopped. All tests with parameters.	9/26/2017	9/27/2017	Medium	Scott Herron	Baity, James	Dennis (12)	Hallway/Corridor	Basement hallway	Plumbing
195	17879	Complete	PLEASE PICKUP 2 SHRED BOXES AND DELIVER THEM TO THE KEIL BUILDING TO BE SHREDED.		9/27/2017	10/2/2017	Medium	Charnae Anderson	Helm, Timothy	Dennis (12)	Hallway/Corridor	FRONT DOOR	Pick Up
196	17895	Complete	Please run a drop for an Apple TV in the our Special Education classroom, room 104. Thanks!	Install apple box, ran data line, installed bracket.	9/28/2017	10/17/2017	Medium	Matthew J. Andrews	Fuiten, Donald K.	Dennis (12)	Classroom	104	Cabling
197	17952	Complete	Pig vacuum will not turn on.	Cleaned and new brushes	10/3/2017	10/6/2017	Medium	Scott Herron	Young, Robert A.	Dennis (12)	Hallway/Corridor	Entry way	Floor Care
198	17963	Complete	I have a set of keys that need copied. I have them in a marked envelope in my desk. Thanks!	Made keys	10/3/2017	10/10/2017	Medium	Matthew J. Andrews	Karas, Paul J.	Dennis (12)		Main Office	Key and Lock
199	17968	Complete	sink is backed up & really really stinks & is gross, and cannot evacuate clog with plunger	Plungered, cleaned drain, snaked drain, cleared drain.	10/3/2017	10/5/2017	Medium	Charles N. Loveall, Jr.	Baity, James	Dennis (12)		309	Plumbing
200	17970	Complete	Please fix the projector in the gym. IT stated that is was a maintenance issue. I believe there was a school dude issue the first week of school. Thanks!	Replaced HDMI Extender Receiver at projector, also replaced power supply module.	10/4/2017	10/4/2017	Medium	Matthew J. Andrews	Barnett, Chris	Dennis (12)	Auditorium	GYM	Cabling
201	17984	Complete	Please deliver 40 tables to Dennis Lab on or before Friday, November 17th for the Mistletoe Market. Please pick up the tables on Monday, November 20th. Have a great day!		10/4/2017	11/20/2017	Medium	Matthew J. Andrews	Helm, Timothy	Dennis (12)	Cafeteria	gym	Internal Delivery
202	18059	Complete	I need some gasoline and 2 cycle gas, please.		10/11/2017	10/13/2017	Medium	Scott Herron	Helm, Timothy	Dennis (12)	Athletic Field	Exterior tool shed	Delivery
203	18119	Complete	Please pick up two computers from Dennis Lab. They are in the front foyer. Thanks!		10/16/2017	10/16/2017	Medium	Matthew J. Andrews	Helm, Timothy	Dennis (12)		Foyer	Miscellaneous
204	18121	Complete	Please install a key lock on one of the doors to the north playground and on one of the doors that is on Taylor St. The only entrance to that has a key lock is the main entrance off of the parking lot.	Installed new lock	10/16/2017	1/15/2019	Medium	Matthew J. Andrews	Karas, Paul J.	Dennis (12)		Entrances	Doors and Hardware
205	18284	Complete	Per teacher in room 2: The Display TV on the east side of my classroom will not turn off unless unplugged and displays the TV brand splash screen the whole time. The Display TV on the west side of my room will not display the Apple TV. The Display TV on the North side of my room has a permanent horizontal "line" on the display. This is functional, just not right for a brand new TV display! After trying to power on and off, I was unable to get the TVs to work properly in room 2 THANK YOU!	TV came from Harris room 13. Replaced TV on north wall. The tv's on east wall is locked up, the tv on west wall has a dent on screen and won't work.	10/25/2017	11/1/2017	Medium	Amy Sebeckis	Fuiten, Donald K.	Dennis (12)	Classroom	2	IT/Technology
206	18324	Complete	please replace missing floor tile located on first landing from ground floor of south west stairwell	Replaced floor tile	10/27/2017	11/13/2017	Medium	Charles N. Loveall, Jr.	Elliott, Mark D.	Dennis (12)	Stairway	southwest stairwell	Flooring
207	18325	Complete	please install 3 each missing floor tiles from the 2nd floor landing in located in northern stairway	Replaced six tiles in north stairway.	10/27/2017	11/7/2017	Medium	Charles N. Loveall, Jr.	Elliott, Mark D.	Dennis (12)	Stairway	north stairway	Flooring
208	18331	Complete	Several urinals overflow when flushed.	Took apart all flush valves and cleaned out debris. Adjusted water pressure.	10/30/2017	10/20/2017	Medium	Scott Herron	Baity, James	Dennis (12)	Restroom (Boys)	Boys tunnel bathroom	Plumbing
209	18381	Complete	Sink trap in girls bathroom is leaking.	Had to rehang wink and replace two washers and re-attach.	11/2/2017	11/7/2017	Medium	Scott Herron	Baity, James	Dennis (12)	Restroom (Girls)	Girls bathroom across from cafeteria	Plumbing
210	18444	Complete	ATTENTION TO DENNIS: PLEASE PICK UP 6 RISERS FROM THE WAREHOUSE AND BRING THEM TO DENNIS SCHOOL BEFORE NOVEMBER 10TH.		11/7/2017	11/9/2017	Medium	Charnae Anderson	Helm, Timothy	Dennis (12)	Cafeteria	gym	Pick Up
211	18542	Complete	Lower water fountain outside of room 210 has a clogged drain.	Could not find any issues, also spoke with teacher in near by classroom.	11/14/2017	11/27/2017	Medium	Scott Herron	Baity, James	Dennis (12)		Water fountain outside of room 210	Plumbing
212	18548	Complete	The water fountain across from the gym does not dispense cold water from the bottle filler. Have a great day!	Water fountains on first floor are not connected to refrigeration system. Repaired drain and unclogged drains.	11/15/2017	11/17/2017	Medium	Matthew J. Andrews	Horvath, Gary N.	Dennis (12)	Hallway/Corridor	across from gym	Plumbing
213	18649	Complete	A wooden desk in the entryway needs moved to warehouse.		11/27/2017	11/29/2017	Medium	Scott Herron	Helm, Timothy	Dennis (12)	Hallway/Corridor	Entry way	Moving
214	18725	Complete	Please install the disco ball and light on the ceiling of the east stairwell on the middle school side of the building. Have a great day!		11/30/2017	2/12/2019	Medium	Matthew J. Andrews	Woodrum, Jr., Glenn R.	Dennis (12)		stairwell eastside of middle school	Ceilings
215	18728	Complete	please replace burnt out light bulbs in easternmost & center light fixtures under main entrance canopy		11/30/2017	12/13/2017	Medium	Charles N. Loveall, Jr.	Young, Robert A.	Dennis (12)		main entrance canopy	Lighting (Outdoor)
216	18755	Complete	Food pick up dates for December and January will be 12/6, 12/13 and 1/24. Thanks!		12/4/2017	1/25/2018	Medium	Matthew J. Andrews	Helm, Timothy	Dennis (12)		Office	Miscellaneous
217	18807	Complete	Cracked exterior window in room 1. South side of building, basement floor.		12/6/2017	12/12/2017	Medium	Scott Herron	Shepherd, Duane	Dennis (12)	Classroom	Room 1	Glass/Window Repairs
218	18903	Complete	please cut lock from iPad tray in Mr Ransteads office. This is needed ASAP. Thank you!!!	Cut padlock off ipad tray.	12/12/2017	12/13/2017	Medium	Amy Sebeckis	Collier, Jacob	Dennis (12)	Classroom	office Ranstead	IT/Technology
219	18993	Complete	Sink clogged		12/18/2017	12/21/2017	Medium	Deborah Rapson	Baity, James	Dennis (12)	Classroom	5	Custodial
220	19103	Complete	Need dedicated drop for PC. Dedicated drop for phone.	Repaired lights on the stage and moved banner for assembly. Ran two new dedicated drops to asst. Principal's office.	1/5/2018	2/21/2018	Medium	Amy Sebeckis	Tapscott, Scott E.	Dennis (12)	Classroom	P Ranstead Office	IT/Technology
221	19148	Complete	Thank you! Cabinet door on the far right/north end of the front of the stage needs hinge reattached.	Installed new hinges on door.	1/9/2018	1/12/2018	Medium	Scott Herron	Elliott, Mark D.	Dennis (12)	Cafeteria	Boys tunnel bathroom	Doors and Hardware
222	19149	Complete	Door on second storage closet on the right, just past the alarm and time clock, needs adjusted.	Glued and nailed face of door back on.	1/9/2018	1/12/2018	Medium	Scott Herron	Collier, Jacob	Dennis (12)	Hallway/Corridor	Front entrance	Doors and Hardware
223	19150	Complete	Six student desks at southwest entrance need taken to storage.		1/9/2018	1/12/2018	Medium	Scott Herron	Helm, Timothy	Dennis (12)	Hallway/Corridor	Southwest entrance	Moving
224	19151	Complete	Blue tub with computer and projector needs picked up for recycling.		1/9/2018	1/12/2018	Medium	Scott Herron	Helm, Timothy	Dennis (12)	Hallway/Corridor	Front entrance	Pick Up
225	19211	Complete	Please install a dedicated drop for Mr Ransteads PC. Thank you!!	Installed dedicated drop in assistant principal's office.	1/11/2018	1/29/2018	Medium	Amy Sebeckis	Fuiten, Donald K.	Dennis (12)	Classroom	Ranstead Office	IT/Technology
226	19284	Complete	TOILET IN CLASSROOM WON'T FLUSH. PLEASE COME FIX IT SO THEY CAN USE IT AGAIN. THIS CLASSROOM IS LOCATED ON THE SECOND FLOOR.	Replaced old seat and flush mechanism with updated seat and handle.	1/17/2018	1/18/2018	Medium	Charnae Anderson	Baity, James	Dennis (12)	Classroom	ROOM 06	Plumbing
227	19291	Complete	toilet in room six broken (does not flush)	Replaced old toilet seat flush assembly and replaced with new seat and handle.	1/17/2018	1/22/2018	Medium	Charles N. Loveall, Jr.	Baity, James	Dennis (12)	Classroom	room #6	Plumbing
228	19292	Complete	-right hand sink cold water push knob has fallen off and does not work - believe the needle valve has broken) -items to replace are located in the custodial closet on south main floor adjacent to stairwell on center shelf -shut off cold water at shutoff below sink	Replaced cartridge on cold side on far west sink.	1/17/2018	1/24/2018	Medium	Charles N. Loveall, Jr.	Baity, James	Dennis (12)	Restroom (Boys)	main restroom outside of cafeteria	Plumbing
229	19307	Complete	I would like a drop to be put in so that I can use an Apple TV in my office.	Ran network drop for room 300 TV and Apple.	1/18/2018	1/31/2018	Medium	Abby Steele	Fuiten, Donald K.	Dennis (12)	Classroom	300	IT/Technology
230	19308	Complete	I have two long cork strips that I would like to be hung in my office on the east wall.	Hung cork board strips in room 300.	1/18/2018	1/29/2018	Medium	Abby Steele	Fuiten, Donald K.	Dennis (12)	Classroom	300	Miscellaneous
231	19317	Complete	Need electrical outlet and access to electricity in the art office/storage room.	Ran power and installed receptacle.	1/19/2018	2/8/2018	Medium	David Barista	Bolt, Floyd	Dennis (12)	Hallway/Corridor	storage/art office	Cabling
232	19318	Complete	Need a lamp or additional light source in storage/art office area.	Installed 4 tube fixture.	1/19/2018	2/8/2018	Medium	David Barista	Bolt, Floyd	Dennis (12)	Hallway/Corridor	storage/art office	Lighting (Indoor)
233	19319	Complete	Please pick up/take out items from storage/art office area including pottery wheel, lattice/bracket, and easel. ALL items labeled with note for removal.		1/19/2018	1/24/2018	Medium	David Barista	Helm, Timothy	Dennis (12)	Hallway/Corridor	storage/art office	Pick Up



234	19324	Complete	Please install a dedicated network drop for new Sharp copier/printer in the library next to circulation desk.	Ran a new network cable to copier. Mounted a box and raceway.	1/19/2018	1/26/2018	Medium	Amy Sebeckis	Fuiten, Donald K.	Dennis (12)	Classroom	LIBRARY	IT/Technology
235	19336	Complete	Thank you! The Basketball hoops we ordered are in at the warehouse. We would like those installed on the playground with a key box to go over the adjustable mechanism. Thanks!! -Katie	Installed basketball poles.	1/22/2018	5/4/2018	Medium	Matthew J. Andrews	Peck, Dwight D.	Dennis (12)		Playground	Playground
236	19343	Complete	PLEASE FIX THE SCREWS ON THE ROCK WALL THEY HAVE COME APART. THANK YOU	Replaced broken bolt with a new one.	1/22/2018	1/24/2018	Medium	Charnae Anderson	Elliott, Mark D.	Dennis (12)	Hallway/Corridor	outside	Playground
237	19369	Complete	Toilet and sink in boiler room aren't working. Toilet continuesly flushes unless shut off. Hot water in sink barely trickles and cold water won't run at all.	Replaced Sloan Valve	1/24/2018	2/8/2018	Medium	Scott Herron	Stiner, Paul	Dennis (12)	Hallway/Corridor	Boiler room	Plumbing
238	19395	Complete	AN ORDER FOR A FOGGER MACHINE TO ELIMINATE GERMS THROUGHOUT THE SCHOOL	Mister used	1/26/2018	3/29/2018	Medium	Charnae Anderson	Tapscott, Phil	Dennis (12)	Classroom	school	Miscellaneous
239	19414	Complete	RM 309 has a light switch that is not working, can we have that looked at? Thanks! -Katie		1/29/2018	1/30/2018	Medium	Matthew J. Andrews	Young, Robert A.	Dennis (12)	Classroom	RM 309	Lighting (Indoor)
240	19435	Complete	please pick up and deliver C3 Cleaning Companion to maintenance division for repair		1/30/2018	2/7/2018	Medium	Charles N. Loveall, Jr.	Helm, Timothy	Dennis (12)		front pick up area	Delivery
241	19480	Complete	Door knob on the first closet of the main entryway on the right beside the time clock and alarm has come loose. Female teachers use this room for privacy and it is required to be functional.	Tightened knob.	2/2/2018	2/5/2018	Medium	Scott Herron	Shepherd, Duane	Dennis (12)	Hallway/Corridor	Main entrance	Doors and Hardware
242	19481	Complete	Thank you! Lower soap dispenser on left in girls tunnel bathroom is broken and needs replaced.	Installed new soap dispenser.	2/2/2018	2/6/2018	Medium	Scott Herron	Shepherd, Duane	Dennis (12)	Restroom (Girls)	Girls tunnel bathroom	Miscellaneous
243	19492	Complete	I need a lift delivered to the gym/cafeteria at Dennis so I can service the video projector on the ceiling.		2/5/2018	2/7/2018	Medium	Chris Barnett	Woodrum, Jr., Glenn R.	Dennis (12)	Cafeteria	all-purpose room	Moving
244	19545	Complete	Thanks! Please put a shelving unit on the wall in the Primary Flexible Learning Space. Thanks!	Built new shelving unit outside classroom second floor.	2/8/2018	2/7/2018	Medium	Matthew J. Andrews	Collier, Jacob	Dennis (12)	Hallway/Corridor	Primary Flexible Learning Space	Carpentry
245	19548	Complete	Please hang the whiteboard and bulletin board in the gym. Thanks!	Installed two new boards.	2/8/2018	2/20/2018	Medium	Matthew J. Andrews	Elliott, Mark D.	Dennis (12)	Cafeteria	gym	Carpentry
246	19550	Complete	Please hang the basketball backboard in the gym. The backboard is on the stage in the box.	Installed new glass backboard and rim on block wall.	2/8/2018	2/16/2018	Medium	Matthew J. Andrews	Collier, Jacob	Dennis (12)	Cafeteria	gym	Carpentry
247	19566	Complete	Our main entrance door needs attention ASAP. The metal plate that covers the arm keeps falling off and the door wont lock or shut! Thank you -Katie	Repaired	2/9/2018	2/16/2018	Medium	Matthew J. Andrews	Shepherd, Duane	Dennis (12)		front door	Miscellaneous
248	19621	Complete	please move old equipment by entry to IT Dept thank you!		2/13/2018	2/21/2018	Medium	Amy Sebeckis	Helm, Timothy	Dennis (12)	Hallway/Corridor	Entry	IT/Technology
249	19633	Complete	We have a desk, bookshelf & promethean table picked up please. Thank You.		2/14/2018	2/15/2018	Medium	Matthew J. Andrews	Helm, Timothy	Dennis (12)	Hallway/Corridor	2nd Floor	Pick Up
250	19641	Complete	We have a promethean table that needs to me removed.		2/15/2018	2/21/2018	Medium	Scott Herron	Helm, Timothy	Dennis (12)	Hallway/Corridor	Entry way	Delivery
251	19642	Complete	We have a few lights out in the stage area of the cafeteria.	Replaced all bulbs on stage.	2/15/2018	2/19/2018	Medium	Scott Herron	Bolt, Floyd	Dennis (12)	Cafeteria	Cafeteria stage	Electrical
252	19644	Complete	Wall outlet to the left of the stove isn't working.	Traced and reset.	2/15/2018	3/1/2018	Medium	Scott Herron	Young, Robert A.	Dennis (12)	Cafeteria	Kitchen	Electrical
253	19672	Complete	please pick up metal desk located in front entrance and deliver to storage		2/16/2018	2/28/2018	Medium	Charles N. Loveall, Jr.	Helm, Timothy	Dennis (12)		front entrance	Delivery
254	19736	Complete	We have a couple shelves that need to be mounted to the wall in the main office. Thank You!	Hung file folders on wall for the office staff.	2/23/2018	2/27/2018	Medium	Matthew J. Andrews	Elliott, Mark D.	Dennis (12)	Classroom	main office	Miscellaneous
255	19747	Complete	Please pick up 11 boxes of books to be transported to the Decatur Public Library.		2/26/2018	3/5/2018	Medium	Janet Loehr	Helm, Timothy	Dennis (12)		Library	Pick Up
256	19877	Complete	Thank you THE MAIN FLOOR BOYS RESTROOM RIGHT COLD FAUCET IS LEAKING. ATTENTION TO JAKE.		3/6/2018	3/7/2018	Medium	Charnae Anderson	Baity, James	Dennis (12)	Restroom (Boys)	main floor boys restroom	Water Leaks
257	19878	Complete	the two southeastern most light fixtures have a broken ballast (switched out many bulbs and could not get light fixtures to operate properly)		3/6/2018	3/14/2018	Medium	Charles N. Loveall, Jr.	Young, Robert A.	Dennis (12)		room 210	Lighting (Indoor)
258	19891	Complete	Hello! Per Chucks request, can we please have a Lunch Table Key issued? Thank You.	Ordered new key and gave it to Matt Andrews.	3/7/2018	4/9/2018	Medium	Matthew J. Andrews	Karas, Paul J.	Dennis (12)	Cafeteria	gym	Key Duplication
259	19892	Complete	North stairwell by pop machine outside of room 108 needs the flooring looked at. Thanks!	Located and replaced tile at stairs.	3/7/2018	3/26/2018	Medium	Matthew J. Andrews	Johnson, James S.	Dennis (12)	Stairway	hall	Flooring
260	19900	Complete	The blinds in the principal's office are awful. They do not keep the sun out even when they are closed. Please replace the blinds with something that will keep the sun out of people's face while meeting in the office. Have a great day!	Installed three new blinds in principal's office.	3/8/2018	3/15/2018	Medium	Matthew J. Andrews	Collier, Jacob	Dennis (12)		Principal's Office	Miscellaneous
261	19935	Complete	There is a broken, sharp base of a pencil sharpener that needs to be removed on the middle south wall heater beneath the windows.	Removed broken pencil sharpener.	3/12/2018	3/15/2018	Medium	Paul Ranstead	Elliott, Mark D.	Dennis (12)	Classroom	AP Office	General Maintenance
262	20035	Complete	Please move 1 iPad tray, 2 iPad boxes and 1 computer and monitor from the main entrance by the library at Dennis to the IT department.		3/21/2018	3/26/2018	Medium	Jennifer Tuggle	Helm, Timothy	Dennis (12)		Main entrance	
263	20205	Complete	Can we please have our microphone looked at and fixed. It cuts in and out non stop. Thanks so much:)	Appears to be some kind of interference in area. Can't find problem with mic system.	4/9/2018	4/15/2018	Medium	Matthew J. Andrews	Barnett, Chris	Dennis (12)	Auditorium	gym	Miscellaneous
264	20234	Complete	The water fountain bottle filler across from the gym does not get cold and dispenses warm water. I believe this has been school duded in the past.	Cleaned evaporator coil, covered in dust, turned t-stat down.	4/11/2018	4/13/2018	Medium	Matthew J. Andrews	Baity, James	Dennis (12)	Hallway/Corridor	outside of the gym	Appliance Repair
265	20252	Complete	Please hang the new stage curtain. It is housed at Buildings and Grounds. Have a great day!	Took down old curtain and put up new.	4/11/2018	4/27/2018	Medium	Matthew J. Andrews	Elliott, Mark D.	Dennis (12)	Cafeteria	gym	General Maintenance
266	20264	Complete	Our wonderful custodian, Skott Herron, has killed multiple, very large cockroaches in the Library this morning. Please help with the situation. Thank you!!!!	Evolution and traps	4/12/2018	4/26/2018	Medium	Janet Loehr	Karas, Paul J.	Dennis (12)		Library	Pest Control
267	20277	Complete	We have 65 old classroom chairs that need picked up. They are in the entry way. Thanks!		4/12/2018	4/16/2018	Medium	Matthew J. Andrews	Helm, Timothy	Dennis (12)	Hallway/Corridor	entry way	Pick Up
268	20295	Complete	Sink in room clogged	Plungered drain, full of paint. Repaired and drains okay.	4/13/2018	4/18/2018	Medium	Deborah Rapson	Slemp, Tim	Dennis (12)	Classroom	5	Plumbing
269	20309	Complete	There are three boxes for PDI labeled and ready to be picked up, thanks!		4/16/2018	4/16/2018	Medium	Matthew J. Andrews	Helm, Timothy	Dennis (12)	Hallway/Corridor	entry way	Pick Up
270	20325	Complete	We have two boxes of broken keyboards that need picked up in the entryway by the library, Thanks!		4/17/2018	4/25/2018	Medium	Matthew J. Andrews	Helm, Timothy	Dennis (12)	Hallway/Corridor	entry way	Pick Up
271	20345	Complete	Please deliver 20 tables to Dennis Lab on 4/19/18. The tables may be picked up on 4/20/18. Thanks!		4/19/2018	4/20/2018	Medium	Matthew J. Andrews	Helm, Timothy	Dennis (12)	Hallway/Corridor	outside of the gym	Delivery
272	20364	Complete	Door is not shutting properly to classroom #2 - Mr. Creighton's room.	Fixed door, works and shuts fine.	4/20/2018	6/6/2018	Medium		Collier, Jacob	Dennis (12)		Room 2	Doors and Hardware
273	20421	Complete	Per: Phone call from Matt Andrews 4/20/18 We would like a coat rack along the wall in room 305.		4/25/2018	2/12/2019	Medium	Matthew J. Andrews	Shepherd, Duane	Dennis (12)	Classroom	RM 305	Carpentry
274	20422	Complete	The window will only open up a little, can you please take a look at it so we can fully open it. Thanks! Room 210	Looked at the window and it will not stay open. Obsolete balances are intact, but weak. The shelves in front of the windows are heavily laden with junk and would need to be cleared in order to gain access to windows.	4/25/2018	5/3/2018	Medium	Matthew J. Andrews	Shepherd, Duane	Dennis (12)	Classroom	Room 210	Glass/Window Repairs
275	20473	Complete	Hello! We would like an extra set of keys made for our filing cabinets that are in Matt's office. The original keys are on Charnae's key ring. Thanks!	Made three sets of keys.	5/1/2018	7/27/2018	Medium	Matthew J. Andrews	Karas, Paul J.	Dennis (12)		Office	Key Duplication
276	20518	Complete	Roof drain pipe is leaking in South stage/hallway entry.	Repaired drain.	5/3/2018	5/14/2018	Medium	Scott Herron	Johnson, James S.	Dennis (12)	Hallway/Corridor	South stage entryway	Roof
277	20519	Complete	Water line in main office refrigerator is leaking.	Repaired ice maker.	5/3/2018	5/3/2018	Medium	Scott Herron	Horvath, Gary N.	Dennis (12)		Main office	Appliance Repair
278	20520	Complete	Rollers on top of sliding door in South library classroom are loose.	Tightened	5/3/2018	5/14/2018	Medium	Scott Herron	Karas, Paul J.	Dennis (12)		Library	Doors and Hardware

279	20523	Complete	Please hang the backdrop Monday for our play that is on Tuesday.	Hung back drop on curtains.	5/3/2018	5/8/2018	Medium	Matthew J. Andrews	Elliott, Mark D.	Dennis (12)	Auditorium	stage	Miscellaneous
280	20565	Complete	Rm 101's door unlocks when it shuts.	Repaired	5/7/2018	5/7/2018	Medium	Matthew J. Andrews	Karas, Paul J.	Dennis (12)	Classroom	101	Doors and Hardware
281	20576	Complete	Legs need reattached to table.	Attached legs to the table.	5/7/2018	5/15/2018	Medium	Deborah Rapson	Elliott, Mark D.	Dennis (12)	Classroom	5	Miscellaneous
282	20641	Complete	Water line in office refrigerator is leaking.	Already taken care of.	5/11/2018	5/21/2018	Medium	Scott Herron	Slemp, Tim	Dennis (12)	Classroom	Secretary's office	Appliance Repair
283	20642	Complete	No water pressure in sink in pump room in basement of South east corner of building.	Cleaned vacuum breaker - Complete	5/11/2018	5/14/2018	Medium	Scott Herron	Baity, James	Dennis (12)	Hallway/Corridor	Pump room in new addition	Plumbing
284	20679	Complete	We are planning on turning the closet in room 305 into the office for the Instructional Coach. This would eliminate the space for students coats and book bags. I am asking that a coat rack be built that is similar to what we did in room 309 when we created a room for special education.	Removed all wood and old coat rack, built new rack and placed in classroom, repainted half of closet.	5/15/2018	8/8/2018	Medium	Matthew J. Andrews	Woodrum, Jr., Glenn R.	Dennis (12)	Classroom	305	Carpentry
285	20682	Complete	We need the carpets cleaned in room 212 please. Thanks you!	Carpets extracted and cleaned	5/15/2018	2/21/2019	Medium	Matthew J. Andrews	Tapscott, Phil	Dennis (12)	Classroom	212	Floor Care
286	20719	Complete	The wall outside the bathroom and above the closets needs to be repainted. There are also several other places in the room that could use touch-ups.		5/17/2018	5/24/2018	Medium	Laura Turner	Campbell, David	Dennis (12)	Classroom	Room 1	Painting
287	20833	Complete	I have a key that needs duplicated. I will have it in an envelope in Katie's top drawer.	Made key	5/24/2018	5/30/2018	Medium	Matthew J. Andrews	Karas, Paul J.	Dennis (12)	Classroom	Office	Key and Lock
288	20835	Complete	Please re-key and cut 2 keys for the tall cabinet behind my desk on the South end of the Library. Thank you.	Made Key	5/24/2018	6/4/2018	Medium	Janet Loehr	Karas, Paul J.	Dennis (12)		Library	Key and Lock
289	20866	Complete	Weeds on the southwest side of the building need sprayed, please. See Matt Andrews for specifics.	Sprayed entire building.	5/29/2018	5/31/2018	Medium	Scott Herron	Johnson, James S.	Dennis (12)	Athletic Field	Outside of SW corner of building	Grounds
290	20867	Complete	Drive belt on self propelled mower needs replaced, please.	Replaced Drive Belt	5/29/2018	6/5/2018	Medium	Scott Herron	Atwater, Ryan	Dennis (12)		Exterior tool shed	Custodial Equipment Repair
291	20891	Complete	Please pick up and deliver C3 machine to maintenance for repair. Unit will not charge.		5/30/2018	8/29/2018	Medium	Charles N. Loveall, Jr.	Helm, Timothy	Dennis (12)	Hallway/Corridor	front hallway	Delivery
292	20918	Complete	please pick up five boxes of fluorescent bulbs for delivery to B&G for disposal		6/1/2018	6/6/2018	Medium	Charles N. Loveall, Jr.	Helm, Timothy	Dennis (12)	Hallway/Corridor	front hallway	Delivery
293	21077	Complete	Pick up Smash Camp materials from Dennis Lab School on Friday, June 29, 2018. Materials will be labeled and placed by the front entrance at Dennis.		6/19/2018	6/29/2018	Medium	Debra A. Harper	Helm, Timothy	Dennis (12)	Hallway/Corridor	hallway by front door	Pick Up
294	21235	Complete	Center door at entrance "D" on North side of building is shattered.		7/12/2018	7/13/2018	Medium	Scott Herron	Shepherd, Duane	Dennis (12)	Stairway	North entrance	Glass/Window Repairs
295	21264	Complete	NUMBER 10 CIRCUIT KEEPS TRIPPING IN BOTH PRINCIPALS OFFICE. THEY ARENT ABLE TO USE A/C OR T.V.		7/16/2018	7/17/2018	Medium	Charnae Anderson	Young, Robert A.	Dennis (12)	Classroom	MAIN OFFICE	Electrical
296	21290	Complete	PLEASE DELIVER GAS FOR THE LAWNMOWER		7/18/2018	7/19/2018	Medium	Charnae Anderson	Helm, Timothy	Dennis (12)	Athletic Field	custodial	Delivery
297	21350	Complete	please pick up furniture in front entrance and deliver to storage: 3 metal teacher desks 3 student desks round table rectangular table *the preceding list is as of this morning; more items may be added and/or subtracted from list; see day custodian for any clarifications		7/25/2018	7/25/2018	Medium	Charles N. Loveall, Jr.	Helm, Timothy	Dennis (12)	Hallway/Corridor	front entrance	Delivery
298	21351	Complete	please pick up and deliver carpet cleaning machine for maintenance machine started smoking from front lower part and will no longer extract cleaning solution from carpet		7/25/2018	7/27/2018	Medium	Charles N. Loveall, Jr.	Helm, Timothy	Dennis (12)	Hallway/Corridor	front entrance	Delivery
299	21458	Complete	PLEASE DELIVER ONE KIDNEY TABLE LABELED PHILIP DRESTE FROM THE WAREHOUSE TO DENNIS.		7/31/2018	8/7/2018	Medium	Charnae Anderson	Helm, Timothy	Dennis (12)	Classroom	room 301	Delivery
300	21467	Complete	air conditoning on north end of bldg. seems to be inoperable	Reset rooftop unit and checked codes.	8/1/2018	8/2/2018	Medium	Charles N. Loveall, Jr.	Horvath, Gary N.	Dennis (12)		north end	Air Conditioning
301	21557	Complete	Please make copies of the building master 12 and the lock box.	Made 7 keys	8/8/2018	8/8/2018	Medium	Charnae Anderson	Karas, Paul J.	Dennis (12)	Classroom	OFFICE	Key Duplication
302	21559	Complete	PLEASE MOUNT THE TV NEXT TO THE SECRETARIES DESK ON THE NORTH WALL SO BOTH SECRETARIES CAN SEE THE MONITOR. ANOTHER BUTTON IS NEEDED TO OPEN THE DOOR FOR THE OTHER SECRETARY.	Completed	8/8/2018	11/26/2018	Medium	Charnae Anderson	Tennyson, Christopher	Dennis (12)	Classroom	OFFICE	Miscellaneous
303	21578	Complete	A new office for Instructional coach has been created and will need a phone line, network and electrical outlets installed. It is the closet next to Room 305 (Acree)		8/9/2018	2/12/2019	Medium	Paul Ranstead	Fuiten, Donald K.	Dennis (12)	Classroom	Instructional Coach Office	Miscellaneous
304	21594	Complete	please pick up and deliver various classroom furniture items located in front entrance area to warehouse (two metal desks; approx. 15-20 chairs; metal easel; round table; filing cabinet; etc..)		8/9/2018	8/10/2018	Medium	Charles N. Loveall, Jr.	Helm, Timothy	Dennis (12)	Hallway/Corridor	main entrance	Delivery
305	21602	Complete	please pick up "old computer equipment" located in the front entrance area and deliver to recycling center		8/10/2018	8/14/2018	Medium	Amy Sebeckis	Helm, Timothy	Dennis (12)		Main Entrance	IT/Technology
306	21603	Complete	no network connectivity in either room. plugged in multiple devices with no connectivity. checked switch and ports and they are configured correctly. Possible bad run per Jake Potts thank you--!	Can't fix until I.T. repairs the switches.	8/10/2018	8/16/2018	Medium	Amy Sebeckis	Tapscott, Scott E.	Dennis (12)	Classroom	201 307	IT/Technology
307	21634	Complete	Pick up equipment at entry of Dennis School (inside) and take t Recylables		8/13/2018	8/9/2018	Medium	Stella Carnahan	Helm, Timothy	Dennis (12)	Hallway/Corridor	entry	Delivery
308	21656	Complete	Small bench/book storage from Dennis (Novak) to Franklin attn: Madeline. Will request custodian to move to front entry for pickup.		8/13/2018	8/15/2018	Medium	Rebekah Novak	Helm, Timothy	Dennis (12)	Classroom	108	Moving
309	21676	Complete	Cold water will not shut off in the right side sink in the boys bathroom across from the cafeteria.	Replaced cold cartridge on lavatory faucet - Complete	8/14/2018	8/15/2018	Medium	Scott Herron	Slemp, Tim	Dennis (12)	Restroom (Boys)	Boys bathroom across from cafeteria	Plumbing
310	21680	Complete	Milk cooler in cafeteria shows the temperature at 70°.	Charged and cleaned	8/14/2018	8/15/2018	Medium	Scott Herron	Horvath, Gary N.	Dennis (12)	Cafeteria	cafeteria	Refrigeration
311	21693	Complete	Crack (pock mark- not sure of cause) in window of Room 108. Window on North East corner of building- facing playground.	Replaced window.	8/14/2018	8/28/2018	High	Rebekah Novak	Shepherd, Duane	Dennis (12)	Classroom	108	Windows
312	21725	Complete	Please pick up iPad cart at Dennis Library that was used for summer camp and deliver out to Stevenson		8/15/2018	8/16/2018	High	Regis Bond	Helm, Timothy	Dennis (12)		Library	
313	21726	Complete	please remove 3comm switch and install drop. no network connectivity at this time thank you!	Eliminated 3COMM Box and activated drop	8/15/2018	8/20/2018	Medium	Amy Sebeckis	Tipton, Noah	Dennis (12)	Classroom	116	IT/Technology
314	21736	Complete	power issues in room. no power to tv or apple tv	Replaced dead TV and Apple Box	8/15/2018	8/20/2018	Medium	Amy Sebeckis	Fuiten, Donald K.	Dennis (12)	Classroom	309	Electronics
315	21774	Complete	I have a key to the 2 door cabinet in the Library that is not working. Can we have a new key made? Thanks! -Katie		8/16/2018	2/12/2019	Medium	Matthew J. Andrews	Karas, Paul J.	Dennis (12)	Classroom	Lib	Key and Lock
316	21776	Complete	We have New Era putting a sign up and painting prior was determined to be done by maintenance. The space above the windows outside the library is to be Royal Blue, Gray, White from south to north.		8/16/2018	9/27/2018	Medium	Paul Ranstead	Campbell, David	Dennis (12)	Classroom	Librar Exterior	Painting
317	21794	Complete	Dennis School - Rms 208 and 210 - have no network for their Apple TVs. Amy Sebeckis requested this work order and stated that she tested with a good Apple TV and still no network.	Checked 2nd & 3rd floor TV's and Apple boxes, appears Apple boxes are bad. Anthony from IT will change.	8/16/2018	8/21/2018	Medium	Stella Carnahan	Tipton, Noah	Dennis (12)		riins 208 and 210	Audio/Visual
318	21795	Complete	Dennis School - Rm 302 - There is no power to the TV or Apple TV. Per Amy Sebeckis	Moved power for TV to a different circuit.	8/16/2018	8/21/2018	Medium	Stella Carnahan	Fuiten, Donald K.	Dennis (12)		Rm 302	Audio/Visual

319	21798	Complete	<p>Please correct our clocks and bells to the following schedule.</p> <p>Times Minutes Period</p> <p>8:25 - 8:56 31 1</p> <p>8:59 - 9:30 31 2</p> <p>9:33 - 9:43 10 Breakfast</p> <p>9:45 - 10:27 42 3</p> <p>10:30 - 11:12 42 4</p> <p>11:15 - 11:57 42 5</p> <p>12:00 - 12:30 30 Lunch</p> <p>12:33 - 1:15 42 6</p> <p>1:18 - 2:00 42 7</p> <p>2:03 - 2:45 42 8</p>		8/16/2018	8/20/2018	Medium	Matthew J. Andrews	Tapscott, Scott E.	Dennis (12)		OFFICE	Clocks/Bells
320	21817	Complete	Trim connecting carpet to tile has dislodged and needs adhesive, please.	Glued down transition strip in a few different areas.	8/17/2018	8/23/2018	Medium	Scott Herron	Hawkins, Harry	Dennis (12)	Hallway/Corridor	Drinking fountain in common area	Flooring
321	21818	Complete	Mrs Smith requests an additional electrical outlet on the west wall of her cloffice (closet that was turned into her office) near the window. Conduit and box are already there.		8/17/2018	10/16/2018	Medium	Scott Herron	Bolt, Floyd	Dennis (12)	Classroom	Closet next to room 305	Electrical
322	21829	Complete	Would it be possible to aquire a couple of 15-25 ft extension cords, please?	Took two 25' cords.	8/17/2018	8/21/2018	Medium	Scott Herron	Brewer, James L.	Dennis (12)	Classroom	Custodial closet	Custodial Equipment Repair
323	21832	Complete	Can we have a stop or pull up line painted on our drop off lane?		8/17/2018	9/21/2018	Medium	Paul Ranstead	Campbell, David	Dennis (12)			Parking Lot Striping
324	21882	Complete	My classroom door does not close without excessive force. I cannot use the safety magnet provided by the district. The door does not lock easily due to the misalignment of the door.	Repaired door hinges from using block to hold open.	8/20/2018	8/31/2018	Medium	Keith A. Creighton	Shepherd, Duane	Dennis (12)	Classroom	2	Doors and Hardware
325	21883	Complete	We would like to hang a plaque on the wall in the lower hallway outside of room 1. This has been cleared with Dennis administration.		8/20/2018	8/29/2018	Medium	Keith A. Creighton	Woodrum, Jr., Glenn R.	Dennis (12)	Hallway/Corridor	2	Miscellaneous
326	21884	Complete	Move TV and Apple TV from east wall in room #1 to the southwest corner of room #5.		8/20/2018	8/29/2018	Medium	Deborah Rapson	Tapscott, Scott E.	Dennis (12)	Classroom	5	Electronics
327	21898	Complete	The damper in the cold air return seems to be loose and is causing a constant rattling noise which is very distracting.	Adjusted air flow, but was not rattling when I was there.	8/21/2018	10/12/2018	Medium	Abby Steele	Horvath, Gary N.	Dennis (12)	Classroom	300	Heating/Ventilation /Air Conditioning
328	21906	Complete	please install an apple tv to Prometh Board.		8/21/2018	10/16/2018	Medium	Amy Sebeckis	Bolt, Floyd	Dennis (12)	Classroom	OLD APR 3rd FLOOR	IT/Technology
329	21915	Complete	PLEASE HANG WHITE BOARDS IN THE FOLLOWING ROOMS. 03, 05 AND SPECIAL ED CLOSET ROOM ON THE THIRD FLOOR.	Installed a cork board and one white board.	8/21/2018	9/5/2018	Medium	Charnae Anderson	Collier, Jacob	Dennis (12)	Classroom	03,06 and special ed	Miscellaneous
330	21921	Complete	center urinal drain clogged	Plunged urinal.	8/21/2018	8/23/2018	Medium	Charles N. Loveall, Jr.	Slemp, Tim	Dennis (12)	Restroom (Boys)	boys tunnel latrine	Plumbing
331	22017	Complete	Glass door in hallway on the top floor, southwest corner of the building, outside of room 6, is broken.	Replaced glass	8/27/2018	9/5/2018	Medium	Scott Herron	Shepherd, Duane	Dennis (12)	Hallway/Corridor	Top floor hall outside of room 6	Glass/Window Repairs
332	22019	Complete	walkie talkies not working	One radio is shot. They have ordered a new one. Checked other radios. Two charging stations had power disconnected. One radio was bad. Reconnected power to chargers and ordered new radio.	8/27/2018	10/18/2018	Medium	Amy Sebeckis	Barnett, Chris	Dennis (12)	Classroom	Main Office	IT/Technology
333	22024	Complete	the school nurse, Rhonda Smith, is having trouble logging in to Frontline. Would like a call to walk her through it.	Work order forwarded to Camesha Halliburton	8/27/2018	8/29/2018	Medium		Brown, Angie	Dennis (12)			
334	22036	Complete	I still have not received the glass portions from my desks that were delivered to Durfee instead of brought to Dennis to have installed. The standing desks are extremely unsafe and wobbly as they are, and I would hate for a student to get hurt.		8/28/2018	8/31/2018	Medium	Sara Bodzin	Helm, Timothy	Dennis (12)		1	Miscellaneous
335	22058	Complete	Can a latch (eye screw and hook), be placed on top side of door first stall door for staff to lock for personal use in the tunnel bathroom.	Installed lock on girls bathroom stall door.	8/28/2018	12/11/2018	Medium	Paul Ranstead	Collier, Jacob	Dennis (12)			Doors and Hardware
336	22108	Complete	Air unit is blowing hot air, filter needs checked (display reads filter check). Air being put out is causing a funky smell in the classroom.	Pulled window unit. Took apart and cleaned with cleaner, checked operations - everything running fine.	8/30/2018	9/10/2018	Medium	Sara Bodzin	Detmers, Adam	Dennis (12)	Classroom	1	Air Conditioning
337	22127	Complete	About a week ago, maintenance checked my apple tv for power due to a lightning strike. They said that it was fried and I would need a new. I thought a request was sent in, but I am putting in a request now just in case. Also, the apple tvs do not work in room 307, 309, and the main commons area on the third floors.	Replaced Apple Box in room 201, 208, 210, 307, 309, 305, need Apple Box for room 212.	8/30/2018	9/5/2018	Medium	Brittany Acree	Tapscott, Scott E.	Dennis (12)	Classroom	305	IT/Technology
338	22228	Complete	drop lost connectivity after power event. Tested with a laptop and unable to get a connection from drop. AS	Network drop in room 307 is good, PC is bad (desktop). Repaired phone line in room 309 and network drop is good.	9/7/2018	9/12/2018	Medium	Amy Sebeckis	Tapscott, Scott E.	Dennis (12)	Classroom	309	IT/Technology
339	22297	Complete	Screen in window needs reattched, please. APR room, third floor, next to faculty bathroom, north end of building.		9/11/2018	2/12/2019	Medium	Scott Herron	Shepherd, Duane	Dennis (12)	Classroom	Mr Potter's app room.	Windows
340	22315	Complete	Assemble 3 small bookshelves		9/11/2018	10/25/2018	Medium	Deborah Rapson	Brewer, James L.	Dennis (12)	Classroom	5	Carpentry
341	22328	Complete	Can the following bells be added to the system?	Re-programmed entire bell schedule.	9/12/2018	9/13/2018	Medium	Paul Ranstead	Tapscott, Scott E.	Dennis (12)	Classroom	Main Office	Clocks/Bells
342	22360	Complete	Bell Request 11:25, 11:55, 12:35, 1:05, end of the day bell 2:42										
343	22360	Complete	Can we please have the big blue backpack food picked up every Thursday in Sept and delivered to Dennis?		9/14/2018	9/27/2018	Medium	Charnae Anderson	Helm, Timothy	Dennis (12)	Cafeteria	entry way	Miscellaneous
343	22401	Complete	Middle window in the apr room is cracked . third floor, north end of building, room next to teacher's bathroom.		9/18/2018	2/12/2019	Medium	Scott Herron	Shepherd, Duane	Dennis (12)	Classroom	3rd floor apr	Glass/Window Repairs
344	22402	Complete	Hand rails have become loose. On one rail, the screws have gotten loose from the bracket and have been lost.	Replaced anchor in wall.	9/18/2018	10/11/2018	Medium	Scott Herron	Shepherd, Duane	Dennis (12)	Hallway/Corridor	Southwest corner stairwell	General Maintenance
345	22527	Complete	"Pig" vacuum aluminum tube broken - request new one issued. (old tube with brass fittings is located in boiler room if needed)		9/26/2018	10/9/2018	Medium	Charnae Anderson	Helm, Timothy	Dennis (12)		custodial equipment room	Miscellaneous
346	22559	Complete	After school, I had the windows open and my door slammed. The glass in the window is now cracked.	Replaced glass in door.	9/28/2018	10/24/2018	Medium	Abby Martin	Woodrum, Jr., Glenn R.	Dennis (12)	Classroom	302	Doors and Hardware
347	22751	Complete	IT put in a new computer in the Nurse's office Friday. Not connected to office printers even after the weekend. Need connection to the office printers.		10/15/2018	11/6/2018	Medium	ronda smith		Dennis (12)	Classroom	211	IT/Technology
348	22845	Complete	I would like to request 40 tables for our Mistletoe Market on Nov.3rd ... if we could get them the day before that would be awesome! Thank You!		10/22/2018	11/5/2018	Medium	Charnae Anderson	Helm, Timothy	Dennis (12)	Auditorium	gym	Miscellaneous
349	23014	Complete	Can we please have the Epi-Pen box mounted in the nurses office? Thank You! -Katie	Installed epi pen box in nurses office.	11/2/2018	11/14/2018	Medium	Charnae Anderson	Collier, Jacob	Dennis (12)	Classroom	Nurse	Miscellaneous
350	23043	Complete	Can we please have the pencil sharpener removed from Paul's office and installed in the library? Thanks a ton!! -Katie	Mounted a pencil sharpener on library wall.	11/5/2018	11/12/2018	Medium	Charnae Anderson	Collier, Jacob	Dennis (12)		main office	Miscellaneous
351	23187	Complete	please pick up "Pig" vacuum for delivery to B&G for repair; the unit started to spark at aft end and smelled of burning electrical components		11/13/2018	11/14/2018	Medium	Charles N. Loveall, Jr.	Helm, Timothy	Dennis (12)	Hallway/Corridor	front hallway	Custodial Equipment Repair
352	23188	Complete	carpet and rubber carpet strip around tile section in room 302 has come delaminated and is in need of re-gluing	Reglued carpet down and added carpet strip.	11/13/2018	12/20/2018	Medium	Charles N. Loveall, Jr.	Collier, Jacob	Dennis (12)	Classroom	room 302	Carpet Repair
353	23189	Complete	Cabinet door in cafeteria/gym on south side wall just inside the entrance is broken.	Fixed broken cabinet door in the gym.	11/14/2018	11/30/2018	Medium	Scott Herron	Collier, Jacob	Dennis (12)	Cafeteria	Cafeteria/gym	Carpentry
354	23266	Complete	upright vacuum brush motor will not engage		11/26/2018	11/27/2018	Medium	Charles N. Loveall, Jr.	Helm, Timothy	Dennis (12)		front entrance	Custodial Equipment Repair

355	23267	Complete	pick up and deliver bag of "dust mop heads" to laundry facility		11/26/2018	11/29/2018	Medium	Charles N. Loveall, Jr.	Helm, Timothy	Dennis (12)		main entrance	Delivery
356	23268	Complete	please install lock on main office north door; contact Mr. Ranstead for any further instructions		11/26/2018	9/15/2020	Medium	Charles N. Loveall, Jr.	Karas, Paul J.	Dennis (12)		main office	Key and Lock
357	23328	Complete	Katie's phone is not working at all, it has been "Detecting Network" since yesterday. Thanks :)		11/30/2018	2/12/2019	Medium	Charnae Anderson	Bolt, Floyd	Dennis (12)		main office	Telephone Service
358	23385	Complete	upright grey vacuum has same problem as before: brush head motor seized and will not engage & will not reset	Bad brush - Motor scrap	12/4/2018	12/18/2018	Medium	Charles N. Loveall, Jr.	Helm, Timothy	Dennis (12)		front entrace	Custodial Equipment Repair
359	23411	Complete	please pick up and deliver to maintenance personnel		12/5/2018	12/11/2018	Medium	Charles N. Loveall, Jr.	Helm, Timothy	Dennis (12)			
360	23412	Complete	please pick up and deliver to storage the cafeteria food warming station		12/5/2018	12/6/2019	Medium	Charles N. Loveall, Jr.	Karas, Paul J.	Dennis (12)	Classroom	gym/cafeteria library	Delivery Pest Control
361	23476	Complete	please conduct pest control eradication procedures in library(numerous cockroaches seen in library and two adjacent offices)										
361	23476	Complete	Battery in emergency light #1206, south basement hallway, needs replaced, per fire marshall, please.	Replaced three emergency lights.	12/11/2018	12/13/2018	Medium	Scott Herron	Brewer, James L.	Dennis (12)	Hallway/Corridor	Southwest basement hallway	Lighting (Indoor)
362	23497	Complete	The floor drain in the pit area of the mechanical room is blocked. The room is located in the basement level of the south side(middle school) of the building.	Southeast corner under stairwell, condensate return pump leaking badly. Floor drain cover covered with years of sediment, drain hole also. Beat debris off with hammer and cleaned the area.	12/12/2018	12/13/2018	Medium	Scott Herron	Baity, James	Dennis (12)	Hallway/Corridor	Mechanical room in basement on south side of build	Boiler
363	23498	Complete	The fire marshal has requested an additional outlet for the serving line in the cafeteria. See Skott the custodian for specifics.		12/12/2018	12/28/2018	Medium	Scott Herron	Young, Robert A.	Dennis (12)	Cafeteria	Cafeteria serving line.	Electrical
364	23500	Complete	Extinguisher in classroom 6 needs mounted to the wall, please.	Mounted fire extinguisher in room 6.	12/12/2018	12/17/2018	Medium	Scott Herron	Collier, Jacob	Dennis (12)	Classroom	Classroom #6	General Maintenance
365	23529	Complete	Health Dept has requested glue traps for mice under kitchen sink.	Bait	12/14/2018	1/14/2019	Medium	Scott Herron	Karas, Paul J.	Dennis (12)	Cafeteria	Kitchen in cafeteria	Pest Control
366	23537	Complete	Fire Marshal has requested that the covers removed form the boiler equipmnt be put back on.	Put the covers back on.	12/14/2018	12/19/2018	Medium	Scott Herron	Wetzel, Michael T.	Dennis (12)	Hallway/Corridor	Boiler room	Boiler
367	23555	Complete	Please remove 2:42 pm Bell.		12/18/2018	12/20/2018	Medium	Charnae Anderson	Tapscott, Scott E.	Dennis (12)	Classroom	building	Miscellaneous
368	23621	Complete	center window glass has become dislodged from frame and is resting on ledge	Re-caulked and repaired handles.	12/28/2018	1/2/2019	Medium	Charles N. Loveall, Jr.	Woodrum, Jr., Glenn R.	Dennis (12)	Cafeteria	cafeteria	Windows
369	23622	Complete	please pick up the following items and deliver to warehouse: 9 student desks 1 corner table 16 metal student chairs		12/28/2018	1/7/2019	Medium	Charles N. Loveall, Jr.	Helm, Timothy	Dennis (12)	Hallway/Corridor	front entrance	Delivery
370	23696	Complete	(there may be extra items placed with the preceding list by the end of the holiday schedule; please contact custodian if any questions)										
370	23696	Complete	There is a cafeteria table at the annex storage facility marked Dennis that needs to be delivered to the our cafeteria. See Joanie Watson with questions.		1/7/2019	1/8/2019	Medium	Paul Ranstead	Helm, Timothy	Dennis (12)			Delivery
371	23697	Complete	We are requesting a few more parking lines to be painted in our parking lot at Dennis. Three to four more spaces at the front of the west line of spaces.		1/7/2019	9/15/2020	Medium	Paul Ranstead	Burns, Cody	Dennis (12)			Parking Lot Striping
372	23755	Complete	center top window glass cracked & pieces broken out. installed temporary repair by using masking tape.	Replaced	1/9/2019	1/23/2019	Medium	Charles N. Loveall, Jr.	Woodrum, Jr., Glenn R.	Dennis (12)		principals office	Glass/Window Repairs
373	23829	Complete	The rubber edge transition strip where the carpet meets the tile has come off entirely. It is approximately 6' long.	Re-glued rubber transition piece on tile and carpet.	1/16/2019	1/22/2019	Medium	Philip Dreste	Collier, Jacob	Dennis (12)	Classroom	301	Flooring
374	23836	Complete	Please dismantle camera .30 West Common Area camera at Dennis so that I can troubleshoot it. Please contact Anthony from IT more details.	There is not a .30 camera. Cameras 90 from .29 to .31. (Camera .29 is camera 24), (Camera .31 is camera 25), Call if you need clarification.	1/17/2019	1/30/2019	Medium	Anthony Lindsey	Tipton, Noah	Dennis (12)	Stairway	Stairwell	Door Cameras
375	23905	Complete	Thanks in advance WE ARE IN NEED OF PRINCIPALS OFFICE AND BUILDING MASTER KEYS. I HAVE THE ORIGINALS ON MY DESK.	Made keys.	1/23/2019	2/6/2019	Medium	Charnae Anderson	Karas, Paul J.	Dennis (12)	Classroom	office	Key Duplication
376	23936	Complete	There is a smell of mold and humidity in the room; there is evidence of water leaking in the ceiling or wall on the south west wall from the outside.	Repaired split in roof deck.	1/25/2019	1/31/2019	Medium	Deborah Rapson	Johnson, James S.	Dennis (12)	Classroom	5	Ceilings
377	23947	Complete	We need to have three doors installed in our boys bathrooms.		1/25/2019	2/13/2019	Medium	Paul Ranstead	Woodrum, Jr., Glenn R.	Dennis (12)	Restroom (Boys)	Boys Bathrooms	Doors and Hardware
378	23948	Complete	We need to have two doors installed in our girls bathrooms.	Cut two doors and painted.	1/25/2019	3/7/2019	Medium	Paul Ranstead	Woodrum, Jr., Glenn R.	Dennis (12)	Restroom (Girls)	Girls Restroom	Doors and Hardware
379	24008	Complete	Water is still coming through my closets.... we have had 0 rain. I cannot run the air conditioning as it burn up.	Replaced ruptured condensate pipe.	2/1/2019	2/4/2019	Medium	Sara Bodzin	Horvath, Gary N.	Dennis (12)	Classroom	1	Water Leaks
380	24085	Complete	Slowwwwwww drain in room 1. Has been unclogged 5 times this year. Nothing other than soap and water goes down it.	Plungered sink. Art supplies, paint brushes, paint in sink bowl. Ok. toilet has leaking spud cannot get water supply shut off. Sprayed with wd-40. Try again tomorrow	2/11/2019	2/14/2019	Medium	Sara Bodzin	Baity, James	Dennis (12)	Classroom	1	Plumbing
381	24146	Complete	Extrior Door "C" in the southwest corner of the building slams shut when let go, hard and fast. Hydraulic issue?	Replaced old closer with new door closer	2/14/2019	2/27/2019	Medium	Scott Herron	Collier, Jacob	Dennis (12)	Hallway/Corridor	Door	Doors and Hardware
382	24147	Complete	Locking mechanism that attaches cafeteria table #1 to the wall is broken.		2/14/2019	2/19/2019	Medium	Scott Herron	Woodrum, Jr., Glenn R.	Dennis (12)	Cafeteria	Cafeteria	Cafeteria
383	24173	Complete	The rubber transition strip between carpet and tile in my classroom came off completely. I submitted a request like this one, and maintenance glued it down, holding it in place with tape. It held in place for a couple days until maintenance returned to remove the tape. It then came off completely again within a day or two.	Replaced rubber strips with aluminum transition strips	2/16/2019	2/26/2019	Medium	Philip Dreste	Collier, Jacob	Dennis (12)	Classroom	301	Flooring
384	24247	Complete	Breaker number 29 keeps tripping and causes the lights in room 307 to keep shutting off. The breaker box is located behind the door in the coat room of room 307		2/26/2019	3/7/2019	Medium	Scott Herron	Young, Robert A.	Dennis (12)	Classroom	Room 307	Electrical
385	24248	Complete	Please relocate the Television display (and Apple TV) from the north wall of room 1 to the landing area between floors two and three on the north side of the building. The TV display will be used in this landing area for the band program that is utilizing this as classroom space.	Installed TV, wiring, electricity, and Apple Box.	2/26/2019	3/22/2019	Medium	Keith A. Creighton	Tipton, Noah	Dennis (12)	Classroom	1	IT/Technology
386	24293	Complete	Printer in Nurse's office needs to be removed. Works, but cannot get ink cartridges for it.		3/1/2019	3/15/2019	Medium	ronda smith	Helm, Timothy	Dennis (12)	Classroom	211	IT/Technology
387	24325	Complete	Cord in principals office fell down needs to be put back up. It is a danger to staff and students. Please if someone could get here sometime today. 3/6/19	Reattached the molding to the wall and silicones to the wall	3/6/2019	3/12/2019	Medium	Charnae Anderson	Tapscott, Scott E.	Dennis (12)	Classroom	Office	Miscellaneous
388	24350	Complete	Stand pipe on the toilet in center stall of the boys tunnel bathroom leaks when flushed.	Tightened nut on spud. Also leaking from flushing mechanism. Replaced rubber grommet. Another stool removed 4 pencils	3/7/2019	3/11/2019	Medium	Scott Herron	Baity, James	Dennis (12)	Restroom (Boys)	Tunnel Boys bathroom	Plumbing
389	24421	Complete	I need more roach traps for the Library please.	Advion roach	3/13/2019	3/18/2019	Medium	Janet Loehr	Karas, Paul J.	Dennis (12)		Library	Pest Control
390	24541	Complete	two lights under front portico are burnt out. please replace bulbs.		3/21/2019	4/4/2019	Medium	Charles N. Loveall, Jr.	Bolt, Floyd	Dennis (12)		front portico	Lighting (Outdoor)
391	24542	Complete	numerous roaches have been seen in library, Aramark, second and third floor on north end, in boiler rooms on north and south ends of bldg. please perform eradication measure throughout bldg.	Max force magnum all over	3/21/2019	3/28/2019	Medium	Charles N. Loveall, Jr.	Karas, Paul J.	Dennis (12)		various areas	Pest Control
392	24565	Complete	At least three windows in Room 3 are off the track or don't have a hinge making them difficult to open and close. It impacts keeping warm air in, too.	Repaired all, Lubed/Checked all other.	3/23/2019	4/4/2019	Medium	Paul Ranstead	Shepherd, Duane	Dennis (12)			Windows
393	24677	Complete	Exit sign in boy's tunnel bathroom is flickering.		4/4/2019	4/10/2019	Medium	Scott Herron	Young, Robert A.	Dennis (12)	Restroom (Boys)	Boys tunnel bathroom	Electrical

394	24703	Complete	Most of the urinals in the boys tunnel bathroom are not flushing.	Tried to auger drain from multiple spots, did not get opened up. Used camera , drain appears to be collapsed 4 hours today. Removed urinal, removed concrete, found entire wall of urinals dumping into a 3" trap under the floor that was 100% plugged.cut out trap and replaced piping, 16hours. Poured concrete back, cleaned up mess	4/8/2019	4/23/2019	Medium	Scott Herron	Baity, James	Dennis (12)		Restroom (Boys)	Boys tunnel bathroom	Plumbing
395	24707	Complete	Two doors in the tunnel girls bathroom are missing handles.		4/8/2019	4/15/2019	Medium	Paul Ranstead	Tennyson, Christopher	Dennis (12)				Plumbing
396	24833	Complete	The Phoenix 200 dehumidifier in the Library is shutting off on its own.		4/16/2019	9/15/2020	Medium	Janet Loehr	Young, Robert A.	Dennis (12)				Miscellaneous
397	24897	Complete	PLEASE PICK UP 18 EACH DESK/CHAIR COMBO FROM THE WAREHOUSE TO BRING TO DENNIS IN ROOM 3.		4/24/2019	5/29/2019	Medium	Charnae Anderson	Helm, Timothy	Dennis (12)		Classroom	Library room3	Pick Up
398	24915	Complete	We have a light on the stage that is flickering, can you please take a look at that? Thanks -) Katie	Bob young	4/25/2019	2/3/2020	Medium	Charnae Anderson	Tapscott, Scott E.	Dennis (12)		Cafeteria	Stage	Lighting (Indoor)
399	24933	Complete	Please pick up the broken dehumidifier that is in the hallway at Dennis and deliver to maintenance to be fixed. Thank you.		4/26/2019	5/1/2019	Medium	Janet Loehr	Helm, Timothy	Dennis (12)			Library	Delivery
400	24957	Complete	toilet in principals office water will not stop running after flushing.	Replaced diaphragm, also replaced both valve stems in delta faucet	4/29/2019	5/3/2019	Medium	Charles N. Loveall, Jr.	Baity, James	Dennis (12)		Restroom (Boys)	principals restroom	Plumbing
401	24970	Complete	Complaint of ants in room 212 (Mrs Daykin)	Advion ants	4/30/2019	5/2/2019	Medium	Scott Herron	Karas, Paul J.	Dennis (12)		Classroom	Room 212	Pest Control
402	24974	Complete	Leak coming from ceiling, possible condensation near PE teachers desk. See Cody Acree for specifics.	No leaks after several checks.	4/30/2019	5/3/2019	Medium	Scott Herron	Horvath, Gary N.	Dennis (12)		Cafeteria	Back stage, north side	Ceilings
403	24983	Complete	Toilet will not flush, sink faucet has a drip in boys restroom by boiler room	Replaced seats and springs in faucet. Replaced handle, old one was stripped out and would not reattach	5/1/2019	5/2/2019	Medium	James Baity	Baity, James	Dennis (12)				
404	25040	Complete	PLEASE DELIVER 25 RECTANGLE FOLDING TABLES TO DENNIS CAFETERIA ON FRIDAY MAY 10TH, 2019. THEY ARE TO BE PICKED UP MONDAY MORNING MAY 13TH.2019.		5/6/2019	5/13/2019	Medium	Charnae Anderson	Helm, Timothy	Dennis (12)		Cafeteria	cafeteria	Delivery
405	25103	Complete	eastern most toilet in main girls latrine is leaking at fitting where push rod goes into valve assembly	Took apart greased up put back together	5/8/2019	5/15/2019	Medium	Charles N. Loveall, Jr.	Baity, James	Dennis (12)		Restroom (Girls)	girls restroom	Plumbing
406	25113	Complete	The humidity level in the Library is very high. The books and papers are damp. I am concerned about mold growing on the books.	Repaired dehumidifier and installed in library. Harry had 6hrs	5/9/2019	5/20/2019	Medium	Janet Loehr	Detmers, Adam	Dennis (12)			Library	Heating/Ventilation /Air Conditioning
407	25124	Complete	please pick up 9 boxes from Dennis and deliver to PDI		5/9/2019	5/16/2019	Medium	Charles N. Loveall, Jr.	Helm, Timothy	Dennis (12)		Hallway/Corridor	front corridor	Delivery
408	25174	Complete	I lost/misplaced my lanyard and it had my file cabinet key. The cabinet is a HON four drawer and the keylock has a 143R engraved on it. I need someone with a master key, bump key, or someone who can break the lock and get the file cabinet open. It doesn't need to remain a functioning lock.	Made key	5/14/2019	5/16/2019	Medium	Laura Turner	Karas, Paul J.	Dennis (12)		Classroom	104B	Key and Lock
409	25271	Complete	Dennis has placed a ticket for IT saying "We have a promethian board in our library that is not needed and not being used. We would like it to be removed."	The board was already down. We did some work for it in the second floor rack while we were there	5/23/2019	2/28/2020	Medium	Dylan Ackley	Tipton, Noah	Dennis (12)		Classroom	Library	IT/Technology
			If you could please remove and transport this promethian board to the warehouse that would be great. Thanks!											
410	25327	Complete	Please pickup and deliver De-humidifier "B" to Maintenance for repair: Blower motor works but unit will not remove Moisture from the air.		5/29/2019	5/31/2019	Medium	Dylan Ackley	Helm, Timothy	Dennis (12)		Hallway/Corridor	Front Entrance	Delivery
411	25328	Complete	Entering this for Point of Contact: Chuck the Janitor Cell 520-7528 Please move a box of IT and phone equipment I found in Dennis to IT. I believe the phone's are maintenance's so you can take those if you would like. No Ticket to IT was entered, we just happened to find these.		5/29/2019	5/30/2019	Medium	Dylan Ackley	Helm, Timothy	Dennis (12)		Hallway/Corridor	Main Entrance	Delivery
412	25357	Complete	I need some two cycle mixed gasoline for my weed eater delivered, please.	Delivered gas and oil	6/3/2019	6/4/2019	Medium	Scott Herron	Tapscott, Phil	Dennis (12)		Athletic Field	Boys tunnel bathroom	Internal Delivery
413	25433	Complete	I am in need of the following keys Principals Office(2) Building Master(6) key E662 for lock box (6)		6/13/2019	7/19/2019	Medium	Charnae Anderson	Karas, Paul J.	Dennis (12)		Classroom	office	Key and Lock
414	25434	Complete	South wall in room 108 needs to be painted. All paint has chipped off the walls.	Done	6/13/2019	2/18/2020	Medium	Charnae Anderson	Campbell, David	Dennis (12)		Classroom	108	Painting
415	25435	Complete	Please pick up the following items from the warehouse to be moved to Dennis under name on items Paula Gruen 2 small rectangle tables (one with blue- in the back) and one with red in it. 1 lakeshore box of chairs 1 small blue sofa for kids 4 wobble chairs Blue octagon table Short black file cabinet Tan horseshoe table Gray teacher chair Med gray bookshelf		6/13/2019	6/21/2019	Medium	Charnae Anderson	Helm, Timothy	Dennis (12)		Classroom	108	Pick Up
416	25436	Complete	Please fix the steps in room 108. One of the steps are loose.		6/13/2019	11/18/2019	Medium	Charnae Anderson	Collier, Jacob	Dennis (12)		Classroom	108	Miscellaneous
417	25466	Complete	Transport boxes, three tables, two adult sized chairs, 15 student chairs, and four bookshelves from Dennis to Harris Alt Ed Room 15- pink tags are attached to all items		6/18/2019	7/16/2019	Medium	Rebekah Novak	Helm, Timothy	Dennis (12)				Pick Up
418	25491	Complete	Smash Jr. camp supplies will be ready for pick on Friday, June 28th. They will be in the front hallway/corridor.		6/23/2019	6/28/2019	Medium	Debra A. Harper	Helm, Timothy	Dennis (12)		Hallway/Corridor	front corridor	Pick Up
419	25501	Complete	Refrigerator in middle school basement has quit working. Gary H. is aware.	Charged with freon 134	6/25/2019	6/26/2019	Medium	Scott Herron	Horvath, Gary N.	Dennis (12)		Hallway/Corridor	Middle school basement hallway	Refrigeration
420	25564	Complete	There are 4 boxes of iPad mini's at Dennis at the main entrance that need brought back to IT.		7/3/2019	7/11/2019	Medium		Helm, Timothy	Dennis (12)				
421	25596	Complete	Thank you. Please pick up assigned items in room 108 to be moved to Harris Elementary for Rebekah Novak. Her name will be on all items.		7/15/2019	7/18/2019	Medium	Charnae Anderson	Helm, Timothy	Dennis (12)			room 108	Pick Up
422	25699	Complete	please pick up the following items from the warehouse and take them to Dennis. The following names and items are: Paula Gruen - 17 blue chairs Abby emroski - 1 teacher desk Kristin Price - 1 teacher desk		7/25/2019	7/25/2019	Medium	Charnae Anderson	Helm, Timothy	Dennis (12)		Classroom	108/307/210	Pick Up
423	25719	Complete	Furniture and art supplies in the main entrance need removed, please. Furniture can go to warehouse, art supplies need to go to another building.		7/29/2019	7/30/2019	Medium	Scott Herron	Helm, Timothy	Dennis (12)		Hallway/Corridor	Main canopy entrance	Delivery
424	25731	Complete	Thank you. Roof drain pipe is leaking in front of the stage stairs in the Southwest corner of the gym.	Done Clean drain tighten ring repair pan	7/29/2019	1/8/2020	Medium	Scott Herron	Johnson, James S.	Dennis (12)		Hallway/Corridor	Southwest gym/stage entrance	Roof

425	25808	Complete	Ms. Bacon at Dennis put in this ticket last week. "The remote control to the t.v. has fallen behind the white board under the t.v."	Retrieved remote behind wall and cut hole.	8/6/2019	10/10/2019	Medium	Dylan Ackley	Hawkins, Harry	Dennis (12)		Classroom	301	IT/Technology
			I was able to see the issue in person and speak to her, the previous teacher in the room said the remote fell behind the wooden box mount in the middle of the whiteboard for the TV. I told Ms. Bacon I would put in a Buildings and Grounds ticket for this issue as this is mounted to the wall so I cannot get to it.											
426	25836	Complete	Thank you! Furniture tagged from Warehouse delivered to classroom for Brittany Acree and Sarah Smith. Rooms 305 and 304		8/8/2019	8/9/2019	Medium	Daniel Lynch	Helm, Timothy	Dennis (12)		Classroom		Delivery
427	25838	Complete	I tagged an older style student desk at the warehouse and would like it delivered to Dennis		8/8/2019	8/9/2019	Medium	Abby Steele	Helm, Timothy	Dennis (12)		Classroom	300	Delivery
428	25878	Complete	When furniture was delivered to Dennis it was missing a table I had marked. Need a circle table delivered to Dennis from the warehouse.		8/10/2019	8/12/2019	Medium	Brittany Acree	Helm, Timothy	Dennis (12)		Classroom	305	Delivery
429	25883	Complete	Building-purchased fan will not turn on, tried multiple outlets	Fan awol	8/12/2019	10/15/2019	Medium	Deborah Rapson	Young, Robert A.	Dennis (12)		Classroom	5	Miscellaneous
430	25970	Complete	The bells at Dennis Lab are ringing three minutes early. The intervals are correct, the clock timer itself is just off.	done	8/15/2019	12/2/2019	Medium	Keith A. Creighton		Dennis (12)			Main Office	Clocks/Bells
431	25975	Complete	pick up tables and small chairs and whiteboard and deliver to warehouse		8/15/2019	8/22/2019	Medium	Charles N. Loveall, Jr.	Helm, Timothy	Dennis (12)			front hallway	Delivery
432	25976	Complete	rubber wall surround has delaminated from brick on south wall of female tunnel latrine	Replaced	8/15/2019	12/4/2019	Medium	Charles N. Loveall, Jr.	Shepherd, Duane	Dennis (12)			female tunnel latrine	Carpentry
433	26007	Complete	We need toilet paper dispensers attached to stall walls, please. 9 in the girls tunnel bathroom, 7 in the boys tunnel bathroom. Dispenser are on location. Thank you.	Installed toilet paper dispensers	8/19/2019	9/18/2019	Medium	Scott Herron	Hawkins, Harry	Dennis (12)		Restroom (Boys)	Boys and girls tunnel bathrooms	General Maintenance
434	26008	Complete	The wall lock that keeps the table secured to the wall in the upright position is missing on table 4.	Repaired table and placed new wall lock on ordered part.	8/19/2019	11/22/2019	Medium	Scott Herron	Shepherd, Duane	Dennis (12)		Cafeteria	Cafeteria	Lunch Tables
435	26014	Complete	Could we have our "clean by peroxy" system made operational, please?		8/19/2019	2/10/2020	Medium	Scott Herron	Shepherd, Duane	Dennis (12)		Hallway/Corridor	Main floor custodial closet	Custodial
436	26018	Complete	Please pick up the laminator in the hallway and discard it. Thank you!		8/19/2019	8/22/2019	Medium	Janet Loehr	Helm, Timothy	Dennis (12)			Library	Miscellaneous
437	26097	Complete	14 wooden pallets and a brush pile need removed, please. Located behind dumpster.		8/23/2019	12/13/2019	Medium	Scott Herron	Brown, Mark R.	Dennis (12)		Athletic Field	Behind dumpster	Miscellaneous
438	26121	Complete	The humidity level in the Library is very high. We are concerned about mold growing on the books. Will you please bring in a dehumidifier? Thank you.	Repaired dehumidifier and returned to service. Aaron had 4hrs	8/26/2019	9/13/2019	Medium	Janet Loehr	Detmers, Adam	Dennis (12)			Library	Miscellaneous
439	26136	Complete	NON EMERGENCY: Please change the flush mechanism on the toilet in the assistant principals office. Currently it is connected to the seat raising. We have students with special needs use this restroom and the suddenness and lack of control of the flush mechanism is frightening to them.	Replaced seat and added flush handle	8/27/2019	10/2/2019	Medium	Keith A. Creighton	Baity, James	Dennis (12)		Restroom (Boys)	Main Office	Plumbing
440	26145	Complete	hot water push handle broken off on right-hand sink in boys restroom across from cafeteria.	Replaced valve stem	8/27/2019	10/2/2019	Medium	Charles N. Loveall, Jr.	Baity, James	Dennis (12)			boys restroom	Plumbing
441	26150	Complete	shut water off under sink. All 4 overhead lights on stage are out. They are 105 watt bulbs. 2 of the lights were flickering before they went out. Don't know if there is an additional electrical issue or if it was just the bulbs.		8/28/2019	12/6/2019	Medium	Scott Herron	Young, Robert A.	Dennis (12)		Cafeteria	Stage in gym/cafeteria	Electrical
442	26163	Complete	The humidifier used in the library has been out for repair since May. The room is starting to smell due to condensation buildup and the formation of mold spores. The carpet is going to be ruined as are many of the books that will start to become moldy if this is not done soon. In addition, students and staff breathing this air will begin to develop respiratory health issues. Thank you		8/29/2019	12/6/2019	Medium	Daniel Lynch	Detmers, Adam	Dennis (12)				Heating/Ventilation /Air Conditioning
443	26165	Complete	The butterfly in the main hall next to the gym needs to be moved to the 2nd floor as to add new signage in its place.	Moved as per Principal	8/29/2019	1/17/2020	Medium	Daniel Lynch	Shepherd, Duane	Dennis (12)				Signage
444	26169	Complete	Mr. Creighton at Dennis had a printer moved from his office to the front door. He had asked that a School Dude be put in for transportation to move it from there to IT. Thank you!		8/29/2019	8/30/2019	Medium	Dylan Ackley	Helm, Timothy	Dennis (12)		Hallway/Corridor	Main Entrance	Internal Delivery
445	26220	Complete	When I came in after the weekend, the window air unit was off. When I went to turn it on, the control panel was unresponsive and the unit will not turn on.	Window unit to be removed this summer when A/C is installed. When the weather breaks and A/C is needed please submit a SD if the unit still does not work. Thanks.....	9/3/2019	2/3/2020	Medium	Keith A. Creighton	Hainline, Danny F.	Dennis (12)		Classroom	Main Office	Air Conditioning
446	26232	Complete	Marked materials from TJ delivered to Dennis. two book cases, 2 kidney tables, 1 rolling white board.		9/3/2019	9/3/2019	Medium	Daniel Lynch	Helm, Timothy	Dennis (12)				Delivery
447	26294	Complete	water fountain across from the gym is not working. if someone could please assist with this.		9/9/2019	3/4/2020	Medium	Charnae Anderson	Baity, James	Dennis (12)		Hallway/Corridor	acroos from gym	Miscellaneous
448	26307	Complete	please spray/apply controls measures to building for eradication of roaches. areas affected: library, aramark, entryway, room 301, and teachers lounge. please contact custodian of there are any questions.	Done	9/10/2019	2/10/2020	Medium	Charles N. Loveall, Jr.		Dennis (12)			various	Pest Control
449	26316	Complete	Magnetized door at front of school does not shut properly creating a student and staff safety risk	Adjusted doors	9/11/2019	10/2/2019	Medium	Daniel Lynch	Brewer, James L.	Dennis (12)		Hallway/Corridor		Doors and Hardware
450	26333	Complete	western most inside main door beside access swipe box inside handle retaining pivot pins loose and fall out periodically (a couple of times a week at least); handle is in jeopardy of falling off	Already done	9/11/2019	12/18/2019	Medium	Charnae Anderson	Collier, Jacob	Dennis (12)			inside main doors	Doors and Hardware
451	26453	Complete	PLEASE PICK UP 22 DESKS AT THE WAREHOUSE UNDER KRISTIN PRICE.		9/23/2019	9/24/2019	Medium	Charnae Anderson	Helm, Timothy	Dennis (12)		Classroom	210	Pick Up
452	26521	Complete	PLEASE PICK UP 5 PURPLE CHAIRS FROM WAREHOUSE LABELED EMROSKI TO TAKE TO DENNIS LAB SCHOOL ROOM 307.		9/26/2019	10/2/2019	Medium	Charnae Anderson	Helm, Timothy	Dennis (12)		Classroom	307	Pick Up
453	26551	Complete	Please transport 3 Boxes of the OLD Dennis iPads from Dennis to IT. These are the older iPads that we switched out from the ones you transported the other day so it is NOT as high priority to get them moved.		9/27/2019	10/2/2019	Medium	Dylan Ackley	Helm, Timothy	Dennis (12)			Dennis Entryway	Delivery
454	26559	Complete	Thanks so much! Broken hand towel dispenser in boys bathroom across from cafeteria, needs replaced please.		9/30/2019	11/21/2019	Medium	Scott Herron	Shepherd, Duane	Dennis (12)		Restroom (Boys)	Cafeteria boys bathroom	General Maintenance
455	26561	Complete	Girls bathroom across from cafeteria has a broken soap dispenser that needs replaced, please.	Replaced with new dispenser	9/30/2019	11/21/2019	Medium	Scott Herron	Woodrum, Jr., Glenn R.	Dennis (12)		Restroom (Girls)	Cafeteria girls bathroom	General Maintenance
456	26565	Complete	IT got a ticket for "the iPad cart in Mrs. Daykin's first grade class (Rm 212) has a broken plug. The third plug (ground) has broken off of the cord and is stuck in the socket."		9/30/2019	1/31/2020	Medium	Dylan Ackley	Bolt, Floyd	Dennis (12)		Classroom	Dennis RM 212	Electrical
			Please remove the ground from the socket (if it is still in there) and fix the ground on the cord.											
			Thank you!											
457	26607	Complete	10 tables delivered to Millikin garden, diagonally across the street from the DISC.		10/2/2019	10/3/2019	Medium	Scott Herron	Helm, Timothy	Dennis (12)		Athletic Field	Millikin garden	Moving
458	26701	Complete	Bells are off by 3 minutes		10/8/2019	1/29/2020	Medium	Daniel Lynch	Tapscott, Scott E.	Dennis (12)				Clocks/Bells



459	26749	Complete	PLEASE PICK UP THE CART OF DEVICES AT DENNIS AND DELIVER TO IT. THE CART IS LOCATED AT DOOR A.		10/10/2019	10/15/2019	Medium	Stella Carnahan	Helm, Timothy	Dennis (12)		Hallway/Corridor	DOOR A	Delivery
460	26770	Complete	THANK YOU. All three canopy lights are out.	Replaced with LED lights	10/11/2019	10/15/2019	Medium	Scott Herron	Young, Robert A.	Dennis (12)		Hallway/Corridor	Exterior tool shed	Lighting (Outdoor)
461	26846	Complete	Toilet nearest the sink in the girls bathroom won't flush.	Replaced diaphragm.	10/18/2019	10/23/2019	Medium	Scott Herron	Slemp, Tim	Dennis (12)		Restroom (Girls)	Girls bathroom across from gym/cafeteria	Plumbing
462	26903	Complete	PLEASE DELIVER 32 TABLES FOR THE MISTLETOE MARKET ON FRIDAY NOV 22ND.		10/23/2019	11/21/2019	Medium	Charnae Anderson	Helm, Timothy	Dennis (12)		Cafeteria	cafeteria	Delivery
463	26904	Complete	PLEASE PICK UP 32 TABLES IN THE HALLWAY OF THE FRONT DOOR ENTERENCE ON MONDAY NOV 25TH.		10/23/2019	11/25/2019	Medium	Charnae Anderson	Helm, Timothy	Dennis (12)		Hallway/Corridor	HALLWAY FRONT DOOR	Pick Up
464	26906	Complete	PLEASE INSTALL WHITE BOARD IN ROOM 205. WHITE BOARD IS LOCATED IN THE MAIN OFFICE.	Done	10/23/2019	2/24/2020	Medium	Charnae Anderson	Woodrum, Jr., Glenn R.	Dennis (12)		Classroom	205	Miscellaneous
465	26916	Complete	Rooms are very cold in Jr. High Wing	Adjusted water pressure on loop	10/23/2019	12/3/2019	Medium	Daniel Lynch	Detmers, Adam	Dennis (12)				Boiler
466	26917	Complete	Room #1 and Room #2 on the third floor of Dennis Lab Middle School are drastically colder than the hallways and other rooms in the building. The heat needs to be adjusted to actually run in these classrooms.	Adjusted water pressure on pumps	10/23/2019	12/3/2019	Medium	Phillip Winecke	Detmers, Adam	Dennis (12)		Classroom	1, 2, 3, 4	Heating
467	26919	Complete	Please pick up the three boxes in the lobby that are to be delivered to DLRC at B&G. Thank you.		10/23/2019	10/24/2019	Medium	Janet Loehr	Helm, Timothy	Dennis (12)			Library	Pick Up
468	27106	Complete	Please transport the old Macbook cart in the entrance at Dennis from Dennis to IT. Thank you!		11/8/2019	11/15/2019	Medium	Dylan Ackley	Dalton, Brad	Dennis (12)		Hallway/Corridor	Dennis Entryway	Delivery
469	27108	Complete	Please replace Timeclock at Dennis. Contact Anthony @ IT if you have any questions. Thank you	Replaced power circuit in the time clock.	11/9/2019	11/18/2019	Medium	Anthony Lindsey	Fuiten, Donald K.	Dennis (12)			East Entrance	IT/Technology
470	27145	Complete	Please turn the heat on in the Library. It is very cool in here. Thank you.	Checked operations everything working fine at this time	11/13/2019	12/9/2019	Medium	Janet Loehr	Detmers, Adam	Dennis (12)			Library	Heating
471	27298	Complete	Termites on south side of building, room 1, around windows.	Swarming ants resolved	11/25/2019	12/3/2019	Medium	Scott Herron	Karas, Paul J.	Dennis (12)		Classroom	Room 1	Pest Control
472	27353	Complete	Pipes in corner closet are making a constant loud sound.	Condensate pump stuck on/ fix	12/4/2019	12/6/2019	Medium	Scott Herron	Trimby, Nicholas	Dennis (12)		Classroom	Kindergarten room 116	Boiler
473	27398	Complete	6 iPad carts in the hallway need to be taken to Dennis by 12/23.		12/6/2019	12/16/2019	Medium		Dalton, Brad	Dennis (12)				
474	27450	Complete	Emergency lights in hallway outside of gym aren't working.	done	12/10/2019	9/15/2020	Medium	Scott Herron	Brewer, James L.	Dennis (12)		Hallway/Corridor	Hallway outside of cafeteria	Electrical
475	27472	Complete	PLEASE PICK UP THE FOLLOWING ITEMS FROM THE WAREHOUSE TO BE DELIVERED TO DENNIS LAB SCHOOL ALL LABELED UNDER PAULA GRUEN 4 STUDENT DESK 2 WOODEN TABLES 1 FLOOR BOOK DISPLAY SHELF 12 BOOK BINS		12/12/2019	12/13/2019	Medium	Charnae Anderson	Dalton, Brad	Dennis (12)		Classroom	108/116	Pick Up
476	27474	Complete	PLEASE PICK UP THE FOLLOWING ITEMS FROM THOMAS JEFFERSON TO BE DELIVERED TO DENNIS LAB SCHOOL 56 DESK LABELED ABBY MARTIN/APRIL BACON		12/12/2019	12/13/2019	Medium	Charnae Anderson	Dalton, Brad	Dennis (12)		Classroom	301/302	Pick Up
477	27572	Complete	Ceiling tile has had previous issues with leaking water, now tile is about to fall from the ceiling.	Replaced tile in room 2.	1/3/2020	1/14/2020	Medium	Ramie Weisser	Johnson, James S.	Dennis (12)		Classroom	2	Ceiling Tile
478	27703	Complete	plaster on ceiling in storage closes by preschool has fallen down		1/15/2020	1/31/2020	Medium	Daniel Lynch	Collier, Jacob	Dennis (12)				Carpentry
479	27721	Complete	Locking mechanism in tables 1 is missing and locking mechanism in table 12 is broken.	Replaced locking mechanism on wall	1/16/2020	2/18/2020	Medium	Scott Herron	Woodrum, Jr., Glenn R.	Dennis (12)		Cafeteria	Cafeteria	Cafeteria
480	27773	Complete	Metal teacher desk and four student chairs need removed, please.		1/23/2020	1/29/2020	Medium	Scott Herron	Dalton, Brad	Dennis (12)		Hallway/Corridor	Front entryway	Delivery
481	27821	Complete	PLEASE PICK UP 20 STUDENT DESK FROM THE ANNEX TAGGED ARYN DOBRINICK AND DROP OFF TO DENNIS LAB SCHOOL ROOM 116. ALSO THERE ARE TWO EASEL PADS.		1/29/2020	2/6/2020	Medium	Charnae Anderson	Dalton, Brad	Dennis (12)		Classroom	116	Pick Up
482	27916	Complete	Push button on water fountain outside of cafeteria doors is broken.	Parts ordered, replaced shroud	2/6/2020	3/4/2020	Medium	Scott Herron	Baity, James	Dennis (12)		Hallway/Corridor	Main hallway outside of cafeteria	Miscellaneous
483	27988	Complete	Move the two benches of the stage in the gym to the north playground area against the school on opposite sides of the north entry doors		2/14/2020	9/15/2020	Medium	Daniel Lynch	Shepherd, Duane	Dennis (12)				Moving
484	28068	Complete	Rear stage door in cafeteria is dragging on floor.		2/25/2020	3/16/2020	Medium	Scott Herron	Shepherd, Duane	Dennis (12)		Hallway/Corridor	Rear stage door in cafeteria	Doors and Hardware
485	28095	Complete	Locks on door of classroom 2 aren't working properly.	Re	2/27/2020	7/21/2020	Medium	Scott Herron	Karas, Paul J.	Dennis (12)		Classroom	Room # 2	Doors and Hardware
486	28127	Complete	Cafeteria door knobs are loose.		3/3/2020	3/16/2020	Medium	Scott Herron	Shepherd, Duane	Dennis (12)		Cafeteria	Cafeteria	Doors and Hardware
487	28176	Complete	Please move the 1 box labeled for Dennis from IT to their building. You can take it to wherever you normally take their deliveries.		3/5/2020	3/10/2020	High		Dalton, Brad	Dennis (12)				Delivery
488	28204	Complete	Network Drops at Dennis that needs replaced/fixed for phone installation: Rm: 1, 2, 3, 4, 5, 6, 212, 201, 210, 205, 208, 305, 308, 309, Speech, 301, 302, Instructional Specialist, 101, 104, 106, 108, 116, Library, Guidance, Conference.		3/11/2020	9/15/2020	Medium		Bolt, Floyd	Dennis (12)				
489	28231	Complete	Hi, Brad. Can you please send 100 of the tater tot boxes to Dennis? I would like to have them there and ready to go so that when we can get back in school, we can be ready to pack that library first. Also, if you think 100 boxes is too much, feel free to send the amount you think we will need to back up the library. I'm not 100% sure about that number. Thanks!		4/9/2020	5/4/2020	Medium	Amy Edrington	Dalton, Brad	Dennis (12)			Library	Moving
490	28291	Complete	PLEASE BRING 250 BOXES FOR PACK UP AT DENNIS		5/11/2020	5/13/2020	Medium	Charnae Anderson	Dalton, Brad	Dennis (12)		Auditorium	GYM	Pick Up
491	28316	Complete	Please remove the white boards from the walls in room 116 and paint them. Thank you!		5/12/2020	6/9/2020	Medium	Janet Loehr	Campbell, David	Dennis (12)			116	Painting
492	28317	Complete	Please paint the walls after the white boards have been removed. Thank you!		5/12/2020	6/9/2020	Medium	Janet Loehr	Campbell, David	Dennis (12)			116	Painting
493	28329	Complete	Please remove the coat rack in room 116. Thank you!		5/15/2020	11/5/2020	Medium	Janet Loehr	Shepherd, Duane	Dennis (12)			116	Miscellaneous
494	28348	Complete	paint south, east, and west walls. Paint columns if possible and metal shelves/counters if the shelves/counters are not being removed. Paint inside closets.	Done	5/19/2020	8/3/2020	Medium	Deborah Rapsen	Campbell, David	Dennis (12)		Classroom	5	Painting
495	28350	Complete	Paint walls and inside closets	Done	5/19/2020	4/9/2021	Medium	Deborah Rapsen	Campbell, David	Dennis (12)		Classroom	201	Painting
496	28351	Complete	Room #4 needs to be painted.	Done	5/19/2020	4/8/2021	Medium	Phillip Winecke	Campbell, David	Dennis (12)		Classroom	4	Painting
497	28352	Complete	Room #2 needs to be painted completely.	Already done	5/19/2020	3/23/2021	Medium	Phillip Winecke	Campbell, David	Dennis (12)		Classroom	2	Painting
498	28682	Complete	There are 4 boxes of MacBooks that will need taken to Dennis. They are labeled and in the conference room at IT. Thanks!		7/20/2020	7/22/2020	Medium		Dalton, Brad	Dennis (12)				
499	29600	Complete	Mr. Lynch would like someone to come in to hang clocks in the office areas.		10/14/2020	12/1/2020	Medium	Stacey Boline	Bolt, Floyd	Dennis (12)		Classroom	OFFICE	Clocks/Bells
500	29704	Complete	PLEASE PICK UP AND FIX OUTER SCRUBBER AND SHAMPOO MACHINE. THE SHAMPOOER KEEPS TRIPPING. THE OUTER SCRUBBER TICKET WAS PUT IN		10/28/2020	11/4/2020	Medium	Charnae Anderson	Dalton, Brad	Dennis (12)		Hallway/Corridor	hallway	Pick Up
501	29865	Complete	The door on the west side of the office has the key lock on the inside. It should be on the outside of the office instead.		12/7/2020	12/17/2020	Medium	Stacey Boline	Tennyson, Christopher	Dennis (12)		Hallway/Corridor	OFFICE	Doors and Hardware
502	29900	Complete	Thank you. My key card is not functioning for entrance into either building		12/14/2020	12/17/2020	Medium	Daniel Lynch	Tennyson, Christopher	Dennis (12)				Key and Lock
503	29947	Complete	PLEASE ASSEMBLE 28 DESK IN THE CAFETERIA/GYM.	head custodian assembled	12/18/2020	12/23/2020	Medium	Charnae Anderson	Tapscott, Phil	Dennis (12)		Cafeteria	GYM/CAFETERIA	Miscellaneous
504	30162	Complete	Boys bathroom basement north side multiple toilets various drips		1/27/2021	11/15/2021	Medium	James Baity	Baity, James	Dennis (12)				
505	30163	Complete	Toilet no flush mr moody office former principal office		1/27/2021	11/15/2021	Medium	James Baity	Baity, James	Dennis (12)				
506	30164	Complete	Faculty toilet north end, second floor		1/27/2021	11/15/2021	Medium	James Baity	Baity, James	Dennis (12)				



507	30372	Complete	Please pick up 3 wooden bookcases, 2 metal file cabinets, and 1 two door file cabinet and deliver to the warehouse. Thanks so much		2/26/2021	3/3/2021	Medium	Daniel Lynch	Dalton, Brad	Dennis (12)	Hallway/Corridor		Delivery
508	31006	Complete	Closing and/or locking issues with three classrooms. Discovered during Intruder Drill training.		4/30/2021	2/25/2022	Medium	Keith A. Creighton	Tennyson, Christopher	Dennis (12)	Classroom	Room 13, 17, 19	Doors and Hardware
509	32378	Complete	Room 19 Room 13 Room 17 (both doors) Student safety concern: On top of each of the three staircase landings, we have a major safety concern. The railing does not go all the way to the wall and a gap is present. A student slid past the railing and began to climb on the I-beam over the empty stairwell. We need a solution to secure these stairwell railings so students cannot get to the I-Beam.	Installed plywood guards on top railings	9/1/2021	9/8/2021	Medium	Keith A. Creighton	Collier, Jacob	Dennis (12)	Stairway	All staricases	General Maintenance
510	32513	Complete	Front glass piece came off oven. glass is behind file cabinet west wall.	Repaired	9/14/2021	9/21/2021	Medium	Krystle Lockwood	Crafton, Brian	Dennis (12)		Room 7	General Maintenance
511	32959	Complete	PLEASE PICK UP 11 BOXES TO GO TO KALEIDOSCOPE BY THE FRONT ENTERENCE	Derek helped	10/21/2021	11/17/2021	Medium	Charnae Anderson	Bolt, Jared	Dennis (12)	Hallway/Corridor	FRONT ENTERENCE	Pick Up
512	32960	Complete	PLEASE PICK UP ITEMS FROM THE ANNEX WITH APRYL MAYES NAME ON IT AND BRING THEM TO MOSAIC CAMPUS		10/21/2021	10/28/2021	Medium	Charnae Anderson	Brown, Derek	Dennis (12)	Classroom	MAYES	Pick Up
513	33022	Complete	5 STUDENT DESK 2 TEACHER CHAIRS 28 STUDENT CHAIRS 8 STOOLS 1 STANDING TABLE please pick up 10 boxes in the main entrance to take to Kaleidoscope		10/28/2021	10/29/2021	Medium	Charnae Anderson	Brown, Derek	Dennis (12)	Hallway/Corridor	front door	Pick Up
514	33368	Complete	We have two teachers who are moving to Dennis Mosaic at end of semester from Muffley that need boxes delivered to Muffley so they can pack. 1 pallet if possible. (Robinson and Morthland)		12/2/2021	12/8/2021	Medium	Daniel Lynch	Dalton, Brad	Dennis (12)	Classroom		Moving
515	33513	Complete	The main front door is no longer responding to the door release system in the office. It is not making the audible noise and is not unlocking the door when the button is pushed.	Checked connections on door solinoid.	12/13/2021	3/25/2022	Medium	Keith A. Creighton	Matich, James	Dennis (12)	Hallway/Corridor	Kaleidoscope Campus	Electronic Door Access
516	33651	Complete	KALEIDOSCOPE CAMPUS: Outside Free book Cabinet door is broke. Door is in closet outside Door D.	Purchased new hinges and re-attached.	1/4/2022	2/4/2022	Medium	Keith A. Creighton	Shepherd, Duane	Dennis (12)		Kaleidoscope Campus	Carpentry
517	33652	Complete	KALEIDOSCOPE CAMPUS: Ballast on 3rd floor needs replaced outside Room 16 & 19. Light bulbs have been changed.		1/4/2022	1/5/2022	Medium	Keith A. Creighton	Allen, Jason	Dennis (12)	Hallway/Corridor	Kaleidoscope Campus	Lighting (Indoor)
518	34271	Complete	Custodians requesting a pallet.		2/24/2022	3/2/2022	Medium	Keith A. Creighton	Dalton, Brad	Dennis (12)	Restroom (Boys)	Kaleidoscope Campus	Custodial
519	34272	Complete	2 shop fans need to be picked up and taken back to the shop.		2/24/2022	3/2/2022	Medium	Keith A. Creighton	Dalton, Brad	Dennis (12)	Hallway/Corridor	Kaleidoscope Campus	Internal Delivery
520	34273	Complete	1 metal bookcase needs to be picked up from Kaleidoscope Campus and taken to the Warehouse. The bookshelf is located in the back entry hallway.		2/24/2022	3/2/2022	Medium	Keith A. Creighton	Dalton, Brad	Dennis (12)	Hallway/Corridor	Kaleidoscope Campus	Internal Delivery
521	34274	Complete	3rd floor men's toilet is loose.	Toilet seat, tightened nut	2/24/2022	2/25/2022	Medium	Keith A. Creighton	Baity, James	Dennis (12)	Restroom (Boys)	Kaleidoscope Campus	Plumbing
522	34275	Complete	2nd floor hallway: older portion of the building (west) wall is falling apart.	Scraped, patched, and painted	2/24/2022	3/21/2022	Medium	Keith A. Creighton	Reynolds, Derek	Dennis (12)	Hallway/Corridor	Kaleidoscope Campus	Drywall
523	34276	Complete	1st floor bathrooms; "adult bathroom" (The one on the east of the pair) is not flushing correctly. Takes many attempts to get a small amount of TP to go down.	Augered toilet, did not get anything out. Is flushing well at this time.	2/24/2022	2/25/2022	Medium	Keith A. Creighton	Baity, James	Dennis (12)	Restroom (Boys)	Kaleidoscope Campus	Plumbing
524	34294	Complete	Two boxes picked up from Kaleidoscope. They are in the back entry across from the elevator. One gets delivered to PDI; the other gets delivered to DLRC. Boxes are labeled as such.		2/25/2022	3/2/2022	Medium	Keith A. Creighton	Dalton, Brad	Dennis (12)	Hallway/Corridor	Kaleidoscope Campus	Internal Delivery
525	34366	Complete	Railing on the set of 3 stairs outside of room 7 (2nd floor) is very loose and needs to be tightened/repaired.	Tightened all loose handrails	3/2/2022	3/4/2022	Medium	Keith A. Creighton	Collier, Jacob	Dennis (12)	Hallway/Corridor	Kaleidoscope Campus	Carpentry
526	34547	Complete	Urinal first floor won't flush	Combination plunger and drain chemical,ok	3/22/2022	3/22/2022	Medium	James Baity	Baity, James	Dennis (12)			
527	34548	Complete	Girls bathroom 1st floor seat flush leaks at valve	Replaced packing around handle	3/22/2022	3/31/2022	Medium	James Baity	Baity, James	Dennis (12)			
528	36642	Complete	Please replace carpet square in Room 208 at Dennis Mosaic where student got sick and they are unable to get it out.	Pulled and replaced.	9/9/2022	9/12/2022	Medium	Stephanie Harrington	Arganbright, Brandon	Dennis (12)		208	Carpet Repair
529	37173	Complete	Please pick up 2 boxes for Kim Carver and deliver to Dennis Kaleidoscope. These items were dropped off at the wrong campus. Thanks,		10/21/2022	10/26/2022	Medium	Stephanie Harrington	Dalton, Brad	Dennis (12)		Front Foyer Area	Pick Up
530	38099	Complete	Rm 2 - Heat is set at 74 but it is continuously running the temp in the room is getting more and more cold.	Checked operations found system in defrost, changed settings. Repositioned defrost thermistor and tested all safety switches reset controller.	1/30/2023	2/3/2023	Medium	Stephanie Harrington	Detmers, Adam	Dennis (12)		Rm 2	Heating/Ventilation /Air Conditioning
531	38533	Complete	There were 3 boxes that were delivered to Dennis Mosaic and they should have been delivered to MHS to Charnae Anderson. They are located in the mail office.		3/17/2023	3/21/2023	Medium	Tamera Allen	Dalton, Brad	Dennis (12)	Office	Main office	Pick Up
532	38549	Complete	the bells are not ringing properly now with the time change. Could you please send someone to get those fixed as soon as possible. Thank you	Reset bell clock	3/20/2023	3/21/2023	Medium	Trisha Thomas	Tapscott, Scott E.	Dennis (12)	Hallway/Corridor	bells halls	Clocks/Bells
533	38550	Complete	We need to have some extra time added to the time allowed to get to the security alarm as that is why it keeps going off. Please send someone to fix as soon as possible		3/20/2023	3/22/2023	Medium	Trisha Thomas	Tennyson, Christopher	Dennis (12)	Hallway/Corridor	alarm box	Burglar Alarm
534	38551	Complete	could we please get someone to extend the time for the alarm once you come in the door. That is the reason it keeps going off in the morning.		3/20/2023	3/22/2023	Medium	Trisha Thomas	Tennyson, Christopher	Dennis (12)	Hallway/Corridor	timeclock alarm box	Burglar Alarm
535	39384	Complete	Mrs. Rice and other teachers are requesting 30 boxes for moving purposes.		5/30/2023	5/31/2023	Medium	Tamera Allen	Dalton, Brad	Dennis (12)	Office	Office	Miscellaneous
536	39388	Complete	Filing cabinet marked to South Shores library is in the front entrance here at Mosaic. Please pick up and deliver to South Shores.		5/30/2023	6/12/2023	Medium	Tamera Allen	Dalton, Brad	Dennis (12)	Office	Corridor	Internal Delivery

No	WOID	Status	Descriptions	ActionTaken	Request Date	Completion Da	Priority	Requester	AssignedTo	Location	Building	Area Type	Area Number	Equipment	Craft
1	28907	Work In Progress	in need of a new outer scrubber.		8/11/2020		Medium	Charnae Anderson	Green, Craig	Dennis Mosaic (12)		Hallway/Corridor	gym		Floor Care
2	30348	Work In Progress	We need the bells to be reprogrammed for when students return on 3-22		2/24/2021		Medium	Kristi Mullinix	Young, Robert A.	Dennis Mosaic (12)		Stairway	old asst principal office		General Maintenance
3	30349	Work In Progress	Custodian reports that he has seen quite a few roaches- I know I kill one in the staff bathroom by the lounge yesterday		2/24/2021		Medium	Kristi Mullinix	Bray, Thomas	Dennis Mosaic (12)		Classroom	office area/lounge		Pest Control
4	30356	Work In Progress	There is an ethernet cable hanging from the ceiling that was placed to allow a VOIP phone where the teachers desk is located. It need to be put into a cable manager on the wall, its just free floating right now.		2/24/2021		Medium	Phillip Winecke	Tapscott, Scott E.	Dennis Mosaic (12)		Classroom	307		Cabling
5	30399	Work In Progress	There are a bunch of network wires hanging-they need to be removed.		3/2/2021		Medium	Kristi Mullinix	Tapscott, Scott E.	Dennis Mosaic (12)		Hallway/Corridor	area by old offices		Electrical
6	30500	Work In Progress	NURSES WALL ELECTRONIC LOCKING MED CABINET WONT TURN ON BATTERIES HAVE BEEN		3/11/2021		Medium	Charnae Anderson	Shepherd, Duane	Dennis Mosaic (12)		Classroom	main office		Miscellaneous
7	30719	Work In Progress	We need a third line installed in the main office area.		4/7/2021		Medium	Kristi Mullinix	Tapscott, Scott E.	Dennis Mosaic (12)		Classroom	Main Office		Telephone Service
8	30904	Work In Progress	The intercom in the gym is not working-if you could please fix it would be very much appreciated.		4/23/2021		Medium	Kristi Mullinix	Barnett, Chris	Dennis Mosaic (12)		Cafeteria	gym/auditorium/cafet eria		Intercoms
9	30940	Work In Progress	Please paint this small classroom this summer. The current teacher is moving to Kaleidoscope campus so the classroom will be empty this summer making it easy to paint. Thank you		4/28/2021		Medium	Kristi Mullinix	Tapscott, Phil	Dennis Mosaic (12)		Classroom	3rd floor Crows Nest		Painting
10	31421	Work In Progress	Air in the main office not working or not working as it should		6/8/2021		Medium	Daniel Lynch	Henry, Shannon	Dennis Mosaic (12)					Heating/Ventilation /Air Conditioning
11	32815	Work In Progress	Looking for a projector for our movie night on the 14th. The one at Dennis is mounted		10/7/2021		Medium	Sara Nave	Barnett, Chris	Dennis Mosaic (12)		Athletic Field	Garden		Miscellaneous
12	33422	Work In Progress	Audio cut out in system during family movie night last Thursday		12/6/2021		Medium	Daniel Lynch	Barnett, Chris	Dennis Mosaic (12)		Cafeteria			Audio/Visual
13	34320	Work In Progress	My office phone will not make calls outside of 217 area code		2/28/2022		Medium	Hilda Rice	Allen, Jason	Dennis Mosaic (12)			assistant principal office		Telephone Service
14	35240	Work In Progress	PLEASE PAINT ROOM 211 AND FILL IN HOLES IN MRS.MORTHLANDS ROOM		5/23/2022		Medium	Charnae Anderson	Fuiten, Andrew	Dennis Mosaic (12)		Classroom	211		Painting
15	37623	Work In Progress	Projection and sound equipment in the gym needs to be looked at and cleaned up. Sound was only coming out of the projecter. Please look at speakers and PA as well.		12/5/2022		Medium	Stephanie Harrington	Barnett, Chris	Dennis Mosaic (12)			Gym		Audio/Visual
16	38037	Work In Progress	Please repair flooring in room 2. Floor has cracked and started to buckle exposing the concrete underneath the tile.		1/24/2023		Medium	Stephanie Harrington	Metzger, Kent	Dennis Mosaic (12)			Rm 2		Flooring
17	38154	Work In Progress	Projector in the gym is not turning on. Please repair.		2/3/2023		Medium	Stephanie Harrington	Barnett, Chris	Dennis Mosaic (12)			Gym		Projector Repair
18	38457	Work In Progress	IPAD cart needs picked up at the front of the office and taken to IT department.		3/7/2023		Medium	Tamera Allen	Cruz, Crist	Dennis Mosaic (12)		Office	Office		IT/Technology
19	38851	Work In Progress	there is a leak in the gym at the stage area. Miss Comstock found where the leak was coming from today.		4/14/2023		Medium	Trisha Thomas	Marr, Kaleb	Dennis Mosaic (12)		Auditorium	stage in gym		Plumbing
20	38859	Work In Progress	there is a leak on the west wall of the gym that is causing water on the matt		4/17/2023		Medium	Trisha Thomas	Marr, Kaleb	Dennis Mosaic (12)		Auditorium	tmthomas@dps61.org		Plumbing

No	VOID	Status	Descriptions	ActionTaken	Request Date	Completion Da	Priority	Requester	AssignedTo	Location	Building	Area Type	Area Number	Equipment	Craft
1	28393	Complete	We can no longer locate the key to the small safe we keep for petty cash. Need someone to open it and then make a key for it. Century Safe 1170	Resolved	5/27/2020	6/30/2020	Medium	Daniel Lynch	Karas, Paul J.	Dennis Mosaic (12)					Key and Lock
2	28412	Complete	Move Innovation Learning File cabinet from Dennis Lab Mosaic Campus to Dennis Lab Kaleidoscope Campus - Common Area		5/29/2020	7/24/2020	Medium	Leslie Risby	Dalton, Brad	Dennis Mosaic (12)		Cafeteria	Auditorium		Moving
3	28507	Complete	Major water leak into rooms 5 and 6 from storm on Saturday	Contractors had roofing contractor seal penetrations in roof.	6/22/2020	6/29/2020	Medium	Daniel Lynch	Hainline, Danny F.	Dennis Mosaic (12)		Classroom			Roof
4	28520	Complete	Abby Emroski packed boxes moved to John's Hill and Jaime Goodman boxes moved to South Shores		6/25/2020	6/23/2020	Medium	Daniel Lynch	Dalton, Brad	Dennis Mosaic (12)		Classroom			Pick Up
5	28560	Complete	All furniture marked to go to Kaleidoscope needs to be move to that building		7/6/2020	12/31/2020	Medium	Daniel Lynch	Dalton, Brad	Dennis Mosaic (12)		Cafeteria			Moving
6	28574	Complete	PLEASE PICK UP TAGGED ITEMS FOR ABBY EMROSKI TO GO TO JOHN'S HILL		7/7/2020	7/8/2020	Medium	Charnae Anderson	Dalton, Brad	Dennis Mosaic (12)		Cafeteria	gym		Pick Up
7	28575	Complete	PLEASE PICK UP MISCELLANEOUS ITEMS TO THE LEFT OF THE GYM TO BE SENT TO THE WAREHOUSE.		7/7/2020	7/8/2020	Medium	Charnae Anderson	Dalton, Brad	Dennis Mosaic (12)		Cafeteria	GYM		Pick Up
8	28584	Complete	The 3 boxes marked DMS go to Dennis Mosaic. They are on top of an iPad cart right outside our door.		7/8/2020	7/10/2020	Medium		Dalton, Brad	Dennis Mosaic (12)					
9	28586	Complete	Thanks! Boxes inside north entrance to be moved to PDI		7/8/2020	7/13/2020	Medium	Daniel Lynch	Dalton, Brad	Dennis Mosaic (12)		Hallway/Corridor			Moving
10	28662	Complete	PLEASE PICK UP ITEMS BELOW FROM THE WAREHOUSE AND SEND TO DENNIS MOSAIC BUILDING.  Labeled Walker Teacher Desk, 2 Shelf Book Shelf, Long Table  Labeled - Long Oak Table File Cabinet Kidney Table Ivory Metal Bookcase 2 Drawer Gray File Cabinet 2 Long Tables  Labeled -Bohnsack 1 Long Table on Wheels		7/16/2020	7/20/2020	Medium	Charnae Anderson	Dalton, Brad	Dennis Mosaic (12)		Hallway/Corridor	5		Pick Up
11	28806	Complete	please bring one outer scrubber to Dennis Mosaic.		7/30/2020	8/3/2020	Medium	Charnae Anderson	Dalton, Brad	Dennis Mosaic (12)		Hallway/Corridor	front door		Floor Care
12	28880	Complete	Dennis Mosaic (12) Remove all T.V's from EXCEPT from the North walls in Rooms 1-6. They will need to be mounted in rooms 210, 205,302, ,305,307,309.	Took down 7 tvs on the south side of the bldg to move to the north side of the bldg ran electrical for all of them and hung them. It took way longer than 24 hours that I can pick	8/7/2020	11/20/2020	Medium	Charnae Anderson	Tipton, Noah	Dennis Mosaic (12)		Classroom	ROOMS		Miscellaneous
13	28919	Complete	please install locked med cabinet in the nurses office.		8/11/2020	10/20/2020	Medium	Charnae Anderson	Young, Robert A.	Dennis Mosaic (12)		Classroom	nurses office		Miscellaneous
14	28951	Complete	please pick up boxes tagged Kaleidoscope in the far left corner of the gym and take the to Kaleidoscope.		8/13/2020	8/18/2020	Medium	Charnae Anderson	Dalton, Brad	Dennis Mosaic (12)		Cafeteria	gym		Pick Up
15	29028	Complete	Please pick up items in the gym to go to the warehouse they are tagged. there are door frames and t.v's and tables., desk and chairs		8/18/2020	8/24/2020	Medium	Charnae Anderson	Dalton, Brad	Dennis Mosaic (12)		Cafeteria	gym		Pick Up
16	29072	Complete	please pick up 8 boxes tagged to Kaleidoscope in the south gym wall.		8/20/2020	8/24/2020	Medium	Charnae Anderson	Dalton, Brad	Dennis Mosaic (12)		Auditorium	gym		Pick Up
17	29139	Complete	PLEASE BRING 6 RED MAGAZINE HOLDERS TAGGED APRYL MAYES 2 WOODEN BOOK SHELF WIDE & SHORT -APRYL MAYES WODDEN BOOKSHELF MEDIUM  SHORT SHELF W/OPENINGS ON 3 SIDES  ALL TAGGED APRYL MAYES AT THE WAREHOUSE		8/25/2020	8/25/2020	Medium	Charnae Anderson	Dalton, Brad	Dennis Mosaic (12)		Classroom	201		Pick Up
18	29182	Complete	Ants in new teachers lounge and conference room.		8/28/2020	9/2/2020	Medium	Kristi Mullinix	Bray, Thomas	Dennis Mosaic (12)			teacher lounge		Pest Control
19	29196	Complete	PLEASE PICK UP TWO CHAIRS TAGGED SOCIAL WORKER MOSAIC IN THE WAREHOUSE AND BRING TO DENNIS MOSAIC .		9/1/2020	9/4/2020	Medium	Charnae Anderson	Dalton, Brad	Dennis Mosaic (12)		Classroom	social worker		Pick Up
20	29212	Complete	the light switch in room 110 next to the mechanical room is not working. if someone could please look at this.		9/1/2020	10/20/2020	Medium	Charnae Anderson	Young, Robert A.	Dennis Mosaic (12)		Classroom	room 110		Lighting (Indoor)
21	29240	Complete	Please pick up 3 boxes to be delivered to DLRC and Muffley. Thank you!		9/3/2020	9/7/2020	Medium	Janet Loehr	Dalton, Brad	Dennis Mosaic (12)			116		Delivery
22	29267	Complete	The fan on the new heating unit is running nonstop. It is very noisy and making it difficult for the students to hear the teaching with virtual learning.		9/8/2020	11/9/2020	Medium	Kristi Mullinix	Detmers, Adam	Dennis Mosaic (12)			Old principals office 2nd floor Mosaic Office		Heating/Ventilation /Air Conditioning Moving
23	29316	Complete	Conference table and legs, 5 drawer file cabinet, 10 conference chairs, 4 stacking chairs, a map picture. to be delivered to mosaic labeled to go to Dennis mosaic		9/11/2020	9/14/2020	Medium	Krystle Lockwood	Dalton, Brad	Dennis Mosaic (12)					
24	29323	Complete	Room 2 needs phone to be mounted on the wall where the Need secretary computers moved to different location in the office @ Mosaic  thank you	Moved main secretary's computers to new location per bldg principle,up and operational. And Moved phone line in rm 2 to teachers satisfaction and reposition flat screen tv for operation.	9/14/2020	9/25/2020	Medium	Daniel Lynch	Tapscott, Scott E.	Dennis Mosaic (12)		Classroom	Room 2		IT/Technology
25	29344	Complete	the restroom in Barb Brinkmans office (the old assistant principals office) faucet won't stop dripping.	Replaced valve stem	9/16/2020	12/14/2020	Medium	Charnae Anderson	Baity, James	Dennis Mosaic (12)		Classroom	restroom/Brinkman		Plumbing
26	29418	Complete	Ballasts in the east most set of lights (above teacher desk / tv) are going bad. The lights buzz loudly after being on for several minutes. Some of the lights do not work at all. The custodian has tried to put new lights in and the bulbs never work no matter how many new bulbs are tried.		9/23/2020	10/20/2020	Medium	Phillip Winecke	Young, Robert A.	Dennis Mosaic (12)		Classroom	307		Lighting (Indoor)
27	29419	Complete	Sink in room #6 is dripping constantly. Needs adjusting / fixing.	Replaced valve stem	9/23/2020	12/14/2020	Medium	Phillip Winecke	Baity, James	Dennis Mosaic (12)		Classroom	6		Plumbing
28	29420	Complete	Three ceiling tiles have gross brown stains on them and need to be replaced.	Re painted	9/23/2020	11/9/2020	Medium	Phillip Winecke	Shepherd, Duane	Dennis Mosaic (12)		Classroom	307		Ceiling Tile

29	29421	Complete	There are two holes in the east wall in room #307 next to the clock. There are also screws and holes in the east wall above the TV. There are also two old speaker holders above the TV that need to be removed. and their holes patched.	Already done	9/23/2020	3/23/2021	Medium	Phillip Winecke	Campbell, David	Dennis Mosaic (12)	Classroom	307	Drywall
30	29440	Complete	All door jams and stairwells need painted.	Someone else painted this	9/24/2020	2/11/2021	Medium	Kristi Mullinix	Campbell, David	Dennis Mosaic (12)	Hallway/Corridor	outside main office between buildings	Painting
31	29441	Complete	We need a paper towel dispenser above the sink in the teachers lounge.		9/24/2020	11/5/2020	Medium	Kristi Mullinix	Shepherd, Duane	Dennis Mosaic (12)		Teachers Lounge	Miscellaneous
32	29442	Complete	We have received a ticket for an Apple TV in the Assistant Principal's Office, and Conference Room at Dennis Mosaic. The apple TVs are set up and ready to go at IT with HDMI cord and mount.	Picked up apple boxes and installed in the office	9/24/2020	10/23/2020	Medium	Dylan Ackley	Tipton, Noah	Dennis Mosaic (12)		Assistant Principal's Office, and Conference Room library	IT/Technology
33	29462	Complete	Hello! Please move 29 boxes that are labeled in the library at Dennis Mosaic and take to the Decatur Public Library for the Friends of the library sale. There should be a note on the boxes with a phone number to call when taking the boxes to the library. Thank you! Carly		9/25/2020	10/16/2020	Medium	Carly Eversole	Dalton, Brad	Dennis Mosaic (12)			Delivery
34	29530	Complete	Please put down traps for roach control. we have found several around the building.	Put down traps and bug killer	10/5/2020	10/6/2020	Medium	Charnae Anderson	Bray, Thomas	Dennis Mosaic (12)	Classroom	Main office and classrooms/ kitchen office	Pest Control
35	29549	Complete	please pick up box in office labeled to Kaleidoscope.		10/7/2020	10/8/2020	Medium	Charnae Anderson	Dalton, Brad	Dennis Mosaic (12)	Classroom		Pick Up
36	29556	Complete	We need 2 network drops installed for the gym-on both sides of the stage.	Ran two drops to the stage one for each teacher	10/7/2020	12/4/2020	Medium	Kristi Mullinix	Tipton, Noah	Dennis Mosaic (12)	Classroom	Gym 243 244	IT/Technology
37	29560	Complete	Please install new color printer in the main office-printer has been delivered. *We need a drop and possibly an outlet installed.	This is an IT issue. I submitted the work request to the IT Web Help Desk 10/8/20 Angie Brown. We tested the wiring and talked to I.T.	10/8/2020	10/30/2020	Medium	Kristi Mullinix	Tipton, Noah	Dennis Mosaic (12)		office	IT/Technology
38	29623	Complete	There is 1 tub of iPads in the hallway at IT that will need delivered to the library at Mosaic by 11 am tomorrow. Thank you!		10/19/2020	10/20/2020	High		Dalton, Brad	Dennis Mosaic (12)			
39	29658	Complete	please pick up to shelves in the gym to be sent back to the warehouse.		10/22/2020	10/27/2020	Medium	Charnae Anderson	Dalton, Brad	Dennis Mosaic (12)	Cafeteria	GYM	Pick Up
40	29712	Complete	We have a brand new color printer and it requires a network drop.		10/29/2020	2/11/2021	Medium	Kristi Mullinix	Tapscott, Scott E.	Dennis Mosaic (12)		main office	IT/Technology
41	29725	Complete	please pick up to cabinets in the gym on the south wall.		10/30/2020	11/5/2020	Medium	Charnae Anderson	Dalton, Brad	Dennis Mosaic (12)	Cafeteria	gym	Pick Up
42	29753	Complete	PLEASE PICK UP OLD MAIL CABINET IN THE SOUTH WALL OF THE GYM.		11/6/2020	12/4/2020	Medium	Charnae Anderson	Dalton, Brad	Dennis Mosaic (12)	Cafeteria	gym	Pick Up
43	29764	Complete	I have a large dehumidifier that needs to be returned to maintenance. It is located inside the doorway.		11/9/2020	12/31/2020	Medium	Kristi Mullinix	Dalton, Brad	Dennis Mosaic (12)	Hallway/Corridor	outside main office between buildings	Moving
44	29765	Complete	I have several items that need moved from Mosaic to Kaleidoscope campus.		11/9/2020	12/31/2020	Medium	Kristi Mullinix	Dalton, Brad	Dennis Mosaic (12)	Hallway/Corridor	outside main office between buildings	Internal Delivery
45	29774	Complete	Please pick up the dehumidifier in the gym to take back to the warehouse.		11/11/2020	11/11/2020	Medium	Charnae Anderson	Dalton, Brad	Dennis Mosaic (12)	Cafeteria	gym	Pick Up
46	29775	Complete	Please pick up old ipads and deliver to IT. Thank you!		11/11/2020	11/17/2020	Medium	Kristi Mullinix	Dalton, Brad	Dennis Mosaic (12)	Hallway/Corridor	outside main office between buildings	Internal Delivery
47	29848	Complete	Many items that have been sitting in the vestibule at Mosaic need moved to Kaleidoscope. 2nd request		12/2/2020	12/31/2020	Medium	Daniel Lynch	Dalton, Brad	Dennis Mosaic (12)	Hallway/Corridor		Moving
48	29901	Complete	Items in entrance need to be moved to Kaleidoscope Campus. 3rd Request. The last one was put in 12 days ago.		12/14/2020	12/15/2020	Medium	Daniel Lynch	Dalton, Brad	Dennis Mosaic (12)	Hallway/Corridor		Moving
49	29922	Complete	The entire old side of the building is cold in the classrooms and warm in the hallways.	Adjust heat reset rooftop	12/16/2020	1/11/2021	High	Kristi Mullinix	Horvath, Gary N.	Dennis Mosaic (12)	Classroom	307	Heating/Ventilation /Air Conditioning Water Leaks
50	29923	Complete	first stall toilet is leaking	Water supply would not shut off. Shut water off to bathrooms and rebuilt flush valve stop. Rebuilt flush valve	12/16/2020	12/30/2020	Medium	Charnae Anderson	Baity, James	Dennis Mosaic (12)	Restroom (Boys)	restroom	
51	29930	Complete	I have 7 boxes of old student records that need to be moved to the Kiel Building		12/17/2020	12/18/2020	Medium	Kristi Mullinix	Dalton, Brad	Dennis Mosaic (12)	Hallway/Corridor	outside of office	Moving
52	29931	Complete	Please move large dry erase boards to Kaleidoscope Campus		12/17/2020	12/18/2020	Medium	Kristi Mullinix	Dalton, Brad	Dennis Mosaic (12)	Hallway/Corridor	outside of office	Moving
53	29934	Complete	There is an old promethean board that needs to be recycled or returned to where old promethean boards go.		12/17/2020	12/18/2020	Medium	Kristi Mullinix	Dalton, Brad	Dennis Mosaic (12)		outside of office	Moving
54	29976	Complete	bathroom in room one is leaking inside of room 1		1/4/2021	11/15/2021	Medium	Charnae Anderson	Baity, James	Dennis Mosaic (12)		room 1	Water Leaks
55	29987	Complete	The cove base board in the hallway by the gym and the new addition is pea green-it is peeling and looks horrible. Can it be replaced with black to match all of our doors and casings? Everything is looking so much better but this is truly an eye sore.	The cove base is an asbestos containing material and cannot be removed without an abatement.	1/4/2021	3/15/2021	Medium	Kristi Mullinix	Shepherd, Duane	Dennis Mosaic (12)	Hallway/Corridor	outside of gym	Flooring
56	29988	Complete	The doors to the gym are in need of replacing. The veneer is peeling off and they truly need replaced. There are two sets of doors. This area is the entry way of the school and it really needs a facelift.		1/4/2021	3/15/2021	Medium	Kristi Mullinix	Shepherd, Duane	Dennis Mosaic (12)	Cafeteria	gym	Doors and Hardware
57	29992	Complete	First the teachers are very happy they are no longer freezing. The thermostat is set at 74-can you turn it down to 71 or 72-it is just a little to warm. This is not an emergency. Thank you for taking such good care of us.		1/5/2021	1/13/2021	Medium	Kristi Mullinix	Horvath, Gary N.	Dennis Mosaic (12)	Classroom	Old part of building	Heating
58	29997	Complete	Flying insects inside room 108. No other rooms seem to be having the problem. Mr. Williams, the teacher, said they resemble wasps, but doesn't think they are wasps.		1/5/2021	1/7/2021	Medium	Stacey Boline	Bray, Thomas	Dennis Mosaic (12)	Classroom	108	Pest Control
59	29998	Complete	I placed a request before Winter Break, that shows it was completed, but the lock is still on the wrong side of the door going into the hallway from the Main office at Mosaic. The key/lock should be on the outside of the office - not on the inside. This is not the door to the vestibule. Thank you.	Wanted door left the way it was	1/5/2021	1/22/2021	Medium	Stacey Boline	Woodrum, Jr., Glenn R.	Dennis Mosaic (12)	Hallway/Corridor	Main Office	Doors and Hardware
60	30016	Complete	Room 1 has a leak in bathroom		1/6/2021	11/15/2021	Medium	Kristi Mullinix	Baity, James	Dennis Mosaic (12)	Classroom	1	Plumbing
61	30017	Complete	We have several dry erase board that have been delivered that need to be installed in the classrooms.		1/6/2021	1/25/2021	Medium	Kristi Mullinix	Crafton, Brian	Dennis Mosaic (12)	Classroom	several classrooms	Miscellaneous
62	30023	Complete	WE NEED A NEW FLOOR FAN TO DRY THE TILES WHEN WET. THE ONE WE HAVE HAS A SHORT IN IT.		1/8/2021	1/11/2021	Medium	Charnae Anderson	Dalton, Brad	Dennis Mosaic (12)	Cafeteria	GYM/CAFETERIA	Miscellaneous
63	30031	Complete	please hang dry erase board that is in the room This is a different request from the new dry erase boards that are being hung.		1/8/2021	1/25/2021	Medium	Kristi Mullinix	Crafton, Brian	Dennis Mosaic (12)	Classroom	music room 101	Carpentry
64	30032	Complete	Please move bulletin board-there is a sign in the room to show where to put it. Thank you	Installed	1/8/2021	1/25/2021	Medium	Kristi Mullinix	Crafton, Brian	Dennis Mosaic (12)	Classroom	band room 110	Carpentry
65	30078	Complete	Please paint walls where lockers have been installed. You might need to do some sanding first.		1/15/2021	8/15/2022	Medium	Kristi Mullinix	Johnson, James S.	Dennis Mosaic (12)	Hallway/Corridor	2nd floor old section	Painting

66	30079	Complete	Please paint door casings on the inside of the old principals offices. Thank you :)		1/15/2021	8/15/2022	Medium	Kristi Mullinix	Johnson, James S.	Dennis Mosaic (12)	Classroom	doors in old principals offices	Painting
67	30083	Complete	Air-conditioning or heating unit blower in Mrs. Brinkman's room is very, very loud and it makes it difficult for her to interact remotely with her students.		1/19/2021	2/24/2021	Medium	Stacey Boline	Horvath, Gary N.	Dennis Mosaic (12)	Classroom	314	Air Conditioning
68	30095	Complete	Please take boxes from Mosaic to Kaleidoscope--there are 7 boxes.		1/19/2021	1/19/2021	Medium	Kristi Mullinix	Dalton, Brad	Dennis Mosaic (12)	Hallway/Corridor	right outside of office	Delivery
69	30107	Complete	There is a tray of iPads in the hallway at door A that can be brought back to IT. Thank you		1/21/2021	1/21/2021	Medium		Dalton, Brad	Dennis Mosaic (12)			
70	30108	Complete	Please pick up file cabinets to be returned to warehouse.		1/21/2021	1/25/2021	Medium	Kristi Mullinix	Dalton, Brad	Dennis Mosaic (12)	Hallway/Corridor	outside of office	Delivery
71	30137	Complete	Boys tunnel restroom 3 stall does not flush it takes a lot for it to flush per Oscar.		1/25/2021	11/15/2021	Medium	Charnae Anderson	Baity, James	Dennis Mosaic (12)		GYM/CAFETERIA	Miscellaneous
72	30144	Complete	Please pick up from entry way, office chairs, cabinet, 2 cubbies, listening centers and return to warehouse or PDI- items are labeled		1/26/2021	2/2/2021	Medium	Kristi Mullinix	Dalton, Brad	Dennis Mosaic (12)	Hallway/Corridor	entry way	Delivery
73	30145	Complete	When cubbies were removed the wall plaster is all falling off-		1/26/2021	1/29/2021	Medium	Kristi Mullinix	Crafton, Brian	Dennis Mosaic (12)	Hallway/Corridor	area by old front door	General Maintenance
74	30146	Complete	Deliver box to Kaleidoscope Campus		1/26/2021	2/2/2021	Medium	Kristi Mullinix	Dalton, Brad	Dennis Mosaic (12)	Hallway/Corridor	entry way	Delivery
75	30147	Complete	Deliver to textbook warehouse		1/26/2021	2/2/2021	Medium	Kristi Mullinix	Dalton, Brad	Dennis Mosaic (12)	Hallway/Corridor	entry way	Delivery
76	30152	Complete	Pick up teacher desk-In back of warehouse 3 wooden chairs and deliver to Mosaic Campus Items are marked		1/26/2021	1/28/2021	Medium	Kristi Mullinix	Dalton, Brad	Dennis Mosaic (12)	Hallway/Corridor	room 3	Delivery
77	30158	Complete	Please put up bulletin board in the main office next to the secretary's desk.	Installed bulletin board	1/27/2021	1/29/2021	Medium	Charnae Anderson	Crafton, Brian	Dennis Mosaic (12)	Classroom	main office	Miscellaneous
78	30159	Complete	My new door won't close and latch-it is a pain!!	Done	1/27/2021	1/29/2021	Medium	Kristi Mullinix	Shepherd, Duane	Dennis Mosaic (12)	Classroom	Asst. Principal office	Doors and Hardware
79	30160	Complete	Disregard work order for my door-I got it fixed.		1/27/2021	1/29/2021	Medium	Kristi Mullinix	Shepherd, Duane	Dennis Mosaic (12)	Classroom	Asst. Principal office	Doors and Hardware
80	30169	Complete	Please pick up broken large desktop printer		1/28/2021	2/1/2021	Medium	Kristi Mullinix	Dalton, Brad	Dennis Mosaic (12)	Hallway/Corridor	Asst. Principal office	Delivery
81	30170	Complete	Principal office freezing. Little to no heat		1/29/2021	2/24/2021	Medium	Daniel Lynch	Horvath, Gary N.	Dennis Mosaic (12)	Classroom		Heating
82	30175	Complete	Please paint 2nd floor landing and remove 2 bulletin boards. I spoke with Dan on 1-29-21 and he ok'd this because the painters are already here. THANK YOU SO MUCH!		1/29/2021	4/29/2021	Medium	Kristi Mullinix	Johnson, James S.	Dennis Mosaic (12)	Hallway/Corridor	second/third floor landing	Painting
83	30177	Complete	Please return to warehouse cabinet and table Return to IT Promethian remotes Recycle printer All of the above is outside the office Thank you-I know I have put in a lot of work orders-I truly appreciate the work you do.		1/29/2021	2/1/2021	Medium	Kristi Mullinix	Dalton, Brad	Dennis Mosaic (12)	Hallway/Corridor	outside of office	Delivery
84	30178	Complete	Please remove handrails from old building entrance staircase. They need sanded and stained. As always THANK YOU!!!	Removed handrails and refinished stain. Installed	1/29/2021	2/10/2021	Medium	Kristi Mullinix	Collier, Jacob	Dennis Mosaic (12)	Hallway/Corridor	old building 1st floor stair case	Carpentry
85	30181	Complete	Still very cold in the new office area and individual offices. Heat not working properly		2/1/2021	2/24/2021	Medium	Daniel Lynch	Horvath, Gary N.	Dennis Mosaic (12)	Classroom		Heating
86	30200	Complete	Ceiling tiles have discoloration from old water damage.	Painted tiles	2/2/2021	3/4/2021	Medium	Phillip Winecke	Crafton, Brian	Dennis Mosaic (12)	Classroom	309	Ceiling Tile
87	30227	Complete	THE LIGHTS ARE FLASHING SOMETHING MAY BE WRONG WITH THE BALLAST .		2/5/2021	2/16/2021	Medium	Charnae Anderson	Young, Robert A.	Dennis Mosaic (12)	Classroom	104	Lighting (Indoor)
88	30242	Complete	Heating system is making an odd sound-it is putting out heat it is just making a weird sound.		2/8/2021	2/24/2021	Medium	Kristi Mullinix	Horvath, Gary N.	Dennis Mosaic (12)	Hallway/Corridor	common area 3rd floor old building	Heating
89	30248	Complete	Please pick up 1 Lock N Charge station from the hallway at IT and deliver to Dennis Mosaic.		2/9/2021	2/9/2021	Medium		Dalton, Brad	Dennis Mosaic (12)			
90	30265	Complete	Room 5 is so cold the teacher is having a hard time teaching.		2/9/2021	2/24/2021	Medium	Kristi Mullinix	Horvath, Gary N.	Dennis Mosaic (12)	Classroom	5	Heating
91	30272	Complete	Plaster area above bookcases Then paint room the tan color that the rest of the school is painted	Patched and painted room	2/10/2021	3/4/2021	Medium	Kristi Mullinix	Collier, Jacob	Dennis Mosaic (12)	Classroom	301	Painting
92	30273	Complete	repair plaster and paint room tan color the rest of the school is painted These rooms in real need of painting	Room 307 is completed. Room 208 will be completed at a later date	2/10/2021	3/4/2021	Medium	Kristi Mullinix	Crafton, Brian	Dennis Mosaic (12)	Classroom	208 & 307	Painting
93	30274	Complete	Patch and paint area above bookcases by windows-leak has been fixed by the damage from the leak hasn't Paint rest of room	Patched and painted walls	2/10/2021	2/26/2021	Medium	Kristi Mullinix	Collier, Jacob	Dennis Mosaic (12)	Classroom	212	Painting
94	30275	Complete	cover electrical opening on wall Needs to be done before students return There are 9 different holes that need to be covered I put a lime green post-it note next to each hole.		2/10/2021	3/4/2021	High	Kristi Mullinix	Bolt, Floyd	Dennis Mosaic (12)	Classroom	1,2,3,4, hallway 1st floor, gym, staircase	Electrical
95	30276	Complete	remove wood panels from old TV mounts	Painted panels the wall color.	2/10/2021	3/15/2021	Medium	Kristi Mullinix	Crafton, Brian	Dennis Mosaic (12)	Classroom	2 Bonesack	General Maintenance
96	30278	Complete	repair area above sink-at one point there was a mirror but it has been removed area will also need to be painted	Painted the whole north wall	2/10/2021	3/15/2021	Medium	Kristi Mullinix	Collier, Jacob	Dennis Mosaic (12)	Classroom	2	Drywall
97	30279	Complete	there is cold air blowing out the ceiling vents. it is very cold.		2/10/2021	2/24/2021	Medium	Charnae Anderson	Horvath, Gary N.	Dennis Mosaic (12)	Classroom	main office	Heating/Ventilation /Air Conditioning
98	30291	Complete	Please deliver 7 boxes to Lana Forsyth at textbook warehouse. There are 8 boxes.		2/11/2021	2/12/2021	Medium	Kristi Mullinix	Dalton, Brad	Dennis Mosaic (12)	Hallway/Corridor	front entry	Delivery
99	30292	Complete	Room 6 is really cold-teacher complaining that it is so cold she can hardly teach. The principal's office still has cold air pouring out of vent in ceiling.		2/11/2021	2/24/2021	High	Kristi Mullinix	Horvath, Gary N.	Dennis Mosaic (12)	Classroom	6	Heating
100	30318	Complete	toilet with sign on it is over flowing		2/18/2021	11/15/2021	Medium	Kristi Mullinix	Baity, James	Dennis Mosaic (12)	Restroom (Boys)	tunnel bathroom	Plumbing
101	30326	Complete	Please replace ballist in light fixtures immediately		2/22/2021	3/10/2021	Medium	Kristi Mullinix	Tapscott, Scott E.	Dennis Mosaic (12)	Classroom	208	Lighting (Indoor)
102	30330	Complete	bulbs need to be replaced on 2 lights		2/22/2021	3/10/2021	Medium	Kristi Mullinix	Bolt, Floyd	Dennis Mosaic (12)	Classroom	records room off of the lounge	Lighting (Indoor)
103	30338	Complete	Second Floor Restroom (in Mr. Lynch's "old" office) - toilet flushed but is continually running. Not overflowing, just keeps running.		2/23/2021	11/15/2021	Medium	Stacey Boline	Baity, James	Dennis Mosaic (12)	Classroom	Main Office	Plumbing
104	30341	Complete	Second Stall in Ladies "tunnel" bathroom is leaking around the seal every time it is flushed.		2/23/2021	11/15/2021	Medium	Stacey Boline	Baity, James	Dennis Mosaic (12)	Restroom (Girls)	Tunnel Bathroom - Ladies	Plumbing
105	30365	Complete	This room is in major need of painting	This room has already been painted and does not need painted	2/25/2021	4/29/2021	Medium	Kristi Mullinix	Campbell, David	Dennis Mosaic (12)	Classroom	210	Painting
106	30366	Complete	This room needs a phone drop-please and thank you!		2/25/2021	3/11/2021	Medium	Kristi Mullinix	Bolt, Floyd	Dennis Mosaic (12)	Classroom	211 Health Room	Telephone Service
107	30400	Complete	In the old office area a piece of trim fell off-it needs to be reattached to the wall.	Removed trim.	3/2/2021	3/23/2021	Medium	Kristi Mullinix	Crafton, Brian	Dennis Mosaic (12)	Hallway/Corridor	old office area	General Maintenance

108	30427	Complete	Please pick up 5 tables, 6 stools, 4 1 piece desk units, and take to the warehouse.		3/3/2021	3/8/2021	Medium	Kristi Mullinix	Dalton, Brad	Dennis Mosaic (12)	Hallway/Corridor	front entry way	Delivery
109	30428	Complete	Please pick up mailbox unit and deliver to Kaleidoscope Campus Jill Robertson		3/3/2021	3/9/2021	Medium	Kristi Mullinix	Dalton, Brad	Dennis Mosaic (12)	Hallway/Corridor	front entry way	Delivery
110	30442	Complete	The front door bell is not working.		3/4/2021	3/9/2021	Safety	Kristi Mullinix	Tennyson, Christopher	Dennis Mosaic (12)	Hallway/Corridor	front entry	Electrical
111	30443	Complete	Please rekey the principals office-don't want it to be the same as the building master. Principal wants to be able to lock his door and know that no one has access to it.		3/4/2021	3/9/2021	Medium	Kristi Mullinix	Tennyson, Christopher	Dennis Mosaic (12)	Hallway/Corridor	principals office	Key and Lock
112	30446	Complete	The bells were set yesterday and they are not working properly.		3/5/2021	3/9/2021	Medium	Kristi Mullinix	Young, Robert A.	Dennis Mosaic (12)	Hallway/Corridor	2nd floor bells	Clocks/Bells
113	30452	Complete	Room 108 has wasp-like insects in the room again. The teacher said there were 6 in his room today between the blinds and the windows.		3/8/2021	3/12/2021	Medium	Stacey Boline	Bray, Thomas	Dennis Mosaic (12)	Classroom	108	Pest Control
114	30492	Complete	We need an intercom installed in the old office area-special education is now located there and they can't hear announcements.		3/11/2021	3/31/2021	High	Kristi Mullinix	Tapscott, Scott E.	Dennis Mosaic (12)	Hallway/Corridor	old office area	Intercoms
115	30493	Complete	Please take storage cabinet from entry way to warehouse		3/11/2021	3/12/2021	Medium	Kristi Mullinix	Dalton, Brad	Dennis Mosaic (12)	Hallway/Corridor	entry way	Delivery
116	30518	Complete	Please disconnect bell that is inside the Care Room-there is another bell right outside of the room.	Disconnect the bell	3/12/2021	3/24/2021	Medium	Kristi Mullinix	Tipton, Noah	Dennis Mosaic (12)	Classroom	room 104	Intercoms
117	30539	Complete	Please mount the Apple TV for room 227. It is the old Principal's office at Dennis. The Mount, Apple TV, and Cords are at IT. Thanks so much!		3/15/2021	8/15/2022	Medium	Dylan Ackley	Johnson, James S.	Dennis Mosaic (12)	Classroom	room 227	IT/Technology
118	30580	Complete	please pick up bags in the office to be taken too Kaleidoscope. Teamsters brought the bags to the wrong building.		3/22/2021	3/26/2021	Medium	Charnae Anderson	Dalton, Brad	Dennis Mosaic (12)	Hallway/Corridor	main office	Pick Up
119	30640	Complete	please replace mister it is not working. we have it here in the office		3/29/2021	3/30/2021	Medium	Charnae Anderson	Green, Craig	Dennis Mosaic (12)	Classroom	main office	Pick Up
120	30735	Complete	Per conversation Julie Lauper had with B&G. She needs the following: Sod Removal and tilling of 12X12 area at both Mosaic and Kaleidoscope grounds. Flowers are arriving 4/17/21. Thank you.		4/8/2021	8/15/2022	Medium	Stacey Boline	Johnson, James S.	Dennis Mosaic (12)	Athletic Field	GARDEN	General Maintenance
121	30748	Complete	Please remove large wooden mailboxes attached to wall between rooms 1 and 2		4/8/2021	4/12/2021	Medium	Kristi Mullinix	Woodrum, Jr., Glenn R.	Dennis Mosaic (12)	Hallway/Corridor	Between Rooms 1 and 2	Miscellaneous
122	30749	Complete	Remove metal mailbox outside of room 5		4/8/2021	4/12/2021	Medium	Kristi Mullinix	Woodrum, Jr., Glenn R.	Dennis Mosaic (12)	Hallway/Corridor	Room 3	Miscellaneous
123	30764	Complete	The new intercom system is not working in the old office area. They can not hear any announcements. Thank you!!!	Added speaker to the old office area.	4/9/2021	3/30/2021	Medium	Kristi Mullinix	Tapscott, Scott E.	Dennis Mosaic (12)	Classroom	old principal's office	Intercoms
124	30780	Complete	girls restroom across from the gym is not flushing.		4/12/2021	8/31/2021	Medium	Charnae Anderson	Baity, James	Dennis Mosaic (12)	Cafeteria	girls rest room	Miscellaneous
125	30791	Complete	Door between hall and teacher's lounge will not lock for safety purposes.		4/13/2021	5/5/2021	Medium	Daniel Lynch	Tennyson, Christopher	Dennis Mosaic (12)	Hallway/Corridor		Doors and Hardware
126	30808	Complete	Please take 3 metal wall mailboxes to the Warehouse There is one box that goes to PDI		4/15/2021	4/16/2021	Medium	Kristi Mullinix	Dalton, Brad	Dennis Mosaic (12)	Hallway/Corridor	front entry way	Delivery
127	30868	Complete	Please take Monday-Friday Cart to Kaleidoscope Campus		4/20/2021	4/21/2021	Medium	Kristi Mullinix	Dalton, Brad	Dennis Mosaic (12)	Hallway/Corridor	ENTRY WAY	Delivery
128	30882	Complete	Please take book cart to warehouse Please hang frame outside of doors.	The frame was already hung.	4/21/2021	4/21/2021	Medium	Charnae Anderson	Marr, Kaleb	Dennis Mosaic (12)	Hallway/Corridor	main office	Miscellaneous
129	30905	Complete	Light bulb has burned out and needs replaced.	Replaced two T8 tubes	4/23/2021	4/26/2021	Medium	Kristi Mullinix	Young, Robert A.	Dennis Mosaic (12)	Classroom	Mrs. Long Room 1	Lighting (Indoor)
130	30936	Complete	The thermostat is set on 69 degrees, but the room temperature is 76.	Checked operations, everything seems to be working fine, will keep an eye on it.	4/27/2021	5/17/2021	Medium	Stacey Boline	Detmers, Adam	Dennis Mosaic (12)	Classroom	Room 6	Air Conditioning
131	30937	Complete	The air conditioning isn't working in room 5	Checked operations, found system out on head pressure. Reset found cond fan bad. Under warranty contractor fixed.	4/27/2021	7/22/2021	Medium	Stacey Boline	Detmers, Adam	Dennis Mosaic (12)	Classroom	Room 5	Air Conditioning
132	30953	Complete	The intercom system cannot be heard when trying to make announcements for the whole building.	Checked out, but found no problem.	4/29/2021	5/2/2021	Medium	Stacey Boline	Barnett, Chris	Dennis Mosaic (12)		Room 5	Intercoms
133	30961	Complete	Air conditioning is not working in rooms 5 or 6. Mrs. Mullinix asked that I put in another request. Students leave the building at 1:40. This might be the best time to come in and work on it.	Parts are being ordered for room 5. Room 6 needed reset working fine.	4/29/2021	5/28/2021	Medium	Stacey Boline	Detmers, Adam	Dennis Mosaic (12)	Classroom	Room 5 and Room 6	Air Conditioning
134	30981	Complete	The room that needs painted is the speech room Mrs. Innis-there is not a room # on her door because she is in an old closet-storage area. The room is next to 302-and the door has a sign that says, "Speech". The room is in desperate need of painting. Thank you	Painted the speech room	4/30/2021	5/28/2021	Medium	Kristi Mullinix	Bray, Thomas	Dennis Mosaic (12)	Classroom	next door to 302	Painting
135	31013	Complete	PLEASE FIX LEAK IN THE 3RD BATHROOM GIRLS ACROSS FROM THE GYM		4/30/2021	1/27/2022	Medium	Charnae Anderson	Tapscott, Phil	Dennis Mosaic (12)	Classroom	GIRLS REST ROOM	Water Leaks
136	31014	Complete	PLEASE INSTALL NEW PAPER TOWEL DISPENSER IN ROOM 5 IT OLD ONE IS BROKEN		4/30/2021	1/27/2022	Medium	Charnae Anderson	Tapscott, Phil	Dennis Mosaic (12)	Restroom (Girls)	ROOM 5	Miscellaneous
137	31015	Complete	PLEASE FIX DOOR HANDLE ON RESTROOM IN ROOM 5 IT DOESNT SHUT	Ground down door strike plate so door will close.	4/30/2021	1/31/2022	Medium	Charnae Anderson	Tapscott, Phil	Dennis Mosaic (12)	Restroom (Girls)	ROOM 5	Doors and Hardware
138	31058	Complete	PLEASE PICK THREE BOXES LABELED TO GO TO KALEIDOSCOPE IN THE FRONT VESTIBULE		5/4/2021	5/5/2021	Medium	Charnae Anderson	Dalton, Brad	Dennis Mosaic (12)	Hallway/Corridor	VESTIBULE	Pick Up
139	31059	Complete	PLEASE FIX TOILET LEAK IN ROOM 5		5/4/2021	8/31/2021	Medium	Charnae Anderson	Baity, James	Dennis Mosaic (12)	Restroom (Girls)	ROOM 5	Water Leaks
140	31125	Complete	please fix the sink in Room 5 restrrom. it is leaking all over the classroom.		5/11/2021	1/27/2022	Medium	Charnae Anderson	Tapscott, Phil	Dennis Mosaic (12)	Classroom	room 5	Water Leaks
141	31126	Complete	please pick up chairs from the garden on May 21st after graduation at 7:30pm at take them to Dennis Lab Mosaics gym		5/12/2021	5/21/2021	Medium	Charnae Anderson	Dalton, Brad	Dennis Mosaic (12)	Auditorium	garden	Pick Up
142	31137	Complete	We are having graduation at the Millikin/Dennis Garden on May 20th and we need sound system and a projector set up.	Not available for this, I am running sound for a program at EHS that evening.	5/12/2021	5/19/2021	Medium	Kristi Mullinix	Barnett, Chris	Dennis Mosaic (12)	Athletic Field	Millikin Garden Fairview/Wood St.	Stage Setup
143	31191	Complete	Move 2 folding tables to Garden along with chairs that are already set to be moved on Thursday for graduation		5/18/2021	5/27/2021	Medium	Daniel Lynch	Sturgeon, Britt	Dennis Mosaic (12)	Cafeteria		Moving
144	31211	Complete	Please pickup 250 chairs from MHS to the Dennis/Millikin Garden on 5-20		5/19/2021	5/21/2021	Medium	Kristi Mullinix	Dalton, Brad	Dennis Mosaic (12)	Athletic Field	second/third floor landing	Delivery
145	31368	Complete	please hang basketball rims back on the playground for summer school per Principal		6/2/2021	1/27/2022	Medium	Charnae Anderson	Tapscott, Phil	Dennis Mosaic (12)	Auditorium	playground	Miscellaneous
146	31387	Complete	please take boxes by the front door to MHS		6/4/2021	6/7/2021	Medium	Charnae Anderson	Dalton, Brad	Dennis Mosaic (12)	Hallway/Corridor	office	Pick Up
147	31388	Complete	PLEASE TAKE BOXES TO KALEIDOSCOPE IN THE FRONT MAIN ENTRANCE		6/4/2021	6/7/2021	Medium	Charnae Anderson	Dalton, Brad	Dennis Mosaic (12)		office	Pick Up
148	31419	Complete	the latch on door G is broken		6/8/2021	1/28/2022	Medium	Charnae Anderson	Tapscott, Phil	Dennis Mosaic (12)	Hallway/Corridor	door G	Key and Lock

149	31420	Complete	the thermostat is flashing red in room 6	Off on H.P. Reset, off on H.P. Warranty - Need to call Pruitt	6/8/2021	6/9/2021	Medium	Charnae Anderson	Henry, Shannon	Dennis Mosaic (12)	Classroom	room 6	Air Conditioning
150	31429	Complete	We are having the same problem we had at the beginning of last year with the AC unit. The temp needs to be raised by 1 degree and the program is running all weekend and when we come in on Monday it is significantly colder than the other days of the week (which are pretty cold).		6/9/2021	11/15/2021	Medium	Charnae Anderson		Dennis Mosaic (12)	Classroom	3rd floor	Air Conditioning
151	31464	Complete	The sink in room 1 is draining very slowly. Drain needs to be cleaned out, please and thank you!		6/14/2021	8/31/2021	Medium	Stacey Boline	Baity, James	Dennis Mosaic (12)	Classroom	Room 1	Plumbing
152	31472	Complete	NO air on classrooms 5 or 6. Had said that contractor was supposed to come in and we have seen no one. As temperatures continue to go up, it is hard for students to learn and stay focused.	Cond fans bad, E.L. Pruitt will be here 6/22/21	6/15/2021	6/14/2021	Medium	Daniel Lynch	Henry, Shannon	Dennis Mosaic (12)	Classroom		Heating/Ventilation /Air Conditioning
153	31487	Complete	THE THIRD RESTROOM WILL NOT FLUSH IN THE TUNNEL RESTROOM ON THE MAIN FLOOR		6/16/2021	8/31/2021	Medium	Charnae Anderson	Baity, James	Dennis Mosaic (12)	Restroom (Boys)	restroom	Plumbing
154	31508	Complete	Please pick up the blue June summer school tubs on Thursday, June 24th.		6/21/2021	6/25/2021	Medium	Debra A. Harper	Dalton, Brad	Dennis Mosaic (12)	Hallway/Corridor	Front hallway	Pick Up
155	31512	Complete	Sink in Room 1 not draining properly.		6/21/2021	11/15/2021	Medium	Daniel Lynch	Baity, James	Dennis Mosaic (12)	Classroom		Plumbing
156	31527	Complete	if someone could spray weed killer on the playground		6/22/2021	11/15/2021	Medium	Charnae Anderson		Dennis Mosaic (12)	Athletic Field	play ground	Miscellaneous
157	31536	Complete	Windows on west side are leaking and need to be recaulked.		6/23/2021	8/15/2022	Medium	Daniel Lynch	Johnson, James S.	Dennis Mosaic (12)	Classroom		Windows
158	31675	Complete	We need 12 tables and 12 chairs at the Dennis Lab garden for our summer school health fair on June 29th BY 4pm PLEASE!!		7/13/2021	7/15/2021	Medium	Sara Nave	Dalton, Brad	Dennis Mosaic (12)	Auditorium	Dennis Garden	Miscellaneous
159	31716	Complete	Please pick up all summer school materials that should be placed in the front hallway of the building at 2:00 PM on Thursday, July 29. Thanks.		7/20/2021	7/21/2021	Medium	Debra A. Harper	Dalton, Brad	Dennis Mosaic (12)	Hallway/Corridor	Front hallway	Pick Up
160	31752	Complete	We need the Plexi Glass Replaced on the Steam Table at Dennis Mosaic. Before the Start of School.		7/23/2021	1/27/2022	Medium	Amy Wagner	Tapscott, Phil	Dennis Mosaic (12)	Cafeteria	cafeteria	Kitchen Equipment
161	31788	Complete	Thank You Amy Can someone come an adjust the air-conditioning? It is so cold in the office that the secretaries are using space heaters.	Adjust and checked rooftop	7/28/2021	7/29/2021	Medium	Kristi Mullinix	Henry, Shannon	Dennis Mosaic (12)	Classroom	Entire office	Air Conditioning
162	31870	Complete	Move teacher from Mosaic back to Kaleidoscope from Summer School		8/5/2021	8/6/2021	Medium	Daniel Lynch	Dalton, Brad	Dennis Mosaic (12)	Hallway/Corridor		Moving
163	31904	Complete	pick up Kidney shaped table Trapezoid table Red desk chair marked Kassondra Binon to be picked up from the warehouse and brought to Dennis Lab School		8/6/2021	8/9/2021	Medium	Charnae Anderson	Dalton, Brad	Dennis Mosaic (12)	Classroom	old main principal office	Pick Up
164	31905	Complete	pLEASE PICK UP A TABLE WITH ASHLEY TYLER ON IT FROM THE WAREHOUSE AND TO BE BROUGHT TO DENNIS MOSAIC		8/6/2021	8/9/2021	Medium	Charnae Anderson	Dalton, Brad	Dennis Mosaic (12)	Classroom	old main principal office	Pick Up
165	31906	Complete	PLEASE MAKE 10 BUILDING MASTER KEYS FOR DENNIS LAB MOSAIC FOR NEW STAFF		8/6/2021	8/17/2021	Medium	Charnae Anderson	Tennyson, Christopher	Dennis Mosaic (12)	Classroom	main office	Key and Lock
166	31907	Complete	The long table FROM THE OLD MAIN PRINCIPALS OFFICE will go to Aryn Dobernick at the kaleidoscope campus (room 3) and the student desk can just go to the warehouse. I will make sure to label each of these in my room so that there isn't any confusion.		8/6/2021	8/9/2021	Medium	Charnae Anderson	Dalton, Brad	Dennis Mosaic (12)	Classroom	old main principal office	Pick Up
167	31917	Complete	BREAKER BOX ON LOWER LEVEL HANDLE IS BROKEN . WE ARE UNABLE TO OPEN TO FLIP BREAKERS FOR LIGHTS	Checked latch on box	8/9/2021	8/9/2021	Medium	Charnae Anderson	Match, James	Dennis Mosaic (12)	Hallway/Corridor	breaker box	Lighting (Indoor)
168	31981	Complete	We need a working network drop in the main office so the color printer can be moved there and out of the quarantine room.	Ran two new network drops	8/12/2021	8/13/2021	Medium	Stacey Boline	Bolt, Floyd	Dennis Mosaic (12)		Main Office	IT/Technology
169	32009	Complete	please pick up 6 wobble chairs noted for Hannah Gruen to Mosaic and 1 orange bean bag to Dennis Mosaic		8/13/2021	8/18/2021	Medium	Charnae Anderson	Dalton, Brad	Dennis Mosaic (12)	Classroom	room 1	Pick Up
170	32032	Complete	PLEASE PICK UP THE FOLLOWING ITEMS LISTED FOR ANNELL GIBSON TO BE BROUGHT TO DENNIS MOSAIC ROOM 3 TEACHER DESK 1 XL POCKET CHART 1 ROLLING TUB HOLDER 1 BLUE BOOKSHELF 12 STUDENT CHAIRS		8/13/2021	8/18/2021	Medium	Charnae Anderson	Dalton, Brad	Dennis Mosaic (12)	Classroom	3m	Pick Up
171	32054	Complete	the latch on the door won't shut in room 108.		8/16/2021	8/16/2021	Medium	Charnae Anderson	Sigfried, Aaron	Dennis Mosaic (12)	Classroom	108	Doors and Hardware
172	32058	Complete	Please take Kindergarten Ipads from Mosaic to Kaleidoscope-they are in the locked records room-there is 4 cases.		8/16/2021	8/18/2021	Medium	Kristi Mullinix	Dalton, Brad	Dennis Mosaic (12)	Hallway/Corridor	locked records room	Delivery
173	32094	Complete	Please schedule bell times-I have a copy of the times in the office		8/17/2021	1/24/2022	Medium	Kristi Mullinix	Tapscott, Phil	Dennis Mosaic (12)	Hallway/Corridor	old asst principal office	Clocks/Bells
174	32105	Complete	It is so cold on the 1910 addition-can you please adjust temperature? Please and thank you.	Adjusted HVAC temperature and tracked down vent on 2nd floor that was closed. Opened for better air flow.	8/17/2021	9/1/2021	Medium	Kristi Mullinix	Henry, Shannon	Dennis Mosaic (12)	Hallway/Corridor	1910 addition	Air Conditioning
175	32106	Complete	Please pick up 3 boxes for IT.		8/17/2021	8/18/2021	Medium	Kristi Mullinix	Dalton, Brad	Dennis Mosaic (12)	Hallway/Corridor	entryway	Delivery
176	32132	Complete	Please pick up 11 high school one unit desk and take to warehouse.		8/18/2021	8/19/2021	Medium	Kristi Mullinix	Dalton, Brad	Dennis Mosaic (12)	Hallway/Corridor	entryway	Delivery
177	32287	Complete	Please pick up 50 student chairs in the entryway of Mosaic.		8/26/2021	9/2/2021	Medium	Kristi Mullinix	Dalton, Brad	Dennis Mosaic (12)	Hallway/Corridor	entry way	Delivery
178	32288	Complete	Please take white corner cabinet in entryway to Kaleidoscope.		8/26/2021	9/1/2021	Medium	Kristi Mullinix	Dalton, Brad	Dennis Mosaic (12)	Hallway/Corridor	entryway	Delivery
179	32289	Complete	Deliver boxes to PDI		8/26/2021	9/2/2021	Medium	Kristi Mullinix	Dalton, Brad	Dennis Mosaic (12)	Hallway/Corridor	entry way	Delivery
180	32290	Complete	Please take recycle IT junk to IT		8/26/2021	9/1/2021	Medium	Kristi Mullinix	Dalton, Brad	Dennis Mosaic (12)	Hallway/Corridor	entryway	Delivery
181	32291	Complete	Please pick up 100 primary chairs and take to Warehouse. Please call right before you come and custodians will take out basement door for you to pick up on corner of Dennis and Wood. This was ok'd by Brad on 8-26-2021		8/26/2021	9/7/2021	Medium	Kristi Mullinix	Dalton, Brad	Dennis Mosaic (12)	Hallway/Corridor	corner Dennis and Wood	Delivery
182	32292	Complete	Teacher reports that A/C vent is dripping onto the floor. She has a tile that is discolored and it might be from a leak.	Replaced ceiling tile and looked like old roof leak, AC vent was dry.	8/26/2021	10/1/2021	Medium	Kristi Mullinix	Horvath, Gary N.	Dennis Mosaic (12)	Classroom	Room 309	Air Conditioning
183	32293	Complete	Teacher needs to have maps hung-the maps are in the classroom.	Hung maps	8/26/2021	8/31/2021	Medium	Kristi Mullinix	Crafton, Brian	Dennis Mosaic (12)	Classroom	309	Miscellaneous
184	32296	Complete	The white board that is closest to the classroom door has a screw that has been stripped and it coming out of the wall.	Reassigned to Floyd and Jason. Took down and replaced white board.	8/26/2021	9/8/2021	Medium	Kristi Mullinix	Collier, Jacob	Dennis Mosaic (12)	Classroom	201	Miscellaneous
185	32303	Complete	The door on the sink cabinet is broken-a student tripped over it today.	Repaired	8/26/2021	9/9/2021	Medium	Kristi Mullinix	Crafton, Brian	Dennis Mosaic (12)	Classroom	Room 4	Carpentry
186	32371	Complete	New teacher, Christine Morton starting next Tuesday that will need a building key and key card. She will be in the building on Thursday		8/31/2021	9/1/2021	Medium	Daniel Lynch	Tennyson, Christopher	Dennis Mosaic (12)	Classroom		Key and Lock



187	32406	Complete	there's a leak in the 2nd stall in the boys restroom			9/2/2021	11/15/2021	Medium	Charnae Anderson	Baity, James	Dennis Mosaic (12)	Restroom (Boys)	hallway restroom	Water Leaks
188	32472	Complete	please pick up a table and shelf from Dennis Mosaic front hallway to be sent to the warehouse.			9/10/2021	9/13/2021	Medium	Charnae Anderson	Dalton, Brad	Dennis Mosaic (12)	Hallway/Corridor	hallway	Pick Up
189	32516	Complete	boys restroom across from gym first stall is running.			9/14/2021	9/14/2021	Medium	Charnae Anderson	Brewer, James L.	Dennis Mosaic (12)	Restroom (Boys)	BOYS	Plumbing
190	32564	Complete	Mice in the kitchen @ Dennis Mosaic	Sprayed and set traps		9/17/2021	9/24/2021	Medium	Charnae Anderson michelle campbell	Bray, Thomas	Dennis Mosaic (12)	Cafeteria	Dennis-kitchen	Pest Control
191	32610	Complete	Please pick up from warehouse-stack of lap desk-plastic 3 navy blue reception chairs 1 rolling chair 6 large student chairs 1 small teacher desk			9/22/2021	10/5/2021	Medium	Kristi Mullinix	Brown, Derek	Dennis Mosaic (12)	Hallway/Corridor	Asst. Principal/Principal Office	Delivery
192	32654	Complete	Inside the main office, teachers lounge and in the assistant principal's office we have been seeing multiple crickets over the past few days. Can someone please address this? Thank you.	Sprayed for crickets		9/24/2021	10/6/2021	Medium	Stacey Boline	Bray, Thomas	Dennis Mosaic (12)		Office Area	Pest Control
193	32692	Complete	Please pick up 16 boxes, 1 couch, 2 chairs, 1 desk chair, 1 coat tree, 4 pictures and 1 shelf and deliver to South Shores Thank you!			9/28/2021	10/4/2021	Medium	Kristi Mullinix	Brown, Derek	Dennis Mosaic (12)	Hallway/Corridor	entryway	Delivery
194	32718	Complete	Move Mrs. Mullinix's materials in vestibule to South Shores	Derek and I moved this		9/30/2021	9/30/2021	Medium	Daniel Lynch	Bolt, Jared	Dennis Mosaic (12)	Hallway/Corridor		Moving
195	32731	Complete	LEAK IN 1ST STALL WHEN FLUSH			10/1/2021	12/28/2021	Medium	Charnae Anderson	Tapscott, Phil	Dennis Mosaic (12)	Restroom (Boys)	restroom	Plumbing
196	32802	Complete	Desk and Chair to be picked up in vestibule			10/7/2021	10/25/2021	Medium	Daniel Lynch	Brown, Derek	Dennis Mosaic (12)	Hallway/Corridor		Moving
197	32971	Complete	PLEASE PICK UP THE BROKEN PICNIC TABLES ON THE PLAYGROUND NORTH WEST OF THE BUILDING.			10/25/2021	11/1/2021	Medium	Charnae Anderson	Dalton, Brad	Dennis Mosaic (12)	Hallway/Corridor	outside	Pick Up
198	33213	Complete	New bookshelf needs put together. It is in a box at the back of the room.	Put book shelves together		11/11/2021	11/11/2021	Medium	Charnae Anderson Lynnette Rotramel	Bray, Thomas	Dennis Mosaic (12)	Classroom	4	Furniture Repair
199	33432	Complete	front door will not shut	Replaced top hinge		12/7/2021	12/7/2021	Medium	Charnae Anderson	Shepherd, Duane	Dennis Mosaic (12)		front door	Doors and Hardware
200	33453	Complete	please put a lock on Ms. Binions closet door so that her things are secure.			12/7/2021	12/14/2021	Medium	Charnae Anderson	Tennyson, Christopher	Dennis Mosaic (12)	Classroom	Binions room	Doors and Hardware
201	33495	Complete	Need stalls and stall doors painted to cover graffiti.	Done		12/9/2021	8/8/2022	Medium	Daniel Lynch	Campbell, David	Dennis Mosaic (12)	Restroom (Girls)		Painting
202	33509	Complete	PLEASE NOTE I AM PUTTING THIS ORDER IN FOR KALEIDOSCOPE. PLEASE PICK UP PIG VACUUM CLEANER THE CORD IS BROKE			12/10/2021	12/14/2021	Medium	Charnae Anderson	Dalton, Brad	Dennis Mosaic (12)	Hallway/Corridor	front door	Pick Up
203	33537	Complete	Please rekey the display case in the main hallway by rooms 3 and 4.			12/14/2021	1/24/2022	Medium	Charnae Anderson	Tennyson, Christopher	Dennis Mosaic (12)	Hallway/Corridor	display case	Key and Lock
204	33538	Complete	Leak from ceiling in room 210	Repaired open flashing and field patches		12/14/2021	12/16/2021	Medium	Charnae Anderson	Marr, Kaleb	Dennis Mosaic (12)	Classroom	210	Ceiling Tile
205	33552	Complete	Please pick up rolling cart and send to South Shores			12/15/2021	1/4/2022	Medium	Charnae Anderson	Dalton, Brad	Dennis Mosaic (12)	Hallway/Corridor	front door	Pick Up
206	33555	Complete	please pick up 9 tubs to go to kaleidoscope.			12/15/2021	1/10/2022	Medium	Charnae Anderson	Dalton, Brad	Dennis Mosaic (12)	Hallway/Corridor	front door	Pick Up
207	33659	Complete	Girls bathroom stall needs graffiti painted over (2nd Request) First request sent 12/9. Wanted it completed before students returned	Painted 12 doors		1/5/2022	1/5/2022	Medium	Daniel Lynch	Bray, Thomas	Dennis Mosaic (12)	Restroom (Girls)		Painting
208	33755	Complete	please pick up two vaccums to be fixed.			1/11/2022	1/14/2022	Medium	Charnae Anderson	Dalton, Brad	Dennis Mosaic (12)	Hallway/Corridor	front door	Pick Up
209	33827	Complete	PLEASE PICK UP BOX TO TAKE TO B&G. THIS HAS A NOTE ON IT FOR DANNY HAINLNE			1/18/2022	1/19/2022	Medium	Charnae Anderson	Dalton, Brad	Dennis Mosaic (12)	Hallway/Corridor	front door	Pick Up
210	33917	Complete	Dennis Mosaic has requested a TV mounted in room 211. I am told it is a smaller room so Maurice asked if we could do our smaller 50" TV that would be great. If B&G wants to place the mount for the Apple TV while mounting the TV itself, IT can install the Apple TV itself. Thanks so much!	Need TV and mound delivered to Dennis 1/28/22		1/24/2022	1/28/2022	Medium	Dylan Ackley	Tapscott, Scott E.	Dennis Mosaic (12)	Classroom	211	IT/Technology
211	33994	Complete	PLEASE PICK UP A BOOKSHELF FROM THE WAREHOUSE NOTED HILDA RICE AND BRING IT TO DENNIS MOSAIC ASSISTANT PRINCIPALS OFFICE			1/31/2022	2/1/2022	Medium	Charnae Anderson	Dalton, Brad	Dennis Mosaic (12)	Classroom	office	Pick Up
212	34068	Complete	door in the office gets caught on nail in the floor towards the hallway	Re-attached threshold with screws		2/7/2022	2/9/2022	Medium	Charnae Anderson	Reynolds, Derek	Dennis Mosaic (12)	Classroom	main office	Floor Care
213	34075	Complete	Please pick up broken library cart that is located in the entryway and deliver to DLRC for repair. Thank you	Cart is fixed		2/8/2022	2/14/2022	Medium	Charnae Anderson Janet Loehr	Collier, Jacob	Dennis Mosaic (12)		116	Delivery
214	34189	Complete	PLEASE PICK UP ITEMS IN ROBINSON ROOM 208 LABELED TO TAKE TO MUFFLEY ELEMENTARY.			2/15/2022	2/25/2022	Medium	Charnae Anderson	Dalton, Brad	Dennis Mosaic (12)	Classroom	208	Pick Up
215	34361	Complete	please fix the latch on Door A entering the building.	Replaced hinges with roton hinge		3/2/2022	3/3/2022	Medium	Charnae Anderson	Peck, Dwight D.	Dennis Mosaic (12)	Hallway/Corridor	front door	Doors and Hardware
216	34510	Complete	Transport side-by-side from Dennis Mosaic to Muffley			3/15/2022	3/15/2022	High		Dalton, Brad	Dennis Mosaic (12)		Dock Area	Delivery
217	34617	Complete	Per: Craig Green Apple television needs to be moved to a different wall in Room 3	Watting on an answer		3/28/2022	4/22/2022	Medium	Daniel Lynch	Tipton, Noah	Dennis Mosaic (12)	Classroom	Room 3	Audio/Visual
218	34939	Complete	The latch on the door is broken in room 101. There is also a whole in the wall .	Adjusted strike, installed door stop, repaired wall		4/27/2022	5/11/2022	Medium	Charnae Anderson	Sigfried, Aaron	Dennis Mosaic (12)	Classroom	101	Doors and Hardware
219	34974	Complete	there are bugs in the kitchen roaches and ants	Set baits and gel		5/2/2022	5/3/2022	Medium	Charnae Anderson	Bray, Thomas	Dennis Mosaic (12)	Cafeteria	cafeteria	Pest Control
220	35030	Complete	please pick up wooden shelves out of 211			5/6/2022	6/16/2022	Medium	Charnae Anderson	Dalton, Brad	Dennis Mosaic (12)	Classroom	211	Pick Up
221	35060	Complete	Air not on in office at Mosaic	TURNED A/C ON & HEAT OFF.		5/9/2022	5/12/2022	Medium	Daniel Lynch	Horvath, Gary N.	Dennis Mosaic (12)			Air Conditioning
222	35146	Complete	PLEASE ISSUE A NEW VACCUM THE OTHER ONE DOES NOT WORK			5/13/2022	8/16/2022	Medium	Charnae Anderson	Johnson, James S.	Dennis Mosaic (12)	Classroom	CUSTODIAN	Pick Up
223	35147	Complete	NEEDS WEED EATER FOR GRASS			5/13/2022	8/15/2022	Medium	Charnae Anderson	Johnson, James S.	Dennis Mosaic (12)	Classroom	CUSTODIAN	Miscellaneous
224	35152	Complete	Need 75 boxes to pack science curriculum to send back to PDI			5/15/2022	5/16/2022	Medium	Daniel Lynch	Dalton, Brad	Dennis Mosaic (12)	Hallway/Corridor		Moving
225	35170	Complete	Please pick up 2 book carts from the foyer and deliver to DLRC @ PDI. Thank you			5/16/2022	5/20/2022	Medium	Janet Loehr	Dalton, Brad	Dennis Mosaic (12)		116	Moving
226	35174	Complete	Middle window in music room cannot lock and the screen is busted out.			5/16/2022	5/19/2022	Medium	Daniel Lynch	Shepherd, Duane	Dennis Mosaic (12)	Classroom		Windows
227	35266	Complete	I have 5 boxes of SUCCESS books to be delivered to PDI.			5/24/2022	6/7/2022	Medium	Janet Loehr	Dalton, Brad	Dennis Mosaic (12)		116	Moving

228	35357	Complete	Door G latch is broken on the door. This door will not stay locked.		5/31/2022	6/1/2022	Medium	Charnae Anderson	Tennyson, Christopher	Dennis Mosaic (12)		door G	Doors and Hardware
229	35389	Complete	In room 211 teacher cannot close and lock from the inside.		6/2/2022	7/8/2022	Medium	Charnae Anderson	Tennyson, Christopher	Dennis Mosaic (12)		211	Doors and Hardware
230	35390	Complete	This is for room 3 I have two boards on the West wall that are 4x6. I have two boards on the North wall. The first on closest to the door is 4x8 and the second is covered by the TV so I think it's 4x6 but to replace will take a 4x4. Magnetized it we can please.		6/2/2022	11/1/2022	Medium	Charnae Anderson	Tipton, Noah	Dennis Mosaic (12)	Classroom	room 3	Miscellaneous
231	35399	Complete	Please pick up carpet extractor and bring to Buildings and Grounds for repair. Please return this machine to Dennis M. after repair.		6/3/2022	6/6/2022	Medium	James S. Johnson	Dalton, Brad	Dennis Mosaic (12)	Hallway/Corridor	main entrance	
232	35420	Complete	Please lower baskets on court and remove nets and rims for the summer. Thank you	rEMOVED AND PUT IN SHED	6/6/2022	6/7/2022	Medium	Daniel Lynch	Ray, Joshua	Dennis Mosaic (12)	Athletic Field		Playground
233	35454	Complete	please spray or put traps down for roaches and ants in the nurses office and the entire main office	Set trap and gel	6/8/2022	6/10/2022	Medium	Charnae Anderson	Bray, Thomas	Dennis Mosaic (12)	Classroom	nurse and office	Pest Control
234	35484	Complete	Move extra large book case from entrance by North doors to Warehouse		6/13/2022	6/16/2022	Medium	Daniel Lynch	Dalton, Brad	Dennis Mosaic (12)	Stairway		Moving
235	35603	Complete	please pick up boxes to be moved to pdi by the front entrance.		6/30/2022	7/1/2022	Medium	Charnae Anderson	Dalton, Brad	Dennis Mosaic (12)	Hallway/Corridor	front door	Pick Up
236	35604	Complete	Items labeled Kami Meador to Kaleidoscope.		6/30/2022	7/5/2022	Medium	Charnae Anderson	Dalton, Brad	Dennis Mosaic (12)	Hallway/Corridor	front door	Pick Up
237	35605	Complete	Please pick up two file cabinets to be sent to the warehouse		6/30/2022	7/1/2022	Medium	Charnae Anderson	Dalton, Brad	Dennis Mosaic (12)	Hallway/Corridor	front door	Pick Up
238	35735	Complete	Please fix shattered window in the conference room		7/15/2022	8/17/2022	Medium	Charnae Anderson	Shepherd, Duane	Dennis Mosaic (12)	Classroom	Conference room	Miscellaneous
239	35838	Complete	Please pick up items labeled to go to Kaleidoscope for Julie Lauper.		7/27/2022	7/28/2022	Medium	Charnae Anderson	Dalton, Brad	Dennis Mosaic (12)	Office	main office social worker 1-6	Pick Up
240	35841	Complete	Please put together tables for Rooms 1-6		7/27/2022	1/27/2023	Medium	Charnae Anderson	Johnson, James S.	Dennis Mosaic (12)			Miscellaneous
241	35848	Complete	Please put tables together in the old main office.		7/27/2022	8/15/2022	Medium	Charnae Anderson	Johnson, James S.	Dennis Mosaic (12)	Classroom	Special ed/old main office	Miscellaneous
242	35870	Complete	PLEASE PICK UP ITEMS FROM ANNEX TO DENNIS MOSAIC MARKED MADILYN MORHTLAND a rectangle table with desks A regular rectangular table 5 student desks		7/27/2022	8/8/2022	Medium	Charnae Anderson	Dalton, Brad	Dennis Mosaic (12)	Classroom	211	Pick Up
243	35885	Complete	Boys tunnel restrooms won't flush. Custodians are trying to get them clean for the start of school.	Found two urinals not flushing between two bathrooms. All else works fine, repaired 2 urinals	7/28/2022	8/8/2022	Medium	Charnae Anderson	Baity, James	Dennis Mosaic (12)	Restroom (Boys)	TUNNEL RESTROOM	Plumbing
244	35912	Complete	To paint the two bulletin boards at entrance of school lobby area and entrance in front of main office. Matching the same pattern, blue with black frame.	Mudded and touched up paint.	7/29/2022	8/24/2022	Medium	Kamra Meador	Bray, Thomas	Dennis Mosaic (12)	Hallway/Corridor		Painting
245	36024	Complete	Please pick up 12 items with Julie Lauper to Kaleidoscope.		8/5/2022	8/15/2022	Medium	Charnae Anderson	Dalton, Brad	Dennis Mosaic (12)	Classroom	front door	Pick Up
246	36165	Complete	Please pick up 4 chairs, 1 adult desk chair, 1 circle table, 1 sand tray nad 4 boxes and deliver to social worker office (Rm 1) at Dennis Kaleidoscope		8/12/2022	8/15/2022	Medium	Stephanie Harrington	Dalton, Brad	Dennis Mosaic (12)		Conference Room	Pick Up
247	36171	Complete	Please bring in 3 portable lunch tables to accomodate number of students in lunch space at a time. Thanks!		8/12/2022	8/16/2022	Medium	Stephanie Harrington	Dalton, Brad	Dennis Mosaic (12)		Gym/Cafeteria	Lunch Tables
248	36192	Complete	Lights inside bathroom at Room 5 are not working. Please repair.		8/15/2022	8/16/2022	Medium	Stephanie Harrington	Allen, Jason	Dennis Mosaic (12)		Room 5 @ Mosaic	Lighting (Indoor)
249	36193	Complete	Door is broken, please repair.	Adjusted the door and it is working properly.	8/15/2022	8/29/2022	Medium	Stephanie Harrington	Crafton, Brian	Dennis Mosaic (12)		Teacher's Lounge @ Mosaic	Doors and Hardware
250	36233	Complete	Please fix clocks and bells at Dennis Mosaic. They are not on correct schedule. Please see Kamie or Hilda if there are questions.	Changed bell schedule accordingly	8/16/2022	8/17/2022	Medium	Stephanie Harrington	Tapscott, Scott E.	Dennis Mosaic (12)		Main Office	Clocks/Bells
251	36242	Complete	Intercom system does not work in Cafeteria/gym. Classes are not able to hear announcements or hear when an emergency drill is taken place.	Repaired wiring junction in old office area	8/16/2022	8/21/2022	Medium	Tamera Allen	Barnett, Chris	Dennis Mosaic (12)	Cafeteria	Cafeteria	P/A System
252	36245	Complete	Please pick up 2 set of risers and deliver to warehouse		8/16/2022	8/22/2022	Medium	Stephanie Harrington	Dalton, Brad	Dennis Mosaic (12)		108	Pick Up
253	36278	Complete	Moving items from the Warehouse to both Dennis Buildings. 13 blue chairs (Kaleidoscope Music Room) 10 maroon chairs (Mosaic Room 302) 2 tables (Mosiatic Room 302) 4 office waiting room chairs (Kaleidoscope Office)		8/18/2022	8/22/2022	Medium	Phillip Winecke	Dalton, Brad	Dennis Mosaic (12)		307	Moving
254	36312	Complete	Take weed eater from Dennis Mosaic to Eisenhower by noon on 8/19/22.		8/19/2022	8/22/2022	Emergency		Dalton, Brad	Dennis Mosaic (12)		Outside of the building	Delivery
255	36314	Complete	Per: Craig Green There is a printer in the hallway at IT that can be taken over to Dennis Mosaic for Kami Meador (principals office)		8/19/2022	8/22/2022	Medium		Dalton, Brad	Dennis Mosaic (12)			
256	36426	Complete	feminine product machine is jammed. Please repair	Removed working mechanism and the spring was unhooked. Re-attached and re-assembled.	8/25/2022	8/30/2022	Medium	Stephanie Harrington	Arganbright, Brandon	Dennis Mosaic (12)		Girls Restroom - 3rd Floor	General Maintenance
257	36444	Complete	The 2nd urinal in boys restroom across from the gym at Dennis Mosaic will not flush. Custodian has turned the water off. Please repair.	Drain plugged, used drain cleaner	8/26/2022	9/21/2022	Medium	Stephanie Harrington	Baity, James	Dennis Mosaic (12)		Boys Restroom	Plumbing
258	36446	Complete	Please pick up 8 chairs, bouncy ball, and 2 bookshelves at warehouse labeled to Julie Lauper at Dennis Kaleidoscope		8/26/2022	8/29/2022	Medium	Stephanie Harrington	Dalton, Brad	Dennis Mosaic (12)		Door D	Pick Up
259	36511	Complete	A table in the Library does not lock into place. Please repair. Thank you.	Inspected, adjusted tension bar and it seems to work fine.	8/31/2022	9/7/2022	Medium	Janet Loehr	Arganbright, Brandon	Dennis Mosaic (12)	Library	116	Furniture Repair
260	36548	Complete	The iPad carts that are at Dennis Mosaic need transported to Dennis Kaleidoscope. They're located at the main doors at Dennis Mosaic		9/2/2022	9/2/2022	Medium		Brown, Angie	Dennis Mosaic (12)			
261	36714	Complete	mosaic would like a frame built for their calendar in the office. Would like the same one that was made for Kaleidoscope. Calendar is the same size	cut, painted, hung trim picture frame around calender.	9/14/2022	9/23/2022	Medium	Amy Creath	Arganbright, Brandon	Dennis Mosaic (12)	Office	office	Carpentry

262	36726	Complete	One of the fold down tables is broke. It will not unfold. Will need for Friday lunch	Table damaged beyond reasonable repair. Located a replacement in storage and had it transported to the building.	9/15/2022	9/21/2022	Medium	Tamera Allen	Arganbright, Brandon	Dennis Mosaic (12)	Cafeteria	Cafeteria	Food Services
263	36768	Complete	Sink in girls restroom by the gym is loose. They said the sink can be moved.		9/19/2022	9/21/2022	Medium	Tamera Allen	Slemp, Tim	Dennis Mosaic (12)	Restroom (Girls)	Girls restroom by the gym	Plumbing
264	36982	Complete	Floor tiles at the top of the stairs is missing and others are coming up.		10/5/2022	10/11/2022	Medium	Tamera Allen	Bolt, Floyd	Dennis Mosaic (12)	Stairway	Stairway	Flooring
265	37145	Complete	Gray Proteam vacuum needs filters and it over heats and stops running. It totally shuts off.		10/20/2022	10/25/2022	Medium	Tamera Allen		Dennis Mosaic (12)	Office	Office	Custodial Equipment Repair
266	37158	Complete	I have a window unit AC in my room that is very dirty (looks like mold) and when turned out spits out black chunks. I have another AC unit on the wall in my room so the window unit isn't needed. Can it be removed?	Removed air conditioner in room put aluminum over hole	10/20/2022	11/1/2022	Medium	Ashley Tyler	Stiner, Paul	Dennis Mosaic (12)	Classroom	Old Office	Air Conditioning
267	37211	Complete	Room 2 has flying ants in the room.	Sprayed for flying ants	10/25/2022	11/1/2022	Medium	Tamera Allen	Bray, Thomas	Dennis Mosaic (12)	Classroom	Room 2	Pest Control
268	37344	Complete	Room 2M has termites.		11/7/2022	11/21/2022	Medium	Tamera Allen	Bray, Thomas	Dennis Mosaic (12)	Classroom	2M	Pest Control
269	37369	Complete	The bottom frame window is shattered. The window will need replaced. This is the same window that had to be replaced earlier in the year.	Replaced	11/9/2022	2/20/2023	Medium	Kamra Meador	Shepherd, Duane	Dennis Mosaic (12)			Glass/Window Repairs
270	37493	Complete	Reset bells		11/21/2022	11/22/2022	Medium	Jean Davison	Tapscott, Scott E.	Dennis Mosaic (12)	Office	Office conference room	Clocks/Bells
271	37514	Complete	New TV needed in room 212. It was damaged beyond use by students.	Replaced tv	11/22/2022	1/3/2023	Medium	Phillip Winecke	Jones, Cory	Dennis Mosaic (12)	Classroom	212	IT/Technology
272	37529	Complete	Spray paint on the outside of the building near the handicap parking spaces need cleaned off.	Removed the paint	11/28/2022	12/2/2022	Medium	Jean Davison	Bray, Thomas	Dennis Mosaic (12)	Main Entrance	Outside of the building	Masonry
273	37582	Complete	Please bait for roaches in the nurses office.	Set traps and gel	12/1/2022	12/2/2022	High		Bray, Thomas	Dennis Mosaic (12)		Nurse	Pest Control
274	37583	Complete	Per: Lorie Frame Live roaches found - offices and school needs sprayed for pests	Set traps and gel.	12/1/2022	12/2/2022	Medium	Jean Davison	Bray, Thomas	Dennis Mosaic (12)	Office	offices	Pest Control
275	37608	Complete	Key is not opening the lower level West Bus Entry Doors. We have tried several master keys and not working. The lock either needs replaced or repaired.		12/2/2022	12/6/2022	Medium	Jean Davison	Tennyson, Christopher	Dennis Mosaic (12)		West Bus Entry Doors	Key and Lock
276	37624	Complete	There are 8 tables and about 30 chairs that are marked at the warehouse to be brought to Dennis Mosaic. The chairs are wrapped with masking tape.		12/5/2022	12/9/2022	Medium	Tamera Allen	Dalton, Brad	Dennis Mosaic (12)	Classroom	Classroom	Internal Delivery
277	37638	Complete	The leg of a table has been unscrewed and has fallen off. Table leg needs reattached. If not, the table needs thrown out.		12/6/2022	12/12/2022	Medium	Deborah Rapson	Sigfried, Aaron	Dennis Mosaic (12)	Classroom	210	Furniture Repair
278	37646	Complete	Carpet Border coming up, and students are tripping over it. please replace over winter break.	Glued and layed carpet tile in room 309 and at the water fountain station.	12/6/2022	12/8/2022	Medium	James S. Johnson	Arganbright, Brandon	Dennis Mosaic (12)	Classroom	309	Carpet Repair
279	37647	Complete	The light in the birds nest bathroom is out, and the door wont lock. Please repair	Fixed light, attached new hasp to lock the door.	12/6/2022	12/7/2022	Medium	James S. Johnson	Allen, Jason	Dennis Mosaic (12)	Restroom (Boys)	birdsnest bathroom	Carpentry
280	37661	Complete	Old Tables and Chairs need to be picked up at the East Entrance Foyer - Mosaic Campus		12/9/2022	12/13/2022	Medium	Jean Davison	Dalton, Brad	Dennis Mosaic (12)	Hallway/Corridor	East door entrance foyer	Miscellaneous
281	37662	Complete	Tables & Chairs need picked up in East Entrance Foyer		12/9/2022	12/13/2022	Medium	Jean Davison	Dalton, Brad	Dennis Mosaic (12)	Office	East Entrance	Pick Up
282	37695	Complete	Locker #236 needs repair - the entire latch is off and in the office		12/14/2022	12/30/2022	Medium	Jean Davison	Sigfried, Aaron	Dennis Mosaic (12)	Hallway/Corridor	Locker 236	Locker Repair
283	37836	Complete	There are 2 Dehumidifiers in the front entrance that need picked up.		1/5/2023	1/5/2023	Medium	Tamera Allen	Dalton, Brad	Dennis Mosaic (12)	Hallway/Corridor	Front Entrance	Internal Delivery
284	37840	Complete	Please pick up the two monitors and desktop in the conference room by the window. Thank you		1/6/2023	1/6/2023	Medium	Kamra Meador	Dalton, Brad	Dennis Mosaic (12)	Office		IT/Technology
285	37984	Complete	Buzzers are not working for entry and exit to the Mosaic main office. Please send someone out to repair.		1/19/2023	1/23/2023	Medium	Stephanie Harrington	Tennyson, Christopher	Dennis Mosaic (12)		Main Office	Electronic Door Access
286	38068	Complete	There are 2 tables and 12 chairs that are in the front entrance that need to be picked up and move to the warehouse.		1/26/2023	2/2/2023	Medium	Tamera Allen	Dalton, Brad	Dennis Mosaic (12)	Hallway/Corridor	Front Entrance	Internal Delivery
287	38119	Complete	There are 2 wooden bookcases and 1 metal bookcase at the warehouse that are marked to come to Dennis Mosaic. They have Olivia's name on them.		1/31/2023	2/8/2023	Medium	Tamera Allen	Dalton, Brad	Dennis Mosaic (12)		Room 6M	Delivery
288	38194	Complete	Bottom hinge of door has come loose and the screws are no longer secured. The door is not secure and teacher is worried about ability for door to stay closed during a lockdown situation. Please fix asap.		2/9/2023	2/13/2023	Medium	Phillip Winecke	Peck, Dwight D.	Dennis Mosaic (12)	Classroom	212	Doors and Hardware
289	38232	Complete	Please remove nest of bees/wasps that are swarming between the chimney and the building.	Knocked down the nest	2/13/2023	2/24/2023	Medium	Stephanie Harrington		Dennis Mosaic (12)		Outside Grounds	Grounds
290	38397	Complete	Graffiti on the climbing wall (Bitch) and railroad ties that are rotting and we now have three huge pieces of rebar sticking up that a student could get hurt on.		3/1/2023	3/6/2023	Medium	Tamera Allen	Peck, Dwight D.	Dennis Mosaic (12)		Playground	Playground
291	38398	Complete	There is a whole in the wall in the main office that needs to be patched.	Patched, sanded, painted	3/1/2023	3/2/2023	Medium	Tamera Allen	Arganbright, Brandon	Dennis Mosaic (12)		Office	Drywall
292	38408	Complete	The librarian has 33 boxes that need to be picked up and delivered to the Decatur Public Library Friends of the Library Book sale.		3/2/2023	3/7/2023	Medium	Tamera Allen	Dalton, Brad	Dennis Mosaic (12)	Library	Library	Pick Up
293	38636	Complete	Paper Towel Dispenser was ripped off of the wall in the boys bathroom	Replaced paper towel dispenser, found one in custodial closet.	3/27/2023	3/31/2023	Medium	Tamera Allen	Crafton, Brian	Dennis Mosaic (12)		Boys Restroom	Miscellaneous
294	38643	Complete	classroom sink is clogged	Was already fixed when I go there.	3/27/2023	3/30/2023	Medium	Deborah Rapson	Slemp, Tim	Dennis Mosaic (12)	Classroom	210	Plumbing
295	38706	Complete	13 student chairs and 10 desks marked at warehouse to be moved to Dennis Mosaic.		3/30/2023	4/6/2023	Medium	Trisha Thomas	Dalton, Brad	Dennis Mosaic (12)	Office	office	Delivery
296	38714	Complete	Please pick up 2 boxes of books and a book cart to deliver to DLRC. Thank you!		3/31/2023	4/5/2023	Medium	Janet Loehr	Dalton, Brad	Dennis Mosaic (12)		entryway	Delivery
297	38723	Complete	custodian has 3 vacuums that need picked up and we need a new brought in exchange. Thank you		4/3/2023	5/4/2023	Medium	Trisha Thomas	Johnson, James S.	Dennis Mosaic (12)	Office	office	Appliance Repair
298	38724	Complete	We have a broken window on the North wall in Gym / Cafeteria. It is completely broken and glass outside possibly on ground or playground	Reglazed with 1/4" lexan.	4/3/2023	4/4/2023	Medium	Trisha Thomas	Shepherd, Duane	Dennis Mosaic (12)	Cafeteria	gym/ cafeteria	Windows
299	38732	Complete	we do not need a appliance repaired. We need everything installed to set up for a washer and dryer.	Readied area for appliances	4/3/2023	5/22/2023	Medium	Trisha Thomas	Baity, James	Dennis Mosaic (12)	Hallway/Corridor	trmthomas@dps61.org	Appliance Repair
300	38742	Complete	we have a monitor and modem and accessories that needs picked up that was brought into office by Mr. Lipa		4/4/2023	4/11/2023	Medium	Trisha Thomas	Dalton, Brad	Dennis Mosaic (12)	Office	office	IT/Technology
301	38833	Complete	Room 2 has ants. Can we please get someone over here to spray the room		4/13/2023	4/19/2023	Medium	Tamera Allen	Tennyson, Christopher	Dennis Mosaic (12)		Room 2	Pest Control
302	38839	Complete	Window in Principal's office is broke.		4/14/2023	4/27/2023	Medium	Tamera Allen	Shepherd, Duane	Dennis Mosaic (12)		Principal Office	Windows
303	38854	Complete	We have been seeing a very high number roaches in the main office and nurses office. Thank you		4/17/2023	4/19/2023	Medium	Trisha Thomas	Tennyson, Christopher	Dennis Mosaic (12)	Office	nurse office	Pest Control

304	38886	Complete	there is a glass snack cabinet in the hall by grade school classes that the lock has broke off of. We would like that fixed so the other students can not get into it without permission. Thank you		4/18/2023	4/26/2023	Medium	Trisha Thomas	Tennyson, Christopher	Dennis Mosaic (12)		Hallway/Corridor	grade school classes	Key and Lock
305	38941	Complete	kitchen sink needs a new sprayer. the sprayer does not work	Replaced sprayer head	4/21/2023	4/25/2023	Medium	Trisha Thomas	Slemp, Tim	Dennis Mosaic (12)		Cafeteria	kitchen	Kitchen Equipment
306	38942	Complete	we are seeing a high number of ants daily in the kitchen crawling all over surfaces and foods in boxes.		4/21/2023	4/26/2023	Medium	Trisha Thomas	Tennyson, Christopher	Dennis Mosaic (12)		Cafeteria	kitchen	Cafeteria
307	39010	Complete	boy's urinal is leaking all the way down to the floor	Used calci-solve and air snake. Draining properly.	4/27/2023	4/28/2023	Medium	Trisha Thomas	Slemp, Tim	Dennis Mosaic (12)		Restroom (Boys)	boys restroom by gym	Plumbing
308	39013	Complete	there is a light bulb going out in the staff restroom in the teacher lounge	Replaced multiple lights in the area, result of bad emergency circuit.	4/27/2023	5/1/2023	Medium	Trisha Thomas	Tapscott, Scott E.	Dennis Mosaic (12)		Office	staff restroom	Lighting (Indoor)
309	39120	Complete	Please deliver 3 portable tables for Monarch Banquet at Mosaic Campus		5/8/2023	5/10/2023	Medium	Stephanie Harrington	Dalton, Brad	Dennis Mosaic (12)			Main Office	Pick Up
310	39134	Complete	the batteries in the Auto Scrubber need replaced. The batteries that are in there now are corroded.		5/9/2023	6/5/2023	Medium	Trisha Thomas	Johnson, James S.	Dennis Mosaic (12)		Main Entrance	custodial	Custodial Equipment
311	39159	Complete	the sink in the girls 1st floor bathroom is clooged	Plunger	5/10/2023	5/22/2023	Medium	Trisha Thomas	Baity, James	Dennis Mosaic (12)		Restroom (Girls)	girls bathroom 1st floor	Plumbing
312	39184	Complete	Please pick up volleyball standards and deliver to South Shores by May 24th. Please pick up from South Shores on May 26th and return to Dennis Mosaic gym. Thank you!		5/12/2023	5/30/2023	Medium	Stephanie Harrington	Dalton, Brad	Dennis Mosaic (12)			Gym	Pick Up
313	39193	Complete	Please spray/treat Kamie's office at Mosaic for roaches		5/12/2023	5/22/2023	Medium	Stephanie Harrington	Tennyson, Christopher	Dennis Mosaic (12)			Principal Office	Pest Control
314	39220	Complete	Please send 40 moving boxes to Dennis Mosaic for special education moves.		5/15/2023	5/25/2023	Medium	Stephanie Harrington	Dalton, Brad	Dennis Mosaic (12)			Main Office	Moving
315	39309	Complete	move phone from underneath apple tv to behind desk on counter	Moved phone by door per IT.	5/23/2023	5/25/2023	Medium	Deborah Rapson	Jones, Cory	Dennis Mosaic (12)		Classroom	210	Telephone Service
316	39332	Complete	Please add swipe access readers to both sides of room connecting middle school hallwasy. Questions, please see Ms Meador, principal.	This is on hold until further notice by management	5/24/2023	5/26/2023	Medium	Stephanie Harrington	Tennyson, Christopher	Dennis Mosaic (12)			2nd Floor	Electronic Door Access
317	39348	Complete	There are 20 boxes in the Vestibule that need to be moved to Christelle Harding at PDI. The boxes/tubs are labeled with yellow paper.		5/25/2023	6/12/2023	Medium	Tamera Allen	Dalton, Brad	Dennis Mosaic (12)		Office	Front Entrance	Internal Delivery