

# **Administrative Bulletin to Board Members**

## **May 22, 2013**

### ***Superintendent Report***

#### Question Concerning the RFP for Cafeteria Management:

I have attached a copy of the RFP information that you have requested regarding the cafeteria management.

#### ***Elementary***

#### Citizenship Day:

Citizenship Day was a success. The students had a lot of fun taking part in all the outside activities.

#### 6<sup>th</sup> Grade Graduation:

All of the 6<sup>th</sup> grade students attended graduation on May 21, 2013.

### ***High School Report***

#### State Track Meet:

A new addition to the State Track Meet is Macey Hollenshead. She placed 2<sup>nd</sup> in an event and the 1<sup>st</sup> place winner is not running so she can focus on another event. Macey will now represent District 5 in that event.

### ***Building and Grounds Manager***

#### WORK IN PROGRESS:

1. The boilers and circulators are being wired.
2. The new air handlers for the shops gym, locker rooms, and auditorium have arrived
3. The North gym air handler is being removed

#### NEXT SCHEDULED TASKS:

Heim will start replacing the air handlers in the gym.

#### WORK COMPLETED:

1. Both boilers have been removed and the mechanical room cleaned.
2. Pads and pad supports for the chillers and auditorium have been poured with concrete.

#### ITEM NEEDING ATTENTION:

The sump pump serving the mechanical room does not pump enough water fast enough. I recommend replacing pump with the proper size and rerouting the discharge lines so that the water will enter the storm drains located at the west side of the building instead of being pumped from the 9 ft deep sump hole and being discharged through the floor of the new ag classroom back at the shops. The head height is approximately 37 ft, the old pump in the mechanical room is at least 20 years old and not designed for that amount of head. Remember, the water level in the mechanical room has reached 6" and 36" in the

past few years. Cost to repair will be approximately \$800.00. After further consideration, the well pumps 150 gpm . We would need a pump that would pump at least that amount of water, which is not very practical. I am looking into placing a float in the sump hole. When this float is energized it will disconnect a relay that controls the pump in the well, thus eliminating the 150 gpm of water being pumped into the mechanical room should we have a leak. 15 KVA transformer located in the janitors closet off the cafeteria is undersized causing the transformer to overheat. It needs replaced with a 30 KVA 480 Volt High side and 208/120 secondary side transformer. We will try to include this in the Plan Con project.

---

Also, the safety hand railing for the elementary bleachers has arrived.

### ***Business Manager***

#### Meeting with Metz Regarding Custodial Staff:

A meeting was scheduled with Dave Mitchley from Metz Culinary Management/Environment Services on May 22, 2013, at the request of the Board to research the costs of their company taking over our custodial services as the custodial staff retires. In attendance were Mr. Hann, Mr. Bain, Mrs. Schetrompf and Mr. Mitchley.

The transition would be easier if done as a whole rather than a part. It was also discussed sharing with Central Fulton School District.

Mr. Mitchley's opinion was that it would not be cost efficient. In addition to the cost of the employee, there would also be the cost of management. After putting the numbers together, there were no cost savings. The cost would basically be similar.

*Anita Munson*

Superintendent/Board Secretary  
Southern Fulton School District