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Courtney Hammond-Operations Director
Administrative Report
November 6, 2024

- **Heat Activation:** The heating systems across all buildings were turned on Tuesday to ensure warmth and comfort as temperatures are consistently lower now.
- **Middle School Gym Door Replacement:** Scheduled replacement of the gym doors to enhance safety and security.
- **Winterizing Stadium and Sprinkler Lines:** Outdoor stadium facilities and sprinkler systems have been winterized to protect against freezing and prepare for winter conditions.
- **Seasonal Facility Preparations:** All district facilities and outdoor areas are being prepped for winter, including snow removal planning and inventory checks for salt and de-icing supplies.
- **Preventative Maintenance:** Conducting routine checks on heating systems, windows, and doors throughout all buildings to improve energy efficiency and reduce heating costs this winter. Additionally, revising Mason Consolidated Schools' preventative maintenance plans to incorporate more frequent inspections, updated checklists for critical systems (HVAC, plumbing, electrical, playground, emergency equipment), and prioritize repairs based on recent facilities assessments.