

Maintenance & Operations

EVERETT PUBLIC SCHOOLS NEWSLETTER

"Our mission is to provide a safe, clean, welcoming, and well-maintained environment for our entire educational community."

December 2020

From the M&O Director

Dear Colleagues:

As 2020 closes, it has been a year unlike any other. Last year the phrase "Vision 2020" was inspiring as we looked forward to a new decade. Twelve months later, we look back at the many events and life changing experiences. January began with several snow days and maintenance staff made light work of the snow with shiny new equipment. Shortly afterwards, the virus "COVID" arrived in Snohomish County, and we were quickly thrust into responding to positive cases in our schools. The maintenance team was the first nationally to respond to an incident at a school and did so with great energy. Despite the many challenges, frustrations and disappointments COVID brought, there are many 2020 accomplishments to recognize and celebrate. Some examples are: staff found creative ways to accomplish team work remotely, including working in staggered shifts with health and safety in mind, 7,800 work orders were completed in 2020, preventative maintenance was a major focus, we maintained high employee attendance rates, employees had great positive attitudes, building interiors are sparkling, the grounds were maintained at exemplary levels giving the community hope about our schools. A strong commitment was made to the health and safety for the school community. All maintenance staff made a continual effort to practice healthy safety measures which has made a difference in keeping us all healthy.

I know we all look forward to the time when students and staff return to on site learning, with hallways full of chatter, and perhaps aren't quite as shiny as they are now. Thank you for your efforts in taking advantage of this unusual opportunity to tend to prolonged cleaning and maintenance needs. We are fortunate to have made the most of the situation. Your commitment to serving the Everett school community is much appreciated.

Best wishes during this holiday season and I look forward to our work together in 2021!

Molly

Upcoming Dates to Remember

**Student winter holiday
December 21 – January 1**

Return to work January 4

**Martin Luther King, Jr. Day
January 18, 2021**

**Presidents Day
February 15, 2021**

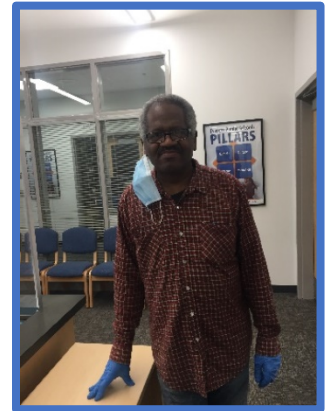




Retirements

Lisa Sutton – Administrative Assistant. After 33 years of service to Everett Schools, Lisa is retiring. Her kindness, hard work and support of our staff and community is much appreciated. Best wishes and happy retirement.

John Liddell - John has been a dedicated, hardworking custodian at Woodside for 10 years. He has great relationships with staff and gets things done! John's Woodside colleagues will greatly miss him.



Welcome Melissa Chronister

Melissa is our new administrative assistant assuming the position held by Lisa Sutton for many years. Melissa brings similar operational work experience from her time working in Seattle's Hyatt Hotels with their events and engineering offices.



Community Services

We hope that you are doing well and that you and your families are staying safe and healthy. We have been working during this time to clean-up our School Dude FS Direct system to make sure it is clean and organized and has up-to-date information. Schools should be scheduling their school parking lot pick-up dates and events through the School Dude system. If you are not seeing the events that are happening at your sites on the School Dude calendar, please let us know so we can make sure the staff taking care of the calendaring updates us with the information.

We have also been working to prepare for when we are able to re-open the Everett Civic Auditorium; the capacity will be significantly reduced from 1540 to 254. We have worked on the re-opening guidelines to make sure the facility is safe and that we adhere to the social distancing and government guidelines through the COVID-19 pandemic.

We want to give you a heartfelt **THANK YOU** and wish you all a wonderful holiday season. **YOU** make a difference and we appreciate you so very much. **May this holiday season bring you joy, love, and laughter.**

-Shanai Cole & Ysella Perez





Facilities & Planning Updates

Project schedule 2020-2021

Project

Woodside ES Modernization
 EHS Vocational Building Medical Pathways
 Safety & Security (CRC access control upgrade)
 Silver Firs parking lot resurfacing
 Athletics Building HVAC & fire alarm upgrades
 Memorial Baseball Field (seat replacement)
 Gateway MS DAS System
 EHS Vocational Building boiler replacement
 Cedar Wood flooring upgrade
 Reader board replacements
 (CHS, HAE, SLE, PCE & SFE)
 Water bottle filling stations (CHS & EHS)
 Bleacher rail improvements (JHS, GMS & HMS)
 Portables

Schedule

April 2021
 September 2020 – June 2021
 September 2020 – August 2021
 October 2020 – August 2021
 September 2020 – Winter 2021
 October 2020 – April 28, 2021
 October 2020 – April 2021
 October 2020 – August 2021
 October 2020 – August 2021
 October 2020 – August 2021
 September 2020 – August 2021
 October 2020 – August 2021
 February 2021 – August 2021



Construction glossary of terms

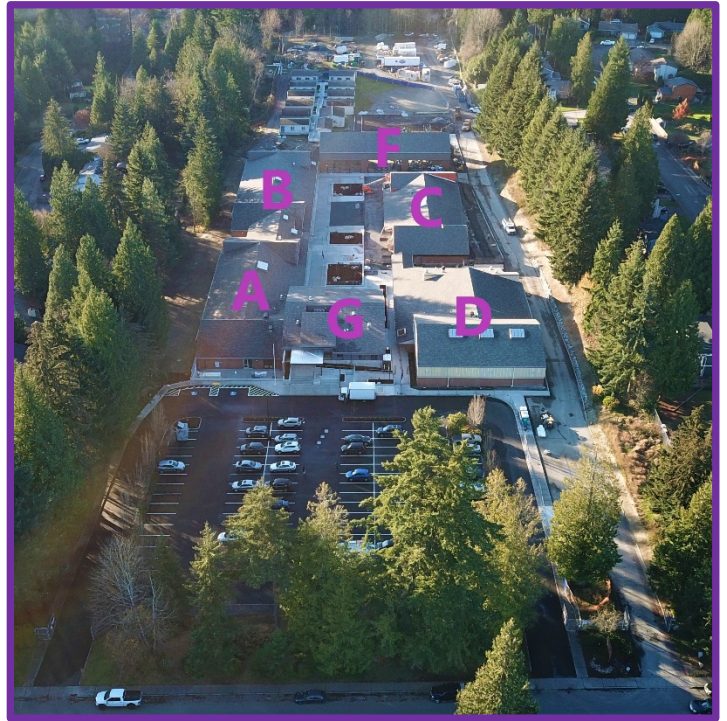
- Heating Ventilation and Air Conditioning (HVAC – a collection of equipment that provides heating, cooling, and fresh air systems that hopefully keep you warm when it's cold outside and cool when it's hot outside)
- Hydronic loop – usually welded steel, copper, or grooved lock piping that transports water intended to provide heating or cooling
- Variable Frequency Drives (VFD) – electronically controls the speed of pump and fan motors in HVAC systems to increase energy efficiency and improve comfort
- Gypsum Wall Board (GWB) – better known as drywall or sheetrock
- Concrete Masonry Units (CMU) – concrete blocks
- Perforated Pastry Units (PPU) – donuts and other pastries that are supplied at regularly held meetings between the architect, owner and contractor
- Authority Having Jurisdiction (AHJ) – fire marshal, building inspector or other official with responsibility to implement codes and ordinances





Woodside ES Modernization update

Woodside Elementary School is in the final phase of construction and is on track to complete in April 2021. Building G, the new administration and library building, and Buildings A and B, both classroom buildings, are complete and occupied by staff. Building D, which includes the gymnasium, music room, stage, cafeteria, kitchen, and multi-purpose room was recently completed. Building C, the final classroom building is well into construction and is scheduled to complete in early March. Work on the covered play structure (Bldg. F) and installation of the new playground equipment was recently completed. Much of the concrete paving and sidewalks are complete, with the remaining areas scheduled for completion by early March. Finally, the project will wrap up with the restoration of the play field as the contractor moves their temporary facilities off the playfield in the coming months.



Custodial Services

Inclement Weather Prep: Snow Blowers have been serviced and delivered to sites. Please remember to submit a work order for grounds to deliver fresh gas for your machines. Prepare your spreaders so you can put out deicer when needed and submit a work order for additional deicer before you run out.

Focus of the Month: For December custodians shall focus on cleaning entrances to meet standards; dusting through-out the facility (including air vents) and replacing HVAC filters as required.

Health department quick tips: TAKE CARE OF YOUR BODY!

Be mindful about your physical health:

- **Get enough sleep.** Go to bed and get up at the same times each day. Stick close to your typical schedule, even if you're staying at home.
- **Participate in a regular physical activity.** Regular physical activity and exercise can help reduce anxiety and improve mood. Find an activity that includes movement, such as dance or exercise apps. Get outside in an area that makes it easy to maintain distance from people, such as nature trail or your own backyard.





- **Relax and recharge.** Set aside time for yourself. Even a few minutes of quiet time can be refreshing and help to quiet your mind and reduce anxiety. Many people benefit from practices such as deep breathing, tai chi, yoga or meditation. Soak in a bubble bath, listen to music, or read/listen to a book—whatever helps you relax. Select a technique that works for you and practice it regularly.
- **Limit screen time.** Turn off electronic devices for some time each day, including 30 minutes before bedtime. Make a conscious effort to spend less time in front of a screen—television, tablet, computer and phone.

Did you know? ISSA (International Service Standards Cleaning Association) studies find that it takes 50 seconds to clean a vent by damp wiping with a spray bottle and cloth while using a ladder. While changing filters, this is a good time to clean vents!

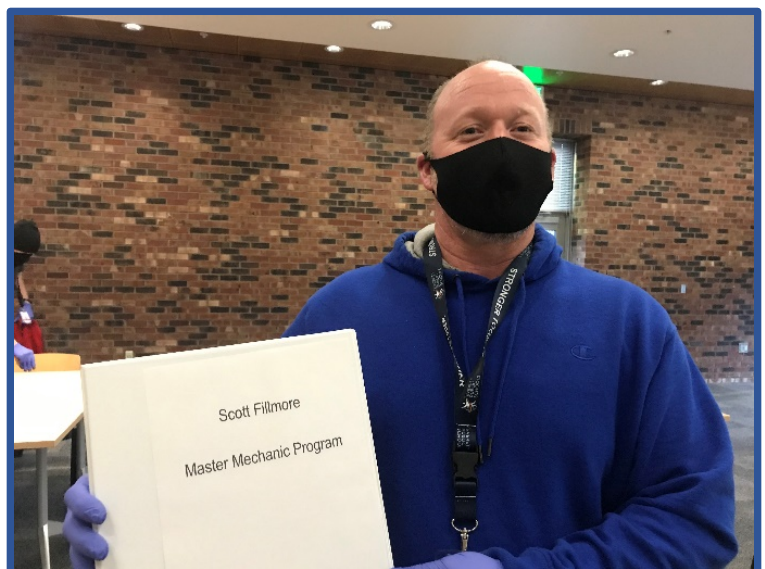
Quote of the month: “The person who says it cannot be done should not interrupt the person who is doing it.”—Chinese Proverb

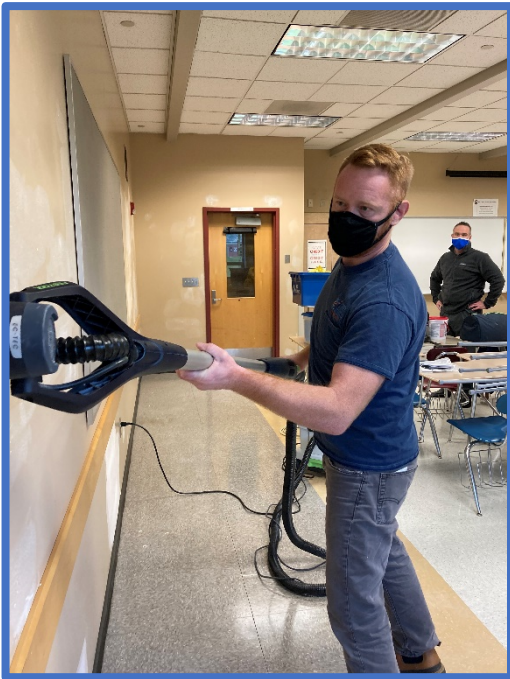
Resource Conservation

Energy use in the district for 2019-20 school year saw an overall reduction of 14%. This reduction is the result of several factors. Each year the maintenance department identifies 3 to 5 district sites with the highest energy usage. We conduct an audit of each site to determine our course of action then working with the site HVAC mechanic to make the necessary repairs and adjustments to the HVAC system. The results of these repairs and adjustments directly impacted energy usage as we in the 2019-20 school year. The successful reduction of energy usage was the result of heating and cooling schedule modifications; based on occupancy in addition to the heightened focus on preventative maintenance. Other contributing factors included LED conversions as well as plumbing audits and leak repairs. Due to COVID, occupancy schedules were adjusted, and our after-hours facility use eliminated which also reduced our energy costs. In 2020-21, we are continuing to examine our systems and make adjustments to conserve energy and reduce costs.

Photos from around the District

Maintenance mechanic Scott Fillmore proudly holding his master mechanic portfolio. He trained on Indoor Air Quality testing, facility assessments and remediation. Congratulations to Scott on completing the master mechanic program!



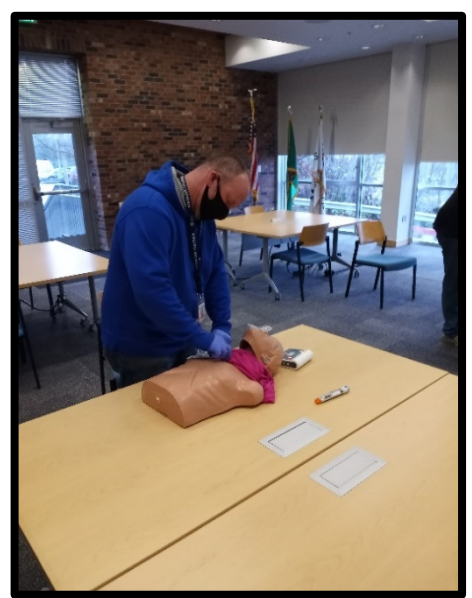
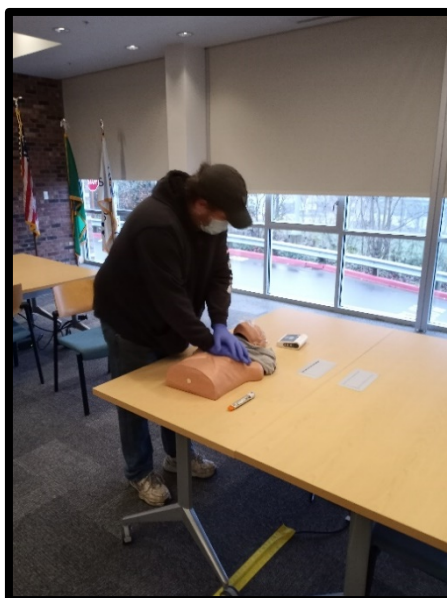
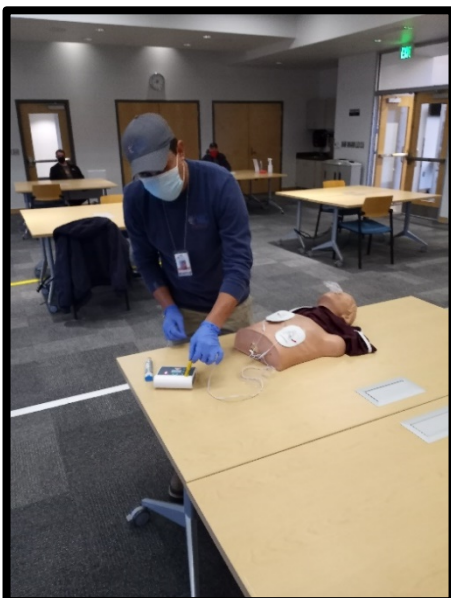


Painter Andrew Solheim testing out a new painting machine that expedited the preparation and sanding steps before paint is applied.



Taylor Olsoy – Madison custodian cleaning touchpoints to help reduce the spread of germs and keep the community safe.

Maintenance staff Gabe Guerrero, Jay Evans and Scott Fillmore demonstrating First Aid skills after completing the online training.





Michelle Vanvolkenburg – Everett High head custodian cleaning a restroom to keep everyone safe.



Shirley Johnson–Jabbi CHS night lead custodian sporting a self-decorated face shield while reminding Captain Bruin to wear his mask and social distance from others.



Grounds staff: Loyd McMahon, Ryan Turner and Tyler Anderson cleaning up fall leaves at CHS.



Our Team Ready for SNOW!



Everett Public Schools does not discriminate in any programs or activities on the basis of sex, race, creed, religion, color, national origin, age, veteran or military status, sexual orientation, gender expression or identity, disability, or the use of a trained dog guide or service animal and provides equal access to the Boy Scouts and other designated youth groups. The following employees have been designated to handle questions and complaints of alleged discrimination:

Title IX/Civil Rights Compliance Officer – Mary O'Brien,
425-385-4106, mo'brien@everettsd.org

Section 504 Coordinator – Dave Peters, 425-385-4063 dpeters@everettsd.org

ADA Coordinator – Randi Seaberg, 425-385-4104, rseaberg@everettsd.org

Address: PO Box 2098, Everett, WA 98213