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A THREE YEAR MAINTENANCE SCHEDULE FOR THE JUNIOR-SENIOR HIGH SCHOOL BUILDING OF THE BEECHER CITY SCHOOL DISTRICT (TITLE)

BY

GEORGE M. KOHUT

THESIS

SUBMITTED IN PARTIAL FULFILLMENT OF THE REQUIREMENTS
FOR THE DEGREE OF

EDUCATIONAL SPECIALIST

IN THE GRADUATE SCHOOL, EASTERN ILLINOIS UNIVERSITY CHARLESTON, ILLINOIS

1979 YEAR

I HEREBY RECOMMEND THIS THESIS BE ACCEPTED AS FULFILLING THIS PART OF THE GRADUATE DEGREE CITED ABOVE

DATE

7-12-79 DATE

AN ABSTRACT
A THREE YEAR MAINTENANCE SCHEDULE
FOR THE JUNIOR-SENIOR HIGH SCHOOL BUILDING
OF THE BEECHER CITY SCHOOL
(TITLE)
BY
GEORGE MICHAEL KOHUT
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SUBMITTED IN PARTIAL FULFILLMENT OF THE REQUIREMENTS FOR THE DEGREE OF
TOR THE BLOKEE OF
EDUCATIONAL SPECIALIST
IN THE GRADUATE SCHOOL, EASTERN ILLINOIS UNIVERSITY
CHARLESTON, ILLINOIS
<u> 1979</u>
YEAR
I HEREBY RECOMMEND THIS THESIS BE ACCEPTED AS FULFILLING
THIS PART OF THE GRADUATE DEGREE CITED ABOVE
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There are two purposes of this field study. The first purpose of the field study is to predict the anticipated revenues available in the building fund of the Beecher City school district. The prediction includes building and life safety monies available through the end of the 1984 fiscal year. The main purpose of the field study is to provide a schedule for maintaining and refurbishing the junior-senior high school building for the school years of 1979, 1980, and 1981.

The field study is divided into four chapters. The first chapter conservatively predicts the assessed valuation that the school district can expect to the end of the fiscal 1984 school year. Included in chapter one is the anticipated revenues that the Beecher City school district can expect in the building fund.

Chapter two includes bids on exterior and interior improvements anticipated during the 1979-1980 school year. Included in chapter two are bids on the parking lot expansion, front entrance door replacement, gymnasium exit door replacement, installation of drainage tile, and the replacement of the front steps and walk. Also included in chapter two are bids on paint, replacement parts for the lockers in the boys locker room, shower head replacement, retiling room 109, replacement of all interior locks, replacement of the dishwasher and the exhaust hood in the kitchen, and the replacement of all tables in the library.

Chapter three includes bids on the replacement of the stage curtains, the replacement of the gymnasium lighting, the replacement of library chairs, the purchase of three study carrels, and the purchase of additional library shelving.

Chapter four contains bids for the installation of a dust collection system for the industrial arts and agriculture shop area.

The field study contains two appendixes. The first appendix contains a list of all contractors who bid on the various items in the field study. The second appendix is a documented log of all accomplished activities in the preparation of the field study.

The field study is fifty four pages in length.

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INTRODUCTION

The Beecher City Community Unit School District #20 is located in Effingham, Shelby, and Fayette counties. The school district is a consolidation of the towns of Beecher City and Shumway. The district's 1978-79 pupil enrollment was 502 students. The district encompasses one hundred and one square miles.

Philosophically, the district is conservative. The building and education fund have always shown a surplus of revenue at the end of the fiscal year. Even though the assessed valuation increased from \$12,470,969 in 1975 to \$17,898,702 in 1976 was not contemplated, the district still realized a surplus of overall monies of over \$130,000 at the end of the 1978 fiscal year.

The district's conservative approach to education and wise money management policies is shown in the fact that the district lost over \$240,000 in state aid monies during the 1978-79 school year and still managed to maintain a surplus of over \$130,000. The district's conservative approach to education has made the district one of the most financially sound school districts in Effingham county.

A life safety tax was initiated during the 1978-79 school year. With wise management of funds and additional available monies from the life safety levy, the district has a surplus of over \$30,000 in the building fund.

PURPOSE OF FIELD STUDY

Fortunately, the Beecher City school district has a surplus of over \$30,000 in the building funds. Unfortunately, a building maintenance schedule has never been established for any of the buildings in the unit. There are two purposes for this field study.

- 1. A conservative prediction is made showing the anticipated revenue available in the building fund. The prediction includes building fund and life safety monies available through the end of the 1984 fiscal year.
- 2. The main purpose of the field study is to provide a schedule for maintaining and refurbishing the junior-senior high school building for the school years of 1979, 1980, and 1981.

With the establishment of the life safety fund, the district should realize at least an additional \$8,900 in additional revenue per year. Consequently, a surplus in the building fund can still be maintained. This proposal of maintaining and refurbishing the junior-senior high school building will span a three year period. Approximately \$35,000 will be proposed for the improvement of the physical setting of the junior-senior high school building.

CHAPTER I ANTICIPATED REVENUE

As of June 1, 1979, the balance in the building fund was \$38,500.00. A complete breakdown of the building fund ending balance is as follows.

Table I

Surplus	\$7,953.95
Investments	30,000.00
Interest on Investments	546.05
Total	\$38,500.00

The Beecher City Community Unit School District's assessed valuation has increased during a five year period by 42.8% or an annual increase of 8.5%. The complete assessed valuation from 1973 to the estimated 1978 assessed valuation is listed below.

Table II	
Year	Assessed Valuation
1973	\$12,050,223
1974	12,690,017
1975	12,470,969
1976	17,898,707
1977	17,212,941
1978 (Estimated)	17,944,441

Conservatively, if the assessed valuation increases at one half the average of the past five years surveyed or 4.25%, one can expect the following assessments for the next five years.

Table III

Year	Increase	Total
1979	\$762,638	\$18,707,080
1980	795,051	19,502,130
1981	828,841	20,330,970
1982	864,066	21,195,036
1983	900,789	22,095,825

If the present \$.375 per \$100 of assessed valuation and the rate of \$.05 per \$100 of assessed valuation continues, one can expect the following revenues in the building fund for the next five years, if the assessed valuation increases by an annual 4.25%.

Table IV

Year	A/V	Taxes	Life Safety	Total
1979	\$17,944,441	\$67,292	\$ 8,972	\$76,264
1980	18,707,080	70,152	9,353	79,505
1981	19,502,130	73,133	9,751	82,884
1982	20,330,970	76,241	10,165	86,406
1983	21,195,036	79,481	10,598	90,079

At the end of the fiscal 1978-79 school year, the Unit #20 district had a current balance of \$30,546.05. If one combines the 1979 estimated revenue with the surplus of monies and the end of the 1979 school year, the district should expect to have a total budget of \$106,810.05 of monies during the 1979-80 school year.

As previously stated, I will recommend to the Board of Education a three year budget proposal for the maintenance of the junior-senior high school building.

CHAPTER II

Year One 1979-1980 School Year

Outside Improvements

The parking lot

The parking area north of the junior-senior high school building must be expanded to meet the needs of the building. One hundred and twenty five tons of rock have been delivered. The cost of rocking the parking lot is \$1,000 delivered from Carlen's Fertilizer Plant of Altamont, Illinois.



The northeastern area of the building

The northeastern part of the building floods during the spring months. The area will be tiled and three drop boxes will be installed. The cost of the six inch perforated tile is \$.455 per foot. The drop boxes are ten dollars each. The total cost of three hundred feet of six inch perforated tile and three drop boxes is \$166.50. Dave Maupin of Altamont submitted the corall bid.



The front doors

The present front entrance of the building has been repaired to the maximum extent which is economically feasible. Replacement of the front doors is the only feasible alternative. The cost of the material for replacing the five door entrance with a three door entrance is \$2,851.55 (refer to illustration 1). Effingham Builders Supply was the only company to bid on the cost of the materials only.

Bids were advertised in the Effingham Daily News and The

Beecher City Journal. Only Hogge Lumber Company of Beecher City

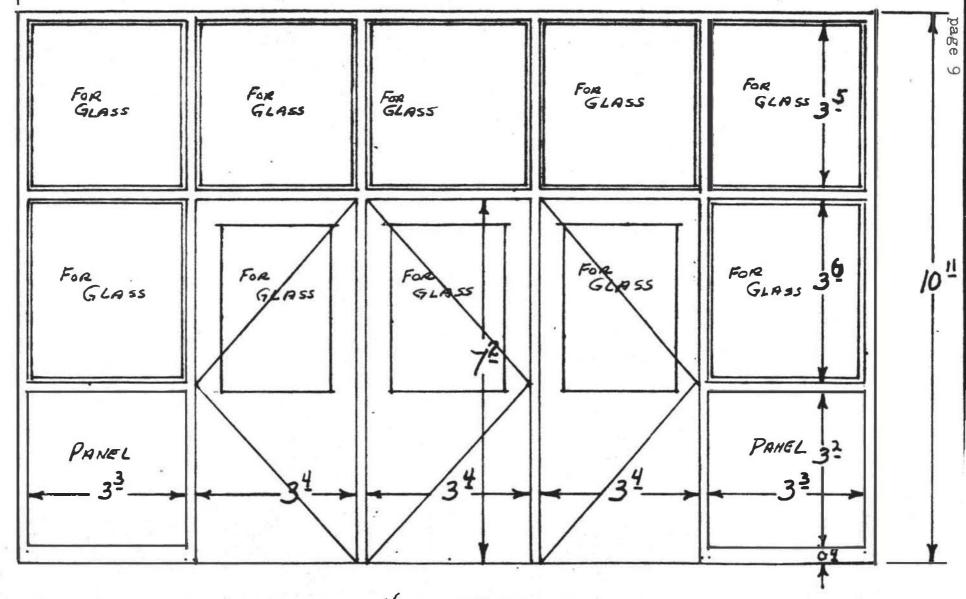
submitted an oral bid of \$4,782.00 complete. Don Wetherall of

Shumway, Shelbyville Lumber Company, and Steve Reed of Beecher City

were personally contacted to submit bids. All have failed to

provide the needed documentation.





SCALE 1/2 INCH = 1'-0"

SuggEST 3000R ENTRANCE

MAIN ENTRANCE TO BEECHER CITY HIGH SCHOOL

SHEET -

OF - /

ILLISTRATION 1 BEECHER CITYACOMMUNITY UNIT SCHOOL DISTRICT

BEECHER CITY HIGH SCHOOL

Suggested Immediate Hardware Needs:

	Wood Doors Off Shop Area	
2 only	12" #2597 US26D Flush Bolts)	\$ 78.70
2 only	#100-3H SBL Closers SNB)	10.10
	Gym Entrance - Interior	
1 only	#100-3 SBL Closers SNB)	47.24
1 only	#7620NL US26D Von Duprin Pull only)	41024
	Gym Doors - Exterior	
4 only	#P100-4 SBL Closers SBN)	140.50
2 sets	3070 DS-75 Jamb-up Weatherstrip)	140.50
	(Right Hand) Interior Vest. Doors	
1 only	#P100-4 SBL Closers SNB	33.00
	New Janitor (Storage) and Classroom Doors	
6 only	#9512 US26D Mertise Dead Locksets)	1,217.70
18 only	#700-9555 US26D Mortise Classroom Locksets (Master Keyed))	1,217.10
	Hardware for Front Doors (3 Doors only, instead of 5 Doors)	
4 pair	BB5101-A NRP US26D $4\frac{1}{2} \times 4\frac{1}{2}$ Butts	
3 only	#P100-5 SBL Closers)	
3 only	#CD88NL US26D Rim Panic - Von Duprin (Master Keyed)	100
6 sets	DS-78 3070 Jamb-up Weatherstrip)	1.157.55
3 only	6" 40" S206 Aluminum Thresholds)	
3 sets	3472 DS-78 Jamb-up Weatherstrip)	
3 only	40" 323N Door Sweeps)	
	Front Entrance	
1 only	17'6" x 10'11" 3 Door Wide Entry Galv. Welded Redi to) Install (See Shop Drawings, page #1)	
	Glass - 4" Clear Wire (Not Installed) Incl. 5 pcs. 39" x 41" 2 pcs. 39" x 42" 3 pcs. 27-15/32" x 39-1/4"	1,694.00
	TOTAL	\$4,368.69

The northeastern exit doors of the gymnasium

Again replacement of the two exit doors is the only remedy to an extremely dangerous situation. The two exit doors will not close properly. The eastern most door will not open at all. This is in direct violation of the life safety code. Effingham Builders Supply was again the only company to submit an oral bid on materials. The bid is \$855.00. Local personnel will install the above mentioned exit doors to fithe gymnasium.

The front steps

The front steps of the building are crumbling and in disrepair.

A troxymite covering failed miserably to correct the situation.

A bid of \$2484.40 from Monroe Bartels of Effingham was submitted

for removing the existing walk and steps and replacing the existing

walk and steps (refer to Illustration 2, page 12).



Pages

MONROE BARTELS, INC.

Concrete Contractors
Rte. 3 Effingham, IL 62401
888-2824 or 888-2837

PROPOSAL SUBMITTED TO	PHONE LOD CITO	March 22 1070
Beecher City High School	487-5117 JOB NAME	March 22, 1979
CITY, STATE AND ZIP CODE	JOB LOCATION	7 + #2 dl
Beecher City, II. 62414 ARCHITECT DATE OF PLANS	High School	DIST #194 JOB PHONE
We hereby submit specifications and estimates for: Estimate on removing existing wal	k & steps at fro	ont entrance
8 hrs. Backhoe & impact	w brops are are	\$ 304.00
-		176.00
8 hts. Dump truck		
	and an arrange	
New stoop, steps, & sidewalk at fr		
18'7"x14' with 3-7" riser 15" tre		
	Total	\$2484.40
The state of the s		and the second s
Note: All concrete 6 bag mix.		The second section of the second section secti
The transfer of the second state of the second		and the same of the same of
		A construction of the second o
5,100		
The state of the s	1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1	
And with many the control of the con		The second secon
This is a estimate. Monroe will m	eet with you if	this is about
want they want.	ico o wi on you ii	0.120 2.0 4.0047
Be Propose hereby to furnish material and labor — c	complete in accordance with	above specificati as for the sum of
	Stripleto III accordance Will	
Payment to be made as follows:		dollars (\$).
Within 30 days after completion o	f each of the ab	ove items.
All material is guaranteed to be as specified. All work to be completed in a working-like material		*
according to examine only upon written or division from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the	Authorized Signature —	-
estimate. All agreements contingent upon strium, accidents or delays beyond our control. Owner to comply fire, tomaste and other nemerally knowners, Our workers are fully covered by Workman's	N te: This pr posal	
Concernation (marence, Not responsible for scaling concrets due to set dentitye or for plastic shrinkage in basement floors.	withdrawn by us if not accepted	l within days.
Accontance of Bronnaul		
Acceptance of Broundal — The above prices, specifications and conditions are satisfactory and are hereby accepte. You are authorized	Signature	
	Signature	

In conclusion

The total cost of refurbishing and maintaining the exterior of the junior-senior high school building is as follows:

Parking area	\$1000.00
Drainage problem	166.65
Front doors	4782.00
Gymnasium doors	855.00
Front steps	2484.00
Total	\$9287.65

Interior Improvements

Painting

The first area of improvement will be repainting room 114, the library, the boys locker room, the high school office, the superintendent's office, all lockers in the old addition of the building, and the hallways in the old addition of the building.

Hogge Lumber of Beecher City, Thies Paint of Effingham, and Pana Paint of Pana submitted bids on supplying the paint for the Beecher City schools. Pana Paint of Pana, Illinois was awarded the contract for supplying the school district with the needed paint for the 1979-1980 school year (refer to Illustrations 3, 4, and 5).

On the following page is a list of the areas of the building to be painted, the square footage of each area, the quantity needed, the color and color number of the paint that has been ordered for the summer of 1979.

Since the janitorial staff will not be able to paint all the areas listed in this field study and perform their scheduled tasks, the hallways, lockers, high school office, and the superintendent's office will be painted by Mr. Dave Cunningham at a cost of \$300.00.

The total cost of repainting the following areas of the building is \$768.97.

High School Paint

LOCKERS - Gloss Enamel

Square Footage	Quantity	<u>Color</u> <u>Co</u>	olor Number	Cost
260 260 260 260	1 gallon	Spectrum Yellow Real Blue Envy's Eye Flame	5090 N	\$12.44 12.44 12.44 12.44
HALLWAYS - Glamo	ur Latex Se	mi-Gloss		
3626.25	12 gallons	Horizon Blue	4507	126.36
ROOM 114 - Glamo	ur Latex Se	mi-Gloss		
591.5	2 gallons	Inland Sea	4565	21.06
LIBRARY - Glamou	r Latex Sem	i-Gloss		
1256	5분 gallons	Patent Yellow	5571	57.92
H.S. OFFICE - G1	amour Latex	Semi-Gloss		
1201	4½ gallons	Sunburst Yellow	3041	47.39
SUPERINTENDENTS	OFFICE - Gl	amour Semi-Gloss		
592	2 gallons	Peach Parfay	54X	21.06
BOYS RESTROOM -	Gloss Ename	:1		
450	2 gallons	Anterp Blue	5071	24.88
LOCKER ROOM - Ep	ooxy			
639	2 gallons	Aqua Sky	4599	45.90
LOCKER ROOM - Er	namel			
1110.5	6 gallons	Aqua Sky	4599	74.64
TOTAL			3	\$ 468.97

Pana Paint Store

119 S. Locust PANA, ILL. 62557

Bruning - Pittsburg - Fuller/O'Brien

DECEIVE APR & 0 1979

abril 26, 1979 :

Superintendent of Schools Bescher City Bescher City, Illin is

Door Mr. Miller:

Thank you for densidering as in the purchase of paint for the renevation of your solvais this year. Enclosed Linevan, linted some of the items that you may festre to use and their east to your district.

MAB Clamour latex semi gless . \$10.51 (I personally think this to be one of the finest product on the market.)

Fresh Kete later sent cless

89.02

ROL gloss shamel -- rust lubibit & 22 m. . This product has a ligh telerance to chemicals on a general abuse)

Alkyd primer

[This is a fine product to use under almost hything.

It provides good adhesion for any type of top cost.

So setter then any of the later type materials.)

Alkyd enamel \$9.08 (A respectable product but not inthe same class as the ROL.)

Epoxy
(This should be used in the shower and all food areas.
Shelbyville high several years age used an epoxy tyre paint in the halls. It has held up well but it would require considerable are work and really may not after enough advantages to off set the cost variable.)

All other sendry items that would be used in application or general cleam up we will offer 22% discount.

I appreciate the o perturity of serving you.

Sincerely,

Illustration 4
Thies Paint



BUILT BUSES, INC.	DATE
8right life	Latry Semi Dlass
10:95 pergal	Enamel
Bright life	Alkyd Semi Dloss
11.25 ger gal	Enamel.
Tough Cours	Jah. Dlees Enamel.
Surface gr	ep-
6,85 G	ger gal

PONDER EQUIPMENT CO.

P. O. Box 186

Charleston, Mo.

BOB MORGAN

Sales Representative

Office 314-683-6051

Home 314-683-4500

Illustration 5

HOGGE LUMBER COMPANY

Lumber and Other Building Material

Phone 487-5137

W. B. & MARY G. HOGGE, OWNERS Beecher City, Illinois 62414

PAINT PROPOSAL B. City LINIT 20 ScHOOLS

245 LATEX FLAT PAINT READY MIXED COLORS REG PRICE 12 - GAL. SCHOOL PRICE \$10.70 GAL COVERS 400 SQ FT. PER GALLON

245 TINTED COLORS
REG. PRICE 14 45 GAL

ScHool PRICE 11 55 GAL

400' PER GALLON

LATEX SEMI-GLOSS READY MIXED COLORS

REG. PRICE 15.95 GAL.

450 SQ FT PER GAL.

IN TINTED COLORS SAME # 265

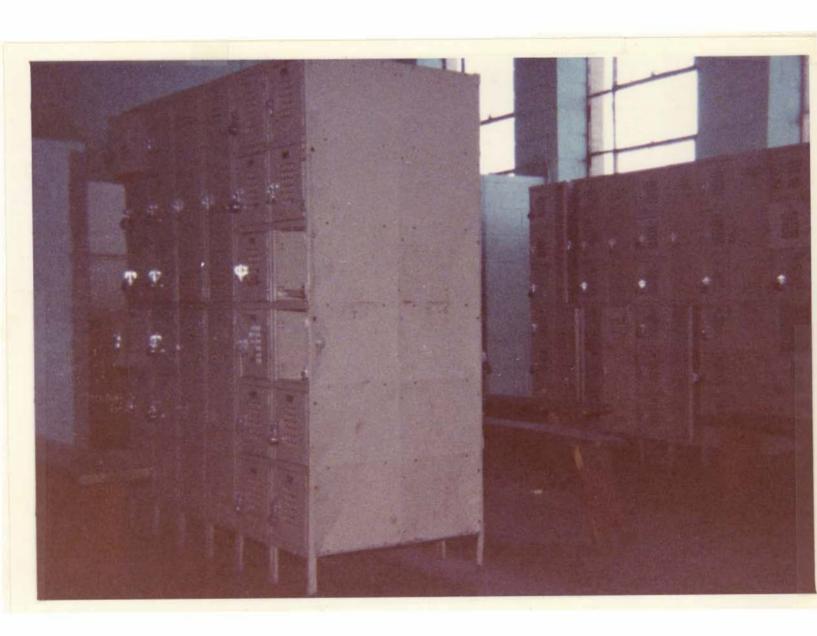
REG. 17.95 GAL

450 og ft per GAL, SCHOOL 14.35 GAL

The boys locker room

The lockers in the boys locker room are in need of repair.

Interior Locker Specialist of St. Louis, Missouri is the only dealership in our area that carries Medart locker replacement parts. The cost of repairing the lockers in the boys locker room is \$592.90 (refer to Illustration 6).



page 19

Illustration 6

3 - GTIER WIGHLED FROUTS 12" x 72" (12")
WITH LEGS DESERT BEIGE @ 57.85 EA.

3. STIER STANDARD LOUVERS 12" x 72" (36")
W/LEGS D. BEIGE @ 49.75 = A

6 - 12" x 15" LOCKER BOTTOMS @ 4.20 EA

12 - MD 4/32 DOORS TOPS W/BUMPER @ 2.25 EA

12 - ME 3768 HANDLES @ 6.15 EA.

400 - NUTS & BOLTS (SLOTLESS) Q. ISEA

2 - END PANELS (FLAT TOP) 15" D. X 72" H (1R; 16)@33.75 EA

12 - HANOLE SCREWS @ , 25 EA.

12 - SPRINGS, ROLLERS & RIVETS @ 1.80 EA

TOTAL: \$592.90

page 20

All shower heads must be replaced. Two are completely in disrepair and the other three are leaking badly. The cost of one shower head replacement is \$22.95. Boos Heating and Plumbing of Effingham, Illinois will replace the existing shower heads. The total cost of replacing the shower heads is \$114.75



Room 109

Approximately fifty floor tiles are missing in room 109. Since there are no replacement tile available of that specific color, we plan to salvage as many tiles as possible for tile replacement throughout the building and completely retile room 109.

Effingham Builders Supply and Hogge Lumber Company submitted bids for replacing the tile in room 109. Since Hogge Lumber Company of Beecher City submitted the lower bid, Hogge Lumber Company was given the bid(refer to Illustrations 7 and 8).

Seven hundred and fifty six square feet of flooring tile is needed to cover the floor in room 109. A carton of tile contains forty five square feet of vinyl asbestos tile. Two extra cartons of tile were ordered for future replacement needs. Five gallons of adhesive were ordered. The total cost of retiling room 109 is \$472.35.

Interior locks

All interior door locks are illegal according to life safety standards. Since the present locking mechanisms cannot be opened from inside the room without a key, life safety regulations are being violated. Eighteen locks need to be installed to meet life safety standards. Effingham Builders Supply submitted the bid of \$1217.70 to replace all dead bolt locking mechanisms.

The total cost of replacing all interior door locks is \$1217.70 (refer to Illustration 1, page 10).

The cafeteria

Two immediate projects that must be completed during the 1979-1980 school year are the replacement of the exhaust hood and

page 22

MOGGE LUMBER CO. P. O. BOX 96

RESCHER CITY, ILL 62414 Illustration 7



FLOOR TILE HIGH SCHOOL.
18" VINYL ASBESTOS TILE 12" X 12"
45 SOFT PER CARTON (MUST BE
ORERED IN FULL CARTONS)
PRICE
STANDARD COLORS V' 50¢ SOFT.
PEBBLED-ONYX 60¢ " "
TRAVERTINE 60+ ""
ADHESIVE
ALL WAX MUST BE STRIPPED FROM
OLD TILE- BROKEN TILE REMOVED
AND REPLACED & HOLES FILLED
USE BRUSH ON ADHESIVE
250 SOFT PER GAL. COVERAGE
1 GAL 8.45 3/2 GAL CAN 19.26 45

BUILDING MATERIALS ESTIMATE — QUOTATION Effiagham Builders Supply Co. Phone 217-342-3961 EFFINGHAM. ILL. 4-13 139 Prices Are C rrent and Are Not Guarantee Indefinitely!—Clerical Errore Subject to Correction. 840 55 en 8 46200 Estamete only

Above material prices are subject to 5% R.O.T.E.

Illustration 8

page 23

the replacement of the dishwasher.

Since a non-food assistance grant is being applied for, the kitchen equipment was advertised in the official southern Illinois paper, The Southern Illinoian. The Anchor Company of New York and Bensinger's of St. Louis, Missouri were the only companies to seek a bid sheet (refer to Illustration 9). Only Bensinger's of St. Louis submitted a bid and preliminary equipment schedule (refer to Illustrations 10 and 11).

The cost of replacing the dishwasher is \$2497.00. The cost of replacing the exhaust hood is \$1058.00 less labor. \$500.00 is budgeted for wiring, duct work, ceiling supports, and fire control or exhaust fans. The total cost of kitchen replacement for the 1979-1980 school year is \$4055.00.



Illustration 9 SPECIFICATION AND BID SHEET

FOOD SERVICE EQUIPMENT

Beecher City High School Box 98, Highway 33 West, Beecher City, Illinois 62414			
Specifications for requested equipment	Quantity	Unit Price	Total
One (1) only Hobart, Model AM-12 Dishwasher, gas heated with regulated gas burner, plus booster heater, to meet legal specifications, as per manufacturer's standard specifications or equivalent.	1		4]
SEE ATTACHMENT	1		
One (1) only Vulcan Hart, Model 36L-77R, Range, as per manufacturer's standard specificationsor equivalent.	1		
One (1) only Vulcan Hart, Model 7594G, Gas Fryer, as per manufacturer's standard specificationsor equivalent.	1		٠
One (1) Seco, Model PAX-3028, Heated Pan Carrier, as per manufacturer's standard specificationsor equivalent.	1		
One (1) only Vulcan Hart, Model 7891G, Gas Fryer, as per manufacturer's specificationsor equivalent.	port.	F 2	
One (1) only Exhaust Hood, approximately 9'6" x 3'6" x 2'2" high, galvanized iron, custom built with U.L. approved lights and aluminum grease extractors.	1		
One (1) only Exhaust Hood, approximately 5'0" x 3'0" x 2'2" high, galvanized iron, custom built with U.L. approved lights and aluminum grease extractors.	1		
Six (6) only SICO Prepster Mobile Tables with 16 seats; seats, 16" height, Table, 28" heightor equivalent.	6		
UNIT SHALL MEET ALL REQUIREMENTS OF UL and USF AND SHAPPROVAL.			OF
All prices are to be quoted FOB destination, delivere Company Name	d and set	in place.	
Address			

This is to certify that the undersigned is in compliance with the rules and regulations of the Fair Employment Practices Commission.

- Section 1. To be "L" shaped, approximately $5'0'' \times 6'6''$.
- Section 2. Pot sink with three 24" x 24" compartments, to be integral part of clean dish table.
- Section 3. Clean dish table and pot sink, "L" shaped, approximately $6'0" \times 8'6"$. (Drawing furnished on request)

QUALITY FOOD SERVICE EQUIPMENT & SUPPLIES

ST. LOUIS, MO. 63114 314/426-5100 8543 PAGE AVE.

Tage 2

Beecher City High School Beecher City, Illinois

Beecher City High School
Item 1. One (1) only Vulcan Hart, Model 78919, Cas Fruer, as ner manufacturer's standard specifications.
Price 5.0.2. Destination, direct factory shirment\$ 628.00
Item 2. One (1) only thoen, Model TOT/7-29, Kettle with a Model TS/6 Stand, as per manufacturer's standard specifications.
Price F.O.E. Destination, direct factors shirment 1,576.00
Them 3. One (1) and Pube, Model 7201-3630, Month Table, as new manufacturer's stanfard specifications.
Price P.O.B. Destination, direct factory shirment 150.00
Ttem 4. One (1) only Duke, 'lodel 7121-6030, 'lande Top 'ork Table, as per manufacturer's standard specifications.
Price F.O.B. Postivation, direct lactory shimpert
Ttem 5. One (1) only Puke, Model 700, Palvenized Iron Pot Rock, as nor manufacturer's standard specifications.
Price F.O.K. Destination, direct factory shipment \$ 132.00
Items 6, 7 5 8. Soiled and Clean Dishtables with pot sink, 40. 14 gauge stainless steel tops, galvanized iron tubing loss, stainless steel undershelf below soiled dishtable, lever handle drains on pot sink and

Dro (2) faucets at pot sink. One (1) only T & C. Hodel B-113. Fre-Pinse Small and a Hodel No. 8-109 bracket.

Price ---- F.C.B. Destination, direct factory shipment ----- 2,827.00

Item 9. One (1) only l'obart, "odel AM-12, Dishwasher, nas heated with regulated gas turner, as per manufacturer's standard specifications.

Price ---- F.O.E. Destination, direct factory shipment ----- 2,497.00

Continued

CONDITIONS OF SALE AND DELIVERY

Delay or failure of performance on our part shall be excused if our normal manufacturing operations are affected or prevented by strikes, lockouts, Act of God, Acts of the Government, civil or military authorities, material shortages, delays or public carriers, fire, theft, accident, or any cause beyond our control. We assume no responsibility for damage on account thereof. Orders taken subject to above conditions are not cancellable.

Where refrigeration warranty and service are part of contract, this service shall be provided during normal working hours by established refrigeration service agents. Bensinger's, Inc. shall not be responsible for any food spoilage for any reason whatsoever.

All down payments must be received by Bensinger's, Inc. prior to delivery of equipment. Where credit is extended and/or merchandise is sold subject to Conditional Sale Contract or Chattel Mortgage, the following legal instruments must be properly executed and received by Bensinger's, Inc. prior to delivery of merchandise:

- 1. Uniform Filing Statements
- 2. Security Agreement, Conditional Sales Contracts or Chattel Mortgage as required
- 3. Schedule 'A' Attachments
- 4. Landlord's Consent
- 5. Copy of Corporate Minutes where required
- 6. Such Promissory Note or Notes as may be required
- 7. Certificate of Insurance

BENSINGER'S, INC.

QUALITY FOOD SERVICE EQUIPMENT & SUPPLIES

8543 PAGE AVE. ST. LOUIS, MO. 63114 314/426-5100

Pane 3

Teccher City High School Recher City, Illinois

Item 10. One (1) only Nor-Lake Walk-In Freezer, approximately 6'0"x6'0"x7'6" high, calvanized iron interior and acrulic baked enamel exterior, with Model FX75FCM Refrigeration package, 208 volts, 60 cycle, 1 phase, as per manufacturer's standard specifications.

Price ----- P.O.B. Destination, direct factory shipment, NOT EPECTED 2,913.00

Item 11. One (1) order Univex, Model F-3-8, Mixer Stand with easters, as ner manufacturer's standard specifications.

Trice ---- F.O.S. Pestination, direct factory shirment ----- \$ 106.00

Item 12. One (1) only Exhaust Hood, approx. ?'6" x 3'6" x 2'2" high, calvanized inon, custom built, with U.L. approved lights and aluminum grease extractors.

Trice ---- \$ 1,058.00*

*Trice loes not include wiking, duct work, ceiling supports, like control or exhaust lan.

Shumlen School

Item 1. One (1) only Pube, Model EP-303, Not Food Table with a Model 056-460-3 Serving Shelf, Model 445-38 Tray Shelf and three (3) only Model 676 spillage page, as ren manufacturer's standard precilications.

Price ---- F.O.R. Pestination, direct factory shirment ----- \$ 616.00

Item 2. One (1) only Caddy, Model T-414, Tray and Silver Caddy with eight (8) Model ACC-49 Mylon Plastic Culinders, as non manusacturer's standard specifications.

Price ---- F. O. F. Destination, direct factory shipment -----\$ 267.00

Ttem 3. One (1) only Vulcan Hart, Model GT-8, Convection Oven, as per manufacturer's standard specifications.

Price ---- \$ 1,452.00

Item 4. One (1) only Vulcan Hart, Model 36L-77R, Range, as per manufacturer's standard specifications.

Continued

CONDITIONS OF SALE AND DELIVERY

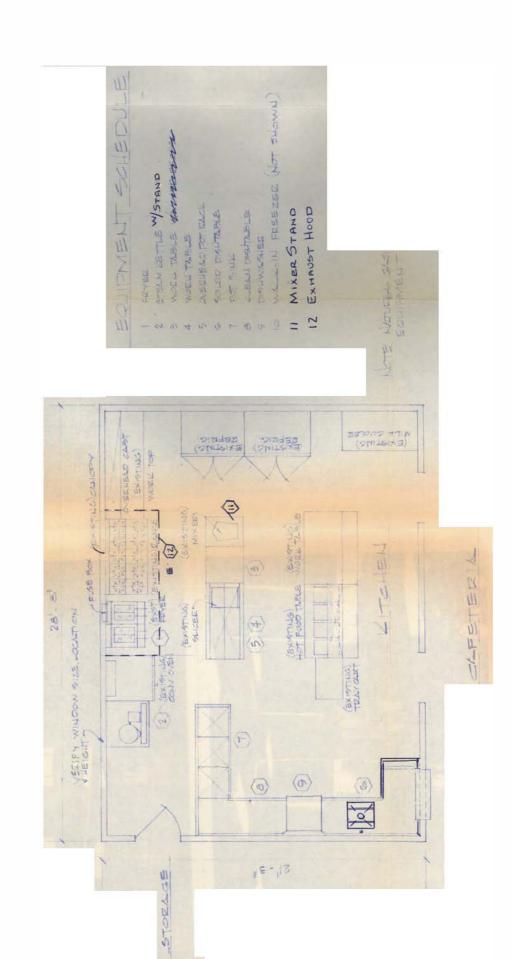
Delay or failure of performance on our part shall be excused if our normal manufacturing operations are affected or prevented by strikes, lockouts, Act of God, Acts of the Government, civil or military authorities, material shortages, delays or public carriers, fire, theft, accident, or any cause beyond our control. We assume no responsibility for damage on account thereof. Orders taken subject to above conditions are not cancellable.

Where refrigeration warranty and service are part of contract, this service shall be provided during normal working hours by established refrigeration service agents. Bensinger's, Inc. shall not be responsible for any food spoilage for any reason whatsoever.

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- 1. Uniform Filing Statements
- 2. Security Agreement, Conditional Sales Contracts or Chattel Mortgage as required
- 3. Schedule 'A' Attachments
- 4. Landlord's Consent
- 5. Copy of Corporate Minutes where required
- 6. Such Promissory Note or Notes as may be required
- 7. Certificate of Insurance

BENSINGER'S, INC.



The library





Presently, the library is used as a learning resource center and a study hall. Future plans are to modernize, refurbish, and divide the learning area from the study hall section (refer to Illustration 12).

The first year proposal is to replace all standard rectangular tables. Beckley - Cardy provided the bid for the replacement of the tables. Listed below is a complete cost breakdown of replacing the standard rectangular tables.

Item	Item No.	Number	Cost	Total Cost
Trapezoidal Round Rectangular	5960 5702 5030	8 3 2	\$44.40 51.30 50.70	\$355.20 153.90 101.40
Total Cost				\$610.50

In conclusion

For the 1979-80 school year the cost of repainting, repairing the boys locker room, retiling room 109, installing legal locks on the classroom doors, purchasing cafeteria equipment, and replacing the tables in the library is listed below.

Painting	\$ 768.97
Repairing lockers Shower Heads	592 . 90
Retiling room 109	472.35
Interior locks	1217.70
Cafeteria Equipment	4055.00
Library tables	610.50
Total cost	\$7832.17

The total cost of interior and exterior improvements for the 1979-1980 school year is \$17119.82.

CHAPTER III

Year Two 1980-1981 School Year

Painting

Again repainting is a top priority. Rooms that will be painted are 115, 113, and room 107. Rooms 115 and 107 have 592 square feet of wall area. Room 113 has 1217 square feet of wall area. The hallway of the new addition is also scheduled to be painted. The hallway has a total of 2,567 square feet of wall area. Listed below is the number of gallons of paint needed and the cost of painting the above mentioned areas.

Room	Sq. Ft.	No. of Gals.	Cost
115 107 113 Hallways	592 592 1217 2567	2 gals. of semi-gloss 2 gals. of semi-gloss 5½ gals. of semi-gloss 10 gals. of semi-gloss	\$ 21.06 21.06 57.92 105.30
Total cost			\$ 205.34

Replacement of the stage curtains

The cost of replacing the front setting curtain is \$1881.00 (refer to Illustration 13). The cost of replacing the cyclorama setting is \$1098.00 (refer to Illustration 14). The Janson Industries of Canton, Ohio supplied the bid for the replacement of the stage curtains. The total cost of replacing the front setting curtain and the cyclorama setting curtain is \$2978.00.

Library (refer to Illustration 12, page 31)

To complete the tables, fifty chairs will be purchased. Oak chairs will replace the present folding chairs. Since the life safety survey of 1978 specifically stated the need of the elimination of the folding chairs in the library, fifty new chairs will be purchased. Beckley - Cardy of Springfield, Illinois will be awarded the bid. The chair is number 630-855. The chair is eighteen inches in height and will cost \$31.95 each. The total cost of purchasing fifty chairs is \$1597.50.

QUOTATION



THE JANSON INDUSTRIES

PHONE 455-2241 or 455-7029 AREA CODE 216 BOX 8110 CANTON, OHIO 44711

Beecher City High School Attn: Mr. George Kohut, Prin. Box 98 Beecher City, ILL 62414

Date February 20, 1979

Quotation No. DEB-24-IQ

Gentlemen:

Re:

Stage replacement

Front setting

In response to your request, we quote:

OPTIONS:

- 1) Add \$50.00 if a Monogram is wanted on the valance.
- 2) Add \$440.00 if a new #880 heavy duty ball bearing rope and pulley front curtain track is wanted to replace the existing "hard working" wood ball track.

Samples and brochure enclosed.

Allow 40 days for complete installation after our receipt of order with color selections.

Quoted prices are firm.

We are looking forward to the opportunity of providing this equipment.

ACCEPTANCE

The above quotation is herewith accepted.

Sincerely,

THE JANSON INDUSTRIES

Signed:	Marine Commence of the Commenc	_
Date:	Title:	_

Dale E. Bowman Reg. Sales Mgr.

DEB/mkc

Illustration 14 QUOTATION



THE JANSON INDUSTRIES

PHONE 455-2241 or 455-7029 AREA CODE 216 BOX 8110 CANTON, OHIO 44711

Beecher City High School Attn: Mr. George Kohut, Prin. Box 98 Beecher City, ILL 62412

Date February 20, 1979

Quotation No. DEB-25-IQ

Gentlemen:

Re: Stage replacement

Cyclorama setting

In response to your request, we quote:

To provide flameproofed quality Iron Clad cyclorama material pleated to 50% added fullness with heavy duty construction completely installed to the following existing hardware:

Three ceiling makeing border battens Large curved cyclorama

Total for the above completely installed......\$1,098.00

OPTIONS:

- 1) Add \$504.00 if the same cyclorama curtains are wanted for the shallow cyclorama track.
- 2) Add \$496 if new #880 heavy duty ball bearing curved cyclorama track is wanted for the large cyclorama track.
- 3) Add \$396.00 if new \$880 heavy duty ball bearing, curved cyclorama track sis wanted for the shallow cyclorama track.

Samples and brochure enclosed.

Allow 40 days for complete installation after our receipt of order with color selections.

Quoted prices are firm.

We are looking forward to the opportunity of providing this equipment.

AC	CEPT	ANCE			
The	above	quotation	is	herewith	accepted.

Sincerely,

THE JANSON INDUSTRIES

Signed:		 Dale E. Bowman
		Reg. Sales Mgr.
Date:	Title:	DEB/mkc

To subdivide the learning area from the study hall, five double faced model number 22319 with metal top and end panel library shelving will be purchased. The cost of one complete unit is \$293.00. The total cost of all five units is \$1465.00. The units will be purchased from Smith System Manufacturing of St. Paul, Minnesota.

Three single faced starter unit study carrels will be purchased. The units, number 141-9357, are thirty six inches in width and cost with accessories \$178.48 each. Accessories that will be added to the study carrels are a four panel A/C power panel, light fixture, projection shelf, and projection screen. The cost of the above accessories is \$79.05. The total cost of three study carrels with accessories is \$535.44. The study carrels will be purchased from the Demco Corporation of Madison, Wisconsin.

To complete the modernization of the library, fifty classroom desks will be purchased. The classroom desk to be purchased is Illini's 608 series desk with fiberglass seat and back. Illini Supply of Decatur, Illinois will be the purchasing vender of the classroom desks. One desk will cost \$33.35. The total cost of purchasing fifty desks is \$1667.50.

The total cost of fifty chairs, five double faced library shelving, three single faced study carrels, and fifty classroom desks is \$5265.44.

Gymnasium lighting

The present seven hundred and fifty watt incandescent lamp will be replaced with a four hundred watt mercury vapor lamp. The mercury vapor lamp will provide more candle power of illumination and will cost less to operate than the present incadescent lamp.

Esco International Incorporated, the state's purchasing agent for gymnasium lighting, of Chicago, Illinois provided the bid for replacing the present seven hundred and fifty watt incandescent lamps with four hundred watt mercury vapor lamps. The total cost of replacing the present lamps with fifteen mercury vapor lamps is \$1471.50 (refer to Illustration 15).



In Summary

The proposed budget for year two of this field study is summarized below.

Painting Library Stage Curtains Gymnasium Lamps	\$ 205.34 5265.44 2978.00 1471.50
Total Cost	\$9920.28





5645 N. RAVENSWOOD AVENUE . CHICAGO, ILLINOIS 60660 . PHONE (312) 271-2805 OR 271-6336

April 25, 1979

Beecher County Village District #20 High School Box 98 Beecher City, Illinois 62414

ATTENTION: Mr. George Kohut

Subject: Lighting equipment for gymnasium

Dear Mr. Kohut:

This letter will confirm our phone conversation concerning your cost for lighting fixtures and lamps. Listed below will be your cost and catalogue numbers. Our terms are 1% 10 prox, net 30. Freight allowed for \$1000 to job site.

Catalogue No. 20R40S/WG135 with 400 watt metal halide lamp that operates on a 400 watt mercury vapor ballast \$98.10

Enclosed you will find catalogue cut on the particular fixture we are talking about. If you should have any questions, please feel free to contact me.

Very truly yours,

ESCO INTERNATIONAL, INC.

Thomas J. Franklin Vice President

TJF: fd-

Enc.



2 x 2 DOWNLIGHT 20R-40S



A superb combination of form and function. An aesthetic break-through in clean, simple design so your ceilings can be as neat and uncomplicated as you want them to be. Ideal for use in general public areas such as supermarkets, libraries and department stores. Despite its attractive outward appearance, this model is rugged and designed to deliver long maintenance-free operation. It features fine craftsmanship throughout. Available in a variety of finishes, apertures and mounting frames to give you maximum flexibility in your plans.





SPECIFICATIONS & PERFORMANCE

CATALOG NO. 20R-40S

SPECIFICATIONS

1. REFLECTOR:

SPUN ALUMINUM .060" THICK, FINISHED

POLISHED SPECULAR ALZAK

2. REFLECTORTOP: SPUN ALUMINUM .040" THICK, PERFORATED

FOR FLOW THROUGH VENTILATION, FIN-

ISHED DIFFUSED ANODIZED

3. BALLAST:

PREWIRED 400 WATT C.W.A., H.P.F., EN-

CASED & POTTED SUPER SILENT

4. GREENFIELD:

4'-Q" LONG W/#14 AF LEADS

5. MOUNTING PAN:

NOMINAL 202 PAN, 20 GA, C.R.S. FINISHED

EGGSHELL WHITE, SUITABLE FOR LAY-IN

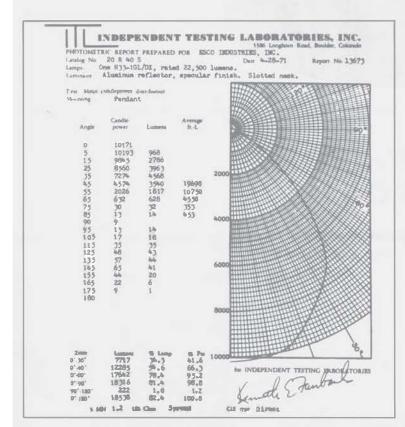
TEE BAR CEILINGS

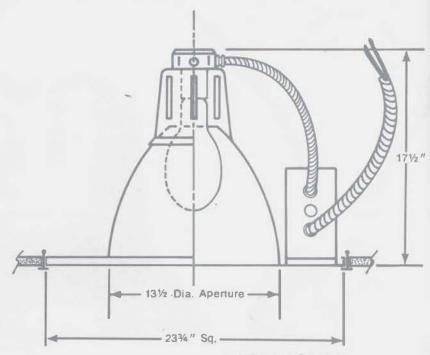
6. LAMP:

400 WATT MERCURY VAPOR (BY OTHERS)

7. UNDERWRITERS LABORATORIES LISTED, I.B.E.W. LABELED

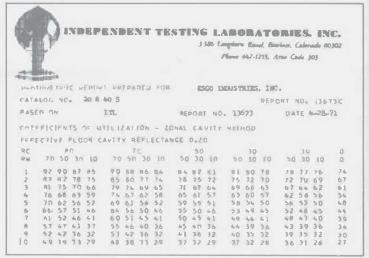
Specifications subject to change without notice.





ACCESSORIES

CATALOG NO.	DESCRIPTION
ESQ-65	EMERGENCY STANDBY SYSTEM FOR 1-250 WATT MINI-CAN QUARTZ LAMP STAYS ON UNTIL MAIN LAMP REACHES 65% OF OUTPUT
L-135	CONCENTRIC LOUVER GUARD, FINISHED MATTE BLACK
PF-135	PLASTER FRAME & TRIM FOR FLANGE TYPE CEILING
TBF-24	ALUMINUM FRAME TO SIMULATE "TEE-BAR" CEILING
TL-135	CLEAR TEMPERED LENS FOR 2/2 PAN
TL-135 C	CORNING #73 TEMPERED LENS FOR 2x2 PAN
WG-135	WIRE GUARD FINISHED ZINC PLATTED



CHAPTER IV

Year Three 1981-82 School Year

Dust collection system

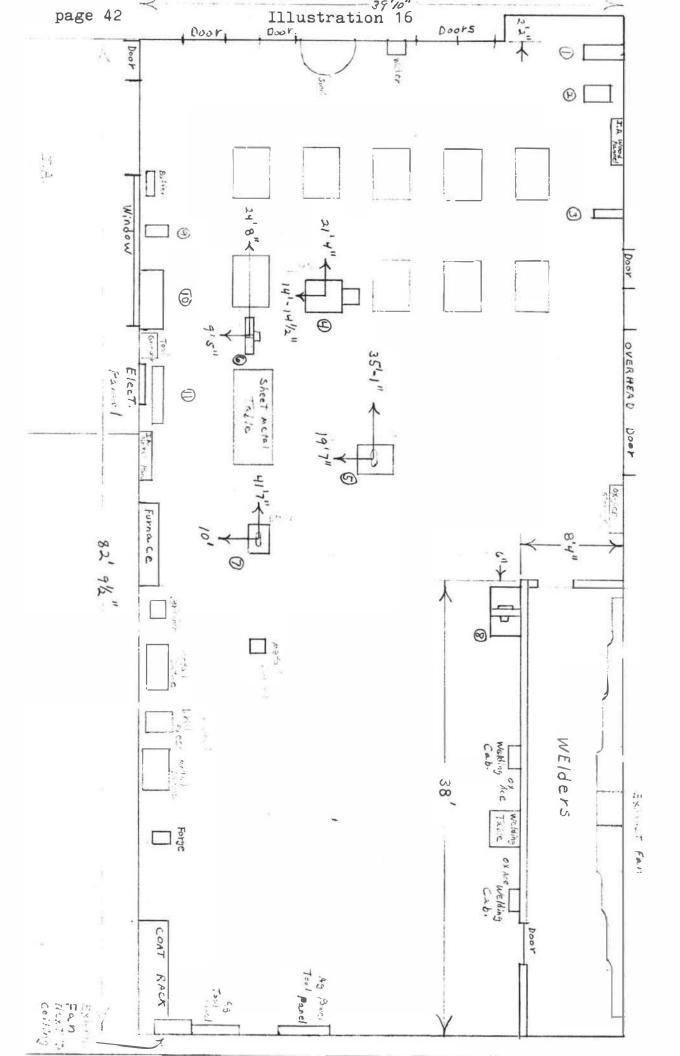
To complete the three year plan, the number one priority of the 1981-82 school year is the purchase and the installation of a dust collecting system in the industrial arts and agriculture shop area. In order to receive an accurate bid, one must draw a scale drawing of the shop area (refer to Illustration 16).

Four companies were contacted on bid proposals. The companies contacted were Eater Sheet Metal of Mt. Vernon, Illinois, Merz Sheet Metal, of Effingham, Illinois, Fowler Company of Centralia, Illinois, and the R. R. Waites Company of St. Louis, Missouri.

The only company to submit a bid was the Eater Sheet Metal Company of Mt. Vernon, Illinois (refer to Illustration 17). The total cost of installing the dust collecting system is \$8,980.00.

Not only will life safety needs be met but the installation of the dust collecting system will be partially reimbursable through the vocational education department of the State of Illinois.





page 43

Ceiling Height 14' - 2"

- 24" Rockwell Scroll Saw
- 14" Walker Turner Band Saw (No dust outlet) 2.
- 15" Sears Scroll Saw
- 18" Powermatic Surface Planer
- 10" Rockwell Table Saw (12" x 9" dust outlet in base at front)
 6" Walker Turner Jointer (6" x 8" dust chute in base at front)
- 5.
- 10" Rockwell Table Saw
- 7. 10" De Walt Radial Arm Saw
- 14" Rockwell Drill Press 9.
- 10. 12" Sears Wood Lathe
- 12" Rockwell Wood Lathe 11.

of

EATER SHEET METAL COMPANY

Heating - Air Conditioning
Box 926 1500 Park Avenue Mt. Vernon, Illinois 62864
Phone 242-0849 242-3059

	*	
REPORTED TO H.S.	PHONE	DATE 5-11-79
P.O. Box 98	DUST COLLECT	TION SYSTEM
SEECHER CITY, ILL. 62414- RCHITECT DATE OF PLANS	JOB LOCATION	
RCHITECT DATE OF PLANS		JOB PHONE
We hereby submit specifications and estimates for: Complete dust collection Torit Collector, ducts, of publing, equipment hose ten clean-outs, aut-of etc. The system is be eleven pieces of equip owners sketch. The electrical win to the collector is not proposal. If a single phase the collector, add \$24	drops, flexicles, two fits dampers a seed on a sing from the included	ible metal. loor sweeps, at each drop, rops to hown on the power panel
Payment to be made as follows: All material is guaranteed to be as specified. All work to be completed in a workmanlike		bove specifications, for the sum of: dollars (\$ \$\frac{8,980.00}{}.00}).
manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado and other necessary insurance. Our workers are fully covered by Workmen's Compensation Insurance.	Signature — Note: This proposal mawithdrawn by us if not accepted w	
Arreptative of Broundal — The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.	Signature	
Date of Acceptance:		

Painting

Finishing the painting of the remaining classrooms will be accomplished during the 1981-82 school year. The classrooms to be painted are rooms 201, 202, 204, and 205. The cafeteria will also be painted. Listed below is the square footage, the amount of paint needed, and the cost of the paint (refer to Illustration 3, page 15).

Room	Sq. ft.	No. of gals.	Cost
201 201 204 205 Cafeteria	624.5 1271 624.5 1023 1600	3 5½ 3 4½ 7½	\$ 31.32 57.42 31.32 46.98 78.30
Total Cost			\$245.34

The above classrooms will be painted with semi-gloss latex paint. The cost per gallon of paint is \$10.44. Since the above classrooms are of cement block construction additional paint will be ordered. The total cost of painting the above classrooms is \$245.34.

In summary

The proposed budget for year three of this field study is listed below.

Dust collecting Painting	system	\$8980.00
Total Cost		\$9225.34

CONCLUSION

With the establishment of the life safety tax and the \$30,000 of invested capital, the Beecher City school district has the needed funds to properly maintain the buildings of the school district.

In order to complete all the added work assignments, four extra personnel have been added. One public service employee and three C.E.T.A. employees have been hired during the summer months of the 1979-1980 school year. Presently, federal funding has been extended to eighteen months of employment.

With the added personnel, most of the projects proposed in this field study have been started. At this time all the proposed areas to be painted in year one of the project have been completed. The parking lot expansion has been completed. The shower heads in the boys locker room have been installed and the locker parts are ready for installation. The front steps are scheduled to be replaced within two weeks. The drainage tile and drop boxes have been delivered. The only area that has not been scheduled is the installation of the front and exit doors of the gymnasium.

The cost of the exhaust hood in the kitchen, the replacement of all classroom locks, and the dust collecting system for the industrial arts and agriculture shop will be paid by life safety monies.

Most areas of recommendations during the first two years of the study are highly visible. It is this author's opinion that an attractive building leads to less discipline disruptions, more school spirit and consequently a better learning environment. Since any major building maintenance has not been planned in the past, any

schedule would be beneficial.

This field study should be beneficial to the school district of Beecher City, Illinois. Since all items in this field study have been documented, the Board of Education should have a valid instrument for maintaining the junior-senior high school building.

APPENDIX I

Monroe Bartels, Concrete Contractor Route 3 Effingham, Illinois 62401

Beckley Cardy Company 1000 N. Narragansett Ave. Chicago, Illinois 60639

Bensinger's 8543 Page Ave. St. Louis, Missouri 63114

Demco Corporation
Madison, Wisconsin

Eater Sheet Metal Company
Box 926
1500 Park Avenue
Mt. Vernon, Illinois 62864

Effingham Builders Supply Company 403 S. 2nd Effingham, Illinois 62401

Esco International Inc. 5645 N. Ravenswood Chicago, Illinois 60660

Fowler Company
Box 689
217 E. 2nd
Centralia, Illinois 62801

Hogge Lumber Company
P.O. Box 96
Beecher City, Illinois 62414

Interior Locker Specialist 905 Broadway St. Louis, Missouri 63101

Janson Industries
Box 8110
Canton, Ohio 44711

David O. Maupin 306 N. St. Clair Altamont, Illinois

Merz Sheet Metal 509 S. Willow Effingham, Illinois 62401

APPENDIX (CON'T)

Pana Paint Store 119 S. Locust Pana, Illinois 62557

Steven Reed Beecher City, Illinois 62414

Smith System Manufacturing St. Paul, Minnesota

Thies Paint Company 319 W. Jefferson Effingham, Illinois 62401

R.R. Waites Company 13016 Manchester St. Louis, Missouri 63131

Dean Wetherall
Shumway, Illinois 62461

APPENDIX II DAILY LOG

- Preliminary survey of building
 - October 23, 24, 1978
 - B. Three hours
- Discuss survey with superintendent II.
 - October 27, 1978 A .
 - В. Two Hours
- III. Rocking parking lot
 - Call Carlen's Fertilizer Company May 8, 1979
 - B. Estimate number of tons of rock needed May 9, 1979 $\frac{1}{2}$ hour
 - Supervise delivery and spreading of rock May 16, 1979 1 hr.
 - Drainage IV.
 - Contact by phone Dave Maupin May 1, 1979 A .
 - Meet and plan with Mr. Maupin May 15, 1979 1 hr.
 - C. Order materials May 15, 1979 $\frac{1}{4}$ hr.
 - D. Pick up materials in Tower Hill July 10, 1979 3 hrs.
 - Talk to Burl Grupe on use of trencher July 9, 1979
 - Front door entrance
 - A. Contact Effingham Builders Supply by phone September 11, 1978
 - Assist representative on estimating door cost September 12, 1978
 - Receive specifications and bid September 19, 1979
 - Advertise for bids in Effingham Daily News and Beecher City Journal February 8, 9, 10 3 hrs.

 Contact by phone Hogge Lumber, Dean Wetherall, Shelbyville D.
 - E. Lumber - April 13, 1979
 - F. Contact Steve Reed by phone May 25, 1979
 - Escort Mr. Reed June 12, 1979
 - VI. Locks on interior doors
 - Contact. by phone Effingham Builders Supply March 9, 1979
 - Walk building with representative of Builders Supply May 12, 1979 - 1 hr.
 - Receive bid on locks for junior-senior high school building May 16, 1979
- VII. Front steps
 - Contact Monroe Bartels by phone March 2, 1979
 - Measure and compute number of yards of concrete March 8, 1979 2 hrs.
 - C. Receive bid March 23, 1979
 - D. Board accepts bid April 9, 1979
 - Steps poured week of July 16-20, 1979

VIII. Painting

- Measure areas of building to be painted November 27, 28, December 1, 4, 1978 - 10 hrs.
- Compute number of gallons of painted needed December 5, 1978 B. 2 hrs.
- Contact Pana Paint, Hogge Lumber, Thies Paint April 13, 1979 C.
- Walk building with representative of Thies Paint and discuss D. type of paint needed - April 27, 1979 - 1 hr.
- Receive bid from Hogge Lumber April 16, 1979 Receive bid from Thies Paint April 27, 1979 D.
- E.
- Receive bid from Pana Paint April 28, 1979
- Order paint from Pana Paint June 1, 1979 G.
- Receive paint from Pana Paint June 6, 1979 Η.
- Supervise painting June 8, 1979 to present date I.
- Board of Education approves D. Cunningham as painter June 11, 19' J.

IX. Tiling room 109

- Pick up bid from Effingham Builders Suppey April 23, 1979 Α. 1 hr.
- В. Talk to Hogge Lumber about tile bid - May 1, 1979
- Select and order tile from Hogge Lumber May 3, 1979 \frac{1}{2} hr.
- Tile delivered May 22, 1979
- Supervise installation of tile June 1-8, 1979

Χ. Locker room

- Talk to representative, Tom Coughlin, of Interior Locker May 15, 1979 - 1 hr.
- List what parts are needed May 15, 1979 1 hr.
- Receive bid May 15, 1979
- Wrong locker parts delivered June 27, 1979 D.
- Contact Mr. Coughlin on error July 2, 1979 $\frac{1}{2}$ hr.
- Contact Mr. Coughlin on error July 8, 1979 1 hr. F.
- Talk to representative of Boos Heating and Plumbing on shower G. head replacement - April 9, 1979
- Discuss with Board of Education April 9, 1979 Η.
- I. Order replacement parts - April 10, 1979
- Supervise installation of shower heads June 7, 1979 1 hr.

XI. Cafeteria

- Escort Bensinger's representative to cafeteria October 16, 1978
- Receive bid and design proposal November 4, 1978
- Write specification bid sheet May 22, 1979 2 hrs.
- Advertise bid in Southern Illinoian June 1, 2, 3, 1979
- Receive bid from Bensinger's June 13, 1979

XI. Library

- Meet with librarian, Ms. Mcdaniel on library proposal November 13, 1978 - 2 hrs.
- Measure library and draw scale drawing February 6, 7, 8, 1979 В. 8 hrs.
- C. Select materials that may be needed - Narch 13, 14, 1979 - 4 hrs.
- D. Receive board approval on tables - May 14, 1979
- Order tables May 15, 1979 E.

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XII. Stage curtains

- Meet with Janson Industies representative February 15, 1979 A .
- Receive bid on curtains February 22, 1979 В.

XIII. Gymnasium lighting

- Contact Esco of Chicago and explain need April 17, 1979 A .
- Receive bid on lighting April 27, 1979 В.

XIV. Dust collection system

- Contact by phone Eater, Fowler, R.R. Waites and Merz Sheet Α. Metal - March 9, 1979 - 1 hr.
- R.R. Waites representative visits schools March 13, 1979 B. 1 hr.
- C. Measure shop area and draw scale drawing of shop area March 26, 27, 28, 1979 - 12 hrs. Receive bid from Eater Sheet Metal - May 14, 1979
- D.

XV. Writing field study

- Outline June 20, 1979 2 hrs.
- B.
- Write field study June 21, 22, 23, 1979 32 hrs. Rewrite field study June 24, 25, 26, 1979 28 hrs.

XVI. Typing field study

- July 1, 2, 3, 4, Α.
- B. 20 hrs.