

**OFFICE OF MAINTENANCE, OPERATIONS & SAFETY**  
**Auburn School District No. 408**

TO: Mountainview High School Head Custodian

FROM: Ron Fricks

DATE: November 30, 2015

SUBJECT: Freeze Prevention

I would like to remind you that freezing conditions will soon be with us again. It is your responsibility as head custodian to ensure that proper steps are taken at your building to prevent pipes from freezing. If you are an elementary head custodian, you must notify your night person that he/she will be required to perform the freeze protection tasks. You are ultimately responsible for the condition of the building so be sure your people have the information they need.

Listed below are precautions to be observed in your facility. Phase one task should be completed when appropriate for your site, or when directed. Phase two task should only be completed when specifically instructed to do so. Please contact the SSC dispatcher, or email me if you have any questions about completing phase two task.

Phase One

None

Phase Two

None

Changes:

Walk school and field house

**From:** Hoksbergen, Marilyn

**Sent:** Thursday, December 18, 2008 2:39 PM

**To:** Fricks, Ron

**Subject:** RE: Phase Two Freeze Prevention Task Thursday, Dec 18, 2008

Ron,

Do you have a copy of AMHS freeze prevention letter? I have always watched these sinks and plumbing, 101 outside wall sink, 423 science room 2 outside wall sinks, 506 3 outside wall sinks, men's staff lockerroom shower, 622 drafting room outside wall sink, 623 shop sink, field house custodial sink near outside wall, and horticulture greenhouse heat.

I cannot find anything that is official specific to AMHS.

*Marilyn Hoksbergen*

*AMHS Head Custodian and PSEA Custodial Representative*