

# Portage Area School District Facility Report

17-18 School Year

Date:

CONFIDENTIAL

## Areas

Deficiency	Issue/Location
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### Classroom/Office

- Univents cleaned and working properly
- Windows/Ledge cleaned
- Lighting
- Floors swept/vacuumed/mopped
- Trash
- Boards
- Desktops
- Other - Please explain


### Hallways/Stairwells

- Lighting
- Walls
- Floors
- Other - Please explain


### Restrooms

- Lighting
- Fixtures cleaned
- Trash
- Walls
- Floors
- Other - Please explain


### Special Areas

- Gym, Auditorium, Locker Rooms, Etc

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In the event you witness an area of the building that is not clean, or poses a safety hazard, please complete this form and return to the Principal's Office