

Support Staff — Custodial Staff

Code # 541.01

The custodial staff is under the direct supervision of the Building and Grounds Director in the Tri-County Area School District. Custodial staff members are comprised of general building cleaners and maintenance people. Custodial staff are assigned during the school day and after school hours for the purpose of cleaning the buildings and doing maintenance on the facilities. Job descriptions are on file for each job classification on the custodial staff. The custodial staff is required to work closely with teachers, administrators and other school employees to make sure the facilities are clean, safe and inviting.

Custodial staff may be required from time to time to work a Saturday, Sunday or other non school day for special functions in the school requiring custodial services. Custodial staff members are to be compensated for all hours worked at a wage and benefit package established by the Board.

Custodial staff work hours may differ at different times during the year when there is no school or during the summer. Custodial staff may be assigned maintenance duties commensurate with their abilities, training, and experience. The custodial staff shall be evaluated by the immediate supervisor in accordance with Board policy. The custodial staff is required to clock in and out when reporting for work and when leaving work.

Cross Reference:

- Support Staff Handbook
- 521.01, Staff Physical Examinations
- 542.02, Support Staff Salaries and Fringe Benefits
- 542.03, Support Staff Leaves and Absences
- 542.04, Support Staff Vacations and Holidays
- 546.00, Support Staff Termination of Employment
- 546.01, Support Staff Resignation
- 546.02, Suspension and Dismissal of Support Staff
- 546.03, Retirement of Support Staff
- 548.00, Support Staff Supervision and Evaluation

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