

### DSD Custodial

#### ANNUAL PROFESSIONAL DEVELOPMENT TRAINING DAY

June 7, 2018- Layton High School

Full time 7:00 am – 3:00 pm / Part time 11:00 am - 3:00 pm

- A. Opening Session- 7:00 am - 8:25 am
  - a. Registration
  - b. Bell photography
  - c. Open Q & A
  - d. Welcome
  - e. Breakout Session Summary
    1. Email, Cell Phones, Skype, Microsoft Lens-Lisa Lomax
    2. StruxtureWare-Brandon Williams and Jared Arrington
    3. Critical Conversations-Suzanne Cottrell
    4. HVAC/Plumbing/Equipment Maintenance-Dan Martin, Jeremy Stettler, and Keith Gardner
    5. Fire Security/Locksmiths/Building Controls/Electrical/Energy- Justin Mott, Matt Poulsen, Mark Collard, Bruce Christensen, Wes McBride, and Gerrit Kruitbosch,
    6. Square Scrub/Boost on a Stick-Todd Summers
    7. IPM Daily and Monthly-Mervin Brewer, Ricky Martinez, and Robin Anderson (from SLC School District)
    8. Sprinkler/Grounds (not WeatherTrak systems)-Mark Hurd and Jason Frosgren
    9. Understanding your Utah State Retirement-Dawn Dachenhausen (from URS)
      - a. Tier 1 Sessions 1 and 2 (start date before July 1, 2011)
      - b. Tier 2 Sessions 3 and 4 (start date after July 1, 2011)
    10. Child Abuse Prevention- Don Eisenbarth
    11. Suicide Presentation-Shauna and April (from McKay-Dee)
    12. Playground Inspection –Tino Pastrana -Sessions 1 and 2 ONLY
    13. Asbestos Certification-Tino Pastrana -Session 3 ONLY
    14. Lift Certification-Tino Pastrana -Session 4 ONLY
    15. Stress Reduction and Self Care- Ryan Regis and Matt Merback
- B. Breakout Sessions
  - a. 8:30 am - 9:10 am Breakout session #1
  - b. 9:15 am - 9:55 am Breakout session #2
  - c. 10:00 am - 10:40 am Breakout session #3
  - d. 10:45 am - 11:25 am Breakout session #4
- C. Registration 11:00 am - 11:25 am (part time employees only) in the Layton High School Cafeteria
- D. Lunch 11:25 am - 12:15 pm
- E. Afternoon Session 12:15 pm – 3:00 pm
  - a. Welcome
  - b. What's Been Accomplished
  - c. Asbestos Overview
  - d. Custodian of the Year
  - e. Someone to Chase- Suzanne Cottrell
  - f. Closing

#### UPCOMING EVENTS

MAY 28

Memorial Day- All Custodians Off

#### CONGRATULATIONS

We would like to congratulate **Alisha Clark** on becoming the new assistant head custodian position at Centerville Junior High

We would like to congratulate **Jill Timothy** on getting the assistant head custodian position at Kaysville Junior High.

#### PROPER PROCEDURE FOR EMERGENCY CALLS

If you have an emergency at your facility after 4:00 pm but prior to 7:00 am, please call security at 801-402-7680. If it is between the hours of 7:00 am- 4:00 pm please call the call center at 801-402-5600. **DO NOT CALL THE TECHNICIAN DIRECTLY.**

#### FURLOUGH DAY

Just a reminder, your furlough needs to be used before July 1<sup>st</sup>. If you do not use it before then, you will lose it. This applies to all full-time custodial employees.

#### PHOTOS AT PROFESSIONAL DEVELOPMENT MEETING

Bell Photo will be at our meeting to take photos of all full time employees beginning at 7:00 am.

Please plan on wearing a button down DSD shirt. If you do not have a button down DSD shirt we will provide one to wear for your photo. Do not wear your individual schools shirt, or hoodies. Do not wear hats or sunglasses. Do not have anything in your pockets