
SEPTEMBER NEWSLETTER

DSD Custodial

INTERN REQUEST FORMS

As a reminder, all intern request forms need to be faxed or emailed. Please do not send them through the Pony!! If your request is approved you will receive email confirmation.

SNOW!! SNOW!! SNOW!!

Please check your snow shovels and salt supply NOW. This winter is expected to be early and heavy so please plan accordingly.

During the next week, be sure start up all of your school's gasoline-powered winter equipment including, but not limited to: snow blowers, ATVs/RTVs, etc.

Allow the equipment to run for a minimum of 5 minutes. If any repairs are needed, please call in a work order as soon as possible to 2-5600.

PRESSURE WASHERS

Pressure washers need to be run every 2 weeks for at least 5 minutes. This is to ensure that seals do not dry out. Also it is very important that pressure washers are stored in a heated location so they do not freeze.

SUBSTITUTE CUSTODIAN PROBLEMS

If you have problems with a substitute custodian please contact the Custodial Administration department so we can determine if they need to be removed from the substitute custodial list.

SIDEWINDER

New tool for your cleaning arsenal! The Sidewinder is a tool for your backpack vacuum that is used for vacuuming hallways and large open areas. It is in our warehouse, sku #04028901. The cost is \$90.00.

SURPLUS AND SCRAP

Please have the items located together, in an easily accessible area and provide assistance to the drivers when possible. Many of the items sent to surplus are large, heavy and awkward. Let's work together to make this as safe and effective as possible.

UPCOMING EVENTS

OCTOBER 13, 2017

Deadline for use or lose vacation.

OCTOBER 19TH AND 20TH

Fall Recess-Non contract Day

No one is to be working in the building that day unless doing building check.

OCTOBER 30TH

This is a teacher prep day for all traditional schools. No students will be in school this day. This is a work day for ALL custodians unless prior arrangements have been made.

CONGRATULATIONS

We would like to congratulate Allen Walton on getting the head custodian position at Fremont Elementary.

We would like to congratulate Victor Macedo on getting the head custodian position at Heritage Elementary.

We would like to congratulate George Davis III on getting the assistant head custodian position at Woods Cross High

TOILET PAPER

Sku#: 04027901

Price: \$27.87 per case (36 rolls)

Two ply paper only!

After your installation is done, please contact us with the number of cases of the old product at your location. We will arrange to pick these up and will ship you case for case new product.

If you are in need of old toilet paper before your installation is complete, please contact Custodial Administration. We will have it delivered to your location.