
April Newsletter

DSD Custodial

Learning First!

Parking Lot Sweeping

We are in the process of sweeping parking lots and are almost finished with the elementary schools. Other locations will be completed over the coming weeks.

Use Or Lose Vacation

If you have vacation time that is use-or-lose, use it as soon as possible. Do not wait until the last minute to take time off. We are limited on interns to cover head custodians. We receive the most requests for interns to substitute in September and October so plan early. Just as a reminder you can only carry over a maximum of 240 hours.

Grounds/Sprinklers

Remember that your grounds are the community's first impression of your school/location. It is critical that the outside grounds are maintained properly. Make sure that weeds are pulled or sprayed, shrubs are trimmed, and litter is picked up.

When the sprinklers are turned on and with summer approaching, keep a close eye on your grounds. Look for dry spots, puddles, and anything that seems out of the ordinary. If you find anything of concern, follow up as soon as possible. Keep in mind that being proactive is key to keeping grounds healthy and green.

If you notice sprinklers are running and not turning off go to the valve box, turn off the valve for 1 minute, then turn it back on. If the sprinklers are still running, then call in an emergency job sheet.

Be patient with grounds for the next few weeks. They are running on a skeleton crew until they complete all their hiring.

Upcoming Events

Professional Development day

Professional Development Day. Has been cancelled for the 2019-2020 school year.

Congratulations

We would like to congratulate **Isaiah DeAnda** on becoming the Head Custodian at East Layton Elementary.

We would like to congratulate **Sheree Parry** on becoming the Head Custodian at Ellison Park Elementary.

Furlough Day

Remember that your Furlough Day must be taken no later than June 30th.

Boilers

Boilers are now off for the year. If you have any questions, contact your coordinator.

Job sheets

If you are having an issue at your location call in a job sheet. DO NOT call the foreman of the department directly.

Plumbing

Remember to flush your toilets and run water down your drains frequently to keep seals from drying out while not being used during this soft closure.

Increased disinfection

Increase facility disinfection during student drop off and pick up times as students come into facilities to clean out their desks, lockers, and receive meals. This is critical for the health and safety of staff and students.