

OXNARD UNION HIGH SCHOOL DISTRICT

SCHOOL HOST/CARETAKER

Definition:

Under the direction of the School Principal and the Director of Facilities and Safety, the School Host/Caretaker shall live on a school site to help protect the school campus during closed hours from vandals and other incidents.

Statement of Typical Duties and Hours:

- a. Live on the school site.
- b. Responsible for the security of the school campus during the hours that the school is closed.
- c. Will be required to do minor maintenance when needed.
- d. Will be required to answer alarms, and report to the proper authorities as needed.
- e. Investigate any unusual activities on the campus making sure that anyone using the Facilities has a district permit.
- f. Make sure that all gates are locked when school is not in session.
- g. Make out daily, weekly or monthly reports as directed.
- h. Typical hours of responsibility will be from 11:00 p.m. to 6:00 a.m. on week days; from 11:00 p.m. on Friday to 6:00 a.m. on Mondays and holidays.

The district does not demand that the School Host/Caretaker be on site at all times, but does request that when the School Host/Caretaker is going to be away for a weekend, vacation, or an extended period of time, that the district be notified in writing so that the integrity of the campus can be maintained.

In Return for the Above:

The School Host/Caretaker will be furnished a two (2) bedroom one (1) bath mobile home with stove, refrigerator, laundry hook ups, and utilities including electricity, gas, water, sewer, trash removal and cable tv for \$100.00 per month.

The School Host/Caretaker will be required to maintain the mobile home as it was when they moved in.

May, 1997