

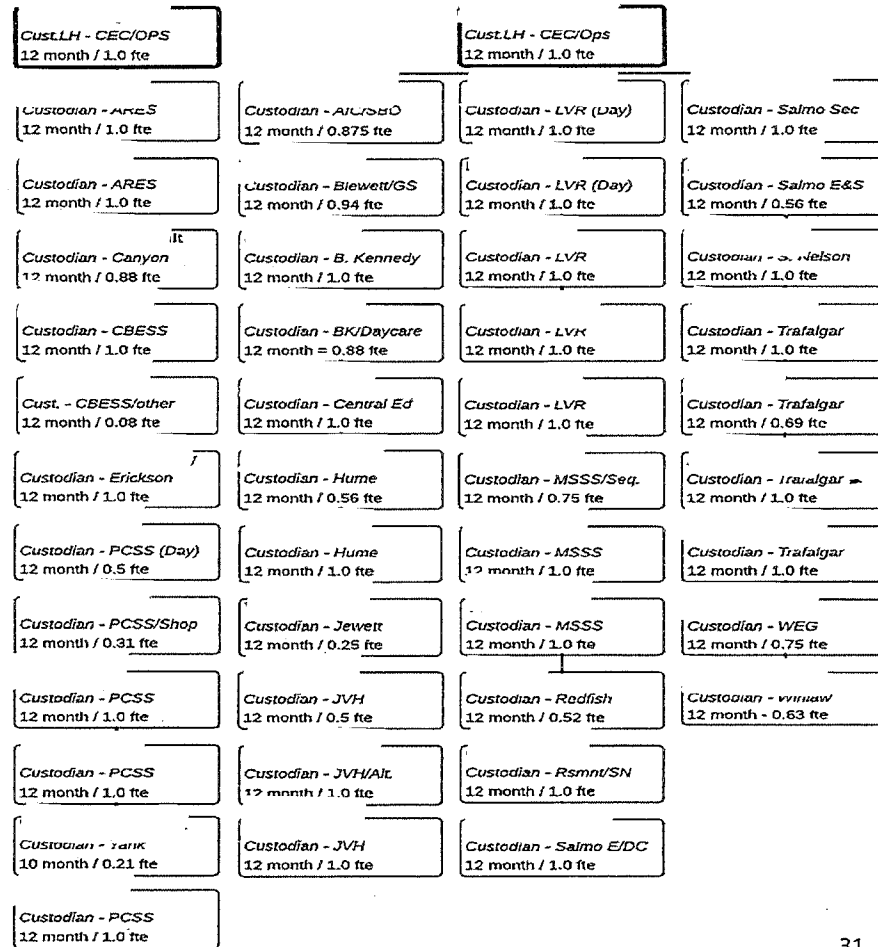
CUSTODIAL

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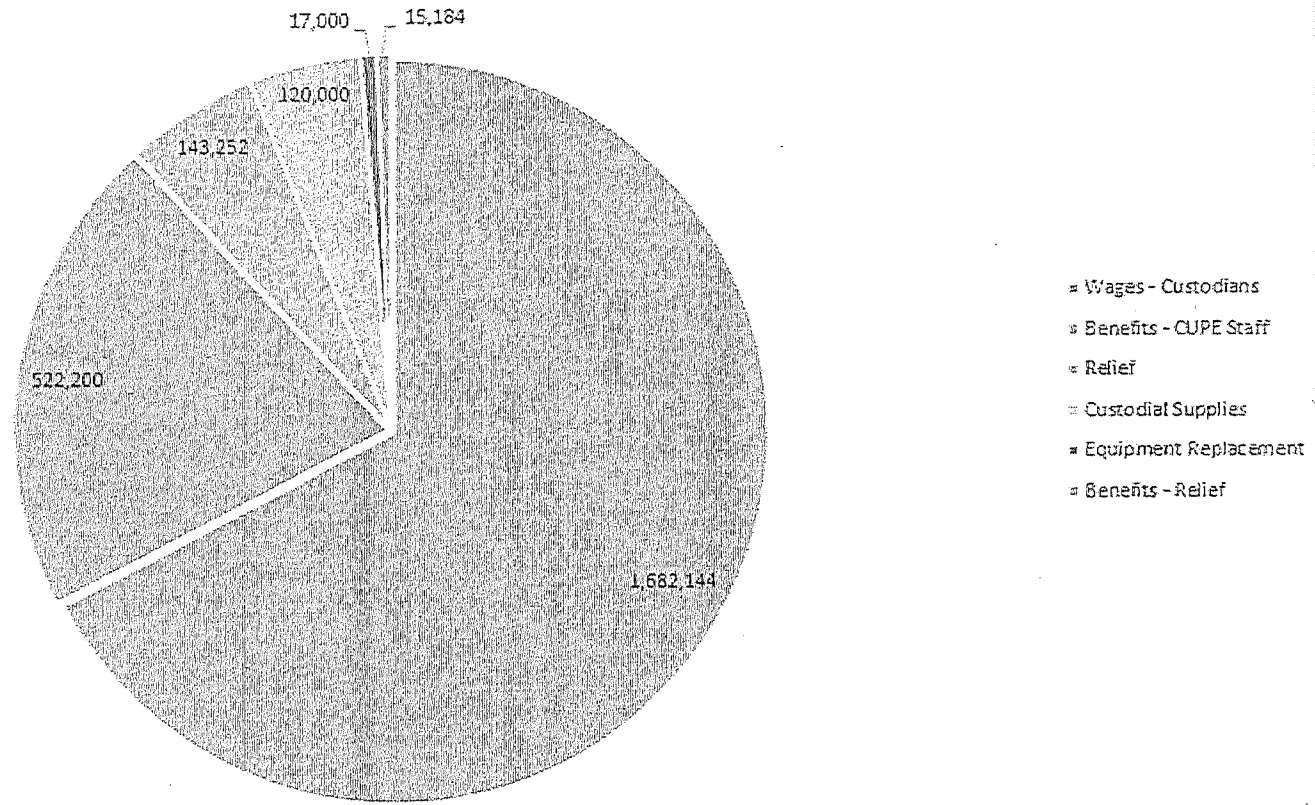
Assignment allocations were originally based on square footage of area, student enrollment, and building utilization.

Over time changes to assignments have been based on budget and NOT formula.

CHALLENGES: attraction and retention of qualified casual staff, lows levels of mechanization. Aging workforce.



Custodial 15/16



SD8 CUSTODIAL ALLOCATIONS 2009-2015

YEAR	HRS/SHIFT	HRS/WEEK	FTE
2009	316.5	1582.5	39.6
2010	312.5	1562.5	39.1
2011	299	1495	37.4
2012	291	1455	36.4
2013	293	1465	36.6
2014	298	1490	37.3
2015	307	1535	38.4

NELSON AREA	HRS	MOS.	START	END	LONE
AIC(5.5) / SBO(1.5)	7	12	2pm	9:30pm	7
BLEWETT(5.5) / GS(2)	7.5	12	2pm	10:00pm	7.5
BRENT KENNEDY	8	12	2:30pm	11:00pm	1
BK(5.5) / DAYCARE(1.5)	7	12	2:30pm	10pm	0
CENTRAL ED CTR	8	12	2:30pm	11:00pm	5.5
CEC(2.5) - Operations(1) - L/H	* 8	12	1pm	9:30pm	3.5
HUME(4.5)	* 4.5	12	2:30pm	10pm	0
HUME	8	12	2:30pm	11:00pm	3.5
JEWETT	2	12	2pm	4pm	2
JVH	4	12	2:30pm	6:30pm	0
JVH(7) / ALTERNATE(1)	8	12	2:30pm	11:00pm	1
JVH	8	12	2:30pm	11:00pm	0
LVR (dayshift)	8	12	7am	3:30pm	0
LVR(6.5) / DAYCARE(1.5)	8	12	2:30pm	11:00pm	0
LVR	8	12	2:30pm	11:00pm	0
LVR	8	12	2:30pm	11:00pm	0
LVR	8	12	2:30pm	11:00pm	0
MT SENTINEL(5) / SEQUOIA(1)	6	12	2:30pm	9pm	1
MT SENTINEL	8	12	2:30pm	11:00pm	0
MT SENTINEL	8	12	2:30pm	11:00pm	0
REDFISH	5	12	2pm	7:30pm	5
ROSEMONT(5.5) / SN(2.5)	* 8	12	2:30pm	10:30pm	5.5
SALMO ELEM(7) / DAYCARE(1)	8	12	2:30pm	11:00pm	5
SALMO SEC(1.5) / ELEM(3)	4.5	12	2:30pm	7pm	0
SALMO SEC	8	12	2:30pm	11:00pm	6.5
SOUTH NELSON	8	12	2:30pm	11:00pm	5.5
TRAFALGAR	* 8	12	9am	5:30pm	0
TRAFALGAR	5.5	12	2:30pm	8:30pm	0
TRAFALGAR	8	12	2:30pm	11:00pm	0
TRAFALGAR	8	12	2:30pm	11:00pm	0
WE GRAHAM	6	12	2:30pm	10:0pm	6
WINLAW	* 5	12	2:30pm	8pm	5
Total	224				

CRESTON AREA	HRS	MOS.	START	END	LONE
ARES	8	12	2:30pm	11pm	0
ARES	8	12	2:30pm	11pm	0
CANYON	7	12	2pm	9:30pm	7
CEC(4) - Operations(1) - L/H	* 8	12	1pm	9:30pm	5
CRAWFORD BAY	8	12	2:30pm	11pm	8
CB - Fitness/ Comm offices (weekly)	3	12			3
ERICKSON	8	12	2:30pm	11pm	8
PCSS / dayshift	4	12	6am	10am	0
PCSS (shops)	* 2.5	12	2:30pm	5pm	0
PCSS - science wing	8	12	2:30pm	11pm	0
PCSS - front end	8	12	2:30pm	11pm	0
PCSS - academic wing	8	12	2pm	10:30pm	0
YAHK	2	10	2:30pm	4:30pm	2
Total	82.5				
Total district allocation	307	Hrs/shift			

****Not including CB Fitness area 1517 hr/wk = 37.9 FTE**

July 1/15

*Change all custodial shifts to 2:30 start effective Sept 1/15. Custodial shifts that currently have an earlier start time w

*Increase total allocation by 8 hrs to accommodate L/H on both sides of district

*Age groups of custodial staff holding regular assignments

30 - 39	1
40 - 49	9
50 - 59	18
60 - 69	16
70 +	1

SAMPLE

DRAFT

L.V. Rogers School (2004)
Custodial Review

Area 2 - 8 Hours

First Floor

Library - carpet (approx. 2 rooms) x 15 min.	30 min.
4 Classrooms @ 15 min.	60 min.
2 Small offices	10 min.
Counseling area	15 min.
Special needs room (approx. 1 ½ rooms)	22 min.
Art room - lino (approx. 2 classrooms)	40 min.
18 Fixtures @ 1 min.	18 min.
Corridor & foyer (including washroom floors)	
Garbage & sweep	20 min.
Spot mop / auto scrub	30 min.
Buff / burnish (alternate hall/class)	60 min.
Stairs/landings at both corridor exits	15 min.
Stairwell (40 stairs)	
Sweep / vac	10 min.
Damp mop	15 min.
Commerce Block	<u>60 min.</u>
	405 min.

7.5 Hours x 60 min. = 450 min.
405 min.
45 min.

This leaves 45 minutes daily for security, and non-daily tasks.

PROVINCIAL CUSTODIAL COMPARISONS

	Low	High	Avg.	SD8
Labour and supplies (\$ per Sq.M.)	\$21.43	\$32.68	\$27.63	\$23.83
Material cost per Sq. M.	\$1.39	\$3.66	\$2.28	\$1.65
Custodial FTE per 1000 students	3.6	8.3	5.5	6.9
Total Custodial \$ per student	\$217	\$417	\$324	\$351
\$ per FTE	\$45,000	\$64,000	\$54,000	\$47,000
M2 per FTE	1748	2728	2192	2123

Custodial Standards (APPA)

- Level 1 - Orderly Spotlessness
- Level 2 - Ordinary Tidiness
- Level 3 - Casual Inattention
- Level 4 - Moderate Dinginess
- Level 5 – Unkempt Neglect

Figure 7.2: Appearance Factors and the Five Levels of Clean

Level 1 – Orderly Spotlessness

- Floors and base moldings shine and/or are bright and clean; colors are fresh. There is no buildup in corners or along walls.
- All vertical and horizontal surfaces have a freshly cleaned or polished appearance and have no accumulation of dust, dirt, marks, streaks, smudges, or fingerprints. Lights all work and fixtures are clean.
- Washroom and shower fixtures and tile gleam, and are odor-free. Supplies are adequate.
- Trash containers and pencil sharpeners hold only daily waste, are clean and odor-free.

Level 2 – Ordinary Tidiness

- Floors and base moldings shine and/or are bright and clean. There is no buildup in corners or along walls, but there can be up to two days worth of dust, dirt, stains, or streaks.
- All vertical and horizontal surfaces are clean, but marks, dust, smudges, and fingerprints are noticeable upon close observation. Lights all work and fixtures are clean.
- Washroom and shower fixtures and tile gleam, and are odor-free. Supplies are adequate.
- Trash containers and pencil sharpeners hold only daily waste, are clean and odor-free.

Level 3 – Casual Inattention

- Floors are swept or vacuumed clean, but upon close observation there can be stains. A buildup of dirt and/or floor finish in corners and along walls can be seen.
- There are dull spots and/or matted carpet in walking lanes. There are streaks or splashes on base molding.
- All vertical and horizontal surfaces have obvious dust, dirt, marks, smudges, and fingerprints. Lamps all work and fixtures are clean.
- Trash containers and pencil sharpeners hold only daily waste, are clean and odor-free.

Level 4 – Moderate Dinginess

- Floors are swept or vacuumed clean, but are dull, dingy, and stained. There is an obvious buildup of dirt and/or floor finish in corners and along walls.
- There is a dull path and/or obviously matted carpet in the walking lanes. Base molding is dull and dingy with streaks or splashes.
- All vertical and horizontal surfaces have conspicuous dust, dirt, smudges, fingerprints, and marks.
- Lamp fixtures are dirty and some (up to 5 percent) lamps are burned out.
- Trash containers and pencil sharpeners have old trash and shavings. They are stained and marked.
- Trash containers smell sour.

Level 5 – Unkempt Neglect

- Floors and carpets are dull, dirty, dingy, scuffed, and/or matted. There is a conspicuous buildup of old dirt and/or floor finish in corners and along walls. Base molding is dirty, stained, and streaked. Gum, stains, dirt, dust balls, and trash are broadcast.
- All vertical and horizontal surfaces have major accumulations of dust, dirt, smudges, and fingerprints, all of which will be difficult to remove. Lack of attention is obvious.
- Light fixtures are dirty with dust balls and flies. Many lamps (more than 5 percent) are burned out.
- Trash containers and pencil sharpeners overflow. They are stained and marked. Trash containers smell sour.