

HOUSEKEEPING

The Centennial School Board recognizes its obligation to provide a healthful and attractive environment. Therefore, it is the responsibility of all personnel to follow good housekeeping procedures.

The Superintendent is responsible for implementing this policy.

Administrative Procedures: 2.4

Adopted: 05/08/79
Amended: 04/08/86
 04/10/90
 05/17/94
 02/10/98
 04/09/02
 02/24/09

PERSONNEL: 2.0

HOUSEKEEPING

I. Facilities Maintenance

The Director of Facilities, Engineering and Services is responsible for developing and implementing a program for cleaning and maintaining all areas in the School District.

II. Housekeeping Responsibilities

- A. All employees share a responsibility in maintaining an orderly environment.
- B. It is the responsibility of all employees to maintain all assigned areas in a clean and orderly manner, lock the room and windows, secure equipment, and to turn off and/or disconnect lights and electrical equipment.
- C. Staff members shall encourage students to practice good housekeeping.