

BUILDING AND GROUNDS MAINTENANCE

BUILDING AND GROUNDS MAINTENANCE. It shall be the policy of Laramie County School District No. 2 to aggressively maintain its buildings and grounds. Every effort shall be made to keep the buildings and grounds attractive and functional. Buildings shall be kept clean and well painted in attractive durable colors. Every effort shall be made to conserve energy within each of the buildings. Modifications to reduce energy consumption that are within the financial abilities of this school district should be considered. All mechanical aspects of the buildings shall be routinely maintained so that life expectancy can be fully utilized.

BUILDING AND GROUNDS INSPECTION. It shall be the responsibility of the building administrator and district maintenance director to inspect, on a regular basis, buildings and grounds. Should there be anything needing immediate attention, the building administrator should notify the superintendent or designee of the condition and take appropriate action to have the matter corrected. It shall also be the policy of this school district to cooperate fully with inspections from fire and safety experts.

REPORTING OF HAZARDS. It shall be the responsibility of each staff member to report any situations, building conditions or otherwise, which he/she deems to be hazardous to the occupants of the building in any manner. This report should go directly to the building administrator. He/she should seek immediately to have the situation remedied, and if the remedy is not quickly forthcoming, to notify the superintendent or designee.

CUSTODIAL SERVICES. Custodial services shall be furnished for each of the school buildings in Laramie County School District No. 2. The custodial service personnel are to see to it that the building is properly cleaned and manicured to the building administrator's expectations. Special care should be taken to insure that storage areas do not become cluttered and cleaning supplies and other products should be kept neatly arranged. Provisions shall also be made for custodial service for the administration offices.