

Montpelier Public School

C. Custodians

1. Conditions of Employment
 - a. Appointment to the operation and maintenance staff shall be probationary until ability to perform the job has been established. The probationary period shall not exceed 1 year.
 - b. Custodial employees are directly responsible to the head custodian of the building, who is directly responsible to the superintendent.
2. Qualifications: Persons employed on the Operation and Maintenance staff shall:
 - a. Be physically able to do some heavy work.
3. Duties:
 - a. Maintain facilities and have them neat and clean to meet all health requirements.
 - b. Be responsible for opening and closing the school for any school event.
 - c. Be sure that all exits are cleared and available for use in case of an emergency during school hours and during school events.
 - d. Any other duties assigned by the superintendent.
4. Request for Supplies: All major purchases or orders must be approved by the superintendent.
5. Complaints: All complaints about teachers and/or students should be brought to the superintendent.