

TEAM CLEANING SCHEDULE

History

- Team cleaning existed in the past; however, there were problems
- Custodians had ideas about how it might work better
- Team cleaning was not going away

Process

- Met with custodians in late fall and established a committee and develop a schedule for action
- Met with principals and other central office staff to establish support for the changes that would help make the plan work (ALL custodians must participate in a team, other than buildings being used for summer school, all buildings would be closed)
- Committee members meet in early December to begin the discussion about what worked and what didn't
- Committee continued to meet during the winter to identify potential issues and solutions
- Met with entire group in mid February to review the plan and seek input
- Final rollout in June
- 2 teams – Team 1 had 16 people and 7 buildings – 374,068 sq. ft. Team 2 had 17 people and 8 buildings – 375,105 sq. ft. One carpet man and one grounds person at each high school. 2 maintenance workers were not part of the teams, but were available for assistance

Results

- Energy usage decreased by 7% for the months of July and August
- Allocation of resources was optimized as crews worked together to accomplish big jobs and needed equipment and supplies were scheduled on a just-in-time schedule
- Work was completed ahead of time and, as promised, custodians were able to return to their own buildings a few days ahead of schedule
- Post event survey provided valuable input in a non-threatening way

Do different?

- We learned that we needed more focused supervision and follow-up
- I am seeking volunteers right now to serve on the next committee

Team Cleaning	Committee meeting to debrief and develop plan for next year	3/15/xx
Team Cleaning	Team Cleaning – notify principals – “extra work list due June 1	5/02/xx
Team Cleaning	Team Cleaning – meet with custodians to review summer schedules, plans, and expectations	6/15/xx
Team Cleaning	Team Cleaning – implementation	6/18/xx
Team Cleaning	Team Cleaning – start team cleaning	6/18/xx
Team Cleaning	Compile info from team cleaning survey	9/12/xx