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Informational Update on the Summer Staffing Plan

Purpose

This report provides the Board of Education with an overview of the District's strategic transition for the 2026 summer maintenance cycle. By implementing a targeted staffing model and a structured oversight hierarchy, the District aims to maximize productivity during the summer window to complete significant facility improvements across all sites.

Staffing Structure and Oversight

The 2026 summer program will introduce a more strategic approach to personnel deployment:

- The District will utilize part-time staff assigned to Kimes (2), Centennial (2), and Northlawn (3) to support large-scale projects. We will also have one part-time staff member assigned to support district level operations.
- To ensure consistency and quality control, all part-time staff will receive daily direction and direct oversight from the Head of Maintenance.
- This structure allows the Head of Maintenance to deploy specialized "teams" to specific buildings based on the project schedule, ensuring that both interior and exterior maintenance needs are addressed simultaneously.

Operational Schedule and Expectations

To optimize labor and project management, the District will utilize a structured weekly work schedule:

- **Part-Time Team Schedule:** Monday through Thursday.
- **Full-Time Staff Schedule:** Monday through Friday.
- **Facility Operations:** It is important to clarify that all buildings will remain open on Fridays. Full-time employees scheduled during the summer months are expected to report to their respective buildings/sites on Fridays. This allows the core team to focus on complex projects, site inspections, and preparations for the following week's broader team tasks.

Planned Maintenance Projects

The Head of Maintenance is planning a robust series of projects designed to take full advantage of this new structure, including:

- Comprehensive floor resurfacing, deep cleaning of classrooms, painting, and furniture maintenance.
- Targeted landscaping, playground safety surfacing, and parking lot maintenance.
- Efficiently managing multiple projects across all three sites to ensure all buildings are in peak condition for the start of the 2026-2027 school year.

Administrative Recommendation

This item is presented for informational purposes to keep the Board apprised of District operational strategies. No formal Board action is required at this time.