

**HAYS CONSOLIDATED INDEPENDENT SCHOOL DISTRICT
BOARD OF TRUSTEES**

Date: February 21, 2023

Agenda Item: N.2

Subject: Custodial Staffing Pilot Study at Johnson High School

Administrator Responsible/Position: Max Cleaver, Chief Operations Officer

A. Purpose of Agenda Item:

Action needed Information only Receive input

B. Authority for This Action:

Local Policy Law or Rule N/A

C. Goal or Need Addressed:

Maintain clean, safe facilities.

D. Summary:

- Previous board action relating to this item
- Future action anticipated -
- Background information -

Since the opening of JHS (approximately 413,857 square feet) we have not been able to hire the total number of custodians, twenty (20), to adequately staff the building based on the standard of 22,500 square feet per custodian.

We speculate this building is difficult to staff because of the high demand for this building; it is constantly in use by student and community groups. In addition to cleaning classrooms, gyms, locker rooms, athletic restrooms, hallways, outdoor venues, and outdoor track pick-up, the custodial team members set up and clean up for facility rentals and special events.

At the present time, we have 8 team members and 12 vacancies. We have worked job fairs with HR with a focus on JHS, but we have been unsuccessful to date. We continue to pull custodial staff from other campuses within the district, and we periodically supplement our staff with contractors.

Staff recommends conducting a pilot study to determine if staff augmentation is a viable supplement for custodial labor at JHS. Fiscally it appears more or less budget neutral as shown in the table comparing cost estimates for current staffing, full staffing, and three proposed contracted staffing options.

Of the three proposed staffing options, we are focusing on Company 2 "partial" proposal.

Strategy includes:

- Hays team maintains day shift in most cases.
- Hays employees remain Hays employees.
- Hays supplies chemicals, supplies and equipment.
- Outsourced shift is tentatively set for 3:00 p.m. to 11:00 p.m. with a focus on cleaning and sanitizing the student areas and clean up after facility use events.
- The vendor has a benefit package which may attract a different pool of applicants due to retirement plan and corporate growth potential.
- Vendor provides uniforms, management, training, background checks, job specifications, and a quality control program
- Vendor works 260 days and has a summer cleaning program.
- Vendor would be potential source for emergency clean-up labor

Staff wishes to discuss this item while we continue to find custodians to work at JHS. If we are unsuccessful in the next 60 to 90 days, staff recommends conducting a pilot study to see if staff augmentation is a viable staffing option in the coming budget cycle.

E. Comments Received:

Cabinet DLT FBOC Teacher Org. Reps. Other: Staff

F. Administrative Recommendation:

Staff recommends consideration of the pilot study.

G. Fiscal Impact and Cost: Amount: Estimated in the attached table.

Budget Bond 2022 Grant/Special Funds Other
Future/Ongoing -

H. Monitoring and Reporting Time Line:

Person responsible for evaluating this decision or action: Max Cleaver, Brandon Porter

Evaluation method and time line:

Next report to the board

I. Suggested Motion:

No motion suggested. This item is presented for information only.