

The Superintendent shall develop job descriptions for non-certificated employees outlining the expected job responsibilities and duties.

All members of the custodial and maintenance staff are responsible to the Building Principal and Superintendent for the general operation and maintenance of buildings. Day to day operations and maintenance decisions shall be the responsibility of the Building Principal.

**Policy adopted:** December 17, 1973

BOARD OF EDUCATION, School Dist. 101, Western Springs, IL

**Policy reviewed:** March 17, 1980

BOARD OF EDUCATION, School Dist. 101, Western Springs, IL

**Policy reviewed:** September 20, 1982

BOARD OF EDUCATION, School Dist. 101, Western Springs, IL

**Policy revised:** June 16, 1986

BOARD OF EDUCATION, School Dist. 101, Western Springs, IL

**Policy reviewed:** February 20, 1989

BOARD OF EDUCATION, School Dist. 101, Western Springs, IL

**Policy reviewed:** June 20, 1994

BOARD OF EDUCATION, School Dist. 101, Western Springs, IL

**Policy revised:** March 15, 2004

BOARD OF EDUCATION, School Dist. 101, Western Springs, IL

**Policy reviewed:** June 20, 2023

BOARD OF EDUCATION, School Dist. 101, Western Springs, IL