

Staff Lounge Clean-Up

September-5th Grade
October-4th Grade
November- Specialists
December- Special Ed, ELL, Title
January- Kindergarten
February- 1st Grade
March- 2nd Grade
April-3rd Grade
May/June-Educational Assistants

Responsibilities:

- Wipe down tables daily
- Ensure that the sinks are free from dirty dishes; take the dirty dishes to the kitchen so they can be washed/sanitized
- Put away clean dishes
- Inform the office if supplies are needed
- Wipe out the microwaves
- Discard “freebies” after two weeks

Note: Everyone is responsible for their own mess and dirty dishes. If we all clean up after ourselves, this job will be simple.