

BULLETIN BOARD, CLEAN FLOORS / KITCHEN

This year, there will be 2 families assigned to this committee position. You are free to decide how you want to divide up the work. The cleanings should begin around the start of the second week of school. Details on the committee position are listed below. Thank you!

Beginning of School Year

- Remove and recycle old bulletin board paper on the hallway wall outside of the classrooms. Put up new bulletin board paper. Ask the teachers what color paper to use. (There are big rolls of paper at the top of the stairs near the back door of Ms. Melissa's classroom.)
- Ms. Rona has a collection of borders to place on the edges of the bulletin board. Ask her which you should use. Don't recycle the borders since they are expensive and can be re-used.

Weekly

- Sweep & mop upstairs classrooms, both sets of stairs, and basement kitchen floor.
 - If it is the week of the monthly classroom cleanup, you don't have to clean the upstairs classroom floors.
 - You don't need to clean the upstairs hallway floor since the cleaning service for our bathrooms does that as well.
- Vacuum basement carpet.
- Empty basement trash cans if needed.
- Clean basement kitchen countertop.
- Clean or replace vacuum filters/bags, if needed.

Every 2 Weeks

- Sweep and mop Parent-Child classroom in basement.

Dates/Times for Cleanings

The cleaning would need to happen when classes aren't in session (we don't want kids running around when the floors are being swept/mopped). Here are the blocks of time when there are classes:

- - Mon/Wed/Thur 9:15a - 3:15p (Mixed Age, M/W 2's, T/Th 2's, 2.5-3's, Pre-K classes).
- - Tue/Fri 9:15-11:45a (3's, T/Th 2's, Parent-Child classes).
- Further details can be found at this link: <http://www.northpointcoop.org/class-offerings.html>

Sometimes, the teachers will stay after class to get work done. If you wanted to do the cleaning then, please check with them. If you would like to clean when the school is closed, I can ask that you be given keys to the building and Parent-Child classroom.