


Division of School Plant Operations
MONTGOMERY COUNTY PUBLIC SCHOOLS
Rockville, Maryland

June 22, 2015

MEMORANDUM

To: Building Service Staff
From: Dianne Jones, Director 
Subject: Implementation of Montgomery County Public Schools (MCPS) Green Cleaning Plan

The purpose of this memorandum is to clarify the areas of responsibility for implementing the MCPS Healthy, High-Performance Green Cleaning Plan, adopted in 2009 and revised in 2014.

The director of the Division of School Plant Operations has the responsibility for full implementation of this plan and policies as it directs site-based building service staff. Responsibility for training building service staff in proper use, storage, and disposal of approved materials and practices to implement the plan resides with the division's Training Unit; consisting of a lead trainer and two training specialist.

The Product Evaluation Team is responsible for evaluating and specifying supplies and equipment to ensure that products meet the criteria listed in the plan. The product evaluation team consist of the members of the training unit, equipment repair shop technicians, building service area supervisors, and site based staff representatives. At individual school sites, responsibility for day-to-day implementation of the Green Cleaning Plan resides with the building service manager.

Quality control for the Green Cleaning Plan is also determined by building service area supervisors assigned to each school. These supervisors report directly to the Director.

Division of Maintenance is responsible for implementing the preventive maintenance of heating, cooling, and ventilation systems and Integrated Pest Management program.

If you have questions regarding the plan or areas of responsibility, please contact Larry Hurd, building service trainer at 240-204-5440.

DJ:cob

Copy to:
Ms. Hill
Building Service Supervisors