

Last Name: \_\_\_\_\_ First Name \_\_\_\_\_

# Building Maintenance Course Syllabus

## Course Description:

This course prepares the student for jobs in the Building Maintenance industry. The Building Maintenance industry is basically divided into two areas: the maintenance functions and custodial functions. Students will gain a thorough knowledge of the tools, materials, and equipment used in both sides of the industry. In addition the students will be schooled in all the trades dealing with the materials they will be tasked with maintaining in order to promote a thorough understanding of all the materials.

## Coarse Objectives:

Students will become proficient in a broad range of diversified Building Maintenance skills. The areas covered will include commercial cleaning procedures to maintenance functions such as sanitizing, disinfecting, basic plumbing, carpentry, electricity, masonry, various forms of flooring, and grounds maintenance. There is great flexibility in the program to meet individual student needs for growth

## Text & Open Source Materials:

Framing, Modern, Woodworking Modern Residential Wiring, Modern Carpentry, Plumbing Installation and Design

Many Open Source Materials are used to instruct; students are encouraged to research their individual and team projects using open source information

## Required Materials:

- Students will be required to supply a spiral notebook and blue or black pens and number two pencils daily
- Students will supply a hard-soled work shoe for use while in the shop.
- Students will wear proper shop attire: long pants and long or short sleeved shirts.
- Students will be responsible for intentionally damaged tools and equipment.
- Students must wear approved safety glasses while in shop.
- Ear protection must be worn while machines are in use.
- Students will provide means to tie back long hair while in the shop.

## Evaluation:

Students will be assigned homework, assignments, duties and tests during the marking period. Daily hands on performance tasks will be assigned.

Students will be graded on a combination of their mastery of the task as well as their effort.

20% Tests and Quizzes

20% Homework and Written Assignments

60% Shop Participation and Clean Up

## Class Policies and Rules of Conduct:

- Respect will be the most important element in the shop. Respect for yourselves, the instructors & administrators, fellow students, the tools and materials, and the shop itself. Disrespect in any way will not be tolerated.
- If you are unhappy about something, you can always speak with the instructor. Many problems can be easily resolved with communication. That goes for Parents and guardians too. Please don't hesitate to call: 732-903-5373; Leahye@mcvts.net
- Students will wear approved safety glasses at all times while in the shop or field.
- Students will wear approved hearing protection while operating any machinery.
- Students will learn and apply safety rules and procedures while in the shop and the field.
- All Students will be responsible for the upkeep of the entire shop.
- Students will take out the trash when assigned by the instructor.
- No student will operate any tool or equipment without being properly trained by the instructor.
- Cell phones & electric equipment are not to be used in the shop without the instructor's permission. Forfeiture of devices to instructor may result and parents will have to pick up.
- Any violation of the shop rules may result in additional book or written work, additional clean up tasks or referral to an administrator for further action.
- If your student wears glasses, please confirm they meet safety glass specification or provide appropriate eyewear; the student is responsible for wearing the appropriate eyewear in class \_\_\_\_\_ (initial here).

## Building Maintenance Course Syllabus School Year

Student Name: Please Print \_\_\_\_\_

Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Parent or Guardian Signature:

\_\_\_\_\_ Date: \_\_\_\_\_

Parent Name: Please Print \_\_\_\_\_

**PLEASE RETURN ALL SHEETS**