

Appendix A: Regular Custodian Hours at Individual Schools as of 7/1/2012

Listed hours are WEEKDAY HOURS for SCHOOL YEAR, excluding holidays, weekends and School vacations. During the summer and School vacations all Schools close at 4pm except for the Pollard and the High School which operate on normal hours all year long.

Needham High School	7 AM – 11:30 PM
Pollard Middle School	7 AM – 11:30 PM
High Rock School	7 AM – 9:30 PM
Broadmeadow Elementary School	7 AM – 9:30 PM
Eliot Elementary School	7 AM – 9:30 PM
Hillside Elementary School	7 AM – 9:30 PM
Mitchell Elementary School	7 AM – 9:30 PM
Newman Elementary School	7 AM – 9:30 PM

Appendix B: Holiday List

Holidays where custodial staff will not be in the building are listed below. If the holiday falls on a Saturday, there will be no Custodian on duty on the Friday, and if the holiday falls on a Sunday, there will be no Custodian on duty on the Monday.

New Year’s Day	Memorial Day	Thanksgiving Day
Martin Luther King Day	Labor Day	Day after Thanksgiving
President’s Day	Columbus Day	Independence Day
Patriot’s Day	Veterans’ Day	Christmas Day

Appendix C: Hourly Rates as of 11/1/2018

Staff	Weekdays/Saturdays	Sundays/Holidays
Custodian	\$45.00	\$58.00
Kitchen Staff	\$20.00 \$25.00 (between 11:00pm – 7:00am)	\$30.00
Technology Staff	\$55.00	\$55.00

Appendix D: Use Fees as of 7/1/2012

Gymnasiums USE FEE

Needham High School "A" Gym	Not Available School Year 2018 - 2019
Needham High School "B" Gym	\$13/per hour
Pollard "Blue" Gym	\$13/per hour
Pollard "Green" Gym	\$13/per hour
Broadmeadow Gym	\$13/per hour
Eliot Gym	\$13/per hour
Hillside Gym	\$11/per hour
Mitchell Gym	\$11/per hour
Newman Gym	\$11/per hour
High Rock Gym	\$11/per hour

Auditoriums/Performance Centers

High School Auditorium	\$100/per use
Broadmeadow Performance Center	\$100/per use
Eliot Performance Center	\$100/per use
Pollard Auditorium	\$100/per use
Newman Auditorium	\$100/per use

**Large performance requiring more than 2 weeks rehearsal space will not be charged using the normal daily charge process, but will either be charged \$1 per ticket sold, or use daily charges for the dates of performance only, whichever is higher.*

Cafeterias

High School Cafeteria	\$100/per use
Pollard Cafeteria	\$100/per use
High Rock Cafeteria	\$100/per use
Newman Cafeteria	\$100/per use
Broadmeadow Cafeteria	\$100/per use
Eliot Cafeteria	\$100/per use
Hillside Cafeteria	\$100/per use
Mitchell Cafeteria	\$100/per use

Lecture Halls

Pollard Lecture Hall	\$10/per hour
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Media Centers

Broadmeadow Media Center	\$10/per hour
Hillside Media Center	\$10/per hour
Mitchell Media Center	\$10/per hour
Eliot Media Center	\$10/per hour
Newman Media Center	\$10/per hour
Pollard Media Center	\$10/per hour
High Rock Media Center	\$10/per hour
High School Media Center	\$10/per hour

Parking Lot

All school parking lots	\$25/per day per lot
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Appendix D: Use Fees as of 7/1/2019

Gymnasiums USE FEE

Needham High School "A" Gym	\$30/per hour
Needham High School "B" Gym	\$20/per hour
Pollard "Blue" Gym	\$20/per hour
Pollard "Green" Gym	\$20/per hour
Newman Gym	\$20/per hour
Broadmeadow Gym	\$20/per hour
Eliot Gym	\$20/per hour
Hillside Gym	\$15/per hour
Mitchell Gym	\$15/per hour
High Rock Gym	\$15/per hour

Auditoriums/Performance Centers

High School Auditorium	Not Available
Broadmeadow Performance Center	\$150/per use
Eliot Performance Center	\$150/per use
Pollard Auditorium	\$150/per use
Newman Auditorium	\$175/per use

**Large performance requiring more than 2 weeks rehearsal space will not be charged using the normal daily charge process, but will either be charged \$1.50 per ticket sold, or use daily charges for the dates of performance only, whichever is higher.*

Cafeterias

High School Cafeteria	\$150/per use
Pollard Cafeteria	\$150/per use
High Rock Cafeteria	\$150/per use
Newman Cafeteria	\$150/per use
Broadmeadow Cafeteria	\$150/per use
Eliot Cafeteria	\$150/per use
Hillside Cafeteria	\$150/per use
Mitchell Cafeteria	\$150/per use

Lecture Halls

Pollard Lecture Hall	\$25/per hour
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Media Centers

Broadmeadow Media Center	\$20/per hour
Hillside Media Center	\$20/per hour
Mitchell Media Center	\$20/per hour
Eliot Media Center	\$20/per hour
Newman Media Center	\$20/per hour
Pollard Media Center	\$20/per hour
High Rock Media Center	\$20/per hour
High School Media Center	\$20/per hour

Parking Lot

All school parking lots	\$25/per day per lot
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