

Building Maintenance/Custodial Services for ESL Students

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Long Beach School for Adults

- 1090 unduplicated learners in 2018-19 SY
 - 553 ESL students
- Programs:
 - ESL- 4 levels, morning, afternoon, night
 - ABE
 - HSD
 - HiSET Prep
 - CTE
 - Animal Care
 - CNA



Partnership with Long Beach Unified School District

- Long Beach School for Adults (LBSA) partnered with Long Beach Unified School District (LBUSD) to launch a Building Maintenance/Custodial Services Job Training Program.
- LBUSD is our community's largest employer.
- LBUSD needed qualified applicants for its custodial job openings.
- LBUSD custodial jobs starting pay for subs is \$18.23/hr and \$3159.26/4 wks for full-time + benefits.

Partnership with Long Beach Unified School District

- **LBUSD Custodian Qualifications:**
 - 6 months prior custodial work experience
 - Pass a content-based district examination
 - Pass a panel interview

Building Maintenance/Custodial Services Job Training

- LBSA created the **Building Maintenance/Custodial Services** job training program and a **correlating ESL class**
 - By completing the job training course students would:
 - ✓meet the 6 month job experience requirement.
 - ✓receive instruction in content that would help them pass the district exam.
 - ✓receive instruction in resume writing and job interview skills.
 - ✓receive assistance from the LBUSD's Personnel Commission in completing the online application.
 - ✓receive a certificate of completion that can be taken to any employer.

Overview:

Building Maintenance/Custodial Services Job Training

- 6 weeks
- 12 hours a week
 - Thursdays & Fridays 9:00-12:00
 - Classroom instruction
 - Saturdays 8:30- 3:00 (30 minute lunch)
 - Hands-on training
 - Job preparation skills
 - Mock Interview with actual Custodial Supervisors
 - Rotations of 3 groups of students
 - 2 groups hands-on training
 - 1 group job preparation skills
- Textbook: LBUSD Custodial Services Handbook

Overview: Custodial ESL Class

- 6 weeks (co-enrollment)
- Alternating teaching model
- Minimum 2 hours of class time
 - 1 hour on Thursday 8:00- 9:00 (before job training)
 - 1 hour on Friday 8:00- 9:00 (before job training)
 - Additional time, as needed, by appointment
- 5 hours/week distance learning
 - Packets given out each Thursday & due the following week

Overview: Custodial ESL Class (Cont.)

- Textbook/Materials: LBUSD Custodial Services Handbook, various other ESL resources
- Integrated EL Civics COAAP 33.10
 - Task 1: Job Search
 - Task 2: Job Interview

Single Set of Learning Objectives

- **Course Objectives**

- To educate students in the...
 - expectations, work ethic, and responsibilities of a custodian
 - required safety precautions within the workplace
 - role of the custodian in campus security
 - understanding of and proper use of types of fire extinguishers
 - proper use of custodial tools

Single Set of Learning Objectives

- **Course Objectives (cont.)**
 - To educate students in the...
 - proper procedures for daily, alternate, and deep cleaning of all school areas
 - custodian's role in emergency response
 - expectations of the hiring process, including application, examination, and job interview

Custodial ESL Class (cont.)

Getting Started:

- Spring 2018:
 - 2 pilot classes
 - Both the job training & the Custodial ESL class
- ESL Teacher & CTE Teacher worked together
 - ESL teacher paid for planning time
 - Flexibility is key
- Recruitment of ESL students:
 - Pilot #1: ESL Intermediate High Class (230 CASAS score)
 - 3 students
 - Pilot #2: Intermediate Low Class
 - 3 students

Custodial ESL Class

- In class time:
 - Preview the material for that day
 - English vocabulary, reading, pronunciation
 - Answer questions about previous class materials
 - Flag example
 - Review D.L. materials/quiz
 - Complete EL Civics assessments
- Distance Learning Packets:
 - Materials that support job-training class
 - EL Civics materials

Custodial ESL Class (cont.)

COAAP 33.10

- Task 1: Interpret Job Openings
 - Complete a chart of 4 job openings
 - Search for custodial jobs on Indeed.com
- Task 2: Role Play a Job Interview
 - Job Interview role-play
 - Body Language
 - Job preparedness
 - completed job application*
 - resume*

Custodial ESL Class Additional Support

- LBUSD's Personnel Commission assisted in application process
- Mock Interviews with actual LBUSD Custodial Supervisors

Custodial ESL Class Results

- Pilot #1
 - 3 students (IH ESL students)
 - all completed the job training, received a certificate, filled out district application, took district exam
 - drop in attendance hours in the ESL Custodial class towards the end of the class
- Pilot #2:
 - 3 students (IL ESL students)
 - all three dropped out
 - time-commitment issues
 - too difficult

Challenges

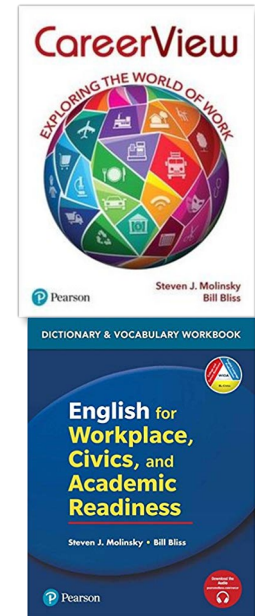
- Student persistence in Custodial ESL class
 - Students already committed to their “regular” ESL class
 - ESL Class + Job Training Class + Custodial ESL Class= too much
 - Possible Solutions:
 - Don’t start the Custodial ESL class mid-semester
 - Continue/Expand Distance Learning
- Recruitment of ESL students
 - Possible Solutions:
 - Provide more basic Custodial ESL materials, so IL students have more support
 - Only offer once a semester, instead of twice and recruit from both IH & IL
 - Recruit from our community partners

Challenges

- Tracking ESL Custodial students after they have left US
 - LBUSD slow to share results
 - Possible Solutions:
 - Create our own system to track students
- ESL students who don't think they need help
 - Possible Solution:
 - Co-teaching model

Resources/Materials Used

- LBUSD's Custodial Services Handbook
- EASY at Work ESL series, Units 13, 14, 15
 - D.L. packets + video streaming access
- Books:
 - Career View: Exploring the World of Work (Molinsky & Bliss) Pearson
 - English for Workplace, Civics, and Academic Readiness, Dictionary & Vocabulary Workbook (Molinsky & Bliss) Pearson
- Teacher created materials to support the Custodial Handbook & teach COAAP 33.10




Resources/Materials Used

- View/Download sample materials:
bit.ly/2X5FVOu

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