

OFFICE OF THE SUPERINTENDENT

Millburn Public Schools

ACTION ITEM

May 17, 2010

To: Board of Education Members

From: Ellen E. Mauer, PhD

Subject: Summer Help

Proposed Action by the Board of Education

Approve 3 temporary summer help positions at minimum wage. (2 @ Central and 1 @ West)

Background

Each year, we need to determine the quantity and scope of our summer work for custodians and for regular maintenance. As you know, we do a thorough cleaning and use the help to give vacation time to our custodians and maintenance staff. We used to employ as many as 8 people, but due to budget constraints, we are only recommending 3 temporary workers this year. Attached is a sample of some of the projects that we will be doing.

SUMMER PROJECTS

WEST

Touch up paint

Grass cutting

Clean/sanitize lockers & windows

Move furniture

Maintain courtyard

Paint curbs

CENTRAL

Hang new white boards

Paint

Paint curbs

Clean classrooms

PROJECTS USING CONTRACTORS

Replace chiller at West

Reseal parking lots at both schools

Bathroom repairs at Central

Sidewalk repairs at Central

Roof repairs

Secure boiler room pipes

Reseal gym floors at West