

OFFICE OF THE SUPERINTENDENT

Millburn Public Schools

INFORMATION ITEM

September 7, 2010

To: Board of Education Members

From: Ellen E. Mauer, PhD

Subject: District Rental House Property

As was discussed and agreed upon last year, we will do a lottery for the house rental. Attached are the guidelines for the home use. We can go over any questions or simply proceed to the lottery. We will need to pick out and record all of the names in order.

Guidelines for District #24 Rental Property

1-A lottery will be held at the September BOE meeting to pull the winning name from a jar.

2-To qualify to live in the district house, the applicant must:

- Be an employee of Millburn School District #24
- Be willing and able to do building checks twice daily on Saturdays and Sundays at both Millburn West and Millburn Central for the full 52 weeks per year
- For any time the employee is not able to do one building check at one building, the sum of \$108 will be paid to the district to cover the expense (one entire weekend cost = \$432)
- Have anyone who lives at the house who is over the age of 18 pass a criminal background check (at the district's expense)
- The terms of the lease will be a 1 year term with option to renew for 2 years as long as the arrangement has been satisfactory for both parties.

If the lease agreement does not work out with the first person, person #2 on the lottery list will be contacted to try the arrangement.

If you are interested in being considered for the September, 2010 lottery, please get your name to Ellen. Deadline for entry is August 1, 2010.

Questions? Please call or email Ellen Mauer at emauer@millburn24.net.