

Motion was made by Mr. Hancock, seconded by Mr. Donofrio and carried unanimously by roll call vote that the Board of Education approve the regular appointment of Mrs. Gloria Fishbein to the position of Senior Clerk Stenographer, effective July 15, 1980, in accordance with the Civil Service Certification of Eligibles dated 7/8/80, at an annual salary of \$8,317., (Step 3), subject to all Civil Service rules and regulations.

Reg. App't.
G. Fishbein

Motion was made by Mr. Hancock, seconded by Mr. Donofrio and carried unanimously by roll call vote that the Board of Education approve the temporary employment of the following people as substitute cafeteria workers for the 1980-81 school year at the rate of \$3.10 per hour, pending salary negotiations, effective from the first day of employment, subject to medical certification, and all Civil Service rules and regulations:

Temp. Emp.

Alba Cieslak 250 Essex Drive Brick, NJ 08723	Janet Martinsen 102 Primrose Lane Brick, NJ 08723	Dorothy Schnorrbusch 223 Kentwood Blvd. Brick, NJ 08723
Mary Cmur 309 Evergreen Drive Brick, NJ 08723	Lillian Rocha 105 Birchwood Dr. Brick, NJ 08723	Kathleen Smyth 147 Fisher Ave. Brick, NJ 08723

Motion was made by Mr. Hancock, seconded by Mr. Donofrio and carried unanimously by roll call vote that the Board of Education approve the temporary employment of the following people as substitute custodial workers for the 1980-81 school year, at the rate of \$4.09 per hour, effective from the first day of employment, subject to medical certification and all Civil Service rules and regulations:

Temp. Emp.

Gabriel D'Antona 502 Irisado Drive Brick, NJ 08723	Peter M. Luciano 115 Sprucewood Dr. Brick, NJ 08723	James Quinlan 117 Stephen Rd. Brick, NJ 08723
	William Schnapp 919 Beacon Avenue Brick, NJ 08723	George L. Breault 640 Harbor Road Brick, NJ 08723
Edward J. Mooney 524 Adamston Road Brick, NJ 08723	Thomas Prenderville 10 Eaton Lane Brick, NJ 08723	

Temp. Emp.
D. Masiero

Motion was made by Mr. Hancock, seconded by Mr. Donofrio and carried unanimously by roll call vote that the Board of Education approve the temporary employment of Mrs. Dolores Masiero, 3 Smith Drive, Brick Town, NJ, to the position of substitute Omnibus Operator (Class I), at the rate of \$4.32 per hour, pending salary negotiations, effective from the first day of employment, subject to medical certification and all Civil Service rules and regulations.

Temp. Emp.
CETA
School Sec.

Motion was made by Mr. Hancock, seconded by Mr. Donofrio and carried unanimously by roll call vote that the Board of Education approve temporary employment of the following people as CETA School Security Guards, effective July 1, 1980, at an annual salary of \$7,000. (Base Step), subject to medical certification and all Civil Service rules and regulations. This is fully funded by the Federal Government.

Richard Giroud
1463 Hwy. 88
Brick, N.J.

Anthony Krzyzyczuk
808 Schindler Drive
Brick, NJ 08723

Hebel Frank
1030 Cedarbridge Rd.
Brick, NJ 08723

Richard Ascoli
18 Spark Drive
Brick, NJ 08723

Rehire
R. Mount

Motion was made by Mr. Hancock, seconded by Mr. Donofrio and carried unanimously by roll call vote that the Board of Education approve the rehiring of Mr. Raymond Mount, to the position of Mechanic, at an annual salary of \$14,496., (Step 9 + \$500. longevity), effective from the first day of employment, subject to all Civil Service rules and regulations.

Job Descrip.
Supv. of
Garage Ser.

Motion was made by Mr. Hancock, seconded by Mr. Donofrio and carried unanimously by roll call vote that the Board of Education approve the attached Civil Service job description for the position of Supervisor of Garage Services, and the following salary guide:

Step 1 - \$12,391.	Step 6 - \$17,500.
Step 2 - \$12,886.	Step 7 - \$18,900.
Step 3 - \$13,386.	Step 8 - \$20,412.
Step 4 - \$14,376.	Step 9 - \$22,044.
Step 5 - \$15,526.	

SUPERVISOR OF GARAGE

DEFINITION Under direction, has charge of servicing and storage of all automotive and other types of vehicles and equipment and mechanical apparatus does related work as required.

EXAMPLES OF WORK When the program and working procedures have been approved gives suitable assignments and instructions to groups and individuals and supervises this work formulates and executes plans for the effective utilization of available funds, personnel equipment, materials, and supplies prepares standards and regulations to insure uniform practices and

procedures sees that buildings and facilities are properly maintained and repaired, checks road equipment to insure proper use is being made of it and that it is being properly maintained, supervises the work involved in the minor servicing such as changing tires and tubes, batteries winterizing equipment installing skid chains dispensing gasoline and oil to varied types of motor vehicles and equipment and mechanical apparatus supervises the obtaining storing, safeguarding distributions, and proper use of varied automotive parts, gasoline, tires, oil, and other materials and supplies supervises the establishment and maintenance of records and files showing the dispositions of parts and supplies, and work done, and of personnel, equipment, materials, and supplies prepares reports containing findings, conclusions, and recommendations.

REQUIREMENTS:

1. Ability to read, write, speak and understand English sufficiently to perform the duties of this position.
2. One year of supervisory experience in the operation of garage, including the servicing and maintaining, of varied types of motor vehicles and equipment and mechanical apparatus.
3. Thorough knowledge of the problems involved in giving suitable assignments and instructions to groups and individuals and in supervising their work, of the making and executing of plans for the effective utilization of available funds personnel equipment materials and supplies of the operation maintenance and use of trucks, trailers, tractors, snow plows, grader, power mowers gasoline rollers and other light and heavy machinery used in the construction and maintenance of bridges and roads of the procedures used in making minor repairs of the means of keeping a garage clean, orderly, and free of fire hazards, of the various types of greases oils, tools, equipment installments and machinery needed in maintaining varied types of vehicles, of the obtaining, storing, safeguarding, distributions, and proper use of varied types of materials, equipment, and maintenance of needed records and files.
4. Ability to analyze garage operation and maintenance problems, organize assigned work and develop effective work procedure to give suitable assignments and instructions to groups and individuals provide them with needed advice and assistance when difficult and unusual problems arise and check their work to see that proper procedures are followed, that reasonable standards of workmanship and output are maintained, and that desired objectives are achieved to make and execute plans, for the effective utilization of available funds, personnel, equipment, materials and supplies, to supervise the obtaining, storing, safeguarding, distribution and proper use of needed equipment, materials, and supplies, to prepare reports, and to supervise the establishment and maintenance of needed records and files.

5. Good health and freedom from disabling physical and mental defects which would impair the proper performance of the required duties or which might endanger the health and safety of oneself or other.

Prov. App't. Motion was made by Mr. Hancock, seconded by Mr. Donofrio
R. Mount and carried unanimously by roll call vote that the Board of Education approve the Provisional appointment of Mr. Raymond Mount to the position of Supervisor of Garage Services, at an annual salary of \$18,000. (Step 6 + 500. longevity), subject to Civil Service examination and all Civil Service rules and regulations.

Reg. Emp. Motion was made by Mr. Hancock, seconded by Mr. Donofrio
S. Hulse and carried unanimously by roll call vote that the Board of Education approve the regular employment of Mr. Stanley E. Hulse, 635 Summit Ave., Brick, NJ 08723 to the position of Truck Driver, at an annual salary of \$7,146. (Base Step), in accordance with the Civil Service Certification of Eligibles dated 7/10/80, effective July 15, 1980, subject to all Civil Service rules and regulations.

Reg. Emp. Motion was made by Mr. Hancock, seconded by Mr. Donofrio
T. Prendeville and carried unanimously by roll call vote that the Board of Education approve the regular employment of Mr. Tom M. Prendeville, 363 19th Ave., Brick, NJ, to the position of Truck Driver, at an annual salary of \$7,452. (Step 1), in accordance with the Civil Service Certification of Eligibles dated 7/10/80, effective July 15, 1980, subject to all Civil Service rules and regulations.

Resignation Motion was made by Mr. Hancock, seconded by Mr. Donofrio
B. Lindsay and carried unanimously by roll call vote that the Board of Education record the resignation of Mrs. Barbara Lindsay from her position as Clerk Typist, effective July 15, 1980.

Cont. Emp. Motion was made by Mr. Hancock, seconded by Mr. Donofrio
Lieberman and carried unanimously by roll call vote that the Board of Education approve the continued employment of Mr. Simon Lieberman through the end of the construction of Brick Township Memorial High School, including the completion of the punch list at an annual salary of \$25,000., prorated to that date.

Reg. Emp. Motion was made by Mr. Hancock, seconded by Mr. Donofrio
P. Grasso and carried unanimously by roll call vote that the Board of Education approve the regular employment of Mr. Paul R. Grasso, 1601 Zeppelin Avenue, Whiting, NJ 08759, to the position of Cook, in accordance with the Civil Service Certification of Eligibles dated July 18, 1980, at no change in salary (\$7,935., Step 6), subject to all Civil Service rules and regulations.