

Somerset County Vocational Board of Education  
14 Vogt Drive  
Bridgewater, New Jersey 08807

Special Meeting  
March 11, 2019

Call to Order

Mr. Hyncik called the meeting to order at 5:00 p.m. with the following Board of Education members:  
William Hyncik, Jr., President  
Gregory Laveve, Vice President, absent  
Richard St. Pierre  
Nadine Wilkins  
Roger Jinks, absent

Also Present:

Dr. Chrys Harttraft, Superintendent of Schools  
Raelene Sipple, School Business Administrator/Board Secretary  
Diane Ziegler, High School Principal, absent  
Lisa Fittipaldi, Board Attorney, absent  
Sara Sooy, Somerset County Freeholder Liaison, absent

Adequate notice of this meeting was given in accordance with the requirement of the New Jersey Open Public Meeting Act, Ch. 231, P.L. 1975 and published in *The Courier News* on February 28, 2019.

Pledge of Allegiance

On motion by Mr. St. Pierre, seconded by Ms. Wilkins and on roll call vote, agenda items A through C as follows:

A. Adoption of the Tentative Proposed Budget – 2019-20 School Year

The Board of Education approved and authorized submission of the proposed 2019-20 School Year Somerset County Vocational & Technical School District budget in the amount of \$16,783,292 to the Somerset County Superintendent of Schools for approval as follows:

	<u>General Fund</u>	<u>Special Revenues</u>	<u>Total</u>
Total Appropriations	\$15,691,948	\$1,091,344	\$16,783,292
Less: Withdrawal from Capital Reserve	\$202,980	\$0	\$202,980
Less: Anticipated Revenues	<u>\$3,566,525</u>	<u>\$1,091,344</u>	<u>\$4,657,869</u>
County Taxes	\$11,922,443	\$0	\$11,922,443

B. Adoption of the 2019 Capital Request Budget

The Board of Education approved and authorized the submission of the 2019 Somerset County Vocational & Technical School District capital allocation in the amount of \$2,275,000 to the Board of Chosen Freeholders as requested by the County Finance Officer as it appears on Addendum #1.

C. Travel and Related Expense Reimbursement – 2019-20 School Year  
The Board of Education approved the following resolution:

Whereas, the Somerset County Vocational Board of Education recognizes school staff and board members will incur travel expenses related to and within the scope of their current responsibilities and for travel that promotes the delivery of instruction or further the efficient operation of the school district, and

Whereas, N.J.A.C. 6A23A-7.2 et. seq. requires board members to receive approval of these expenses by a majority of the full voting membership of the board and staff members to receive prior approval of these expenses by the Superintendent of Schools and a majority of the full voting membership of the board, and

Whereas, a Board of Education may establish, for regular district business travel as defined in N.J.A.C. 6A:23A-1.2, which includes attendance at regularly scheduled in-State professional development activities for which the registration fee does not exceed \$150 per employee or board member, where prior board approval shall not be required unless that annual threshold or a staff member exceeds \$1,500 in a given school year (July 1 through June 30), and

Whereas, the Somerset County Vocational Board of Education established \$20,000 for the current school year and has expended \$5,907 as of this date, now

Therefore, be it resolved, the Board of Education approves travel and related expense reimbursements in accordance with N.J.A.C. 6A:23A7.3 to a maximum expenditure of \$20,000 for all staff and board members for the 2019-2020 school year.

<u>Roll Call</u>	<u>Yes</u>	<u>No</u>
Mr. Hyncik	X	
Mr. Lalevee	absent	
Mr. St. Pierre	X	
Ms. Wilkins	X	
Mr. Jinks	absent	

D. School Business/Professional Development Travel

On motion by Mr. St. Pierre, seconded by Ms. Wilkins and on roll call vote, the Board of Education approved the following requests for district staff and Board of Education members to attend school business and professional development travel.

Andrew Coslit    March 22, 2019    \$175/registration    Annual Precalculus Conference    Piscataway, NJ

<u>Roll Call</u>	<u>Yes</u>	<u>No</u>
Mr. Hyncik	X	
Mr. Lalevee	absent	
Mr. St. Pierre	X	
Ms. Wilkins	X	
Mr. Jinks	absent	

Adjournment

On motion by Mr. St. Pierre, seconded by Ms. Wilkins and passed, the meeting adjourned at 5:08 p.m.

Raelene Sipple  
Business Administrator/Board Secretary

