

SOMERSET COUNTY VOCATIONAL BOARD OF EDUCATION

SOMERSET COUNTY VOCATIONAL & TECHNICAL SCHOOLS

14 Vogt Drive
Bridgewater, New Jersey 08807

Regular Meeting
November 22, 2021

- I. Call to Order
- II. Roll Call of Members

William Hyncik, Jr., President
Gregory Lalevee, Vice President
Nadine Wilkins
Randell Burch
Roger Jinks

Also Present:

Dr. Chrys Harttraft, Superintendent of Schools
Raelene Sipple, School Business Administrator/Board Secretary
Hector Montes, High School Principal
Lisa Fittipaldi, Board Attorney
Douglas Singleterry, Somerset County Commissioner Liaison
Members of the Press: The Courier News, The Star Ledger and the Messenger Gazette
Others:

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 January 10, 2021.

Pledge of Allegiance

- III. Approval of Minutes of the Regular Meeting and Executive Session held on October 25, 2021 and the Reorganization Meeting held on November 1, 2021.
 - A. Corrections

On motion of _____, seconded by _____, the minutes of the Regular Meeting and Executive Session held on October 25, 2021 and the Reorganization Meeting held on November 1, 2021 were approved.

IV. Correspondence

V. Presentations/Recognitions

- A. Presentation – 2021 NJCCVTS Business Partner of the Year – F.W. Webb Company – Mr. Grant Herring
- B. Presentation of Student of the Month – Maya Barajas, Cosmetology, Grade 9
- C. Presentation of CTE Stellar Students for the 1st Quarter
 - Academy for Health & Medical Sciences – Fiona Shanahan, Grade 11
 - Agricultural Science – Ellen Duffy, Grade 10
 - Auto Body – Luke Donnadio, Grade 11
 - Automotive Diesel Technology – Charles Hague, Grade 10
 - Automotive Diesel Technology – Neel James, Grade 11
 - Carpentry – William Rogus, Grade 11
 - Computer Science – Tyler Nerod, Grade 12
 - Cosmetology – Brianna Sites, Grade 12
 - Cosmetology – Emily Cayo-Vilcara, Grade 10
 - Culinary Arts – Maeve O’Sullivan, Grade 11
 - Dance – Colin Sheeley, Grade 12
 - Electrical Construction – Brandon Rodriguez, Grade 12
 - Graphic Communications – John Trejo, Grade 11
 - Health Occupations – Lee Ann Richards, Grade 12
 - Law & Public Safety – Angel Tombeng, Grade 12
 - Mechanics & Repair – Mathew Lombardo, Grade 11
 - Mechatronics – Luke Greenberg, Grade 12
 - Plumbing – Zachary Salvato, Grade 12
 - Theater Arts/Acting – Elianna Calicchio, Grade 9
 - Theater Arts/Vocal Music – Kiera Vidal, Grade 9
 - Welding – Sydney Sibilica, Grade 11

VI. Old or Unfinished Business

- A. Construction Projects

VII. Report of the Attorney

VIII. Committee Reports

- Board of School Estimate – Mr. Hyncik, Mr. Lalevee
- Curriculum/Grants –
- NJSBA (Delegate) – Ms. Wilkins
- SCSBA (Delegate) – Ms. Wilkins
- SCESC (Representative) – Mr. Burch; (Alternate) - Ms. Wilkins
- SCJIF – (Commissioner) – Ms. Sipple; (Alternate) - Mr. Lalevee
- SSRHIF – (Chair) – Mr. Hyncik

IX. School Communications Report

X. Superintendent’s Report

A. Position Change

The Superintendent recommends that the Board of Education appoint Mr. Gerald Mazzetta as Cooperative Education Coordinator-Hazardous Occupations (10-month) (UPC# GUI-HS-CIE-FL-01), effective December 1, 2021. (11-000-218-110-05-0000)

B. Full-Time Employment – 2021-22 School Year

The Superintendent recommends that the Board of Education appoint Mr. James Foley as Carpentry Instructor (UPC# TCH-HS-CARP-FL-01), at a salary of \$69,085.00 (prorated), Step 10-11/C, effective December 1, 2021. (11-310-100-101-11-0000)

C. Employment of Part-Time Personnel – 2021-22 School Year

The Superintendent recommends that the Board of Education approve employment of the following part-time personnel for the 2021-22 school year:

High School

Troy Shandor	IEP Review (7 hrs)	\$35.00/hr (11-310-100-101-05-0001)
Karen Morlock	Scoreboard Keeper (shared position)	\$40.00/game (11-402-100-100-03-0001)
Susan Santiago	Scoreboard Keeper (shared position) (Maximum 50 games combined)	\$40.00/game (11-402-100-100-03-0001)

D. Rescind Employment

The Superintendent recommends that the Board of Education rescind the employment of Mr. Shayle Keating as the Varsity Boys Basketball Coach.

E. Extra-Curricular Appointments – 2021-22 School Year

The Superintendent recommends that the Board of Education approve the following for extra-curricular activities for the 2021-22 school year as follows:

Robert C. Toth, Jr.	Varsity Boys Basketball Coach	\$6,000.00
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F. School Business/Professional Development Travel

The Superintendent recommends that the Board of Education approve requests for district staff and Board of Education members to attend school business and professional development travel as they appear on Addendum #1.

Motion_____ Second_____

Discussion

Call the Roll

<u>Roll Call</u>	<u>Yes</u>	<u>No</u>
Mr. Hyncik	___	___
Mr. Lalevee	___	___
Ms. Wilkins	___	___
Mr. Burch	___	___
Mr. Jinks	___	___

G. Provisional Teacher Program – 2021-22 – 2022-23 School Years

The Superintendent recommends that the Board of Education approve the following mentor (pursuant to NJAC 6A:9B-8.4) for the district’s provisional teacher for the 2021-22 and 2022-23 school years (payment amount is determined by the NJ Department of Education and satisfied by the mentee) as follows:

<u>Provisional Teacher Candidates (Mentees)</u>	<u>Route</u>	<u>Mentoring Fees</u>	<u>Mentors</u>
Richard Menke	Alternate	\$450.00 – 20 days	Daniel Dalfonzo
		\$550.00 – 30 weeks	Daniel Dalfonzo

H. Field Trips

The Superintendent recommends that the Board of Education approve field trips for high school students as they appear on Addendum #2.

Motion_____ Second_____

Discussion

Call the Roll

<u>Roll Call</u>	<u>Yes</u>	<u>No</u>
Mr. Hyncik	___	___
Mr. Lalevee	___	___
Ms. Wilkins	___	___
Mr. Burch	___	___
Mr. Jinks	___	___

I. NJQSAC District Performance Review

The Superintendent recommends that the Board of Education approve submission of the NJQSAC (New Jersey Quality Single Accountability Continuum) District Performance Review (DPR) as required by NJAC 6A:30-3.2.

Motion_____ Second_____

Discussion

Call the Roll

<u>Roll Call</u>	<u>Yes</u>	<u>No</u>
Mr. Hyncik	___	___
Mr. Lalevee	___	___
Ms. Wilkins	___	___
Mr. Burch	___	___
Mr. Jinks	___	___

J. Board Policy – Second Reading

The Superintendent recommends that the Board of Education approve and adopt the following policy at this second reading.

2425 – Emergency Virtual or Remote Instruction Program

K. Revised Board Policy – First Reading

The Superintendent recommends that the Board of Education approve the following revised policy at this first reading as it appears on Addendum #3.

2464 – Gifted and Talented Students

L. Rewritten Board Policy and Regulation – First Reading

The Superintendent recommends that the Board of Education approve the following rewritten policy and regulation at this first reading as it appears on Addendum #4.

5751/R5751 Sexual Harassment of Students

M. Board Policy

The Superintendent recommends that the Board of Education approve the following policy at this first reading as it appears on Addendum #5.

1648.14 Safety Plan for Healthcare Settings in School Buildings – COVID-19

Motion _____ Second _____

Discussion
Call the Roll

<u>Roll Call</u>	<u>Yes</u>	<u>No</u>
Mr. Hyncik	___	___
Mr. Lalevee	___	___
Ms. Wilkins	___	___
Mr. Burch	___	___
Mr. Jinks	___	___

N. Superintendent’s Update

- HIB Report – 0 new cases submitted for November review; 0 YTD
- Student Suspension Report

Incident Number	Grade	Out of School/In School Suspension	Total # Days	Suspension Dates	Reason
102120212	12	Out	1	11/01/2021	Possession of tobacco products
111120211	11	Out	2	11/11/2021, 11/12/2021	Misconduct in the cafeteria

- Student Enrollment Report

Enrollment Report - November 1, 2021	Grade 9	Grade 10	Grade 11	Grade 12	Totals
Full-Time Students Enrolled	62	92	93	83	330
Shared-Time Students Enrolled	77	104	70	67	318
Totals	139	196	163	150	648

- Start Strong Fall 2021 Results Report (State Testing) – P. Pelliccia
- MOA Between Education and Law Enforcement Meeting - Update

O. Submission of Bills

It is recommended the Board of Education approve the bills list for November 2021 which is included in the Board packet and will be attached to the regular meeting minutes.

Motion_____ Second_____

Discussion

Call the Roll

<u>Roll Call</u>	<u>Yes</u>	<u>No</u>
Mr. Hyncik	___	___
Mr. Lalevee	___	___
Ms. Wilkins	___	___
Mr. Burch	___	___
Mr. Jinks	___	___

XI. Report of the School Business Administrator/Board Secretary

A. Board Secretary Report/Cash Report

It is recommended the Board of Education adopt the monthly financial statement reports for the School Business Administrator/Board Secretary and the Cash Report for the month of October 2021, after review of the secretary’s monthly financial report (appropriations section), and upon consultation with the appropriate district officials, to the best of our knowledge no major fund has been overextended in violation to N.J.A.C. 6:20-2A.10(b) and that sufficient funds are available to meet the district’s financial obligations for the remainder of the fiscal year. (Addendum #6)

Motion_____ Second_____

Discussion

Call the Roll

<u>Roll Call</u>	<u>Yes</u>	<u>No</u>
Mr. Hyncik	___	___
Mr. Lalevee	___	___
Ms. Wilkins	___	___
Mr. Burch	___	___
Mr. Jinks	___	___

B. Budget Transfers – September 2021 and October 2021

It is recommended the Board of Education approve the September and October 2021 budget transfers as they appear on Addendum #7.

Motion_____ Second_____

Discussion

Call the Roll

<u>Roll Call</u>	<u>Yes</u>	<u>No</u>
Mr. Hyncik	___	___
Mr. Lalevee	___	___
Ms. Wilkins	___	___
Mr. Burch	___	___
Mr. Jinks	___	___

C. Educational Services Commission of New Jersey

It is recommended the Board of Education enter into a Master Collaborative Educational Services Agreement with the Educational Services Commission of New Jersey for the purpose of providing collaborative educational services through June 30, 2024.

Motion_____ Second_____
Discussion
Call the Roll

<u>Roll Call</u>	<u>Yes</u>	<u>No</u>
Mr. Hyncik	___	___
Mr. Lalevee	___	___
Ms. Wilkins	___	___
Mr. Burch	___	___
Mr. Jinks	___	___

XII. New Business –

XIII. Next Meeting

It is recommended the next regular meeting of the Somerset County Vocational Board of Education be held:

December 20, 2021
5:00 P.M.
Somerset County Vocational & Technical Schools
14 Vogt Drive
Bridgewater, New Jersey 08807

XIV. Remarks from the Public - Please understand that our public forums are not structured as question and answer sessions, but offered as opportunities to share your thoughts with the Board. In instances where the Board feels that there is a misunderstanding or inaccuracy, the Board President or Superintendent may address the comment. There may be times when a member of the public makes a comment or asks a question about personnel or hiring decisions. New Jersey Statutes do not permit the Board to discuss personnel issues in Public Session.

XV. Resolution

BE IT RESOLVED by the Vocational Board of Education of the County of Somerset that:

- A. This Board will go into closed session with the Board Counsel for the purpose of discussing matters within the provisions of 7A(11)c231.
- B. The general nature of matters to be discussed relates to SCVTEA Unfair labor practice arbitration and Architectural Services Contract. Action may or may not be taken.
- C. Under the provisions of the above stated laws, the public shall be excluded from attendance at the portion of the meeting relating to the above matters.
- D. It is anticipated that the items discussed will be made public when the matters discussed are resolved.

XVI. On motion of _____, seconded by _____ and passed, the meeting adjourned at _____ P.M.

DATE(S)	PARTICIPANTS	REG. FEE	EXPENSES	WORKSHOP DESCRIPTION	LOCATION
December 3, 14, 15, 2021	Cathy Bladt	\$219/each	\$0	Struggling to Meet Demands of Adulthood, Smart but Scattered, Ethics and Risk Management	Online
December 7 & 9, 2021	John Heinbach	\$205	\$0	NJ Educational Facility Management	Online

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November 2021
Field Trips

Date of Trip	CTE Program/Other	Location	Cost Per Student/ Paid by	Transportation Provided/Paid by
*11/19/2021	Social Studies	Washington Crossing State Park Titusville, NJ	\$0.00	District
12/6/2021	Carpentry	Bridgewater Library Bridgewater, NJ	\$0.00	N/A
12/7/2021	MEAM	IUOE Local 825 Training Center Dayton, NJ	\$0.00	District

*Prior approval given by Superintendent

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Gifted and Talented Students
Sept 20
M

[See POLICY ALERT Nos. 95, 153, 161, 164, 211 and 221]

2464 GIFTED AND TALENTED STUDENTS

The Board of Education recognizes its responsibility to identify gifted and talented students within the school district and to provide these students with appropriate instructional adaptations and services. To that end, the Board directs each such student in the school district be identified and offered an appropriate educational program and services.

For purposes of this Policy, “gifted and talented students” means students who possess or demonstrate high levels of ability in one or more content areas when compared to their chronological peers in the district and who require modification of their educational program if they are to achieve in accordance with their capabilities.

For the purpose of this Policy, “instructional adaptation” means an adjustment or modification to instruction enabling a student who is gifted and talented to participate in, benefit from, and demonstrate knowledge and application of the New Jersey Student Learning Standards in one or more content areas at the instructional level of the student, not just the student’s grade level.

The Superintendent of Schools or designee shall ensure that the appropriate instructional adaptations are designed for students who are gifted and talented.

~~The Superintendent will develop appropriate curricular and instructional modifications used for gifted and talented students indicating content, process, products, and learning environments.~~

The Superintendent or designee will develop procedures for an ongoing Kindergarten through grade twelve identification process for gifted and talented students that includes multiple measures in order to identify student strengths in intellectual ability, creativity, or a specific academic area. The district shall ensure equal access to a continuum of gifted and talented education services. The identification process shall include consideration of all students, including those who are English language learners and those with Individualized Education Plans or 504 Plans. Multiple measures may include,



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Gifted and Talented Students

~~but are not limited to: achievement test scores; grades; student performance or products; intelligence testing; parent, student, and/or teacher recommendation; and other appropriate measures. The identification methodology will be developmentally appropriate, non-discriminatory, and related to the programs and services offered by the district. The identification procedures will be reviewed annually.~~

The Superintendent or designee will develop and document appropriate curricular and instructional modifications used for gifted and talented students indicating content, process, products, and learning environments, and including, but not limited to, additional education activities such as academic competitions, guest speakers, and lessons with a specialist.

~~The Superintendent or designee will take into consideration the Pre-Kindergarten through Grade Twelve Gifted Programming Standards of the National Association for Gifted Children, Position Statements, and White Papers of the National Association for Gifted Children in identifying and serving gifted and talented students in developing programs for gifted and talented students. The educational program offered to gifted and talented students will encourage and challenge them in the specific areas of their abilities, but will not replace the basic instructional program of the various grades of this district. The program offered to gifted and talented students may include, but are not limited to: pull-out programs; classroom differentiated instruction; acceleration; flexible pacing; compacted curricula; distance learning; advanced classes; or individual programs infused into the student's regular instructional program, provided that a written description of the infusion has been prepared and filed in the student's record.~~

The district will provide the time and resources to develop, review, and enhance instructional tools with modifications for helping gifted and talented students acquire and demonstrate mastery of the required knowledge and skills specified by the standards at the instructional level of the student.

The district will actively assist and support professional development for teachers, educational services staff, and school leaders in the area of gifted and talented instruction.



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Gifted and Talented Students

The district shall file with the New Jersey Department of Education Coordinator for Gifted and Talented Services a report by October 1, 2020 and thereafter on a schedule that coincides with the school district's New Jersey Quality Single Accountability Continuum (QSAC) review pursuant to N.J.S.A. 18A:7A-11. The report shall include, but not be limited to, the gifted and talented continuum of services, policies, and procedures implemented in the school district; the total number of students receiving gifted and talented services in each grade level Kindergarten through grade twelve disaggregated by race, gender, special education designation, and English language learner designation; the professional development opportunities provided for teachers, educational services staff, and school leaders about gifted and talented students, their needs, and educational development; and the number of staff employed by the school district whose job responsibilities include identification of and providing services to gifted and talented students. Programs for gifted and talented students will be periodically evaluated for their continuing efficacy and adjusted accordingly.

The parent of any student identified as gifted or talented shall be consulted regarding any program designed to address the student's particular needs.

An individual who believes the district has not complied with the provisions of N.J.S.A. 18A:35-34 et seq. may file a complaint with the Board of Education. This policy for filing a complaint shall be linked to the homepage of the Board's Internet website. The Board shall issue a decision, in writing, to affirm, reject, or modify the district's action in the matter. The individual may then file a petition of appeal of the Board's written decision to the Commissioner of Education through the Office of Controversies and Disputes in accordance with N.J.S.A. 18A:6-9 and the procedures set forth in State Board of Education regulations.



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Gifted and Talented Students

The district shall make detailed information available on its website regarding the policies and procedures used to identify students as gifted and talented and the continuum of services offered to gifted and talented students. The information shall include the criteria used for consideration for eligibility for the gifted and talented services, including the multiple measures used in the identification process to match a student's needs with services, and any applicable timelines in the identification process.

N.J.S.A. 18A:61A-2; 18A:35-4.16; **18A:35-34 through 39**
N.J.A.C. 6A:8-1.3; 6A:8-3.1(a)5
P.L. 108-382, Sec. 10201 et seq.

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Adopted:



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STUDENTS

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Sexual Harassment of Students

Oct 21

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[See POLICY ALERT No. 225]

5751 SEXUAL HARASSMENT OF STUDENTS

The Board of Education will not tolerate sexual harassment of students by school employees, other students, or third parties. Sexual harassment of students is a form of prohibited sex discrimination. In accordance with Title IX of the Education Amendments of 1972 and the Code of Federal Regulations (CFR), 34 CFR §106, the school district adopts this Policy and implement practices to investigate and resolve allegations of sexual harassment of students engaged in by school employees, other students, or third parties pursuant to 34 CFR §106.3(c). In addition, reports of sexual harassment shall also be investigated in accordance with the requirements of New Jersey's Anti-Bullying Bill of Rights Act and Policy 5512.

For the purposes of Policy 5751 and in accordance with 34 CFR §106:

1. "Sexual harassment" (34 CFR §106.30(a)) means conduct on the basis of sex that satisfies one or more of the following:
 - a. An employee of the school district conditioning the provision of an aid, benefit, or service of the school district on a student's participation in unwelcome sexual conduct;
 - b. Unwelcome conduct determined by a reasonable person to be so severe, pervasive, and objectively offensive that it effectively denies a student equal access to the school district's education program or activity; or
 - c. "Sexual assault" as defined in 20 U.S.C. §1092(f)(6)(A)(v), "dating violence" as defined in 34 U.S.C. §12291(a)(10), "domestic violence" as defined in 34 U.S.C. §12291(a)(8), or "stalking" as defined in 34 U.S.C. §12291(a)(30).

Sexual harassment may take place electronically or on an online platform used by the school, including, but not limited to, computer and internet networks; digital platforms; and computer hardware or software owned or operated by, or used in the operations of the school.

In accordance with 34 CFR §106.8(a), any person may report sex discrimination, including sexual harassment using the contact information listed for the Title IX Coordinator, or by any other means that results in the Title IX Coordinator receiving the person's verbal or written report.



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Sexual Harassment of Students

A school district with “actual knowledge” of sexual harassment in the educational program or activity of the school district against a student, must respond promptly in a manner that is not “deliberately indifferent”.

Any school employee who receives a complaint of sexual harassment or is aware of behavior that could constitute sexual harassment is required to report that information to the Title IX Coordinator in accordance with the provisions of 34 CFR §106.8(a) and B.1. of Regulation 5751. The district must report any potential child abuse in accordance with N.J.S.A. 18A:36-24; N.J.S.A. 18A:36-25; N.J.A.C. 6A:16-11.1; and Policy and Regulation 8462.

The Title IX Coordinator shall notify persons entitled to a notification pursuant to 34 CFR §106.8(a)(1) that the school district does not discriminate on the basis of sex in the education program or activity that it operates, and that it is required by Title IX and Policy and Regulation 5751 not to discriminate in such a manner in accordance with 34 CFR §106.8(b)(1).

The Title IX Coordinator shall prominently display the contact information required to be listed for the Title IX Coordinator pursuant to 34 CFR §106.8(b)(2)(i) on the school district’s website and in each handbook or catalog the school district makes available to persons entitled to a notification in accordance with 34 CFR §106.8(a). Policy and Regulation 5751 shall be prominently displayed on the district’s website and accessible to anyone.

Supportive measures shall be available to the Complainant, Respondent, and as appropriate, witnesses or other impacted individuals.

The school district shall use the grievance process outlined in 34 CFR §106.45 and Regulation 5751 to address formal complaints of sexual harassment. The school district shall offer both parties an appeal process as outlined in 34 CFR §106.45 and Regulation 5751 from a determination regarding responsibility for sexual harassment and from the Title IX Coordinator’s dismissal of a formal complaint or any allegations of sexual harassment.

The Title IX Coordinator shall be responsible for effective implementation of any remedies in accordance with 34 CFR §106.45(b)(7)(iv). The appropriate school official designated by the Superintendent, after consultation with the Title IX Coordinator, will determine sanctions imposed and remedies provided, if any.



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Sexual Harassment of Students

Consistent with the laws of New Jersey a student's parent must be permitted to exercise the rights granted to their child under this Policy, whether such rights involve requesting supportive measures, filing a formal complaint, or participating in a grievance process.

The Superintendent or designee shall ensure that Title IX Coordinators, investigators, decision-makers, appeal officer, and any person who facilitates an informal resolution process, receive training in accordance with 34 CFR §106.45(b)(1)(iii).

The school district or any employee of the school district shall not intimidate, threaten, coerce, or discriminate against any individual for the purpose of interfering with any right or privilege secured by Title IX or Policy 5751, or because the individual has made a report or complaint, testified, assisted, or participated or refused to participate in any manner in an investigation, proceeding, or hearing under this Policy, in accordance with 34 CFR §106.71(a).

For each school district response to sexual harassment required under 34 CFR §106.44, the school district shall create and maintain for a period of seven years, records in accordance with 34 CFR §106.45(b)(10).

The Superintendent or designee shall consult with the Board Attorney to ensure the school district's response to allegations of sexual harassment and the school district's grievance process are in accordance with 34 CFR §106.44 and 34 CFR §106.45.

Any time a report is made to the Title IX Coordinator or formal complaint is filed pursuant to this Policy and in accordance with 34 CFR §106, the Title IX Coordinator shall forward the report or complaint to the Principal of the school building attended by the alleged victim for the Principal to follow the requirements of New Jersey's Anti-Bullying Bill of Rights Act and Policy 5512.

34 CFR §106

United States Department of Education, Office for Civil Rights – Questions and Answers on the Title IX Regulations on Sexual Harassment (July 20, 2021)

Adopted:



REGULATION

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Sexual Harassment of Students
Oct 21
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[See POLICY ALERT No. 225]

R 5751 SEXUAL HARASSMENT OF STUDENTS

The Board of Education will not tolerate sexual harassment of students by school employees, other students, or third parties. The school district shall investigate and resolve allegations of sexual harassment of students engaged in by school employees, other students, or third parties pursuant to 34 CFR §106.3(c) and Policy and Regulation 5751. In addition, reports of sexual harassment shall also be investigated in accordance with the requirements of New Jersey's Anti-Bullying Bill of Rights Act and Policy 5512.

A. Definitions

1. For the purpose of Policy and Regulation 5751 and in accordance with 34 CFR §106:
 - a. "Sexual harassment" (34 CFR §106.30(a)) means conduct on the basis of sex that satisfies one or more of the following:
 - (1) An employee of the school district conditioning the provision of an aid, benefit, or service of the school district on a student's participation in unwelcome sexual conduct;
 - (2) Unwelcome conduct determined by a reasonable person to be so severe, pervasive, and objectively offensive that it effectively denies a student equal access to the school district's education program or activity; or
 - (3) "Sexual assault" as defined in 20 U.S.C. §1092(f)(6)(A)(v), "dating violence" as defined in 34 U.S.C. §12291(a)(10), "domestic violence" as defined in 34 U.S.C. §12291(a)(8), or "stalking" as defined in 34 U.S.C. §12291(a)(30).
 - b. "Complainant" (34 CFR §106.30(a)) means a student currently enrolled who is alleged to be the Complainant of conduct that could constitute sexual harassment.
 - (1) A parent may act on behalf of the Complainant in accordance with State law, court orders, child custody arrangements, or other sources granting legal rights to parents.



REGULATION

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Sexual Harassment of Students

- (2) A parent has a legal right to act on a Complainant's behalf, this right applies throughout all aspects of the Title IX matter, including throughout the grievance process.
- c. "Decision-maker" (34 CFR §106.45(b)(7)) means a staff member(s) who is not the Title IX Coordinator or the school staff member who conducted the investigation, designated by the Superintendent of Schools, to objectively evaluate the relative evidence and reach conclusions about whether the Respondent is responsible for the alleged sexual harassment in accordance with the provisions of 34 C.F.R. 106.
- d. "Education program or activity" (34 CFR §106.44(a)) includes locations, events, or circumstances over which the school district exercises substantial control over both the Respondent and the context in which the sexual harassment occurs.
- e. "Formal complaint" (34 CFR §106.30(a)) means a document filed by a Complainant or signed by the Title IX Coordinator alleging sexual harassment against a Respondent and requesting that the school district investigate the allegation of sexual harassment. As used in this definition paragraph, the phrase "document filed by a Complainant" means a document or electronic submission (such as by electronic mail or through an online portal provided for this purpose by the school district) that contains the Complainant's physical or digital signature, or otherwise indicates that the Complainant is the person filing the formal complaint.
- f. "Investigator" (34 CFR §106.45(b)(5)) means a staff member or staff members who may be the Title IX Coordinator and who is not a decision-maker, designated by the Superintendent of Schools, to investigate alleged sexual harassment in accordance with 34 CFR §106. The investigator may be the school district's Affirmative Action Officer only if the Affirmative Action Officer is not the decision-maker.
- g. "Program or activity" and "program" (34 CFR §106.2(h)(2)(ii)) means all of the operations of a local educational agency (as defined in 20 U.S.C. §8801), system of vocational education, or other school system.
- h. "Respondent" (34 CFR §106.30(a)) means an individual who has been reported to be the perpetrator of conduct that could constitute sexual harassment.



REGULATION

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Sexual Harassment of Students

- (1) A parent may act on behalf of the Respondent in accordance with State law, court orders, child custody arrangements, or other sources granting legal rights to parents.
- (2) If a parent has a legal right to act on a Respondent's behalf, this right applies throughout all aspects of the Title IX matter, including throughout the grievance process.
 - i. "Title IX Coordinator" (34 CFR §106.8(a)) means an individual designated and approved by the Board to coordinate its efforts to comply with its responsibilities under 34 C.F.R. 106 and this Policy. The individual must be referred to as the "Title IX Coordinator" and may also be the investigator but cannot be the decision-maker.

B. Reporting and Notification Requirements

1. Sexual harassment may take place electronically or on an online platform used by the school, including, but not limited to, computer and internet networks; digital platforms; and computer hardware or software owned or operated by, or used in the operations of the school.
2. In accordance with 34 CFR §106.8(a), any person may report sex discrimination, including sexual harassment (whether or not the person reporting is the person alleged to be the victim of conduct that could constitute sex discrimination or sexual harassment), in person, by mail, by telephone, or by electronic mail, using the contact information listed for the Title IX Coordinator, or by any other means that results in the Title IX Coordinator receiving the person's verbal or written report.
 - a. Such a report may be made at any time (including during non-business hours) by using the telephone number or electronic mail address, or by mail to the office address listed for the Title IX Coordinator.
3. A school district with "actual knowledge" of sexual harassment in the educational program or activity of the school district against a student, must respond promptly in a manner that is not "deliberately indifferent".
 - a. The school district has "actual knowledge" when an employee receives a complaint of sexual harassment or an employee is aware of behavior that could constitute sexual harassment.



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- (1) Any school employee who receives a complaint of sexual harassment or is aware of behavior that could constitute sexual harassment is required to report that information to the Title IX Coordinator in accordance with the provisions of B.1. above.
 - (2) In addition to the district's response in accordance with this Regulation, the district must report any potential child abuse to appropriate law enforcement and child welfare authorities in accordance with N.J.S.A. 18A:36-24; N.J.S.A. 18A:36-25; N.J.A.C. 6A:16-11.1; and Policy and Regulation 8462.
- b. A school district is "deliberately indifferent" only if the response to sexual harassment is clearly unreasonable in light of the known circumstances, pursuant to 34 CFR §106.44(a).
4. The district is required to offer supportive measures to the Complainant even if the Respondent ceased being enrolled or employed by the district prior to the filing of a formal complaint.
 - a. If the Respondent ceases to be enrolled in or employed by the district after a formal complaint is filed, the district may dismiss the complaint, but must still offer supportive measures to the Complainant pursuant to 34 CFR §106.45(b)(3)(ii).
5. The Title IX Coordinator shall notify persons entitled to a notification pursuant to 34 CFR §106.8(a) that the school district does not discriminate on the basis of sex in the education program or activity it operates and it is required by Title IX and Policy and Regulation 5751 not to discriminate in such a manner in accordance with 34 CFR §106.8(b)(1).
6. The Title IX Coordinator shall prominently display the contact information required to be listed for the Title IX Coordinator pursuant to 34 CFR §106.8(b)(2)(i) on the school district's website and in each handbook or catalog the school district makes available to persons entitled to a notification in accordance with 34 CFR §106.8(a).
 - a. Policy 5751 and this Regulation shall be prominently displayed on the district's website and accessible to anyone.



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C. Supportive Measures

1. "Supportive measures" mean non-disciplinary, non-punitive, individualized services offered as appropriate, as reasonably available, and without fee or charge to the Complainant or the Respondent before or after the filing of a formal complaint or where no formal complaint has been filed pursuant to 34 CFR §106.30(a).
2. Supportive measures shall be available to the Complainant, Respondent, and as appropriate, witnesses or other impacted individuals.
3. The Title IX Coordinator shall maintain consistent contact with the parties to ensure that safety, emotional and physical well-being are being addressed.
4. Generally, supportive measures are meant to be short-term in nature and will be re-evaluated on a periodic basis.
 - a. To the extent there is a continuing need for supportive measures after the conclusion of the resolution process, the Title IX Coordinator will work with appropriate school district resources to provide continued assistance to the parties.

D. Grievance Process

1. The school district will use the grievance process outlined in 34 CFR §106.45 and this Regulation to address formal complaints of sexual harassment.
2. Parents, students, unions and associations, and staff members shall receive notice of the grievance procedures and the Title IX Coordinator's name or title, office, address, email address, and telephone number in accordance with 34 CFR §106.8(a).
3. The school district's grievance process may, but need not, provide for a hearing pursuant to 34 CFR §106.45(b)(6)(ii).
4. The school district may not require as a condition of enrollment or continuing enrollment, or employment or continuing employment, or enjoyment of any other right, waiver of the right to an investigation and adjudication of formal complaints of sexual harassment consistent with 34 CFR §106.45(b)(9).



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5. The school district may not require the parties to participate in an informal resolution process regarding a Title IX claim and may not offer an informal resolution process unless a formal complaint is filed pursuant to 34 CFR §106.45(b)(9).
6. The Title IX Coordinator must promptly contact the Complainant in accordance with 34 CFR §106.44(a).
7. In response to a formal complaint, the school district will follow a grievance process that complies with 34 CFR §106.45.
 - a. Upon receipt of a formal complaint, the Title IX Coordinator shall provide written notice to the parties who are known in accordance with 34 CFR §106.45(b)(2)(i).
 - b. The Title IX Coordinator shall provide the investigator with a copy of the formal complaint if the Title IX Coordinator is not the investigator.
 - c. The investigator shall investigate the allegations contained in a formal complaint pursuant to 34 CFR §106.45(b).
8. The investigator shall create an investigative report in accordance with the provisions of 34 CFR §106.45(b)(5)(vii).
 - a. The investigator will attempt to collect all relevant information and evidence.
 - b. While the investigator will have the burden of gathering evidence, it is crucial that the parties present evidence and identify witnesses to the investigator so that they may be considered during the investigation.
 - c. While all evidence gathered during the investigative process and obtained through the exchange of written questions will be considered, the decision-maker may in their discretion grant lesser weight to last minute information or evidence introduced through the exchange of written questions that was not previously presented for investigation by the investigator.



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- d. To the greatest extent possible, and subject to Title IX, the school will make reasonable accommodations in an investigation to avoid potential re-traumatization of a student.
 - e. The investigative report shall be provided to the decision-maker in accordance with the provisions of 34 CFR §106.45(b)(6)(ii).
9. The decision-maker, who cannot be the same person as the Title IX Coordinator or the investigator, shall issue a written determination regarding responsibility pursuant to 34 CFR §106.45(b)(7).

- a. To reach this determination, the decision-maker will apply

[Select One Option Below

the preponderance of the evidence standard,

clear and convincing evidence standard,]

which shall be the same standard of evidence for formal complaints against students as for formal complaints against employees, including faculty, and apply the same standard of evidence to all formal complaints of sexual harassment pursuant to 34 CFR §106.45(b)(1)(vii).

- b. The decision-maker will facilitate a written question and answer period between the parties.
 - (1) Each party may submit their written questions for the other party and witnesses to the decision-maker for review.
 - (2) The questions must be relevant to the case and the decision-maker will determine if the questions submitted are relevant and will then forward the relevant questions to the other party or witnesses for a response.
 - (3) The decision-maker shall then review all the responses, determine what is relevant or not relevant, and issue a decision as to whether the Respondent is responsible for the alleged sexual harassment.



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- (4) The decision-maker will issue a written determination following the review of evidence. The written determination will include:
 - (a) Identification of allegations potentially constituting sexual harassment as defined in Policy and Regulation 5751 and 34 CFR §106.30;
 - (b) A description of the procedural steps taken from the receipt of the complaint through the determination, including any notifications to the parties, interviews with parties and witnesses, site visits, and methods used to gather evidence;
 - (c) Findings of fact supporting the determination, conclusions regarding the application of this formal grievance process to the facts; and
 - (d) A statement of and rationale for the result as to each allegation, including any determination regarding responsibility, any disciplinary sanctions the decision-maker imposed on the Respondent that directly relate to the Complainant, and whether remedies designed to restore or preserve equal access to the school's education program or activity will be provided to the Complainant; and procedures and permissible bases for the parties to appeal the determination.
- (5) The written determination will be provided to the parties simultaneously.
- (6) Notwithstanding a temporary delay of the grievance procedure or the limited extension of the grievance procedure time frames with good cause, the written determination shall be provided within sixty calendar days from receipt of the Complaint.
 - (a) The sixty calendar day time frame does not include the appeal process.



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- (7) Remedies and supportive measures that do not impact the Respondent should not be disclosed in the written determination; rather the determination should simply state that remedies will be provided to the Complainant.

E. Appeals

1. The school district will offer both parties an appeal from a determination regarding responsibility, and from the Title IX Coordinator's dismissal of a formal complaint or any allegations therein in accordance with 34 CFR §106.45(b)(8)(i).
2. As to all appeals, the school district will comply with the requirements of 34 CFR §106.45(b)(8).
3. The Superintendent shall designate an appeal officer for each appeal filed.
 - a. The appeal officer shall not be the same person as the decision-maker that reached the determination regarding responsibility or dismissal, the investigator, or the Title IX Coordinator in accordance with 34 CFR §106.45(b)(8)(iii)(B).
4. The Complainant and Respondent shall have an equal opportunity to appeal the policy violation determination and any sanctions.
5. The school district shall administer the appeal process, but is not a party and will not advocate for or against any appeal.
6. A party may appeal only on the following grounds and the appeal shall identify the reason(s) why the party is appealing:
 - a. There was a procedural error in the hearing process that materially affected the outcome;
 - (1) Procedural error refers to alleged deviations from school district policy, and not challenges to policies or procedures themselves;
 - b. There is new evidence that was not reasonably available at the time of the hearing and that could have affected the outcome;



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- c. The decision-maker had a conflict of interest or bias that affected the outcome;
 - d. The determination regarding the policy violation was unreasonable based on the evidence before the decision-maker;
 - (1) Appealing on this basis is available only to a party who participated in the hearing; and
 - e. The sanctions were disproportionate to the hearing officer's findings.
7. The appeal must be submitted in writing to the Title IX Coordinator within ten calendar days following the issuance of the notice of determination.
 8. The appeal must identify the ground(s) for appeal and contain specific arguments supporting each ground for appeal.
 9. The Title IX Coordinator shall notify the other party of the appeal, and that other party shall have an opportunity to submit a written statement in response to the appeal, within ten calendar days.
 10. The Title IX Coordinator shall inform the parties that they have an opportunity to meet with the appeal officer separately to discuss the proportionality of the sanction.
 11. The appeal officer shall decide the appeal considering the evidence presented at the hearing, the investigation file, and the appeal statements of both parties.
 12. In disproportionate sanction appeals, input the parties provided during the meeting may also be considered.
 13. The appeal officer shall summarize their decision in a written report that will be sent to the Complainant and Respondent within twenty calendar days of receiving the appeal.
- F. Remedies
1. The Title IX Coordinator shall be responsible for effective implementation of any remedies in accordance with 34 CFR §106.45(b)(7)(iv).



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2. Following receipt of the written determination from the decision-maker, the Title IX Coordinator will facilitate the imposition of sanctions, if any, the provision of remedies, if any, and to otherwise complete the formal resolution process.
3. The appropriate school official designated by the Superintendent, after consultation with the Title IX Coordinator, will determine the sanctions imposed and remedies provided, if any.
 - a. The imposition of sanctions or provisions of remedies will be revisited by the Title IX Coordinator following the appeal officer's decision, as appropriate.
4. The Title IX Coordinator must provide written notice to the parties simultaneously.
5. The school district must disclose to the Complainant the sanctions imposed on the Respondent that directly relate to the Complainant when such disclosure is necessary to ensure equal access to the school district's education program or activity.
6. It is important to note that conduct that does not meet the criteria under Title IX may violate other Federal or State laws or school district policies regarding student misconduct or may be inappropriate and require an immediate response in the form of supportive measures and remedies to prevent its recurrence and address its effects.

G. Parent Rights

1. Consistent with the laws of New Jersey, a student's parent must be permitted to exercise the rights granted to their child under Policy and Regulation 5751, whether such rights involve requesting supportive measures, filing a formal complaint, or participating in a grievance process.
2. A student's parent must also be permitted to accompany the student to meetings, interviews, and hearings, if applicable, during a grievance process in order to exercise rights on behalf of the student.
3. The student may have an advisor in addition to the parent.



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H. Training

The Superintendent or designee shall ensure that Title IX Coordinators, investigators, decision-makers, appeal officers, and any person who facilitates an informal resolution process, receive training in accordance with 34 CFR §106.45(b)(1)(iii).

I. Compliance

The Superintendent or designee shall consult with the Board Attorney to ensure the school district's response to any allegations of sexual harassment and the school district's grievance process are in accordance with 34 CFR §106.44 and 34 CFR §106.45.

J. Requirements of New Jersey's Anti-Bullying Bill of Rights Act

Any time a report is made to the Title IX Coordinator or formal complaint is filed pursuant to Policy and Regulation 5751 and in accordance with 34 CFR §106, the Title IX Coordinator shall forward the report or complaint to the Principal of the school building attended by the alleged victim for the Principal to follow the requirements of New Jersey's Anti-Bullying Bill of Rights Act and Policy 5512.

Adopted:

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[See POLICY ALERT No. 225]

1648.14 SAFETY PLAN FOR HEALTHCARE SETTINGS IN SCHOOL BUILDINGS – COVID-19

A. Purpose and Scope

The Board of Education is committed to providing a safe and healthy workplace for all employees and has adopted this Policy that shall be the school district's COVID-19 Plan (Plan) that includes procedures to minimize the risk of transmission of COVID-19, in accordance with Occupational Safety and Health Act of 1970 (OSHA) COVID-19 Emergency Temporary Standard (ETS) published on June 21, 2021. The ETS, 29 CFR §1910 - Subpart U, applies to all settings where any school district employee or contracted service provider provides healthcare services or health care support services. Public Employees' Occupational Safety and Health (PEOSH), the agency with jurisdiction over public employers in New Jersey, has adopted the ETS in full. However, its applicability for school districts is primarily restricted to the nurse's office and any adjoining clinical areas and not the entire school building.

The Board, administration, and the COVID-19 Safety Coordinator(s) will work collaboratively with all employees in the development, implementation, monitoring, and updating of this Plan.

1. Definitions

- a. "Employee" means any district employee or contracted service provider working in a healthcare setting where people with suspected or confirmed COVID-19 are reasonably expected to be present.

- (1) Therefore, the provisions of the ETS and this Policy only apply to employees or contracted service providers working in a nurse's office or any adjoining clinical areas.



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b. “Healthcare setting” means all settings in the school district where any employee or contracted service provider provides healthcare services or healthcare support services.

(1) Where a healthcare setting is embedded within a non-healthcare setting (i.e. school nurse’s office and any adjoining clinical areas in a school building), the ETS and this Policy only apply to the embedded healthcare setting and not to the remainder of a school building in accordance with 29 CFR §1910.502(a)(3)(i).

c. For the purpose of this Policy, additional definitions shall be those definitions listed in 29 CFR §1910.502(b).

~~2. The school district has multiple healthcare settings that are substantially similar; therefore, has developed and adopted this single Plan for these substantially similar healthcare settings, with site-specific considerations included in this Plan. The healthcare settings in the school district are listed in Appendix 1.~~

~~a. Any school district health care settings that are not substantially similar, the school district shall develop and adopt separate COVID-19 Plans for each healthcare setting and list them in Appendix 1.~~

B. Roles and Responsibilities for School District Employees

1. The school district’s goal in adopting this Policy is to prevent the transmission of COVID-19 in the school district’s healthcare settings. All staff members are responsible for supporting, complying with, and providing recommendations to further improve this Plan.

2. The Superintendent will designate a COVID-19 Safety Coordinator(s) who shall implement and monitor this Plan. The COVID-19 Safety Coordinator(s) shall have the school district’s full support in implementing and monitoring this Plan, and has authority to ensure compliance with all aspects of this Plan.



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C. Hazard Assessment and Worker Protections

1. The Superintendent of Schools or designee will conduct a specific hazard assessment of its healthcare settings to determine potential hazards related to COVID-19.
 - a. A hazard assessment will be conducted initially and whenever changes in a healthcare setting in the school district create a new potential risk of employee exposure to COVID-19 (e.g., new work activities in the healthcare setting).
2. The Superintendent has developed and the Board has adopted ~~this Plan~~ **Policy No. 1648.13 School Employee Vaccination Requirements and includes vaccination status in employee's health records, if provided.** ~~that includes the procedures the school district will use to determine an employee's vaccination status as outlined in Appendix 2.~~
 - a. In the event the Superintendent or designee cannot or does not determine or confirm the vaccination status of an employee, the employee shall be presumed to be unvaccinated.
3. ~~All completed hazard assessment forms and results will be attached to this Plan in Appendix 3 and will be accessible to all employees at each school district facility.~~
4. The school district will address ~~the~~ **any** hazards identified **and implement** ~~by the assessment, and have included in this Plan the~~ procedures to minimize the risk of transmission of COVID-19 for each employee. These procedures are included in the ~~following Appendices:~~ **district's The Restart and Recovery Plan and/or The Road Forward Reopening Plan.**
 - a. Patient Screening and Management
 - (1) In healthcare settings in the school district where direct patient care is provided, the school district



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will include protocols addressing patient screening and management. ~~in Appendix 4.~~

b. Standard and Transmission-Based Precautions

- (1) The school district will develop and implement procedures to adhere to Standard and Transmission-Based Precautions in accordance with CDC's "Guidelines for Isolation Precautions" which are included in the district's ~~Appendix 5~~ **The Restart and Recovery Plan and/or The Road Forward Reopening Plan.**

5. Personal Protective Equipment (PPE)

- a. The school district will provide and ensure that employees wear approved facemasks or a higher level of respiratory protection.
- b. The school district will include protocols to address PPE for healthcare settings in ~~Appendix 6~~ **The Restart and Recovery Plan and/or The Road Forward Reopening Plan.**

6. Physical Distancing

- a. The school district will ensure that each employee is separated from all other people in the healthcare setting by at least six feet when indoors, unless it can be demonstrated that such physical distance is not feasible for a specific activity.
 - (1) Where maintaining six feet of physical distance is not feasible, the school district will ensure employees are as far apart from other people as possible.
- b. Physical distancing will be implemented, along with the other provisions required by the ETS, as part of a multi-



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layered infection control approach for all healthcare settings.

- c. The school district will include protocols to address physical distancing for healthcare settings in ~~Appendix 7~~ **The Restart and Recovery Plan and/or The Road Forward Reopening Plan.**

7. Physical Barriers

- a. The school district will install physical barriers at each fixed work location outside of direct patient care areas where each employee is not separated from all other people by at least six feet of distance and spacing cannot be increased, unless it can be demonstrated that it is not feasible to install such physical barriers.
- b. Physical barriers will be implemented, along with the other provisions required by the ETS, as part of a multi-layered infection control approach for all healthcare settings.
- c. The school district will include protocols to address physical barriers for healthcare settings in ~~Appendix 8~~ **The Restart and Recovery Plan and/or The Road Forward Reopening Plan.**

8. Cleaning and Disinfecting in the Healthcare Setting

- a. The school district will implement policies and procedures for cleaning, disinfecting, and hand hygiene, along with the other provisions required by the ETS, as part of a multi-layered infection control approach for all healthcare settings.
- b. The school district will include protocols to address cleaning and disinfecting for healthcare settings in ~~Appendix 9~~ **The Restart and Recovery Plan and/or The Road Forward Reopening Plan.**



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9. Ventilation
 - a. The school district will implement procedures for each facility's heating, ventilation, and air conditioning (HVAC) system and include protocols addressing ventilation for healthcare settings in ~~Appendix 10~~ **The Restart and Recovery Plan and/or The Road Forward Reopening Plan.**
 - b. Ventilation policies and procedures will be implemented, along with the other provisions required by the ETS, as part of a multi-layered infection control approach.
 - c. The Superintendent **identifies the Director of Buildings and Grounds** ~~or designee will identify the building manager, HVAC professional, or maintenance employee who can~~ to certify that the HVAC system(s) are operating in accordance with the ventilation provisions of the ETS ~~and list the individual(s) in Appendix 10.~~

- D. Health Screening and Medical Management
 1. Health Screening
 - a. "Screening" means, for the purpose of this Policy, asking questions to determine whether a person is COVID-19 positive or has symptoms of COVID-19.
 - b. The school district **requires employees to self-monitor for COVID-19 symptoms before reporting to work.**

 2. Employee Notification to Employer of COVID-19 Illness or Symptoms
 - a. ~~The school district will include protocols to address employee notification to employer of COVID-19 illness or symptoms for employees in Appendix 11~~ **Employees will promptly notify the School Nurse(s) or Supervisor if**



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experiencing COVID-19 symptoms or if having tested positive.

3. Employer Notification to Employees of COVID-19 Exposure in the Healthcare Setting
 - a. The healthcare employee in the healthcare setting shall notify the school nurse of exposure to COVID-19.
 4. Medical Removal from the Healthcare Setting
 - a. **The school nurse will follow the same protocols with the healthcare employee as all other district employees.** ~~district will include protocols to address medical removal from the healthcare setting for employees in Appendix 11.~~
 5. Return to Work Criteria
 - a. The school district will follow protocols to address return to work criteria for employees **as recommended by the Local Health Department.** ~~in Appendix 11.~~
 6. Medical Removal Protection Benefits
 - a. The school district will continue to pay employees who have been removed from the healthcare setting under the medical removal provisions of the ETS. When an employee has been removed from the healthcare setting and is not working remotely or in isolation, the school district shall pay and provide benefits in accordance with the Plan addressed in Appendix 1.
- E. Vaccinations
1. The school district encourages employees to receive the COVID-19 vaccination as a part of a multi-layered infection control approach. The school district will support COVID-19 vaccination for each employee by providing reasonable time and paid leave to each employee for vaccination and any side effects experienced following vaccination.



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2. The school district will ~~include protocols to address vaccination for employees in Appendix 13.~~ abide by sick leave policies, any COVID-19 related benefits to which the employee may be entitled under applicable federal, state or local laws.
- F. Training
1. The school district will provide, when requested, training for healthcare employees ~~implement policies and procedures for employee training,~~ along with the other provisions required by the ETS, as part of a multi-layered infection control approach.
 2. The school district will include protocols to address training for employees in Appendix 2 .
- G. Anti-Retaliation
1. The school district will inform each employee that employees have a right to the protections required by the ETS, and that employers are prohibited from discharging or in any manner discriminating against any employee for exercising their right to protections required by the ETS, or for engaging in actions that are required by the ETS.
 2. The school district will not discharge or in any manner discriminate against any employee for exercising their right to the protections required by the ETS, or for engaging in actions that are required by the ETS.
- H. Requirements Implemented at No Cost to Employees
1. The school district will comply with the provisions of ETS at no cost to its employees, with the exception of any employee self-monitoring conducted under D. above.
- I. Recordkeeping
1. The school district will retain all versions of this Policy to comply with the ETS while the ETS remains in effect.



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2. The school district will establish and maintain a COVID-19 log to record each instance in which an employee is COVID-19 positive, Regardless of whether the instance is connected to exposure to COVID-19 at work.
 - a. The COVID-19 log will contain, for each instance, the employee's name, ~~one form of contact information, occupation, location where the employee worked~~, the date of the employee's last day in the healthcare setting, the date of the positive test for, or diagnosis of, COVID-19, and the date the employee first had one or more COVID-19 symptoms, if any were experienced.
3. The school district will record the information on the COVID-19 log within twenty-four hours of learning that the employee is COVID-19 positive.
 - a. The school district will maintain the COVID-19 log as a confidential medical record and will not disclose it except as required by the ETS or other Federal law.
 - b. The school district will maintain and preserve the COVID-19 log while the ETS remains in effect.
4. By the end of the next business day after a request, the school district will provide, for examination and copying:
 - a. All versions of this Policy which is the written Plan for all employees;
 - b. The individual COVID-19 log entry for a particular employee to that employee and to anyone having written authorized consent of that employee; and
 - c. A version of the COVID-19 log that removes the names of employees, contact information, and occupation, and only includes, for each employee in the COVID-19 log, the location where the employee worked, the last day that the employee was in the healthcare setting before removal, the



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date of that employee's positive test for, or diagnosis of, COVID-19, and the date the employee first had one or more COVID-19 symptoms, if any were experienced, to all employees.

J. Reporting

1. The school district will report to PEOSH:
 - a. Each work-related COVID-19 fatality within eight hours of the school district learning about the fatality;
 - b. Each work-related COVID-19 in-patient hospitalization within twenty-four hours of the school district learning about the in-patient hospitalization.

K. Monitoring Effectiveness

1. The school district and the COVID-19 Safety Coordinator(s) will work collaboratively with employees to monitor the effectiveness of this Plan so as to ensure ongoing progress and efficacy.
2. The school district will update this Policy as needed to address changes in specific COVID-19 hazards and exposures in the healthcare setting.

This Policy will be posted on the district's website. and its Appendices will be made available upon request.

29 CFR §1910.502

Occupational Safety and Health Administration Fact Sheet Subpart U COVID-19
Healthcare Emergency Temporary Standard
Occupational Safety and Health Administration Model Plan

See Also:

- **Policy No. 1648.11 The Road Forward COVID-19 – Health and Safety (M)**
- **Policy No. 1648.13 School Employee Vaccination Requirements (M)**
- **The Somerset County Vocational School District the Road Forward Reopening Plan**

Adopted:



Appendix 1: Medical Removal Protection Benefits

The district will continue to pay healthcare employees who have been removed from the workplace under the medical removal provisions of OSHA’s COVID-19 ETS. When an employee has been removed from the workplace and is not working remotely or in isolation, the district will abide by the following:

- Employers must continue to provide the benefits to which the employee is normally entitled and pay the employee the same regular pay the employee would have received had the employee not been absent from work, up to \$1,400 per week per employee. For employers with few than 500 employees, the employer must pay the employee up to the \$1,400 per week cap but, beginning in the third week of an employee’s removal, the amount is reduced to only two-thirds of the same regular pay the employee would have received had the employee not been absent from work, up to \$200 per day (\$1,000 per week in most cases).
- The ETS also provides that the employer’s payment obligation is reduced by the amount of compensation the employee receives from any other source, such as a publicly or employer-funded compensation program (e.g., paid sick leave, administrative leave), for earnings lost during the period of removal or any additional source of income the employee receives that is made possible by virtue of the employee’s removal.

Appendix 2: Training

1. The school district will ensure that each employee receives training, in a language and at a literacy level the employee understands, on the following topics:
 - a. COVID-19, including:
 - (1) How COVID-19 is transmitted (including pre-symptomatic and asymptomatic transmission);
 - (2) The importance of hand hygiene to reduce the risk of spreading COVID-19 infections;
 - (3) Ways to reduce the risk of spreading COVID-19 through proper covering of the nose and mouth;
 - (4) The signs and symptoms of COVID-19;
 - (5) Risk factors for severe illness; and
 - (6) When to seek medical attention.
 - b. The school district’s procedures on patient screening and management;
 - c. Tasks and situations in the healthcare setting that could result in COVID-19 infection;

- d. Healthcare setting-specific procedures to prevent the spread of COVID-19 that are applicable to the employee's duties (e.g., policies on Standard and Transmission-Based Precautions, physical distancing, physical barriers, ventilation, aerosol-generating procedures);
- e. Employer-specific multi-employer healthcare setting agreements related to infection control policies and procedures, the use of common areas, and the use of shared equipment that affect employees at the healthcare setting;
- f. The school district's procedures for PPE worn to comply with the ETS, including:
 - (1) When PPE is required for protection against COVID-19;
 - (2) Limitations of PPE for protection against COVID-19;
 - (3) How to properly put on, wear, and take off PPE;
 - (4) How to properly care for, store, clean, maintain, and dispose of PPE; and
 - (5) Any modifications to donning, doffing, cleaning, storage, maintenance, and disposal procedures needed to address COVID-19 when PPE is worn to address healthcare setting hazards other than COVID-19.
- g. Healthcare setting-specific procedures for cleaning and disinfection;
- h. The school district's procedures on health screening and medical management;
- i. Available sick leave policies, any COVID-19-related benefits to which the employee may be entitled under applicable Federal, State, or local laws, and other supportive policies and practices (e.g., telework, flexible hours, etc.);
- j. The identity of school district's Safety Coordinator(s) specified in this Plan; and
- k. The ETS.
 - (1) How the employee can obtain copies of the ETS and any employer-specific policies and procedures developed under the ETS, including this Policy, which is the school district's written Plan.

2. The school district will ensure that the training is overseen or conducted by a person knowledgeable in the covered subject matter as it relates to the employee's job duties, and that the training provides an opportunity for interactive questions and answers with a person knowledgeable in the covered subject matter as it relates to the employee's job duties.
3. The school district will provide additional training whenever changes occur that affect the employee's risk of contracting COVID-19 at work (e.g., new job tasks), policies or procedures are changed, or there is an indication that the employee has not retained the necessary understanding or skill.]

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11/1 11:28am

REPORT OF THE SECRETARY
TO THE BOARD OF EDUCATION
Somerset County Vocational Board of Ed.
General Fund - Fund 10
Interim Balance Sheet
For 4 Month Period Ending 10/31/2021

=====

ASSETS AND RESOURCES

=====

--- A S S E T S ---

101	Cash in bank		\$8,323,558.64
102-107	Cash and cash equivalents		\$0.01
121	Tax levy receivable		\$9,277,160.00
	Accounts receivable:		
132	Interfund	\$148,880.83	
141	Intergovernmental - State	\$1,146,925.99	
143	Intergovernmental - Other	\$86,121.67	
			\$1,381,928.49

--- R E S O U R C E S ---

301	Estimated Revenues	\$15,026,154.00	
302	Less Revenues	(\$18,346,877.08)	
			(\$3,320,723.08)

Total assets and resources

\$15,661,924.06

=====

REPORT OF THE SECRETARY
TO THE BOARD OF EDUCATION
Somerset County Vocational Board of Ed.
General Fund - Fund 10
Interim Balance Sheet
For 4 Month Period Ending 10/31/2021

=====

LIABILITIES AND FUND EQUITY

=====

--- L I A B I L I T I E S ---

421	Accounts Payable	\$131,811.91
TOTAL LIABILITIES		\$131,811.91
		=====

F U N D B A L A N C E

--- A p p r o p r i a t e d ---

753	Reserve for Encumbrances - Current Year	\$8,838,347.20
754	Reserve for Encumbrance - Prior Year	\$25,434.82
Reserved fund balance:		
760	Reserved Fund Balance	\$3,470,223.08
601	Appropriations	\$15,940,815.68
602	Less : Expenditures	\$3,907,568.25
603	Encumbrances	\$8,863,782.02 (\$12,771,350.27)
		\$3,169,465.41
Total Appropriated		\$15,503,470.51
--- U n a p p r o p r i a t e d ---		
770	Unreserved Fund Balance -	\$877,341.64
303	Budgeted Fund Balance	(\$850,700.00)
TOTAL FUND BALANCE		\$15,530,112.15
TOTAL LIABILITIES AND FUND EQUITY		\$15,661,924.06
		=====

Somerset County Vocational Board of Ed.
 General Fund - Fund 10
 Interim Balance Sheet
 For 4 Month Period Ending 10/31/2021

RECAPITULATION OF FUND BALANCE:	Budgeted	Actual	Variance
	_____	_____	_____
Appropriations	\$15,940,815.68	\$12,771,350.27	\$3,169,465.41
Revenues	(\$15,026,154.00)	(\$18,346,877.08)	\$3,320,723.08
	_____	_____	_____
	\$914,661.68	(\$5,575,526.81)	\$6,490,188.49
	_____	_____	_____
Less: Adjust for prior year encumb.	(\$63,961.68)	(\$63,961.68)	
	_____	_____	_____
Budgeted Fund Balance	\$850,700.00	(\$5,639,488.49)	\$6,490,188.49
	=====	=====	=====
Recapitulation of Budgeted Fund Balance by Subfund			
Fund 10 (includes 10, 11, 12, and 13)	\$850,700.00	(\$5,639,488.49)	\$6,490,188.49
	_____	_____	_____
TOTAL Budgeted Fund Balance	\$850,700.00	(\$5,639,488.49)	\$6,490,188.49
	=====	=====	=====

REPORT OF THE SECRETARY
TO THE BOARD OF EDUCATION
Somerset County Vocational Board of Ed.
GENERAL FUND - FUND 10
INTERIM STATEMENTS COMPARING
BUDGET REVENUE WITH ACTUAL TO DATE AND
APPROPRIATIONS WITH EXPENDITURES AND ENCUMBRANCES TO DATE
For 4 Month Period Ending 10/31/2021

	BUDGETED ESTIMATED	ACTUAL TO DATE	NOTE: OVER OR (UNDER)	UNREALIZED BALANCE
*** REVENUES/SOURCES OF FUNDS ***				
1XXX From Local Sources	\$13,597,592.00	\$13,218,315.08		\$379,276.92
3XXX From State Sources	\$1,428,562.00	\$5,128,562.00		(\$3,700,000.00)
	-----	-----	-----	-----
TOTAL REVENUE/SOURCES OF FUNDS	\$15,026,154.00	\$18,346,877.08		(\$3,320,723.08)
	=====	=====	=====	=====
*** EXPENDITURES ***				
	APPROPRIATIONS	EXPENDITURES	ENCUMBRANCES	AVAILABLE BALANCE
	-----	-----	-----	-----
--- CURRENT EXPENSE ---				
11-1XX-100-XXX Regular Programs - Instruction	\$2,101,003.91	\$393,045.07	\$1,497,256.27	\$210,702.57
11-3XX-100-XXX Voc. Programs - Local - Instruction	\$3,834,804.55	\$623,193.96	\$2,147,066.86	\$1,064,543.73
11-401-100-XXX School-Spon. Cocurr. Acti-Instr	\$88,770.00	\$903.14	\$103.00	\$87,763.86
11-402-100-XXX School-Spons. Athletics - Instruction	\$153,820.00	\$31,874.56	\$58,168.55	\$63,776.89
--- UNDISTRIBUTED EXPENDITURES ---				
11-000-211-XXX Attendance and Social Work Services	\$38,792.56	\$18,097.52	\$20,195.04	\$500.00
11-000-213-XXX Health Services	\$219,508.74	\$62,739.32	\$141,651.94	\$15,117.48
11-000-216-XXX Speech, OT,PT & Related Svcs	\$24,620.00	\$200.00	\$24,420.00	\$0.00
11-000-218-XXX Guidance	\$837,284.05	\$209,225.03	\$457,665.08	\$170,393.94
11-000-219-XXX Child Study Teams	\$224,225.32	\$73,238.06	\$146,815.36	\$4,171.90
11-000-221-XXX Improv of Inst. - Instruc Staff	\$419,001.00	\$147,033.12	\$267,197.78	\$4,770.10
11-000-222-XXX Educational Media Serv/School Library	\$48,155.00	\$9,740.49	\$31,267.22	\$7,147.29
11-000-223-XXX Instructional Staff Training Services	\$60,430.30	\$24,003.36	\$22,626.44	\$13,800.50
11-000-230-XXX Supp. Serv.-General Administration	\$808,799.24	\$279,399.39	\$405,524.52	\$123,875.33
11-000-240-XXX Supp. Serv.-School Administration	\$793,727.00	\$266,563.02	\$496,837.69	\$30,326.29
11-000-25X-XXX Central Serv & Admin. Inform. Tech.	\$952,381.56	\$319,666.29	\$581,634.05	\$51,081.22
11-000-261-XXX Require Maint. for School Facilities	\$918,080.00	\$290,100.26	\$400,241.41	\$227,738.33
11-000-262-XXX Custodial Services	\$895,313.93	\$254,294.51	\$560,102.50	\$80,916.92
11-000-263-XXX Care and Upkeep of Grounds	\$15,000.00	\$0.00	\$0.00	\$15,000.00
11-000-266-XXX Security	\$141,938.00	\$34,995.73	\$84,566.57	\$22,375.70
11-000-270-XXX Student Transportation Services	\$96,218.00	\$10,195.41	\$36,058.56	\$49,964.03
11-XXX-XXX-2XX Allocated and Unallocated Benefits	\$2,926,356.00	\$855,486.20	\$1,387,034.47	\$683,835.33
	-----	-----	-----	-----
TOTAL GENERAL CURRENT EXPENSE	\$15,598,229.16	\$3,903,994.44	\$8,766,433.31	\$2,927,801.41
EXPENDITURES/USES OF FUNDS	\$15,598,229.16	\$3,903,994.44	\$8,766,433.31	\$2,927,801.41
	=====	=====	=====	=====

REPORT OF THE SECRETARY
 TO THE BOARD OF EDUCATION
 Somerset County Vocational Board of Ed.
 GENERAL FUND - FUND 10
 INTERIM STATEMENTS COMPARING
 BUDGET REVENUE WITH ACTUAL TO DATE AND
 APPROPRIATIONS WITH EXPENDITURES AND ENCUMBRANCES TO DATE
 For 4 Month Period Ending 10/31/2021

*** EXPENDITURES - cont'd ***	APPROPRIATIONS	EXPENDITURES	ENCUMBRANCES	AVAILABLE BALANCE
	-----	-----	-----	-----
*** CAPITAL OUTLAY ***				
12-XXX-XXX-73X Equipment	\$121,498.52	\$3,573.81	\$97,348.71	\$20,576.00
12-000-4XX-XXX Facilities acquisition & constr. serv.	\$221,088.00	.00	.00	\$221,088.00
	-----	-----	-----	-----
TOTAL CAP OUTLAY EXPEND./USES OF FUNDS	\$342,586.52	\$3,573.81	\$97,348.71	\$241,664.00
	=====	=====	=====	=====
TOTAL GENERAL FUND EXPENDITURES	\$15,940,815.68	\$3,907,568.25	\$8,863,782.02	\$3,169,465.41
	=====	=====	=====	=====

REPORT OF THE SECRETARY
TO THE BOARD OF EDUCATION
Somerset County Vocational Board of Ed.
GENERAL FUND - FUND 10
SCHEDULE OF REVENUES
ACTUAL COMPARED WITH ESTIMATED
For 4 Month Period Ending 10/31/2021

		ESTIMATED	ACTUAL	UNREALIZED
		-----	-----	-----
--- LOCAL SOURCES ---				
1210	Local Tax Levy	\$12,160,892.00	\$13,122,136.00	(\$961,244.00)
1310	Tuition from Individuals	\$1,411,700.00	\$91,570.00	\$1,320,130.00
1XXX	Miscellaneous	\$25,000.00	\$4,609.08	\$20,390.92
	TOTAL	\$13,597,592.00	\$13,218,315.08	\$379,276.92
		=====	=====	=====
--- STATE SOURCES ---				
3132	Categorical Special Education Aid	\$389,105.00	\$389,105.00	.00
3140	Vocational Expansion Stabilization Aid	\$511,339.00	\$511,339.00	.00
3176	Equalization	\$463,393.00	\$463,393.00	.00
3177	Categorical Security	\$64,725.00	\$64,725.00	.00
3XXX	Other State Aids	\$0.00	\$3,700,000.00	(\$3,700,000.00)
	TOTAL	\$1,428,562.00	\$5,128,562.00	(\$3,700,000.00)
		=====	=====	=====
	TOTAL REVENUES/SOURCES OF FUNDS	\$15,026,154.00	\$18,346,877.08	(\$3,320,723.08)
		=====	=====	=====

REPORT OF THE SECRETARY
TO THE BOARD OF EDUCATION
Somerset County Vocational Board of Ed.
GENERAL FUND - FUND 10
STATEMENT OF APPROPRIATIONS
COMPARED WITH EXPENDITURES AND ENCUMBRANCES
For 4 Month Period Ending 10/31/2021

	Appropriations	Expenditures	Encumbrances	Available Balance
*** GENERAL CURRENT EXPENSE ***				
--- Regular Programs - Instruction ---				
11-140-100-101 Grades 9-12 - Salaries of Teachers	\$1,892,059.00	\$363,369.38	\$1,383,555.66	\$145,133.96
11-140-100-500 Other Purch. Serv. (400-500 series)	\$25,750.00	\$7,085.50	\$10,788.75	\$7,875.75
--- Regular Programs - Home Instruction ---				
11-150-100-101 Salaries of Teachers	\$5,000.00	\$0.00	\$0.00	\$5,000.00
11-150-100-320 Purchased Prof.-Ed. Services	\$3,300.00	.00	.00	\$3,300.00
--- Regular Programs - Undistr. Instruction ---				
TOTAL	\$1,926,109.00	\$370,454.88	\$1,394,344.41	\$161,309.71
--- SPECIAL EDUCATION - INSTRUCTION ---				
--- Vocational Programs-Local-Instruction ---				
11-3XX-100-101 Salaries of Teachers	\$3,175,651.60	\$631,417.65	\$2,049,603.93	\$494,630.02
11-3XX-100-106 Other Sal. For Instruction	\$64,890.00	\$8,696.15	\$0.00	\$56,193.85
11-3XX-100-320 Purchased Prof.-Ed. Services	\$249,300.00	(\$54,351.00)	\$2,550.00	\$301,101.00
11-3XX-100-500 Other Purchased Serv.(400-500 series)	\$68,062.00	\$6,748.44	\$28,553.77	\$32,759.79
11-3XX-100-610 General Supplies	\$244,802.95	\$27,322.76	\$57,035.89	\$160,444.30
11-3XX-100-640 Textbooks	\$16,798.00	\$1,603.78	\$4,660.51	\$10,533.71
11-3XX-100-800 Other Objects	\$15,300.00	\$1,756.18	\$4,662.76	\$8,881.06
TOTAL	\$3,834,804.55	\$623,193.96	\$2,147,066.86	\$1,064,543.73
--- School spons.cocurricular activities-Instruction ---				
11-401-100-100 Salaries	\$54,405.00	.00	.00	\$54,405.00
11-401-100-500 Purchased Services (300-500 series)	\$12,725.00	.00	.00	\$12,725.00
11-401-100-600 Supplies and Materials	\$15,040.00	\$903.14	.00	\$14,136.86
11-401-100-800 Other Objects	\$6,600.00	.00	\$103.00	\$6,497.00
TOTAL	\$88,770.00	\$903.14	\$103.00	\$87,763.86
--- School sponsored athletics-Instruct. ---				
11-402-100-100 Salaries	\$85,828.00	\$8,600.64	\$17,201.28	\$60,026.08
11-402-100-500 Purchased Services (300-500 series)	\$37,132.00	\$7,152.00	\$28,352.00	\$1,628.00
11-402-100-600 Supplies and Materials	\$15,010.00	\$8,204.92	\$6,795.27	\$9.81
11-402-100-800 Other Objects	\$15,850.00	\$7,917.00	\$5,820.00	\$2,113.00
TOTAL	\$153,820.00	\$31,874.56	\$58,168.55	\$63,776.89
--- UNDISTRIBUTED EXPENDITURES ---				
--- Attendance and social work services ---				
11-000-211-171 Sal. of Drop-Out Prev. Officer/Coordinators	\$30,292.56	\$10,097.52	\$20,195.04	.00
11-000-211-300 Purchased Prof. & Tech. Svc.	\$8,000.00	\$8,000.00	.00	.00
11-000-211-600 Supplies and Materials	\$250.00	.00	.00	\$250.00
11-000-211-800 Other Objects	\$250.00	.00	.00	\$250.00
TOTAL	\$38,792.56	\$18,097.52	\$20,195.04	\$500.00
--- Health services ---				
11-000-213-100 Salaries	\$193,529.00	\$56,722.46	\$136,355.20	\$451.34
11-000-213-300 Purchased Prof. & Tech. Svc.	\$16,024.74	\$5,739.63	\$1,056.11	\$9,229.00
11-000-213-500 Other Purchd. Serv.(400-500 series)	\$260.00	.00	.00	\$260.00

Somerset County Vocational Board of Ed.
 GENERAL FUND - FUND 10
 STATEMENT OF APPROPRIATIONS
 COMPARED WITH EXPENDITURES AND ENCUMBRANCES
 For 4 Month Period Ending 10/31/2021

	Appropriations	Expenditures	Encumbrances	Available Balance
11-000-213-600 Supplies and Materials	\$9,000.00	\$212.23	\$3,810.63	\$4,977.14
11-000-213-800 Other Objects	\$695.00	\$65.00	\$430.00	\$200.00
TOTAL	\$219,508.74	\$62,739.32	\$141,651.94	\$15,117.48
--- Speech, OT,PT & Related Svcs ---				
11-000-216-320 Purchased Prof. Ed. Services	\$24,620.00	\$200.00	\$24,420.00	.00
TOTAL	\$24,620.00	\$200.00	\$24,420.00	\$0.00
--- Guidance ---				
11-000-218-104 Salaries Other Prof. Staff	\$462,994.16	\$120,879.40	\$340,838.96	\$1,275.80
11-000-218-105 Sal Secr. & Clerical Asst.	\$123,977.00	\$31,071.62	\$71,346.56	\$21,558.82
11-000-218-11X Other Salaries	\$179,458.00	\$23,975.78	\$40,389.92	\$115,092.30
11-000-218-390 Other Purch. Prof. & Tech Svc.	\$38,050.00	\$23,640.49	\$4,992.00	\$9,417.51
11-000-218-500 Other Purchased Services (400-500 series)	\$23,500.00	\$7,138.40	.00	\$16,361.60
11-000-218-600 Supplies and Materials	\$9,304.89	\$2,519.34	\$97.64	\$6,687.91
TOTAL	\$837,284.05	\$209,225.03	\$457,665.08	\$170,393.94
--- Child Study Teams ---				
11-000-219-104 Salaries Other Prof. Staff	\$160,525.00	\$44,050.86	\$115,418.72	\$1,055.42
11-000-219-105 Sal Secr. & Clerical Asst.	\$48,108.00	\$16,116.50	\$31,316.64	\$674.86
11-000-219-320 Purchased Prof. - Ed. Services	\$1,000.00	.00	.00	\$1,000.00
11-000-219-390 Other Purch. Prof. & Tech Svc.	\$5,930.32	\$5,930.32	.00	.00
11-000-219-592 Misc Purch Ser(400-500 O/than Resid costs)	\$4,762.00	\$4,762.00	\$0.00	\$0.00
11-000-219-600 Supplies and Materials	\$3,100.00	\$1,958.38	.00	\$1,141.62
11-000-219-800 Other Objects	\$800.00	\$420.00	\$80.00	\$300.00
TOTAL	\$224,225.32	\$73,238.06	\$146,815.36	\$4,171.90
--- Improv. of instr. Serv. ---				
11-000-221-102 Salaries Superv. of Instr.	\$233,146.00	\$77,678.96	\$155,357.92	\$109.12
11-000-221-104 Salaries Other Prof. Staff	\$121,874.00	\$49,012.50	\$71,180.00	\$1,681.50
11-000-221-105 Sal Secr. & Clerical Asst.	\$60,281.00	\$19,708.32	\$39,416.64	\$1,156.04
11-000-221-500 Other Purchased Services (400-500 series)	\$2,900.00	\$633.34	\$1,243.22	\$1,023.44
11-000-221-600 Supplies and Materials	\$400.00	.00	.00	\$400.00
11-000-221-800 Other Objects	\$400.00	.00	.00	\$400.00
TOTAL	\$419,001.00	\$147,033.12	\$267,197.78	\$4,770.10
--- Educational media serv./sch.library ---				
11-000-222-100 Salaries	\$37,155.00	\$7,311.00	\$29,244.00	\$600.00
11-000-222-300 Purchased Prof. & Tech Svc.	\$1,100.00	.00	\$922.19	\$177.81
11-000-222-500 Other Purchased Services (400-500 series)	\$1,450.00	.00	.00	\$1,450.00
11-000-222-600 Supplies and Materials	\$8,400.00	\$2,396.49	\$1,101.03	\$4,902.48
11-000-222-800 Other Objects	\$50.00	\$33.00	.00	\$17.00
TOTAL	\$48,155.00	\$9,740.49	\$31,267.22	\$7,147.29
--- Instructional Staff Training Services ---				
11-000-223-102 Salaries Superv. of Instruction	\$45,555.80	\$23,028.36	\$22,527.44	.00
11-000-223-390 Other Purch. Prof. & Tech Svc.	\$1,000.00	.00	.00	\$1,000.00
11-000-223-500 Other Purchased Services (400-500 series)	\$13,374.50	\$975.00	\$99.00	\$12,300.50

Somerset County Vocational Board of Ed.
GENERAL FUND - FUND 10
STATEMENT OF APPROPRIATIONS
COMPARED WITH EXPENDITURES AND ENCUMBRANCES
For 4 Month Period Ending 10/31/2021

	Appropriations	Expenditures	Encumbrances	Available Balance
11-000-223-600 Supplies and Materials	\$500.00	.00	.00	\$500.00
TOTAL	\$60,430.30	\$24,003.36	\$22,626.44	\$13,800.50
--- Support services-general administration ---				
11-000-230-100 Salaries	\$421,395.00	\$140,439.04	\$277,544.64	\$3,411.32
11-000-230-331 Legal Services	\$75,613.24	\$4,429.41	\$21,183.83	\$50,000.00
11-000-230-332 Audit Fees	\$38,939.00	.00	.00	\$38,939.00
11-000-230-334 Architectural/Engineering Services	\$4,750.00	\$1,437.50	\$1,750.00	\$1,562.50
11-000-230-339 Other Purchased Prof. Svc.	\$12,325.00	.00	\$1,325.00	\$11,000.00
11-000-230-340 Purchased Tech. Services	\$5,700.00	.00	\$3,272.00	\$2,428.00
11-000-230-530 Communications/Telephone	\$66,860.00	\$21,090.23	\$34,949.09	\$10,820.68
11-000-230-585 BOE Other Purchased Prof. Svc.	\$3,500.00	.00	\$900.00	\$2,600.00
11-000-230-590 Other Purchased Services	\$148,717.00	\$84,547.61	\$64,169.39	\$0.00
11-000-230-610 General Supplies	\$3,000.00	\$527.97	\$30.57	\$2,441.46
11-000-230-890 Misc. Expenditures	\$21,000.00	\$20,177.88	\$400.00	\$422.12
11-000-230-895 BOE Membership Dues and Fees	\$7,000.00	\$6,749.75	.00	\$250.25
TOTAL	\$808,799.24	\$279,399.39	\$405,524.52	\$123,875.33
--- Support services-school administration ---				
11-000-240-103 Salaries Princ./Asst. Princ.	\$216,539.00	\$72,109.12	\$144,218.24	\$211.64
11-000-240-104 Salaries Other Prof. Staff	\$325,023.00	\$108,235.20	\$216,470.40	\$317.40
11-000-240-105 Sal Secr. & Clerical Asst.	\$204,030.00	\$71,548.30	\$130,221.14	\$2,260.56
11-000-240-500 Other Purchased Services (400-500 series)	\$24,500.00	\$6,082.82	\$4,229.18	\$14,188.00
11-000-240-600 Supplies and Materials	\$17,635.00	\$2,672.58	\$1,698.73	\$13,263.69
11-000-240-800 Other Objects	\$6,000.00	\$5,915.00	.00	\$85.00
TOTAL	\$793,727.00	\$266,563.02	\$496,837.69	\$30,326.29
--- Central Services ---				
11-000-251-100 Salaries	\$388,780.00	\$129,511.92	\$259,023.84	\$244.24
11-000-251-330 Purchased Prof. Services	\$7,600.00	\$3,319.85	\$3,660.95	\$619.20
11-000-251-340 Purchased Technical Services	\$27,000.00	\$13,826.00	\$13,174.00	.00
11-000-251-592 Misc Pur Serv (400-500 series)	\$1,500.00	.00	.00	\$1,500.00
11-000-251-600 Supplies and Materials	\$6,499.80	\$995.02	\$217.42	\$5,287.36
11-000-251-89X Other Objects	\$3,100.00	\$1,590.00	.00	\$1,510.00
TOTAL	\$434,479.80	\$149,242.79	\$276,076.21	\$9,160.80
--- Admin. Info. Technology ---				
11-000-252-100 Salaries	\$451,601.76	\$150,533.92	\$301,067.84	.00
11-000-252-500 Other Pur Serv. (400-500 series)	\$33,300.00	\$19,889.58	\$4,490.00	\$8,920.42
11-000-252-600 Supplies and Materials	\$33,000.00	.00	.00	\$33,000.00
TOTAL	\$517,901.76	\$170,423.50	\$305,557.84	\$41,920.42
TOTAL Cent. Svcs. & Admin IT	\$952,381.56	\$319,666.29	\$581,634.05	\$51,081.22
--- Required Maint.for School Facilities ---				
11-000-261-100 Salaries	\$505,381.00	\$161,802.26	\$319,980.00	\$23,598.74
11-000-261-420 Cleaning, Repair & Maint. Svc	\$323,500.00	\$108,049.67	\$70,133.50	\$145,316.83
11-000-261-610 General Supplies	\$76,199.00	\$12,423.66	\$10,127.91	\$53,647.43

Somerset County Vocational Board of Ed.
GENERAL FUND - FUND 10
STATEMENT OF APPROPRIATIONS
COMPARED WITH EXPENDITURES AND ENCUMBRANCES
For 4 Month Period Ending 10/31/2021

	Appropriations	Expenditures	Encumbrances	Available Balance
11-000-261-800 Other Objects	\$13,000.00	\$7,824.67	.00	\$5,175.33
TOTAL	\$918,080.00	\$290,100.26	\$400,241.41	\$227,738.33
11-000-262-420 Cleaning, Repair & Maint. Svc.	\$511,847.28	\$128,726.34	\$383,120.94	.00
11-000-262-490 Other Purchased Property Svc.	\$55,000.00	\$9,417.18	\$17,733.55	\$27,849.27
11-000-262-520 Insurance	\$91,000.00	\$57,485.50	\$33,514.50	.00
11-000-262-621 Energy (Natural Gas)	\$90,000.00	\$2,955.84	\$60,320.16	\$26,724.00
11-000-262-622 Energy (Electricity)	\$147,466.65	\$55,709.65	\$65,413.35	\$26,343.65
TOTAL	\$895,313.93	\$254,294.51	\$560,102.50	\$80,916.92
--- Care and Upkeep of Grounds ---				
11-000-263-420 Cleaning, Repair, & Maintenance Serv.	\$15,000.00	.00	.00	\$15,000.00
TOTAL	\$15,000.00	\$0.00	\$0.00	\$15,000.00
--- Security ---				
11-000-266-100 Salaries	\$136,938.00	\$32,339.54	\$84,566.57	\$20,031.89
11-000-266-300 Purchased Prof. & Tech. Svc.	\$1,000.00	.00	.00	\$1,000.00
11-000-266-610 General Supplies	\$4,000.00	\$2,656.19	.00	\$1,343.81
TOTAL	\$141,938.00	\$34,995.73	\$84,566.57	\$22,375.70
TOTAL Oper & Maint of Plant Services	\$1,970,331.93	\$579,390.50	\$1,044,910.48	\$346,030.95
--- Student transportation services ---				
11-000-270-162 Sal Pupil Trans.Other than Bet Home & Sch	\$55,118.00	\$9,817.41	\$36,058.56	\$9,242.03
11-000-270-420 Cleaning, Repair & Maint. Svc.	\$1,000.00	.00	.00	\$1,000.00
11-000-270-512 Contract Svc (other btw home & sch)-vndrs	\$8,000.00	\$378.00	.00	\$7,622.00
11-000-270-517 Contract Svc (reg std) - ESCs	\$30,000.00	.00	.00	\$30,000.00
11-000-270-593 Misc. Purchased Svc.- Transp.	\$500.00	.00	.00	\$500.00
11-000-270-610 General Supplies	\$1,500.00	.00	.00	\$1,500.00
11-000-270-800 Misc. Expenditures	\$100.00	.00	.00	\$100.00
TOTAL	\$96,218.00	\$10,195.41	\$36,058.56	\$49,964.03
--- Personal Services-Employee Benefits---				
11-XXX-XXX-210 Group Insurance	\$13,820.00	\$3,078.49	\$7,131.03	\$3,610.48
11-XXX-XXX-220 Social Security Contributions	\$282,200.00	\$71,822.87	\$195,316.94	\$15,060.19
11-XXX-XXX-241 Other Retirement Contrb. - PERS	\$384,745.00	\$1,118.34	\$4,692.51	\$378,934.15
11-XXX-XXX-250 Unemployment Compensation	\$33,591.00	\$10,866.04	\$21,133.96	\$1,591.00
11-XXX-XXX-260 Workman's Compensation	\$212,000.00	\$106,000.00	\$106,000.00	.00
11-XXX-XXX-270 Health Benefits	\$1,849,000.00	\$649,089.16	\$1,048,960.03	\$150,950.81
11-XXX-XXX-280 Tuition Reimbursement	\$80,000.00	.00	.00	\$80,000.00
11-XXX-XXX-290 Other Employee Benefits	\$66,000.00	\$13,511.30	\$3,800.00	\$48,688.70
11-XXX-XXX-299 Unused Sick Payment to Term/Ret Staff	\$5,000.00	.00	.00	\$5,000.00
TOTAL	\$2,926,356.00	\$855,486.20	\$1,387,034.47	\$683,835.33
Total Undistributed Expenditures	\$9,419,830.70	\$2,854,977.71	\$5,063,838.63	\$1,501,014.36
*** TOTAL CURRENT EXPENSE EXPENDITURES ***	\$15,423,334.25	\$3,881,404.25	\$8,663,521.45	\$2,878,408.55
*** TOTAL CURRENT EXPENSE EXPENDITURES & TRANSFERS ***	\$15,423,334.25	\$3,881,404.25	\$8,663,521.45	\$2,878,408.55

Somerset County Vocational Board of Ed.
GENERAL FUND - FUND 10
STATEMENT OF APPROPRIATIONS
COMPARED WITH EXPENDITURES AND ENCUMBRANCES
For 4 Month Period Ending 10/31/2021

Appropriations	Expenditures	Encumbrances	Available Balance
_____	_____	_____	_____

Somerset County Vocational Board of Ed.
 GENERAL FUND - FUND 10
 STATEMENT OF APPROPRIATIONS
 COMPARED WITH EXPENDITURES AND ENCUMBRANCES
 For 4 Month Period Ending 10/31/2021

	Appropriations	Expenditures	Encumbrances	Available Balance
*** C A P I T A L O U T L A Y ***				
--- E Q U I P M E N T ---				
Special education - instruction				
12-3XX-100-730 Voc.programs-local-instruction	\$954.72	\$954.72	.00	.00
Undistributed expenses				
12-000-100-730 Instruction	\$35,535.00	.00	\$35,535.00	.00
12-000-210-730 Support services-students-reg.	\$2,619.09	\$2,619.09	\$0.00	\$0.00
12-000-252-730 Admin. Info. Tech.	\$20,576.00	.00	.00	\$20,576.00
12-000-266-730 Undist. Exp.-Security	\$61,813.71	.00	\$61,813.71	.00
Undist. Exp. - Non-instructional Services				
TOTAL	\$121,498.52	\$3,573.81	\$97,348.71	\$20,576.00
--- Facilities acquisition and construction services ---				
12-000-400-800 Other objects	\$221,088.00	.00	.00	\$221,088.00
Sub Total	\$221,088.00	\$0.00	\$0.00	\$221,088.00
TOTAL	\$221,088.00	\$0.00	\$0.00	\$221,088.00
TOTAL CAPITAL OUTLAY EXPENDITURES	\$342,586.52	\$3,573.81	\$97,348.71	\$241,664.00

Somerset County Vocational Board of Ed.
GENERAL FUND - FUND 10
STATEMENT OF APPROPRIATIONS
COMPARED WITH EXPENDITURES AND ENCUMBRANCES
For 4 Month Period Ending 10/31/2021

	Appropriations	Expenditures	Encumbrances	Available Balance
TOTAL GENERAL FUND EXPENDITURES	\$15,765,920.77	\$3,884,978.06	\$8,760,870.16	\$3,120,072.55

REPORT OF THE SECRETARY CERTIFICATION PAGE
TO THE BOARD OF EDUCATION
Somerset County Vocational Board of Ed.
General Fund - Fund 10

For 4 Month Period Ending 10/31/2021

I, _____, Board Secretary/Business Administrator
certify that no line item account has encumbrances and expenditures,
which in total exceed the line item appropriation in violation of N.J.A.C. 6A:23A-16.10(c)3.

Board Secretary/Business Administrator

Date

Accounts that are not included in Details of the REPORT OF THE SECRETARY

ACCOUNT NUMBER	DESCRIPTION	APPROPRIATION	EXPENDITURE	ENCUMBERANCES	AVAILABLE BALANCE
11-140-100-320-03-0000-	PURCHASED PROF ED SE	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
11-140-100-320-16-0000-	PURCHASED SERVICES	\$ 13,500.00	\$ 0.00	\$ 0.00	\$ 13,500.00
11-140-100-610-03-0000-	SUPPLIES - HS	\$ 15,469.62	\$ 6,034.91	\$ 2,399.14	\$ 7,035.57
11-140-100-610-03-0001-	SUPPLIES - PHYSICAL	\$ 5,450.00	\$ 2,317.19	\$ 848.50	\$ 2,284.31
11-140-100-610-03-0002-	SUPPLIES - SOC. STUD	\$ 1,000.00	\$ 125.92	\$ 43.25	\$ 830.83
11-140-100-610-03-0003-	SUPPLIES - SCIENCE	\$ 7,969.66	\$ 4,177.76	\$ 3,791.90	\$ 0.00
11-140-100-610-03-0004-	SUPPLIES - MATH	\$ 950.00	\$ 99.54	\$ 309.35	\$ 541.11
11-140-100-610-03-0005-	SUPPLIES - WORLD LAN	\$ 750.00	\$ 0.00	\$ 0.00	\$ 750.00
11-140-100-610-03-0006-	SUPPLIES - ENGLISH	\$ 850.00	\$ 245.24	\$ 0.00	\$ 604.76
11-140-100-610-03-0007-	SUPPLIES - HEALTH /	\$ 525.00	\$ 0.00	\$ 0.00	\$ 525.00
11-140-100-610-03-0008-	SUPPLIES - PHOTOGRAP	\$ 5,000.00	\$ 0.00	\$ 0.00	\$ 5,000.00
11-140-100-610-03-0009-	SUPPLIES - ART	\$ 3,050.00	\$ 77.76	\$ 2,958.92	\$ 13.32
11-140-100-610-07-0000-	SUPPLIES - ALT. SCHO	\$ 3,300.00	\$ 383.42	\$ 0.00	\$ 2,916.58
11-140-100-610-16-0000-	HIGH SCH TECH SUPPLI	\$ 95,384.63	\$ 3,725.04	\$ 91,659.59	\$ 0.00
11-140-100-640-03-0000-	TEXTBOOKS - REG INST	\$ 15,446.00	\$ 4,629.52	\$ 462.21	\$ 10,354.27
11-140-100-640-07-0000-	TEXTBOOKS - ALT. SCH	\$ 500.00	\$ 0.00	\$ 0.00	\$ 500.00
11-140-100-800-03-0000-	OTHER OBJECTS	\$ 1,900.00	\$ 773.89	\$ 339.00	\$ 787.11
11-140-100-800-07-0000-	OTHER OBJECTS	\$ 3,850.00	\$ 0.00	\$ 100.00	\$ 3,750.00
11-999-999-999- - -	PAYROLL NET PAY ADJ	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00

11/1 11:28am

REPORT OF THE SECRETARY
TO THE BOARD OF EDUCATION
Somerset County Vocational Board of Ed.
Special Revenue Fund - Fund 20
Interim Balance Sheet
For 4 Month Period Ending 10/31/21

=====

ASSETS AND RESOURCES

=====

--- A S S E T S ---

101	Cash in bank		(\$157,062.53)
	Accounts receivable:		
141	Intergovernmental - State	(\$9,418.62)	
142	Intergovernmental - Federal	\$102,726.69	
			\$93,308.07

--- R E S O U R C E S ---

301	Estimated Revenues	\$1,132,301.15	
302	Less Revenues	(\$146,866.00)	
			\$985,435.15

		\$921,680.69
Total assets and resources		=====

REPORT OF THE SECRETARY
TO THE BOARD OF EDUCATION
Somerset County Vocational Board of Ed.
Special Revenue Fund - Fund 20
Interim Balance Sheet
For 4 Month Period Ending 10/31/21

=====

LIABILITIES AND FUND EQUITY

=====

--- L I A B I L I T I E S ---

411	Intergovernmental accounts payable - State	\$50,012.85
421	Accounts Payable	\$69.19
		\$50,082.04
	TOTAL LIABILITIES	\$50,082.04
		=====

F U N D B A L A N C E

--- A p p r o p r i a t e d ---

753	Reserve for encumbrances - Current Year	\$460,933.04
601	Appropriations	\$1,126,160.15
602	Less: Expenditures	\$260,702.50
603	Encumbrances	\$460,933.04 (\$721,635.54)
		\$404,524.61
	TOTAL FUND BALANCE	\$865,457.65
	TOTAL LIABILITIES AND FUND EQUITY	\$915,539.69
		=====

REPORT OF THE SECRETARY
TO THE BOARD OF EDUCATION
Somerset County Vocational Board of Ed.
Special Revenue Fund - Fund 20
INTERIM STATEMENTS COMPARING
BUDGET REVENUE WITH ACTUAL TO DATE AND
APPROPRIATIONS WITH EXPENDITURES AND ENCUMBRANCES TO DATE
For 4 Month Period Ending 10/31/21

	BUDGETED ESTIMATED	ACTUAL TO DATE	NOTE: OVER OR (UNDER)	UNREALIZED BALANCE
*** REVENUES/SOURCES OF FUNDS ***				
3XXX From State Sources	\$507,309.62	\$146,866.00		\$360,443.62
4XXX From Federal Sources	\$624,991.53	.00		\$624,991.53
TOTAL REVENUE/SOURCES OF FUNDS	\$1,132,301.15	\$146,866.00		\$985,435.15
	=====	=====	=====	=====
*** EXPENDITURES ***				
	APPROPRIATIONS	EXPENDITURES	ENCUMBRANCES	AVAILABLE BALANCE
STATE PROJECTS:				
Vocational education (331-360)	\$160,832.62	\$26,001.90	\$10,863.00	\$123,967.72
Other State Projects (431-449)	\$346,477.00	\$98,324.90	\$210,127.58	\$38,024.52
TOTAL STATE PROJECTS	\$507,309.62	\$124,326.80	\$220,990.58	\$161,992.24
FEDERAL PROJECTS:				
ESSA Title I - Part A/D (231-239)	\$53,794.22	\$20,805.13	.00	\$32,989.09
I.D.E.A. Part B (Handicapped) (250-259)	\$92,610.00	\$44,709.00	.00	\$47,901.00
ESSA Title II - Part A/D (270-279)c	\$9,577.00	\$1,800.00	\$529.99	\$7,247.01
ESSA Title IV (280-289)	\$10,000.00	.00	\$6,896.00	\$3,104.00
Vocational Education (361-399)	\$253,798.00	\$23,699.50	\$188,477.90	\$41,620.60
CARES Act Education Stabilization Fund (477)	\$4,480.31	\$4,480.31	.00	.00
CRRSA-ESSER II Grant Program (483)	\$108,191.00	\$26,127.01	\$39,939.32	\$42,124.67
CRRSA Act-Learning Acceleration Grant Program (484)	\$25,000.00	\$14,754.75	\$4,099.25	\$6,146.00
CRRSA Act-Mental Health Grant Program (485)	\$45,000.00	.00	.00	\$45,000.00
TOTAL FEDERAL PROJECTS	\$602,450.53	\$136,375.70	\$239,942.46	\$226,132.37
*** TOTAL EXPENDITURES ***	\$1,109,760.15	\$260,702.50	\$460,933.04	\$388,124.61
	=====	=====	=====	=====

REPORT OF THE SECRETARY
TO THE BOARD OF EDUCATION
Somerset County Vocational Board of Ed.
SPECIAL REVENUE - FUND 20
SCHEDULE OF REVENUES
ACTUAL COMPARED WITH ESTIMATED
For 4 Month Period Ending 10/31/21

	ESTIMATED	ACTUAL	UNREALIZED	
	-----	-----	-----	
--- STATE SOURCES ---				
3290	Recovery High School Access Grant	\$346,477.00	\$144,534.00	\$201,943.00
32XX	Other Restricted Entitlements	\$160,832.62	\$2,332.00	\$158,500.62
	Total Revenue from State Sources	\$507,309.62	\$146,866.00	\$360,443.62
		=====	=====	=====
--- FEDERAL SOURCES ---				
4411-16	Title I	\$60,888.22	.00	\$60,888.22
4451-55	Title II	\$8,624.00	.00	\$8,624.00
4471-74	Title IV	\$10,000.00	.00	\$10,000.00
4420-29	I.D.E.A. Part B (Handicapped)	\$92,610.00	.00	\$92,610.00
4430-39	Vocational Education	\$253,798.00	.00	\$253,798.00
4530	CARES Act Education Stabilization Fund	\$4,480.31	.00	\$4,480.31
4534	CRRSA Act - ESSER II	\$108,191.00	.00	\$108,191.00
4535	CRRSA Act - Learning Acceleration Grant	\$25,000.00	.00	\$25,000.00
4536	CRRSA Act - Mental Health Grant	\$45,000.00	.00	\$45,000.00
4XXX	Other Federal Aids	\$16,400.00	\$0.00	\$16,400.00
	Total Revenues from Federal Sources	\$624,991.53	\$0.00	\$624,991.53
		=====	=====	=====
	TOTAL REVENUES/SOURCES OF FUNDS	\$1,132,301.15	\$146,866.00	\$985,435.15
		=====	=====	=====

REPORT OF THE SECRETARY
TO THE BOARD OF EDUCATION
Somerset County Vocational Board of Ed.
Special Revenue Fund - Fund 20
STATEMENT OF APPROPRIATIONS - RESTRICTED STATE ENTITLEMENTS
COMPARED WITH EXPENDITURES AND ENCUMBRANCES
For 4 Month Period Ending 10/31/21

	Appropriations	Expenditures	Encumbrances	Available Balance
Local Projects:				
State Projects:				
-- Other State Programs --				
20-331-XXX-XXX to 20-360-XXX-XXX Vocational Programs	\$160,832.62	\$26,001.90	\$10,863.00	\$123,967.72
20-431-XXX-XXX to 20-449-XXX-XXX Other State Projects	\$346,477.00	\$98,324.90	\$210,127.58	\$38,024.52
-- TOTAL Other State Programs --	\$507,309.62	\$124,326.80	\$220,990.58	\$161,992.24
TOTAL STATE PROJECTS	\$507,309.62	\$124,326.80	\$220,990.58	\$161,992.24
Federal Projects:				
--- CARES Act Educational Stabilization Fund ---				
-- Instruction --				
20-477-100-1XX Salaries	\$355.32	\$355.32	.00	.00
Total Instruction	\$355.32	\$355.32	\$0.00	\$0.00
--- Support Services ---				
20-477-200-600 Supplies and Materials	\$4,124.99	\$4,124.99	.00	.00
Total Support Services	\$4,124.99	\$4,124.99	\$0.00	\$0.00
TOTAL CARES Act Education Stabilization Fund	\$4,480.31	\$4,480.31	\$0.00	\$0.00
--- Bridging the Digital Divide Program				
--- Coronavirus Relief Grant Program ---				
--- Other Federal Programs ---				
20-231 to 20-239-XXX-XXX ESSA Title I - Part A/D	\$53,794.22	\$20,805.13	.00	\$32,989.09
20-25X-XXX-XXX I.D.E.A. Part B	\$92,610.00	\$44,709.00	.00	\$47,901.00
20-27X-XXX-XXX ESSA Title II - Part A/D	\$9,577.00	\$1,800.00	\$529.99	\$7,247.01
20-28X-XXX-XXX ESSA Title IV	\$10,000.00	.00	\$6,896.00	\$3,104.00
20-361 to 20-399-XXX-XXX Vocational Education	\$253,798.00	\$23,699.50	\$188,477.90	\$41,620.60
20-483-XXX-XXX CRRSA-ESSER II Grant Program	\$108,191.00	\$26,127.01	\$39,939.32	\$42,124.67
20-484-XXX-XXX CRRSA Act-Learning Acceleration Grant Program	\$25,000.00	\$14,754.75	\$4,099.25	\$6,146.00
20-485-XXX-XXX CRRSA Act-Mental Health Grant Program	\$45,000.00	.00	.00	\$45,000.00
TOTAL Other Federal Programs	\$597,970.22	\$131,895.39	\$239,942.46	\$226,132.37
TOTAL FEDERAL PROJECTS	\$602,450.53	\$136,375.70	\$239,942.46	\$226,132.37
20-XXX-XXX-XXX All Other State/Fed/Loc Projects	\$16,400.00	\$0.00	\$0.00	\$16,400.00
TOTAL EXPENDITURES	\$1,126,160.15	\$260,702.50	\$460,933.04	\$404,524.61

REPORT OF THE SECRETARY CERTIFICATION PAGE
TO THE BOARD OF EDUCATION
Somerset County Vocational Board of Ed.

Special Revenue Fund - Fund 20
For 4 Month Period Ending 10/31/21

I, _____, Board Secretary/Business Administrator
certify that no line item account has encumbrances and expenditures,
which in total exceed the line item appropriation in violation of N.J.A.C. 6A:23A-16.10(c)3.

Board Secretary/Business Administrator

Date

Accounts that are not included in Details of the REPORT OF THE SECRETARY

ACCOUNT NUMBER	DESCRIPTION	APPROPRIATION	EXPENDITURE	ENCUMBERANCES	AVAILABLE BALANCE
20-223-200-104-00-0000-	ARP-IDEA SALARIES	\$ 11,310.00	\$ 0.00	\$ 0.00	\$ 11,310.00
20-223-200-200-00-0000-	ARP-IDEA BENEFITS	\$ 5,090.00	\$ 0.00	\$ 0.00	\$ 5,090.00

11/1 11:28am

REPORT OF THE SECRETARY
 TO THE BOARD OF EDUCATION
 Somerset County Vocational Board of Ed.
 Capital Projects Fund - Fund 30
 Interim Balance Sheet
 For 4 Month Period Ending 10/31/21

=====

ASSETS AND RESOURCES

=====

--- A S S E T S ---

101	Cash in bank		\$78,127.44
	Accounts receivable:		
140	Intergovernmental - Accts. Recvble.	\$1,976,124.19	
			\$1,976,124.19

--- R E S O U R C E S ---

301	Estimated Revenues	\$2,077,504.13	
			\$2,077,504.13
	Total assets and resources		\$4,131,755.76
			=====

REPORT OF THE SECRETARY
TO THE BOARD OF EDUCATION
Somerset County Vocational Board of Ed.

Capital Projects Fund - Fund 30
Interim Balance Sheet
For 4 Month Period Ending 10/31/21

=====

LIABILITIES AND FUND EQUITY

=====

--- L I A B I L I T I E S ---

402	Interfund accounts payable	\$141,880.83
		\$141,880.83
	TOTAL LIABILITIES	\$141,880.83

F U N D B A L A N C E

--- A p p r o p r i a t e d ---

753	Reserve for encumbrances - Current Year	\$64,703.00
754	Reserve for encumbrances - Prior Year	\$316,673.75
601	Appropriations	\$1,940,303.60
602	Less : Expenditures	\$28,505.00
603	Encumbrances	\$381,376.75 (\$409,881.75)
		\$1,530,421.85
	Total Appropriated	\$1,911,798.60

--- U n a p p r o p r i a t e d ---

770	Fund balance	\$1,595,697.05
303	Budgeted Fund Balance	\$482,379.28
		\$2,078,076.33

TOTAL FUND BALANCE \$3,989,874.93

TOTAL LIABILITIES AND FUND EQUITY \$4,131,755.76

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REPORT OF THE SECRETARY
TO THE BOARD OF EDUCATION
Somerset County Vocational Board of Ed.

Capital Projects Fund - Fund 30
INTERIM STATEMENTS COMPARING
BUDGET REVENUE WITH ACTUAL TO DATE AND
APPROPRIATIONS WITH EXPENDITURES AND ENCUMBRANCES TO DATE
For 4 Month Period Ending 10/31/21

	BUDGETED ESTIMATED	ACTUAL TO DATE	NOTE: OVER OR (UNDER)	UNREALIZED BALANCE
	-----	-----	-----	-----
*** REVENUES/SOURCES OF FUNDS ***				
Other Revenue/Source of Funds	\$2,077,504.13	\$0.00		\$2,077,504.13
	-----	-----	-----	-----
TOTAL REVENUE/SOURCES OF FUNDS	\$2,077,504.13	\$0.00		\$2,077,504.13
	=====	=====	=====	=====
	-----	-----	-----	-----
*** EXPENDITURES ***				
	-----	-----	-----	-----
--- Facilities acquisition and constr. serv. ---				
30-000-4XX-390 Other purchased prof. & tech. serv.	\$130,971.09	.00	\$5,372.20	\$125,598.89
30-000-4XX-450 Construction services	\$1,809,332.51	\$28,505.00	\$376,004.55	\$1,404,822.96
	-----	-----	-----	-----
Total fac.acq.and constr. serv.	\$1,940,303.60	\$28,505.00	\$381,376.75	\$1,530,421.85
	=====	=====	=====	=====
TOTAL EXPENDITURES	\$1,940,303.60	\$28,505.00	\$381,376.75	\$1,530,421.85
*** TOTAL EXPENDITURES AND TRANSFERS	\$1,940,303.60	\$28,505.00	\$381,376.75	\$1,530,421.85
	=====	=====	=====	=====

REPORT OF THE SECRETARY CERTIFICATION PAGE
TO THE BOARD OF EDUCATION
Somerset County Vocational Board of Ed.

Capital Projects Fund - Fund 30
For 4 Month Period Ending 10/31/21

I, _____, Board Secretary/Business Administrator
certify that no line item account has encumbrances and expenditures,
which in total exceed the line item appropriation in violation of N.J.A.C. 6A:23A-16.10(c)3.

Board Secretary/Business Administrator

Date

All Accounts in the Expense Account File appear to be included in the details of THE REPORT OF THE SECRETARY

Somerset County Vocational Board of Ed.

Cash Report

Selected Cycle : October

va_cash1.071906
11/16/2021

	Opening Balance	Cash Receipts	Cash Disbursements	Manual Journal Entries*	Ending Balances
Fund 10					
	8,454,446.25	1,394,996.28	1,525,883.89		8,323,558.64
Fund 20					
SPECIAL REVENUES	-221,410.72	144,534.00	80,185.81		-157,062.53
Fund 30					
CAPITAL PROJECTS	54,377.44	23,750.00			78,127.44
Fund 60					
FOOD SERVICE	23,994.21	15,540.48			39,534.69
Fund 90					
AGENCY FUNDS	1,579,864.55	500,836.55	431,886.75		1,648,814.35
Fund 95					
STUDENT ACTIVITY	156,990.40	14,815.01	5,570.76		166,234.65
Totals	10,048,262.13	2,094,472.32	2,043,527.21		10,099,207.24

I certify that the Cash Report and the Board Secretary's ending cash balances of these Funds for the month of October are correct and in agreement.



Superintendent

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Somerset County Vocational Board of Ed.
Expense Account Adjustment Analysis By Account#

ADDENDUM #7

va_exaa1.082406

10/08/2021

Selected Cycle : September

Account #	Account Description	Description	Adj #	Date	User	Old Amount	Adjustment	New Balance
<i>Current Appropriation Adjustments</i>								
11-000-216-320-05-0000-	SPEECH/OT/PT/RELATED SVC	Sept Transfers	0022	09/30/2021	RSIPPLE	\$24,420.00	\$200.00	\$24,620.00
11-140-100-610-03-0000-	SUPPLIES - HS	Sept Transfers	0022	09/30/2021	RSIPPLE	\$15,000.00	(\$3,502.79)	\$11,497.21
11-310-100-610-11-0020-	SUPPL-HEALTH OCCUPATIONS	Sept Transfers	0022	09/30/2021	RSIPPLE	\$3,898.00	\$483.70	\$4,381.70
11-402-100-610-03-0000-	SUPPLIES-ATHLETICS	Sept Transfers	0022	09/30/2021	RSIPPLE	\$14,310.00	\$200.00	\$14,510.00
12-000-218-730-05-0000-	SUPPORT STAFF EQUIP	Sept Transfers	0022	09/30/2021	RSIPPLE	\$0.00	\$2,619.09	\$2,619.09
<i>Total Current Appr.</i>								<u>\$0.00</u>

Somerset County Vocational Board of Ed.

Expense Account Adjustment Analysis By Account#

va_exaa1.082406

10/31/2021

Current Cycle : October

Account #	Account Description	Description	Adj #	Date	User	Old Amount	Adjustment	New Balance
Current Appropriation Adjustments								
11-000-213-100-05-0001-	SUBSTITUTES/O.T.	October Transfers	0025	10/29/2021	RSIPPLE	\$2,500.00	\$1,500.00	\$4,000.00
11-140-100-610-03-0000-	SUPPLIES - HS	October Transfers	0025	10/29/2021	RSIPPLE	\$11,497.21	(\$2,050.00)	\$9,447.21
11-140-100-610-03-0009-	SUPPLIES - ART	October Transfers	0025	10/29/2021	RSIPPLE	\$3,000.00	\$50.00	\$3,050.00
11-140-100-610-16-0000-	HIGH SCH TECH SUPPLIES	October Transfers	0025	10/29/2021	RSIPPLE	\$82,204.00	\$13,180.63	\$95,384.63
11-310-100-610-16-0000-	SUPPLIES-TECHNOLOGY	October Transfers	0025	10/29/2021	RSIPPLE	\$20,500.00	(\$13,180.63)	\$7,319.37
11-402-100-610-03-0000-	SUPPLIES-ATHLETICS	October Transfers	0025	10/29/2021	RSIPPLE	\$14,510.00	\$500.00	\$15,010.00
12-000-100-730-16-0000-	TECH EQUIPMENT FOR INSTR	October Transfers	0025	10/29/2021	RSIPPLE	\$31,011.00	\$4,524.00	\$35,535.00
12-000-252-730-16-0000-	IT EQUIPMENT	October Transfers	0025	10/29/2021	RSIPPLE	\$25,100.00	(\$4,524.00)	\$20,576.00
Total Current Appr.								\$0.00

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