

SOMERSET COUNTY VOCATIONAL BOARD OF EDUCATION

SOMERSET COUNTY VOCATIONAL & TECHNICAL SCHOOLS

14 Vogt Drive  
Bridgewater, New Jersey 08807

Regular Meeting  
October 25, 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 September 27, 2021.
  - A. Corrections

On motion of \_\_\_\_\_, seconded by \_\_\_\_\_, the minutes of the Regular Meeting and Executive Session held on September 27, 2021 were approved.

## IV. Correspondence

A.

## V. Presentations/Recognitions

- A. Presentation of Student of the Month – Gianmarco Perez-Gomez, Computer Technology, Grade 10
- B. Student Ambassador Recognition – Sydney Sibilila
- C. National Merit Semifinalist – Nidhi Shah
- D. National Merit Commended – Nibiya Chaudhry, Sangeetha Punnam, Rachel Yuh, Aarsha Shah, Christopher Masiello, Dhruvi Mehta, Rima Amin, Bhavya Deshaboina, and Benjamin Tankel

## 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) – Dr. Harttraft
- SCJIF – (Commissioner) – Ms. Sipple; (Alternate) Mr. Hyncik
- SSRHIF – (Chair) – Mr. Hyncik

## IX. School Communications Report

X. Superintendent’s Report

A. Temporary Reassignments

The Superintendent recommends that the Board of Education approve the voluntary temporary reassignment of Ms. Randee Holz as the Temporary Supervisor of Curriculum and Instruction, effective January 1, 2022 through June 30, 2022.

The Superintendent also recommends that the Board of Education approve the voluntary temporary reassignment of Ms. Johanna Scholl as the Temporary Supervisor of Academics effective January 1, 2022 through June 30, 2022.

B. Acting Chief School Administrator Contract – January 1, 2022 through June 30, 2022

It is recommended that the Board of Education approve the Acting Chief School Administrator Contract for Patrick Pelliccia effective January 1, 2022 through June 30, 2022 as prepared by the Board attorney and approved by the Hunterdon Executive County Superintendent as it appears on Addendum #1.

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:

Performing Arts

Dance Performance/Dance Education

Christynn Morris Accompanist \$40.00/hr (11-310-100-101-10-0000)  
(192 hrs)

Theater Arts

Bonnie Grube Costumier \$33.20/hr (11-310-100-101-10-0000)  
(155 hrs)

High School

Maria Santiago Translation Services (as needed basis) \$63.42/hr (20-231-200-100-99-0000)  
JaLisa Williamson Translation Services (as needed basis) \$32.38/hr (20-231-200-100-99-0000)

D. Salary Adjustments – 2021-22 School Year

The Superintendent recommends that the Board of Education approve the following salary adjustments for the 2021-22 school year

Name	2021-22 Base Salary	Masters Stipend	Add'l Assignments per Week	% Rate	Amount	2021-22 Total Salary
Rachel Kinlan (1st qtr. 9/1-11/12)	\$ 68,695.00		7	19.99%	\$ 13,732.13	\$ 82,427.13
John O'Neill (1st qtr. 9/1-11/12)	\$ 80,505.00	\$ 725.00	6	17.136%	\$ 13,795.34	\$ 95,025.34
Maura Gillooly (2nd qtr. 11/13-1/28)	\$ 65,655.00	\$ 725.00	6	17.136%	\$ 11,250.64	\$ 77,630.64
Rachel Kinlan (2nd qtr. 11/13-1/28)	\$ 68,695.00		4	11.424%	\$ 7,847.72	\$ 76,542.72
John O'Neill (2nd qtr. 11/13-1/28)	\$ 80,505.00	\$ 725.00	5	14.28%	\$ 11,496.11	\$ 92,726.11
Matthew Poznanski (2nd qtr. 11/13-1/28)	\$ 68,955.00		1	2.856%	\$ 1,969.35	\$ 70,924.35

E. Rescind Employment

The Superintendent recommends that the Board of Education rescind the employment of Mr. Marcus Roberts-DeLoach as the JV Boys Basketball Coach.

F. 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:

Karen Morlock	SkillsUSA Advisor	\$3,200.00
Rebecca Hovey	Future Business Leaders of America Advisor	\$2,611.00
Richard Menke	American Welding Society Club Advisor	\$2,476.00
Maria Santiago	5 <sup>th</sup> Period Lunch Monitor	\$ 32.00/day
Aja Palmer	5 <sup>th</sup> Period Lunch Monitor – Substitute	\$ 32.00/day
Susan Kiser	7 <sup>th</sup> Period Lunch Monitor	\$ 32.00/day
JaLisa Williamson	7 <sup>th</sup> Period Lunch Monitor – Substitute	\$ 32.00/day

G. 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 #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	___	___

H. Field Trips

The Superintendent recommends that the Board of Education approve field trips for high school students as they appear on Addendum #3.

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. Curriculum

The Superintendent recommends that the Board of Education approve the updated curriculum in the following courses:

Art	English 9-12	Algebra I & II	Combined Algebra
Geometry	Photography	Physical Education	Drivers Education
Health 9, 11, 12	Spanish I		

The Superintendent also recommends that the Board of Education approve the new curriculum in the following course and program:

Spanish II                      MEAM (Year 4)

J. District Evaluation Advisory Committee (DEAC)

The Superintendent recommends that the Board of Education appoint the following to the District Evaluation Advisory Committee (DEAC) for the 2021-22 school year as follows:

Nadine Wilkins, School Board Representative (replacing William Hyncik, Jr.)  
Susan Kiser, Educational Services (replacing Melissa Norrbom)

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	___	___

K. District Emergency Virtual or Remote Instruction Plan – 2021-22 School Year

The Superintendent recommends that the Board of Education approve the district’s Emergency Virtual or Remote Instruction Plan for 2021-22 as it appears in the district’s 2021-22 Road Forward Plan/School-Related Closure Preparedness Plan.

L. Attestation for 2021-22 School Year Virtual or Remote Instruction Plan

The Superintendent recommends that the Board of Education approve submission of the district’s Attestation for the 2021-22 School Year Virtual or Remote Instruction Plan to the NJDOE.

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	___	___

M. Revised Board Policies and Regulations – Second Reading

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

- 2422 – Comprehensive Health and Physical Education
- 2467 – Surrogate Parents and Resource Family Parents
- 6311 – Contracts for Goods or Services Funded by Federal Grants
  - 7432/R7432 – Eye Protection
- 8420 – Emergency and Crisis Situations
  - R8420.1 – Fire and Fire Drills
- 8540 – School Nutrition Programs
- 8550 – Meal Charges/Outstanding Food Service Bill

N. Board Policies – Second Reading

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

- 1648.11 – The Road Forward COVID-19 – Health and Safety
- 1648.13 – School Employee Vaccination Requirements
- 6115.01 – Federal Awards/Funds Internal Controls – Allowability of Costs
- 6115.02 – Federal Awards/Funds Internal Controls – Mandatory Disclosures
- 6115.03 – Federal Awards/Funds Internal Controls – Conflict of Interest

O. Board Policy – First Reading

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

- 2425 – Emergency Virtual or Remote Instruction Program

Motion\_\_\_\_\_ Second\_\_\_\_\_
Discussion
Call the Roll

Table with 3 columns: Name, Yes, No. Rows include Mr. Hyncik, Mr. Lalevee, Ms. Wilkins, Mr. Burch, Mr. Jinks.

P. Renewal of the Memorandum of Agreement Between Education and Law Enforcement Officials and Renewal of Addendum A to the Memorandum of Agreement Between Education and Law Enforcement Officials Live Streaming/Police Access to School District Security Cameras

The Superintendent recommends that the Board of Education renew the Memorandum of Agreement Between Education and Law Enforcement Officials (2019/Revisions) and Addendum A to the Memorandum of Agreement Between Education and Law Enforcement Officials Live Streaming/Police Access to School District Security Cameras.

Q. District Nursing Services Plan

The Superintendent recommends that the Board of Education adopt the district’s Nursing Services Plan for the 2021-22 school year pursuant to NJAC 6A:16-2.1(b) and NJAC 6A:16-2.1(a)10.

Motion\_\_\_\_\_ Second\_\_\_\_\_
Discussion
Call the Roll

Table with 3 columns: Name, Yes, No. Rows include Mr. Hyncik, Mr. Lalevee, Ms. Wilkins, Mr. Burch, Mr. Jinks.

R. Rescind Acceptance of Donation

The Superintendent recommends that the Board of Education rescind the following donation which was accepted at the July 26, 2021 Board of Education meeting:

Item
Kohler and Campbell Upright Piano

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	___	___

S. Acceptance of Funds

The Superintendent recommends that the Board of Education adopt the following resolution: The governing body of the Somerset County Vocational and Technical Schools at its October 25, 2021 meeting authorized acceptance of funds for the following:

NJ Department of Education	CTSO – SkillsUSA (5 <sup>th</sup> year continuation grant) (September 1, 2021-August 31, 2022)	\$158,500.00
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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	___	___

T. Superintendent’s Update

- HIB Report – 0 new cases submitted for October review; 0 YTD
- Student Suspension Report - 0 suspensions
- Student Enrollment Report

Enrollment Report - October 1, 2021	Grade 9	Grade 10	Grade 11	Grade 12	Totals
Full-Time Students Enrolled	62	93	94	82	331
Shared-Time Students Enrolled	77	104	71	68	320
Totals	139	197	165	150	651

- Presentation of Goals – CTE - R. Carrig, Climate & Culture - H. Montes



U. Submission of Bills

It is recommended the Board of Education approve the bills list for October 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. Reports A148 and A149

It is recommended the Board of Education adopt the monthly financial statement reports for the School Business Administrator/Board Secretary for the month of September 2021 and the Treasurer of School Monies for the month of September 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 #5)

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

It is recommended the Board of Education approve the September 2021 transfers as they appear on 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	___	___

C. Three Year Comprehensive Maintenance Plan and Form M-1

It is recommended the Board of Education approve submission of the Three Year Comprehensive Maintenance Plan and Form M-1 as required by the NJDOE as it appears 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	___	___

XII. New Business –

XIII. Next Meeting

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

November 22, 2021
5:00 P.M.
Somerset County Vocational & Technical Schools
14 Vogt Drive
Bridgewater, New Jersey 08807

Annual Reorganization Meeting – Monday, November 1, 2021 – 5:00 p.m.

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 Litigation. 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.

**ACTING SUPERINTENDENT EMPLOYMENT AGREEMENT**

**WHEREAS**, The Board of Education and the Acting Superintendent have agreed to enter into a contract beginning January 1, 2022 and ending June 30, 2022 with the Superintendent.

IT IS on this \_\_\_\_\_ day of October 2021, hereby agreed by and between the BOARD OF EDUCATION OF THE SOMERSET COUNTY VOCATIONAL & TECHNICAL SCHOOLS, located at 14 Vogt Drive, in the Township of Bridgewater, in Somerset County, in the State of New Jersey (hereinafter the Board), and Patrick Pelliccia, residing at

New Jersey (hereinafter the Acting Superintendent) that the said Board has and does hereby employ Patrick Pelliccia, as Acting Superintendent of the Somerset County Vocational & Technical Schools for the period commencing January 1, 2022 and ending June 30, 2022. Both parties agree that the said employee shall perform the duties of the Superintendent in and for the schools in said District as prescribed by the laws, codes, rules and regulations of the State of New Jersey and by the rules, regulations and procedures established by the Board and through the direction of the Board.

1. The parties agree that in consideration for performing the duties described herein the Acting Superintendent shall be paid \$165,000.00, prorated for the period of January 1, 2022 through June 30, 2022. The Acting Superintendent agrees to perform faithfully the duties of Superintendent of Schools for the District as prescribed by the laws of the State of New Jersey, and by rules and regulations of said Board and the directions of the said Board as aforesaid, and in accordance with any amendments to said statutes, or said rules and regulations that may become effective during the period of this Employment Agreement. The annual salary shall be paid in equal installments in accordance with the policy of the Board presently prevailing, or prevailing in the future, governing the payment of professional staff members in the District. The parties agree and acknowledge that any amendment must be reviewed and approved by the Executive County Superintendent.

2. The Acting Superintendent shall furnish effective throughout the life of this Employment Agreement, a valid and appropriate professional certificate as defined in the New Jersey Statutes and/or the New Jersey State Administrative Code, to act as a School Superintendent in the State of New Jersey. In the event the Superintendent's Certificate is revoked, this contract shall be null and void effective as of the date of revocation of the Certificate. The Acting Superintendent hereby agrees to devote his full time, skill, labor and attention to said employment during the term of this Employment Agreement, provided, however, that the Acting Superintendent, by specific agreement with the Board, may undertake paid consultative work, speaking engagements, writing, lecturing, or other professional duties and obligations so long as such activities do not interfere with his ability to manage the District.

3. The Acting Superintendent shall organize, reorganize and arrange his supervisory staff in such a manner to best serve the highest interests of the schools in the District (subject to any agreements entered into by the Board and the Teachers Association and/or the Principal and Supervisors Association and further subject to the Board's approval). The administration of instruction and business affairs, subject to law, shall be lodged with the Acting Superintendent and administered by him with the assistance of his staff and the approval of the Board. The responsibility for the placement and transfer of personnel shall be vested in the Acting Superintendent, subject to the Board's approval. The Board, individually and collectively, will promptly refer all criticisms, complaints and suggestions called to its attention to the Acting Superintendent for study and recommendation.

4. Family medical coverage will be provided for healthcare insurance protection, including a dental and vision benefit insurance plan with any of the Board's current approved plans for the district. Pursuant to applicable law and regulation, the Acting Superintendent shall contribute an amount toward payment of premiums. The Board shall provide disability insurance for the Acting Superintendent and pay directly to the insurance company for a policy which has a thirty-day waiting period and a maximum limit of 66% of his salary.

5. The Board will reimburse the Acting Superintendent for work related use of his personal cell phone.

6. The Board will provide, at its cost, a laptop computer and internet service for the Acting Superintendent's use at home for school business.

7. The Board will provide, at its cost, membership in up to three (3) professional educational associations to the Acting Superintendent (i.e. SCASA, NJASA, NJPSA). The memberships will be approved by the Board.

8. The Board shall reimburse the Acting Superintendent for expenses in accordance with the State rate established by the State Office of Management and Budget. The Acting Superintendent shall be paid a reasonable allowance of \$300 per month as reimbursement of use of his personal vehicle in performance of his duties.

9. The Acting Superintendent shall be entitled to all holidays granted to other administrators in the district.

10. The Acting Superintendent will receive twenty-two (22) vacation days, fifteen (15) sick days, and three (3) personal days (prorated). The Acting Superintendent will be permitted to carry over no more than 22 vacation days from year to year.

11. The Acting Superintendent shall be entitled to five (5) days of leave, without loss of pay due to the death of his father, mother, husband, partners in a civil union, brother, sister, father-in-law, mother-in-law, son, daughter, grandchild, or any personal permanently living with the Acting Superintendent. The Acting Superintendent shall be entitled to two (2) days of leave, per incident, without loss of pay due to the death of a sister-in-law, brother-in-law, aunt, uncle or other near relative.

12. The Acting Superintendent shall be paid for any unused vacation time accumulated and not used upon separation or retirement from this Employment Agreement up to a maximum of forty-four (44) days at per diem rate.

13. The parties recognize that the New Jersey Department of Education may require administrators who are serving in their initial assignment under their provisional certificate to

complete a State-approved residency program which is supervised by a State-approved mentor. The Board shall pay all costs and fees for the Acting Superintendent to complete the State-mandated residency program. Reimbursement or payment for such expenses shall be made in accordance with Board policies, N.J.S.A. 18A:11-12 and the State's regulations regarding travel covered under the circular Letter 08-13-OMB, and any subsequent circular letters which may be issued by the State Office of Management and Budget, and shall not exceed Four Thousand Seven Hundred Fifty Dollars (\$4,750).

14. The Board agrees that it shall defend, hold harmless, and indemnify the Acting Superintendent from any and all demands, claims, suits, actions, and legal proceedings brought against the Acting Superintendent in his individual capacity or in his official capacity as agent and/or employee of the Board, provided the incident, which is the subject of any such demand, claim, suit, action or legal proceeding, arose while the Acting Superintendent was acting within the scope of his employment. If in good faith opinion of the Acting Superintendent, a conflict exists in regard to the defense of any claim, demand or action brought against him and the position of the Board relation thereto, the Acting Superintendent may engage his own legal counsel, in which the Board shall indemnify the Acting Superintendent for the costs of his legal defense. The Board further agrees to cover the Acting Superintendent under the Board's liability insurance policies, including employment practices liability coverage, in the minimum of \$1 million.

15. The Board shall reimburse the Acting Superintendent for expenses incurred to attend up to two (2) education related conventions per year. The locations of the same being subject to the Board's approval.

16. This Employment Agreement may be terminated by:

- a. Mutual agreement of the parties.
- b. Disability of the Acting Superintendent:

In the event of disability by illness or incapacity after the Acting Superintendent's sick leave has been exhausted, compensation from the Board shall cease. Compensation shall be

reinstated after the Acting Superintendent has returned to employment and undertaken the full discharge of his duties. If a question exists concerning the capacity of the Acting Superintendent to return to his duties, the Board may require the Acting Superintendent to submit to a medical examination, to be performed by a physician licensed to practice medicine. The said physician shall be selected by the Board. The examination shall be done at the expense of the Board. The physician shall limit his or her report as to those factors that prohibit the Acting Superintendent from performing his duties. Once it has been determined that the Acting Superintendent is disabled to a point where he can no longer perform his job, all of the District's obligations hereunder will cease.

c. Unilateral Termination by the Superintendent:

The Acting Superintendent may terminate this Employment Agreement upon ninety (90) days written notice to the Board.

d. Acting Superintendent's Actions:

This Agreement may be terminated prior to the end of the term of this contract by the Board for inefficiency, incapacity or conduct unbecoming a superintendent or other just cause pursuant to N.J.S.A. 18A:17-20.2 or where the Board documents that separation is in the best interest of the students of the Districts upon ninety (90) day notice and in accordance with the provisions of N.J.A.C. 6A:23A-3.2.

17. This Employment Agreement embodies the entire agreement between the parties hereto and with prior approval of the Executive County Superintendent and cannot be varied except by written agreement of the parties. Any such amendments to the contract's terms, conditions, and compensation are subject to the prior review and approval of the Executive County Superintendent.

18. In the event of any conflict between the terms, conditions and provisions of this Employment Agreement and the provisions of the Board's policies, or any permissive state or federal law, then, unless otherwise prohibited by law, the terms of this Employment Agreement



shall take precedence over the contrary provisions of the Board's policies or any such permissive law during the term of the Employment Agreement.

19. If, during the term of this Employment Agreement, it is found that a specific clause of the Employment Agreement is illegal in federal or state law, the remainder of the Employment Agreement will not be affected by such a ruling and shall remain in force.

20. The Acting Superintendent shall fulfill all aspects of this Employment Agreement, any exception thereto to be by mutual written consent of the Board and the Acting Superintendent.

21. The Board has approved the terms and conditions of this Employment Agreement and has been advised that Acting Superintendent has the right to have the same reviewed by an attorney of his choice before he executes the same.

22. The Acting Superintendent has approved the terms and conditions of this Employment Agreement and has been advised that the Board has the right to have the same reviewed by an attorney of its choice before it executes the same.

**IN WITNESS WHEREOF**, they set their hands and seals to this Employment Agreement effective on the day and year first above written.

ATTEST:

**BOARD OF EDUCATION OF THE SOMERSET  
COUNTY VOCATIONAL & TECHNICAL SCHOOLS**

\_\_\_\_\_  
Raelene Sipple, Board Secretary

\_\_\_\_\_  
William G. Hyncik, Jr., Board President

WITNESS:

\_\_\_\_\_

\_\_\_\_\_  
Patrick Pelliccia

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DATE(S)	PARTICIPANTS	REG. FEE	EXPENSES	WORKSHOP DESCRIPTION	LOCATION
November 15 & 16, 2021	Janeen Sortor	\$489.00	\$0	Co-Teaching Conference	West Orange, NJ
November 19, 2021	Maria Johnson	\$150.00	\$0	Special Education Directors' Toolkit	Virtual
December 7, 2021	Rachel Miller	\$160.00/each	\$0	Cultural Responsiveness and Engagement in 21 <sup>st</sup> Century	Piscataway, NJ

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Field Trips  
October 2021

ADDENDUM #3

<u>Date of Trip</u>	<u>CTE Program/Other</u>	<u>Location</u>	<u>Cost Per Student/Paid by</u>	<u>Transportation Provided/Paid by</u>
11/18/2021	Ag. Science/FFA	Rutgers College New Brunswick, NJ	\$0.00	District
12/7 & 12/9 2021	The Tap Co.	Panther Pre-School Bridgewater, NJ	\$0.00	District
12/8/2021	The Tap Co.	Bridgewater Senior Center Bridgewater, NJ	\$0.00	District
12/13/2021	The Tap Co.	Kangaroo Kids Branchburg, NJ	\$0.00	District
12/15/2021	The Tap Co.	Somerset County Senior Wellness Center Bridgewater, NJ	\$0.00	District

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# POLICY GUIDE

PROGRAM  
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Emergency Virtual or Remote  
Instruction Program  
Oct 21  
M

[See POLICY ALERT No. 225]

## 2425 EMERGENCY VIRTUAL OR REMOTE INSTRUCTION PROGRAM

The Board of Education is committed to providing a high quality educational program, virtually or remotely, in the event a school or the schools of the district are required to close for more than three consecutive school days due to a declared state of emergency, declared public health emergency, or a directive by the appropriate health agency or officer to institute a public health-related closure. The district's virtual or remote program of instruction shall be in accordance with N.J.S.A. 18A:7F-9.

In the event the school district is required to close a school or the schools of the district for more than three consecutive school days due to a declared state of emergency, declared public health emergency, or a directive by the appropriate health agency or officer to institute a public health-related closure, the Commissioner of Education shall allow the district to apply to the 180-day requirement established pursuant to N.J.S.A. 18A:7F-9, one or more days of virtual or remote instruction provided to students on the day or days the schools of the district were closed if the program of virtual or remote instruction meets such criteria as may be established by the Commissioner Education.

The Superintendent of Schools shall submit, with Board approval, the school district's program of virtual or remote instruction to the Commissioner of Education by no later than October 29, 2021 and annually thereafter.

A day of virtual or remote instruction, if instituted under the district's Commissioner of Education's approved program of virtual or remote instruction, shall be considered the equivalent of a full day of school attendance for the purposes of meeting State and local graduation requirements, the awarding of course credit, and other such matters as determined by the Commissioner of Education.

Any district program of virtual or remote instruction implemented for the general education students shall provide the same educational opportunities to students with disabilities. Special education and related services, including speech language services, counseling services, physical therapy, occupational therapy,



# POLICY GUIDE

PROGRAM

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Emergency Virtual or Remote  
Instruction Program

and behavioral services, may be delivered to students with disabilities through the use of electronic communication or a virtual or online platform and as required by the student's Individualized Education Program (IEP), to the greatest extent practicable.

In the event the State or local health department determines it is advisable to close or mandates closure of the schools of the district due to a declared state of emergency, declared public health emergency, or a directive by the appropriate health agency or officer to institute a public health-related closure, the Superintendent shall have the authority to implement the school district's program of virtual or remote instruction. The Superintendent shall consult with the Board prior to such decision, if practicable. The Superintendent shall ensure that students, parents, staff, and the Board are informed promptly of the Superintendent's decision.

Nothing in N.J.S.A. 18A:7F-9 and this Policy shall be construed to limit, supersede or preempt rights, privileges, compensation, remedies, and procedures afforded to public employees or a collective bargaining unit under Federal or State law or any provision of a collective bargaining agreement entered into by the school district.

In the event of the closure of a school or the schools of the district due to a declared state of emergency, declared public health emergency, or a directive by the appropriate health agency or officer to institute a public health-related closure for a period longer than three consecutive school days:

1. District employees shall be entitled to compensation, benefits, and emoluments pursuant to the provisions of N.J.S.A. 18A:7F-9.e.(1) and (2).
2. The district shall continue to make payments of benefits, compensation, and emoluments pursuant to the terms of a contract with a contracted service provider in effect on the date of the closure as if the services for such benefits, compensation, and emoluments had been provided, and as if the school facilities had remained open pursuant to the provisions of N.J.S.A. 18A:7F-9.e.(3).



# POLICY GUIDE

PROGRAM

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Emergency Virtual or Remote  
Instruction Program

3. The district shall be obligated to make payments for benefits, compensation, and emoluments and all payments required pursuant to N.J.S.A. 18A:6-51 et seq., to an educational services commission, county special services school district, and a jointure commission, and under any shared services agreement and cooperative contract entered into with any other public entity pursuant to the provisions of N.J.S.A. 18A:7F-9.e.(4).
4. An educational services commission, county special services school district, and a jointure commission shall continue to make payments of benefits, compensation, and emoluments pursuant to the terms of a contract with a contracted service provider or a shared services agreement in effect on the date of the closure as if the services for such benefits, compensation, and emoluments had been provided, and as if the school facilities had remained open pursuant to the provisions of N.J.S.A. 18A:7F-9.e.(4).

The provisions of N.J.S.A. 18A:7F-9.e.(1) through (4) shall not apply to any employee whose weekly hours of work are reduced, and to whom unemployment benefits are provided, pursuant to a shared work program approved pursuant to the provisions of N.J.S.A. 43:21-20.3 et seq. A contracted service provider, educational services commission, county special services school district, or jointure commission shall notify the district with which it has entered into a contract to provide services of its intent to reduce the hours of work of its employees pursuant to a shared work program approved pursuant to the provisions of N.J.S.A. 43:21-20.3 et seq.

1. Notwithstanding the provisions of N.J.S.A. 18A:7F-9.e.(3), if a contracted service provider reduces the amount that it pays to its employees providing services to a school district, and that reduction is the result of a reduction of workhours of those employees made pursuant to a shared work program approved pursuant to the provisions of N.J.S.A. 43:21-20.3 et seq., then the amount paid by the district to the contracted service provider shall be reduced by the same amount.



# POLICY GUIDE

PROGRAM

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Emergency Virtual or Remote  
Instruction Program

2. Notwithstanding the provisions of N.J.S.A. 18A:7F-9.e.(4), if an educational services commission, county special services school district, or jointure commission reduces the amount that it pays to its employees providing services to a school district, and that reduction is the result of a reduction of workhours of those employees made pursuant to a shared work program approved pursuant to the provisions of N.J.S.A. 43:21-20.3 et seq., then the amount paid by the district to the educational services commission, county special services school district, or jointure commission shall be reduced by the same amount.

This Policy may be revised as necessary by the Superintendent in accordance with N.J.S.A. 18A:7F-9. The school district's emergency virtual or remote instruction program shall be available on the school district's website.

N.J.S.A. 18A:7F-9

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Adopted:



10/8 9:50am

REPORT OF THE SECRETARY  
TO THE BOARD OF EDUCATION  
Somerset County Vocational Board of Ed.  
General Fund - Fund 10  
Interim Balance Sheet  
For 3 Month Period Ending 09/30/2021

=====

ASSETS AND RESOURCES

=====

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

101	Cash in bank		\$8,454,446.25
102-107	Cash and cash equivalents		\$0.01
121	Tax levy receivable		\$10,238,404.00
	Accounts receivable:		
132	Interfund	\$148,880.83	
141	Intergovernmental - State	\$1,310,238.84	
143	Intergovernmental - Other	\$86,121.67	
			\$1,545,241.34

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

301	Estimated Revenues	\$15,026,154.00	
302	Less Revenues	(\$18,253,320.17)	
			(\$3,227,166.17)

Total assets and resources

\$17,010,925.43

=====



REPORT OF THE SECRETARY  
TO THE BOARD OF EDUCATION  
Somerset County Vocational Board of Ed.  
General Fund - Fund 10  
Interim Balance Sheet  
For 3 Month Period Ending 09/30/2021

=====

LIABILITIES AND FUND EQUITY

=====

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

421	Accounts Payable	\$134,686.62
TOTAL LIABILITIES		\$134,686.62
		=====

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	\$9,866,524.82
754	Reserve for Encumbrance - Prior Year	\$27,008.34
Reserved fund balance:		
760	Reserved Fund Balance	\$3,470,223.08
601	Appropriations	\$15,940,815.68
602	Less : Expenditures	\$2,560,983.88
603	Encumbrances	\$9,893,533.16 (\$12,454,517.04)
		\$3,486,298.64
Total Appropriated		\$16,850,054.88
--- U n a p p r o p r i a t e d ---		
770	Unreserved Fund Balance -	\$876,883.93
303	Budgeted Fund Balance	(\$850,700.00)
TOTAL FUND BALANCE		\$16,876,238.81
TOTAL LIABILITIES AND FUND EQUITY		\$17,010,925.43
		=====

Somerset County Vocational Board of Ed.  
 General Fund - Fund 10  
 Interim Balance Sheet  
 For 3 Month Period Ending 09/30/2021

RECAPITULATION OF FUND BALANCE:	Budgeted	Actual	Variance
Appropriations	\$15,940,815.68	\$12,454,517.04	\$3,486,298.64
Revenues	(\$15,026,154.00)	(\$18,253,320.17)	\$3,227,166.17
	\$914,661.68	(\$5,798,803.13)	\$6,713,464.81
Less: Adjust for prior year encumb.	(\$63,961.68)	(\$63,961.68)	
Budgeted Fund Balance	\$850,700.00	(\$5,862,764.81)	\$6,713,464.81
	=====	=====	=====
Recapitulation of Budgeted Fund Balance by Subfund Fund 10 (includes 10, 11, 12, and 13)	\$850,700.00	(\$5,862,764.81)	\$6,713,464.81
TOTAL Budgeted Fund Balance	\$850,700.00	(\$5,862,764.81)	\$6,713,464.81
	=====	=====	=====

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 3 Month Period Ending 09/30/2021

	BUDGETED ESTIMATED	ACTUAL TO DATE	NOTE: OVER OR (UNDER)	UNREALIZED BALANCE
*** REVENUES/SOURCES OF FUNDS ***				
1XXX From Local Sources	\$13,597,592.00	\$13,124,758.17		\$472,833.83
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	\$18,253,320.17		(\$3,227,166.17)
	=====	=====	=====	=====
*** EXPENDITURES ***				
	APPROPRIATIONS	EXPENDITURES	ENCUMBRANCES	AVAILABLE BALANCE
	-----	-----	-----	-----
--- CURRENT EXPENSE ---				
11-1XX-100-XXX Regular Programs - Instruction	\$2,089,823.28	\$200,804.93	\$1,587,804.27	\$301,214.08
11-3XX-100-XXX Voc. Programs - Local - Instruction	\$3,847,985.18	\$131,602.57	\$2,439,952.82	\$1,276,429.79
11-401-100-XXX School-Spon. Cocurr. Acti-Instr	\$88,770.00	\$903.14	\$0.00	\$87,866.86
11-402-100-XXX School-Spons. Athletics - Instruction	\$153,320.00	\$22,702.99	\$66,811.02	\$63,805.99
--- UNDISTRIBUTED EXPENDITURES ---				
11-000-211-XXX Attendance and Social Work Services	\$38,792.56	\$15,573.14	\$22,719.42	\$500.00
11-000-213-XXX Health Services	\$218,008.74	\$43,485.62	\$158,815.34	\$15,707.78
11-000-216-XXX Speech, OT,PT & Related Svcs	\$24,620.00	\$0.00	\$24,620.00	\$0.00
11-000-218-XXX Guidance	\$837,284.05	\$147,591.57	\$517,224.61	\$172,467.87
11-000-219-XXX Child Study Teams	\$224,225.32	\$53,093.17	\$166,422.07	\$4,710.08
11-000-221-XXX Improv of Inst. - Instruc Staff	\$419,001.00	\$110,929.60	\$300,606.30	\$7,465.10
11-000-222-XXX Educational Media Serv/School Library	\$48,155.00	\$6,051.99	\$33,861.43	\$8,241.58
11-000-223-XXX Instructional Staff Training Services	\$60,430.30	\$19,489.18	\$27,140.62	\$13,800.50
11-000-230-XXX Supp. Serv.-General Administration	\$808,799.24	\$236,071.18	\$447,974.57	\$124,753.49
11-000-240-XXX Supp. Serv.-School Administration	\$793,727.00	\$198,158.11	\$563,932.60	\$31,636.29
11-000-25X-XXX Central Serv & Admin. Inform. Tech.	\$952,381.56	\$249,301.23	\$652,328.64	\$50,751.69
11-000-261-XXX Require Maint. for School Facilities	\$918,080.00	\$246,121.63	\$434,687.65	\$237,270.72
11-000-262-XXX Custodial Services	\$895,313.93	\$190,473.19	\$623,923.82	\$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	\$21,309.77	\$98,056.43	\$22,571.80
11-000-270-XXX Student Transportation Services	\$96,218.00	\$4,560.62	\$40,565.88	\$51,091.50
11-XXX-XXX-2XX Allocated and Unallocated Benefits	\$2,926,356.00	\$662,760.25	\$1,620,698.15	\$642,897.60
	-----	-----	-----	-----
TOTAL GENERAL CURRENT EXPENSE	\$15,598,229.16	\$2,560,983.88	\$9,828,145.64	\$3,209,099.64
EXPENDITURES/USES OF FUNDS	\$15,598,229.16	\$2,560,983.88	\$9,828,145.64	\$3,209,099.64
	=====	=====	=====	=====

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 3 Month Period Ending 09/30/2021

*** EXPENDITURES - cont'd ***	APPROPRIATIONS	EXPENDITURES	ENCUMBRANCES	AVAILABLE BALANCE
*** CAPITAL OUTLAY ***				
12-XXX-XXX-73X Equipment	\$121,498.52	\$0.00	\$65,387.52	\$56,111.00
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	\$0.00	\$65,387.52	\$277,199.00
	=====	=====	=====	=====
TOTAL GENERAL FUND EXPENDITURES	\$15,940,815.68	\$2,560,983.88	\$9,893,533.16	\$3,486,298.64
	=====	=====	=====	=====

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 3 Month Period Ending 09/30/2021

		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	.00	\$1,411,700.00
1XXX	Miscellaneous	\$25,000.00	\$2,622.17	\$22,377.83
	TOTAL	\$13,597,592.00	\$13,124,758.17	\$472,833.83
		=====	=====	=====
--- 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	\$18,253,320.17	(\$3,227,166.17)
		=====	=====	=====

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 3 Month Period Ending 09/30/2021

	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	\$178,620.78	\$1,564,600.22	\$148,838.00
11-140-100-500 Other Purch. Serv. (400-500 series)	\$25,750.00	\$5,572.00	\$7,303.65	\$12,874.35
--- 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	\$184,192.78	\$1,571,903.87	\$170,012.35
--- SPECIAL EDUCATION - INSTRUCTION ---				
--- Vocational Programs-Local-Instruction ---				
11-3XX-100-101 Salaries of Teachers	\$3,175,651.60	\$327,520.36	\$2,351,747.90	\$496,383.34
11-3XX-100-106 Other Sal. For Instruction	\$64,890.00	\$1,921.80	\$0.00	\$62,968.20
11-3XX-100-320 Purchased Prof.-Ed. Services	\$249,300.00	(\$216,203.00)	\$2,550.00	\$462,953.00
11-3XX-100-500 Other Purchased Serv.(400-500 series)	\$68,062.00	\$1,590.00	\$25,740.09	\$40,731.91
11-3XX-100-610 General Supplies	\$257,983.58	\$16,460.85	\$52,971.96	\$188,550.77
11-3XX-100-640 Textbooks	\$16,798.00	\$0.00	\$3,864.29	\$12,933.71
11-3XX-100-800 Other Objects	\$15,300.00	\$312.56	\$3,078.58	\$11,908.86
TOTAL	\$3,847,985.18	\$131,602.57	\$2,439,952.82	\$1,276,429.79
--- 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	.00	\$6,600.00
TOTAL	\$88,770.00	\$903.14	\$0.00	\$87,866.86
--- School sponsored athletics-Instruct. ---				
11-402-100-100 Salaries	\$85,828.00	\$6,450.48	\$19,351.44	\$60,026.08
11-402-100-500 Purchased Services (300-500 series)	\$37,132.00	\$3,608.00	\$31,896.00	\$1,628.00
11-402-100-600 Supplies and Materials	\$14,510.00	\$6,647.51	\$7,823.58	\$38.91
11-402-100-800 Other Objects	\$15,850.00	\$5,997.00	\$7,740.00	\$2,113.00
TOTAL	\$153,320.00	\$22,702.99	\$66,811.02	\$63,805.99
--- UNDISTRIBUTED EXPENDITURES ---				
--- Attendance and social work services ---				
11-000-211-171 Sal. of Drop-Out Prev. Officer/Coordinators	\$30,292.56	\$7,573.14	\$22,719.42	.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	\$15,573.14	\$22,719.42	\$500.00
--- Health services ---				
11-000-213-100 Salaries	\$192,029.00	\$37,818.76	\$153,399.60	\$810.64
11-000-213-300 Purchased Prof. & Tech. Svc.	\$16,024.74	\$5,389.63	\$1,175.11	\$9,460.00
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 3 Month Period Ending 09/30/2021

	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	\$218,008.74	\$43,485.62	\$158,815.34	\$15,707.78
--- Speech, OT,PT & Related Svcs ---				
11-000-216-320 Purchased Prof. Ed. Services	\$24,620.00	.00	\$24,620.00	.00
TOTAL	\$24,620.00	\$0.00	\$24,620.00	\$0.00
--- Guidance ---				
11-000-218-104 Salaries Other Prof. Staff	\$462,994.16	\$77,231.72	\$384,486.64	\$1,275.80
11-000-218-105 Sal Secr. & Clerical Asst.	\$123,977.00	\$22,153.30	\$80,264.88	\$21,558.82
11-000-218-11X Other Salaries	\$179,458.00	\$15,146.22	\$45,438.66	\$118,873.12
11-000-218-390 Other Purch. Prof. & Tech Svc.	\$38,050.00	\$23,640.49	\$1,800.00	\$12,609.51
11-000-218-500 Other Purchased Services (400-500 series)	\$23,500.00	\$6,900.50	\$5,200.00	\$11,399.50
11-000-218-600 Supplies and Materials	\$9,304.89	\$2,519.34	\$34.43	\$6,751.12
TOTAL	\$837,284.05	\$147,591.57	\$517,224.61	\$172,467.87
--- Child Study Teams ---				
11-000-219-104 Salaries Other Prof. Staff	\$160,525.00	\$29,623.52	\$129,846.06	\$1,055.42
11-000-219-105 Sal Secr. & Clerical Asst.	\$48,108.00	\$11,743.74	\$35,231.22	\$1,133.04
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	\$4,357.00	\$405.00	\$0.00
11-000-219-600 Supplies and Materials	\$3,100.00	\$1,018.59	\$939.79	\$1,141.62
11-000-219-800 Other Objects	\$800.00	\$420.00	.00	\$380.00
TOTAL	\$224,225.32	\$53,093.17	\$166,422.07	\$4,710.08
--- Improv. of instr. Serv. ---				
11-000-221-102 Salaries Superv. of Instr.	\$233,146.00	\$58,259.22	\$174,777.66	\$109.12
11-000-221-104 Salaries Other Prof. Staff	\$121,874.00	\$37,420.00	\$80,077.50	\$4,376.50
11-000-221-105 Sal Secr. & Clerical Asst.	\$60,281.00	\$14,781.24	\$44,343.72	\$1,156.04
11-000-221-500 Other Purchased Services (400-500 series)	\$2,900.00	\$469.14	\$1,407.42	\$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	\$110,929.60	\$300,606.30	\$7,465.10
--- Educational media serv./sch.library ---				
11-000-222-100 Salaries	\$37,155.00	\$3,655.50	\$32,899.50	\$600.00
11-000-222-300 Purchased Prof. & Tech Svc.	\$1,100.00	.00	.00	\$1,100.00
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	\$928.93	\$5,074.58
11-000-222-800 Other Objects	\$50.00	.00	\$33.00	\$17.00
TOTAL	\$48,155.00	\$6,051.99	\$33,861.43	\$8,241.58
--- Instructional Staff Training Services ---				
11-000-223-102 Salaries Superv. of Instruction	\$45,555.80	\$18,514.18	\$27,041.62	.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 3 Month Period Ending 09/30/2021

	Appropriations	Expenditures	Encumbrances	Available Balance
11-000-223-600 Supplies and Materials	\$500.00	.00	.00	\$500.00
TOTAL	\$60,430.30	\$19,489.18	\$27,140.62	\$13,800.50
--- Support services-general administration ---				
11-000-230-100 Salaries	\$421,395.00	\$105,329.30	\$312,237.72	\$3,827.98
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	\$13,062.40	\$42,976.92	\$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	\$84,418.47	\$64,298.53	\$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	\$20,116.38	.00	\$883.62
11-000-230-895 BOE Membership Dues and Fees	\$7,000.00	\$6,749.75	.00	\$250.25
TOTAL	\$808,799.24	\$236,071.18	\$447,974.57	\$124,753.49
--- Support services-school administration ---				
11-000-240-103 Salaries Princ./Asst. Princ.	\$216,539.00	\$54,081.84	\$162,245.52	\$211.64
11-000-240-104 Salaries Other Prof. Staff	\$325,023.00	\$81,176.40	\$243,529.20	\$317.40
11-000-240-105 Sal. Secr. & Clerical Asst.	\$204,030.00	\$51,128.76	\$150,640.68	\$2,260.56
11-000-240-500 Other Purchased Services (400-500 series)	\$24,500.00	\$3,603.43	\$6,396.57	\$14,500.00
11-000-240-600 Supplies and Materials	\$17,635.00	\$2,252.68	\$1,120.63	\$14,261.69
11-000-240-800 Other Objects	\$6,000.00	\$5,915.00	.00	\$85.00
TOTAL	\$793,727.00	\$198,158.11	\$563,932.60	\$31,636.29
--- Central Services ---				
11-000-251-100 Salaries	\$388,780.00	\$97,133.94	\$291,401.82	\$244.24
11-000-251-330 Purchased Prof. Services	\$7,600.00	\$2,966.25	\$4,014.55	\$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	\$546.95	\$4,957.83
11-000-251-89X Other Objects	\$3,100.00	\$1,590.00	.00	\$1,510.00
TOTAL	\$434,479.80	\$116,511.21	\$309,137.32	\$8,831.27
--- Admin. Info. Technology ---				
11-000-252-100 Salaries	\$451,601.76	\$112,900.44	\$338,701.32	.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	\$132,790.02	\$343,191.32	\$41,920.42
TOTAL Cent. Svcs. & Admin IT	\$952,381.56	\$249,301.23	\$652,328.64	\$50,751.69
--- Required Maint.for School Facilities ---				
11-000-261-100 Salaries	\$505,381.00	\$120,899.48	\$359,977.50	\$24,504.02
11-000-261-420 Cleaning, Repair & Maint. Svc	\$323,500.00	\$103,031.41	\$66,347.13	\$154,121.46
11-000-261-610 General Supplies	\$76,199.00	\$14,366.07	\$8,363.02	\$53,469.91



Somerset County Vocational Board of Ed.  
GENERAL FUND - FUND 10  
STATEMENT OF APPROPRIATIONS  
COMPARED WITH EXPENDITURES AND ENCUMBRANCES  
For 3 Month Period Ending 09/30/2021

	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	\$246,121.63	\$434,687.65	\$237,270.72
11-000-262-420 Cleaning, Repair & Maint. Svc.	\$511,847.28	\$86,211.89	\$425,635.39	.00
11-000-262-490 Other Purchased Property Svc.	\$55,000.00	\$5,342.11	\$21,808.62	\$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	\$2,257.80	\$61,018.20	\$26,724.00
11-000-262-622 Energy (Electricity)	\$147,466.65	\$39,175.89	\$81,947.11	\$26,343.65
TOTAL	\$895,313.93	\$190,473.19	\$623,923.82	\$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	\$18,653.58	\$98,056.43	\$20,227.99
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	\$21,309.77	\$98,056.43	\$22,571.80
TOTAL Oper & Maint of Plant Services	\$1,970,331.93	\$457,904.59	\$1,156,667.90	\$355,759.44
--- Student transportation services ---				
11-000-270-162 Sal Pupil Trans.Other than Bet Home & Sch	\$55,118.00	\$4,560.62	\$40,565.88	\$9,991.50
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	.00	.00	\$8,000.00
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	\$4,560.62	\$40,565.88	\$51,091.50
--- Personal Services-Employee Benefits---				
11-XXX-XXX-210 Group Insurance	\$13,820.00	\$2,181.79	\$8,027.73	\$3,610.48
11-XXX-XXX-220 Social Security Contributions	\$282,200.00	\$50,940.53	\$216,199.28	\$15,060.19
11-XXX-XXX-241 Other Retirement Contrb. - PERS	\$384,745.00	\$362.55	\$5,297.45	\$379,085.00
11-XXX-XXX-250 Unemployment Compensation	\$33,591.00	\$9,319.50	\$22,680.50	\$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	\$485,755.78	\$1,262,493.19	\$100,751.03
11-XXX-XXX-280 Tuition Reimbursement	\$80,000.00	.00	.00	\$80,000.00
11-XXX-XXX-290 Other Employee Benefits	\$66,000.00	\$8,200.10	.00	\$57,799.90
11-XXX-XXX-299 Unused Sick Payment to Term/Ret Staff	\$5,000.00	.00	.00	\$5,000.00
TOTAL	\$2,926,356.00	\$662,760.25	\$1,620,698.15	\$642,897.60
Total Undistributed Expenditures	\$9,418,330.70	\$2,204,970.25	\$5,733,577.53	\$1,479,782.92
*** TOTAL CURRENT EXPENSE EXPENDITURES ***	\$15,434,514.88	\$2,544,371.73	\$9,812,245.24	\$3,077,897.91
*** TOTAL CURRENT EXPENSE EXPENDITURES & TRANSFERS ***	\$15,434,514.88	\$2,544,371.73	\$9,812,245.24	\$3,077,897.91

Somerset County Vocational Board of Ed.  
GENERAL FUND - FUND 10  
STATEMENT OF APPROPRIATIONS  
COMPARED WITH EXPENDITURES AND ENCUMBRANCES  
For 3 Month Period Ending 09/30/2021

Appropriations	Expenditures	Encumbrances	Available Balance
_____	_____	_____	_____

Somerset County Vocational Board of Ed.  
 GENERAL FUND - FUND 10  
 STATEMENT OF APPROPRIATIONS  
 COMPARED WITH EXPENDITURES AND ENCUMBRANCES  
 For 3 Month Period Ending 09/30/2021

	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	.00	\$954.72	.00
Undistributed expenses				
12-000-100-730 Instruction	\$31,011.00	.00	.00	\$31,011.00
12-000-210-730 Support services-students-reg.	\$2,619.09	\$0.00	\$2,619.09	\$0.00
12-000-252-730 Admin. Info. Tech.	\$25,100.00	.00	.00	\$25,100.00
12-000-266-730 Undist. Exp.-Security	\$61,813.71	.00	\$61,813.71	.00
Undist. Exp. - Non-instructional Services				
TOTAL	\$121,498.52	\$0.00	\$65,387.52	\$56,111.00
--- 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	\$0.00	\$65,387.52	\$277,199.00

Somerset County Vocational Board of Ed.  
GENERAL FUND - FUND 10  
STATEMENT OF APPROPRIATIONS  
COMPARED WITH EXPENDITURES AND ENCUMBRANCES  
For 3 Month Period Ending 09/30/2021

	Appropriations	Expenditures	Encumbrances	Available Balance
TOTAL GENERAL FUND EXPENDITURES	\$15,777,101.40	\$2,544,371.73	\$9,877,632.76	\$3,355,096.91

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

For 3 Month Period Ending 09/30/2021

I, Raelene Sipple, 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

9/30/21

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	\$ 17,519.62	\$ 5,902.53	\$ 119.88	\$ 11,497.21
11-140-100-610-03-0001-	SUPPLIES - PHYSICAL	\$ 5,450.00	\$ 2,039.11	\$ 1,126.58	\$ 2,284.31
11-140-100-610-03-0002-	SUPPLIES - SOC. STUD	\$ 1,000.00	\$ 74.11	\$ 95.06	\$ 830.83
11-140-100-610-03-0003-	SUPPLIES - SCIENCE	\$ 7,969.66	\$ 2,368.76	\$ 5,576.99	\$ 23.91
11-140-100-610-03-0004-	SUPPLIES - MATH	\$ 950.00	\$ 0.00	\$ 416.13	\$ 533.87
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	\$ 0.00	\$ 245.24	\$ 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	\$ 3,000.00	\$ 0.00	\$ 2,997.80	\$ 2.20
11-140-100-610-07-0000-	SUPPLIES - ALT. SCHO	\$ 3,300.00	\$ 279.08	\$ 104.34	\$ 2,916.58
11-140-100-610-16-0000-	HIGH SCH TECH SUPPLI	\$ 82,204.00	\$ 3,725.04	\$ 1,666.39	\$ 76,812.57
11-140-100-640-03-0000-	TEXTBOOKS - REG INST	\$ 15,446.00	\$ 1,984.52	\$ 3,107.21	\$ 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	\$ 239.00	\$ 444.78	\$ 1,216.22
11-140-100-800-07-0000-	OTHER OBJECTS	\$ 3,850.00	\$ 0.00	\$ 0.00	\$ 3,850.00
11-999-999-999- - -	PAYROLL NET PAY ADJ	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00

10/8 9:50am

REPORT OF THE SECRETARY  
TO THE BOARD OF EDUCATION  
Somerset County Vocational Board of Ed.  
Special Revenue Fund - Fund 20  
Interim Balance Sheet  
For 3 Month Period Ending 09/30/21

=====

ASSETS AND RESOURCES

=====

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

101	Cash in bank		(\$221,410.72)
	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	(\$2,332.00)	
			\$1,129,969.15

		\$1,001,866.50
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 3 Month Period Ending 09/30/21

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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	\$541.76
TOTAL LIABILITIES		\$50,554.61
		=====

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	\$347,526.99
754	Reserve for encumbrances - Prior Year	\$6,900.00
601	Appropriations	\$1,132,301.15
602	Less: Expenditures	\$187,889.26
603	Encumbrances	\$347,526.99 (\$535,416.25)
		\$596,884.90
TOTAL FUND BALANCE		\$951,311.89
TOTAL LIABILITIES AND FUND EQUITY		\$1,001,866.50
		=====



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 3 Month Period Ending 09/30/21

	BUDGETED ESTIMATED	ACTUAL TO DATE	NOTE: OVER OR (UNDER)	UNREALIZED BALANCE
<b>*** REVENUES/SOURCES OF FUNDS ***</b>				
3XXX From State Sources	\$507,309.62	\$2,332.00		\$504,977.62
4XXX From Federal Sources	\$624,991.53	.00		\$624,991.53
<b>TOTAL REVENUE/SOURCES OF FUNDS</b>	<b>\$1,132,301.15</b>	<b>\$2,332.00</b>		<b>\$1,129,969.15</b>
	=====	=====	=====	=====
<b>*** EXPENDITURES ***</b>				
	APPROPRIATIONS	EXPENDITURES	ENCUMBRANCES	AVAILABLE BALANCE
<b>STATE PROJECTS:</b>				
Vocational education (331-360)	\$160,832.62	\$13,571.37	\$595.89	\$146,665.36
Other State Projects (431-449)	\$346,477.00	\$74,067.25	\$233,374.39	\$39,035.36
<b>TOTAL STATE PROJECTS</b>	<b>\$507,309.62</b>	<b>\$87,638.62</b>	<b>\$233,970.28</b>	<b>\$185,700.72</b>
<b>FEDERAL PROJECTS:</b>				
ESSA Title I - Part A/D (231-239)	\$60,888.22	\$16,817.39	.00	\$44,070.83
I.D.E.A. Part B (Handicapped) (250-259)	\$92,610.00	\$36,725.00	.00	\$55,885.00
ESSA Title II - Part A/D (270-279)c	\$8,624.00	\$1,800.00	\$708.99	\$6,115.01
ESSA Title IV (280-289)	\$10,000.00	.00	\$10,000.00	.00
Vocational Education (361-399)	\$253,798.00	\$10,000.00	\$52,577.50	\$191,220.50
CARES Act Education Stabilization Fund (477)	\$4,480.31	\$355.32	.00	\$4,124.99
CRRSA-ESSER II Grant Program (483)	\$108,191.00	\$25,802.33	\$40,166.82	\$42,221.85
CRRSA Act-Learning Acceleration Grant Program (484)	\$25,000.00	\$8,750.60	\$10,103.40	\$6,146.00
CRRSA Act-Mental Health Grant Program (485)	\$45,000.00	.00	.00	\$45,000.00
<b>TOTAL FEDERAL PROJECTS</b>	<b>\$608,591.53</b>	<b>\$100,250.64</b>	<b>\$113,556.71</b>	<b>\$394,784.18</b>
<b>*** TOTAL EXPENDITURES ***</b>	<b>\$1,115,901.15</b>	<b>\$187,889.26</b>	<b>\$347,526.99</b>	<b>\$580,484.90</b>
	=====	=====	=====	=====

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 3 Month Period Ending 09/30/21

		ESTIMATED	ACTUAL	UNREALIZED
		-----	-----	-----
--- STATE SOURCES ---				
3290	Recovery High School Access Grant	\$346,477.00	.00	\$346,477.00
32XX	Other Restricted Entitlements	\$160,832.62	\$2,332.00	\$158,500.62
		-----	-----	-----
	Total Revenue from State Sources	\$507,309.62	\$2,332.00	\$504,977.62
		=====	=====	=====
--- 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	\$2,332.00	\$1,129,969.15
		=====	=====	=====

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 3 Month Period Ending 09/30/21

	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	\$13,571.37	\$595.89	\$146,665.36
20-431-XXX-XXX to 20-449-XXX-XXX Other State Projects	\$346,477.00	\$74,067.25	\$233,374.39	\$39,035.36
-- TOTAL Other State Programs --	\$507,309.62	\$87,638.62	\$233,970.28	\$185,700.72
 TOTAL STATE PROJECTS	 \$507,309.62	 \$87,638.62	 \$233,970.28	 \$185,700.72
 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	.00	.00	\$4,124.99
Total Support Services	\$4,124.99	\$0.00	\$0.00	\$4,124.99
TOTAL CARES Act Education Stabilization Fund	\$4,480.31	\$355.32	\$0.00	\$4,124.99
--- 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	\$60,888.22	\$16,817.39	.00	\$44,070.83
20-25X-XXX-XXX I.D.E.A. Part B	\$92,610.00	\$36,725.00	.00	\$55,885.00
20-27X-XXX-XXX ESSA Title II - Part A/D	\$8,624.00	\$1,800.00	\$708.99	\$6,115.01
20-28X-XXX-XXX ESSA Title IV	\$10,000.00	.00	\$10,000.00	.00
20-361 to 20-399-XXX-XXX Vocational Education	\$253,798.00	\$10,000.00	\$52,577.50	\$191,220.50
20-483-XXX-XXX CRRSA-ESSER II Grant Program	\$108,191.00	\$25,802.33	\$40,166.82	\$42,221.85
20-484-XXX-XXX CRRSA Act-Learning Acceleration Grant Program	\$25,000.00	\$8,750.60	\$10,103.40	\$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	\$604,111.22	\$99,895.32	\$113,556.71	\$390,659.19
 TOTAL FEDERAL PROJECTS	 \$608,591.53	 \$100,250.64	 \$113,556.71	 \$394,784.18
 20-XXX-XXX-XXX All Other State/Fed/Loc Projects	 \$16,400.00	 \$0.00	 \$0.00	 \$16,400.00
 T O T A L    E X P E N D I T U R E S	 \$1,132,301.15	 \$187,889.26	 \$347,526.99	 \$596,884.90

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

Special Revenue Fund - Fund 20  
For 3 Month Period Ending 09/30/21

I, Raelene Sipple, 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

9/30/21

\_\_\_\_\_  
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

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10/8 9:51am

REPORT OF THE SECRETARY  
 TO THE BOARD OF EDUCATION  
 Somerset County Vocational Board of Ed.  
 Capital Projects Fund - Fund 30  
 Interim Balance Sheet  
 For 3 Month Period Ending 09/30/21

=====  
 ASSETS AND RESOURCES  
 =====

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

101	Cash in bank		\$54,377.44
	Accounts receivable:		
140	Intergovernmental - Accts. Recvble.	\$1,999,874.19	
		\$1,999,874.19	

--- 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 3 Month Period Ending 09/30/21

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LIABILITIES AND FUND EQUITY

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--- 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

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 3 Month Period Ending 09/30/21

	BUDGETED ESTIMATED	ACTUAL TO DATE	NOTE: OVER OR (UNDER)	UNREALIZED BALANCE
	-----	-----	-----	-----
<b>*** REVENUES/SOURCES OF FUNDS ***</b>				
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
	=====	=====	=====	=====
	-----	-----	-----	-----
<b>*** EXPENDITURES ***</b>				
	-----	-----	-----	-----
--- 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 3 Month Period Ending 09/30/21

I, Raelene Sipple, 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

9/30/21

\_\_\_\_\_  
Date

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

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**Report of the Treasurer  
to the Board of Education**

**Somerset County Vocational  
All Funds  
For Month Ended: September 30, 2021**

**CASH REPORT**

<b>Governmental Funds</b>	<b>Beginning Balance</b>	<b>Deposits</b>	<b>Disbursements</b>	<b>Ending Balance</b>
General Fund (10)	\$4,840,331.86	\$4,907,214.08	-\$1,293,099.69	\$8,454,446.25
Special Revenue Fund (20)	-\$144,273.98	\$28,151.00	-\$105,287.74	-\$221,410.72
Capital Project Fund (30)	\$524.50	\$77,602.94	-\$23,750.00	\$54,377.44
Total Governmental Funds	\$4,696,582.38	\$5,012,968.02	-\$1,422,137.43	\$8,287,412.97
Summer Savings	\$0.00	\$18,213.96	\$0.00	\$18,213.96
Enterprise Fund (60) Café	\$12,721.45	\$11,272.76	\$0.00	\$23,994.21
Payroll Fund (70)	\$0.00	\$526,631.05	-\$526,631.05	\$0.00
Agency Fund (90)	\$0.00	\$419,647.27	-\$419,647.27	\$0.00
Total Trust & Agency	\$12,721.45	\$975,765.04	-\$946,278.32	\$42,208.17
Grand Total for all Funds	\$4,709,303.83	\$5,988,733.06	-\$2,368,415.75	\$8,329,621.14
				\$8,329,621.14

Prepared and submitted by:

\_\_\_\_\_  
Michelle Fresco, Treasurer of School Monies

10/12/2021

\_\_\_\_\_  
Date

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

va\_exaa1.082406

10/08/2021

Selected Cycle : September

Account #	Account Description	Description	Adj #	Date	User	Old Amount	Adjustment	New Balance
<b><i>Current Appropriation Adjustments</i></b>								
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
<b><i>Total Current Appr.</i></b>								<b><u>\$0.00</u></b>

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## Somerset County Vocational & Technical Schools

Somerset/4810

Comprehensive Maintenance Plan

Report

Actual FY 21-- Budgeted FY 22-- Projected FY 23

<u>School Name</u>	<u>20-21 Actual</u>	<u>21-22 Budgeted</u>	<u>22-23 Projected</u>
<b>Somerset County Vo-Tech</b>			
	Localized repairs, pointing, water proofing.	Localized repairs, pointing, water proofing.	Localized repairs, pointing, water proofing.
	Repair, replace frames, sash, caulk, etc.	Repair, replace frames, sash, caulk, etc.	Repair, replace frames, sash, caulk, etc.
	Prepare and paint walls, patch plaster.	Prepare and paint walls, patch plaster.	Prepare and paint walls, patch plaster.
	Replace carpet and tile.	Replace carpet and tile.	Replace carpet and tile.
	Inspect, repair, service valves, seals, etc.	Inspect, repair, service valves, seals, etc.	Inspect, repair, service valves, seals, etc.
	Repair piping or insulation,	Repair piping or insulation,	Repair piping or insulation,
	Chemical water treatment,	Chemical water treatment,	Chemical water treatment,
	Annual service and inspection of all sys.	Annual service and Inspection of all sys.	Annual service and Inspection of all sys.
<b>Total</b>	<b>\$745,728</b>	<b>\$898,580</b>	<b>\$916,552</b>



Detailed Actual Expenditures by Year by Building Worksheet

District Name		District Number											
Somerset County Vocational													
		Actual Expenditure by Building											
A	B	C	G	H	I	J	K	L	M	N	O	P	Q
			Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Budgeted	Total
A. School Facility Name	School	Gross	FY 12-13	FY 13-14	FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22	Total
Somerset County Vocational & Technical S	070	217,405	\$ 967,931	\$ 1,057,024	\$ 1,047,756	\$ 843,252	\$ 1,181,459	\$ 1,211,909	\$ 1,107,001	\$ 818,075	\$ 745,728	\$ 898,580	\$ 9,878,715
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<b>District Total</b>		217,405	\$ 967,931	\$ 1,057,024	\$ 1,047,756	\$ 843,252	\$ 1,181,459	\$ 1,211,909	\$ 1,107,001	\$ 818,075	\$ 745,728	\$ 898,580	\$ 9,878,715

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