

SOMERSET COUNTY VOCATIONAL BOARD OF EDUCATION

SOMERSET COUNTY VOCATIONAL & TECHNICAL SCHOOLS

14 Vogt Drive  
Bridgewater, New Jersey 08807

Regular Meeting  
May 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 April 30, 2021.

Pledge of Allegiance

- III. Approval of Minutes of the Regular Meeting and Executive Session held on April 26, 2021.
  - A. Corrections

On motion of \_\_\_\_\_, seconded by \_\_\_\_\_, the minutes of the Regular Meeting and Executive Session held on April 26, 2021 were approved.

## IV. Correspondence

## V. Presentations/Recognitions

A. Presentation of Student of the Month – Min Mei Buck, Graphic Communications, Grade 12

B. Presentation CTE Stellar Students for the 3<sup>rd</sup> Quarter

CTE Program	Stellar Student Name	Grade
Academy for Health & Medical Sciences	Naimisha Vidavalapati	12
Agricultural Science	Emiliana Repreza	10
Auto Body	Brendan Leary	12
Automotive Diesel Technology	Vito D'Ambra	12
Automotive Diesel Technology	Matthew Wright	10
Carpentry	Tyler Caulfield	12
Cosmetology	Madison Zarzecki	11
Cosmetology	Yuliana Fernandez-Vega	10
Culinary Arts	Gwenievere Nieves	11
Dance	Olivia Mattiola	10
Electrical Construction	Ethan Isaac	11
Graphic Communications	Julia Beatty	10
Health Occupations	Vanessa Wilkerson	12
Integrated Technology Systems	Gianmarco Perez-Gomez	9
Law & Public Safety	Ryan Duffy	12
Mechanics & Repair	Jonathan Roessner	11
Mechatronics	Mason McDermott	10
Plumbing	Harold Kreis	9
Theater Arts/Acting	Paris Bozzuti	11
Theater Arts/Vocal	Maeve Touhey	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) – Dr. Harttraft
- SCJIF (Commissioner) – Ms. Sipple; (Alternate) Mr. Hyncik
- SSRHIF (Chair) – Mr. Hyncik

## IX. School Communications Report

X. Superintendent’s Report

A. SCVTEA Salary Guides and Salary Ranges – 2021-22 and 2022-23 School Years

It is recommended that the Board of Education approve the SCVTEA salary guides and salary ranges for the 2021-22 and 2022-23 school years as they appear on Addendum #1. (Guides and ranges to be attached to the previously approved Memorandum of Understanding.)

B. Sidebar Agreement – SCVTEA

It is recommended that the Board of Education approve the Sidebar Agreement Between the Somerset County Vocational-Technical Education Association as it appears 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	___	___

C. Resignations

The Superintendent recommends that the Board of Education accept the resignation of Mr. Alan Creveling, for the purpose of retirement, effective June 30, 2021.

The Superintendent recommends that the Board of Education accept the resignation of Mr. Don Smith, for the purpose of retirement, effective June 30, 3021.

D. Job Title Change

Pursuant to the previously approved Sidebar Agreement Between the Somerset County Vocational-Technical Education Association, it is recommended that the Board of Education assign the Job Title of Technology Support Specialist, effective July 1, 2021 to the following employees:

- Wanda Scott
- Faiza Shahid

E. Instructional Salaries – 2021-22 School Year

The Superintendent recommends that in accordance with the Contract Agreement previously approved that the Board of Education approve salaries for instructional personnel for the 2021-22 school year as listed on Addendum #3.

F. Support Staff Salaries – 2021-22 School Year

The Superintendent recommends that in accordance with the Contract Agreement previously approved that the Board of Education approve salaries of support staff for the 2021-22 school year as listed on Addendum #4.

G. Buildings and Grounds Salaries – 2021-22 School Year

The Superintendent recommends that in accordance with the Contract Agreement previously approved that the Board of Education approve salaries of Buildings and grounds staff for the 2021-22 school year as listed on Addendum #5.

H. Temporary School Counselor – Leave Replacement Extension

The Superintendent recommends that the Board of Education extend Ms. JaLisa Williamson as Temporary School Counselor (Leave Replacement) through June 11, 2021. (Maximum 20 hrs/week effective May 3, 2021)

I. Employment of Part-Time Hourly Personnel – 2020-21 School Year

The Superintendent recommends that the Board of Education approve employment of the following part-time personnel for the 2020-21 school year:

High School

Lotoya Bissesar	Temporary Aide – Culinary Arts (Extension through the end of the school year)	\$31.13/hr
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J. Employment of Substitutes

The Superintendent recommends that the Board of Education approve employment of the following substitutes at a rate of \$100.00/day for the 2020-21 school year:

Allison Hovey	Solomon Boateng
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K. Rescind Extra-Curricular Appointment – 2020-21 School Year

The Superintendent recommends that the Board of Education rescind the extra-curricular appointment of Ms. Kristen McNeerney, Junior Varsity Softball Coach. (Notice of rescindment – May 14, 2021)

## L. 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:

Julie Francis	9th Grade Class Advisor	\$2,476.00
Matthew Poznanski	10th Grade Class Advisor	\$2,476.00
	Morning Duty Monitor	\$ 16.00/day
Shannon Melick	11th Grade Class Advisor	\$2,722.00
	Cheerleading Coach	\$1,900.00
Maura Gillooly	12th Grade Class Co-Advisor	\$1,361.00
	Varsity Girls Basketball Coach	\$6,000.00
	Varsity Girls Soccer Coach	\$6,000.00
	Morning Duty Monitor	\$ 16.00/day
Peggy Prezioso	12th Grade Class Co-Advisor	\$1,361.00
	Morning Duty Monitor	\$ 16.00/day
Erik Fargo	Future Farmers of America Club Advisor	\$2,611.00
Kim Vasaturo	Health Occupations Students of America Advisor	\$2,476.00
John O'Neill	Junior Varsity Boys Baseball Coach	\$4,000.00
	Varsity Boys Soccer Coach	\$6,000.00
	Morning Duty Monitor	\$ 16.00/day
Brittany McGarry	Junior Varsity Boys Soccer Coach	\$4,000.00
	Varsity Girls Softball Coach	\$6,000.00
Meghan O'Reilly Welch	Junior Varsity Girls Basketball Coach	\$4,000.00
	Junior Varsity Girls Soccer Coach	\$4,000.00
Susan Santiago	National Technical Honor Society Advisor	\$1,485.00
Rachel Miller	Rotary Interact Advisor	\$1,485.00
Michelle Fresco	SkillsUSA Advisor	\$3,200.00
	Safety Committee Chairperson	\$1,456.00
Pratima Patil	SkillsUSA Advisor	\$3,200.00
James Strickhart	Varsity Boys Baseball Coach	\$6,000.00
Philip Eng	Yearbook Co-Advisor	\$1,813.00
Amy Patryn	Yearbook Co-Advisor	\$1,813.00
Janet Watson	Yearbook Co-Advisor	\$1,813.00
Rachel Kinlan	Weightlifting Coach (shared position)	\$2,000.00
Christopher Whitzer	Weightlifting Coach (shared position)	\$2,000.00
Brendan Downey	Morning Duty Monitor	\$ 16.00/day
Patricia Morales	Morning Duty Monitor	\$ 16.00/day
Karen Morlock	Morning Duty Monitor	\$ 16.00/day
	After Hours Detention Monitor	\$ 41.00/hr
Laurie Reader	Morning Duty Monitor Substitute	\$ 16.00/day
Susan Kiser	Morning Duty Monitor Substitute	\$ 16.00/day
Rachel Kinlan	Morning Duty Monitor Substitute	\$ 16.00/day
Virginia Fanelli	After Hours Detention Monitor (Saturday's)	\$ 41.00/hr

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.

M. Employment Contract – School Business Administrator/Board Secretary 2021-22 School Year

The Superintendent recommends that the Board of Education approve the annual employment contract and salary in the amount of \$139,871.00 for Ms. Raelene Sipple for the period of July 1, 2021 through June 30, 2022. (As reviewed and approved by the Hunterdon Executive County Superintendent.)

N. Employment Contract Assistant Superintendent for Instruction – 2021-22 School Year

The Superintendent recommends that the Board of Education approve the annual employment contract and salary in the amount of \$121,643.00 for Mr. Patrick Pelliccia for the period of July 1, 2021 through June 30, 2022. (As reviewed and approved by the Hunterdon Executive County Superintendent.)

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.

O. FMLA Request

The Superintendent recommends that the Board of Education approve the request of Mr. Keith Johnson for an FMLA beginning on May 24, 2021 through the end of the school year.

P. FMLA Extension and Unpaid Leave of Absence Request

The Superintendent recommends that the Board of Education approve the request of Ms. Karen Winfield to extend her current FMLA request from May 15, 2021 through June 8, 2021 and grant an unpaid leave of absence from June 9, 2021 through June 11, 2021.

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	___	___

Q. Field Trips

The Superintendent recommends that the Board of Education approve field trips for high school students as they appear on Addendum #6.

R. Revised Job Descriptions

The Superintendent recommends that the Board of Education approve the following revised job descriptions as they appear on Addendum #7.

Cooperative Education Coordinator – Hazardous Occupations  
Data Processing Specialist

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. Application for 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 May 25, 2021 meeting authorized application for funds for the following:

NJ Department of Education	Carl D. Perkins (FY 2022)	\$253,798.00
	Other Districts	\$231,982.00
	Reserve	\$ 21,816.00
NJ Department of Education	ExPAND (Expanding Pre-Apprenticeship in New Direction-Competitive) (Year 2 of 2) 7/1/2021 – 6/30/2022	\$100,000.00
NJ Department of Children & Families	School Based Program 7/1/2021 - 6/30/2022	\$346,477.00

T. School Security Grant

The Superintendent recommends that the Board of Education affirm the submission of the School Security Grant application in the amount of \$42,562.00 and the availability of local funds in the amount of \$19,251.71 as the total estimated costs of the proposed work exceed the school district’s grant allowance.

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	___	___

U. Alternate Board Secretary

It is recommended that the Board of Education appoint Dr. Chrys Harttraft as an Alternate Board Secretary.

Motion\_\_\_\_\_ Second\_\_\_\_\_

Discussion

Call the Roll

Roll Call	Yes	No
Mr. Hyncik	___	___
Mr. Lalevee	___	___
Ms. Wilkins	___	___
Mr. Burch	___	___
Mr. Jinks	___	___

V. Superintendent’s Update

- HIB Report – 0 new cases submitted for May Board review; 0 YTD
- Student Suspension Report – 0 Suspensions
- Student Enrollment Report

Enrollment Report - May 1, 2021	Grade 9	Grade 10	Grade 11	Grade 12	Totals
Full-Time Students Enrolled	84	93	84	88	349
Shared-Time Students Enrolled	95	76	77	69	317
Totals	179	169	161	157	666

- CTE Program Development Presentation
- SkillsUSA Golf Outing/Fundraiser
- Graduation is scheduled for June 21<sup>st</sup> at 3:00 p.m. outdoors under the solar panels



W. Submission of Bills

It is recommended the Board of Education approve the bills list for May 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 April 2021 and the Treasurer of School Monies for the month of April 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 #8)

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 – April 2021

It is recommended the Board of Education approve budget transfers for the 2020-21 school year as they appear on Addendum #9.

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. Change Order Resolution – 2021-22 School Year

It is recommended the Board of Education approve the following Change Order Resolution for the 2021-22 school year:

Whereas, Somerset County Vocational Board of Education has been authorized by the Somerset County Commissioners to complete various capital projects, and

Whereas, in the course of a completing various capital projects, it is not unusual to find that changes in work are necessary because of unanticipated circumstances, and

Whereas, the Board of Education committee of the whole has recommended a plan for delegating such authority and responsibility, and

Now thereof be it resolved, that any changes in work, known as Change Orders, whether it is an increase or decrease in cost that have been reviewed and recommended by the architect and board attorney may be approved by the Superintendent, Business Administrator and the polling of the full Board of Education with the majority of the full Board of Education’s approval.

Be it further resolved, that the change orders will be subsequently ratified by the Board of Education at the next public meeting, and

Be it further resolved, that no authority to exceed the total construction budget is granted to any party. Depending upon experience as to the frequency and value of change orders, the authority granted herein may require review in order to efficiently carry out the intent of the resolution.

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	___	___

D. Coordinated Transportation Services – 2021-22 School Year

It is recommended the Board of Education approve the Resolution/Agreement for Participation in Coordinated Transportation Services with the Somerset County Educational Services Commission for the 2021-22 school year. The Board will pay prorated contract costs, plus an administration fee of 4.5% as presented to the Board as calculated by the billing formula adopted by the SCESC.

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	___	___

E. Professional Services Contract – 2021-22 School Year

It is recommended the Board of Education accept the following professional services proposals for the 2021-2022 school year School Based Program grant. (Acceptance is contingent upon receiving the annual grant funding from the New Jersey Division of Children and Families.)

Middle Earth	Recreation/Outreach Coordinator	\$36,735.00
Middle Earth	Life Skills/Employment/Outreach Worker (max. 25/hrs/week)	25.00/hr
Family & Community Services of Somerset Cty.	Mental Health Counselor (12 month)	\$58,270.00
Family & Community Services of Somerset Cty.	Substance Abuse/Mental Health Counselor (12 month)	\$58,270.00

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:

June 28, 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 De novo hearing – Grievance 2021-01 and Grievance 2021-02, PSA negotiations, Superintendent’s evaluation and SCVTEA Unfair labor practice charge. 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.

SCVTEA Teacher Salary Guide  
2021-22

Salary Guide Step	A	B	C	D
1	58,705	62,265	64,045	65,825
2-3	58,955	62,515	64,295	66,075
4-5	59,455	63,015	64,795	66,575
6-7	60,495	64,055	65,835	67,615
8-9	62,095	65,655	67,435	69,215
10-11	63,745	67,305	69,085	70,865
12-13	65,395	68,955	70,735	72,515
14-15	67,045	70,605	72,385	74,165
16-17	68,695	72,255	74,035	75,815
18-19	70,345	73,905	75,685	77,465
20-21	71,995	75,555	77,335	79,115
22	73,645	77,205	78,985	80,765
23	75,295	78,855	80,635	82,415
24	76,945	80,505	82,285	84,065
25	78,945	82,505	84,285	86,065
26	80,945	84,505	86,285	88,065
27	82,970	86,530	88,310	90,090
28	84,995	88,555	90,335	92,115
29	87,020	90,580	92,360	94,140
30	89,045	92,605	94,385	96,165
31-32	91,070	94,630	96,410	98,190
33	93,095	96,655	98,435	100,215

The accompanying teacher salary schedule indicates the salaries which shall be paid at the various salary steps. The revised salary guide will not negatively impact any present employees in accordance with the Hold Harmless rule. Each employee employed on the date this agreement is signed will be placed in the equivalent or above column. This provision shall not apply to those employees hired after the date this agreement is signed. It is the intent and purpose of the Board to encourage and recognize the appropriate professional improvement and preparation beyond the minimum requirements for certification.

**Column A** provides for salaries and is based on the minimum requirements for permanent certification for shop teachers, CE coordinator, and academic subject teachers.

**Column B** provides for salaries for shop teachers and CE coordinator with 60 college credits, and for academic teachers with a B.A. degree plus 30 post graduate credits (with at least 21 credits being in the teacher's area of teaching certification or certifications and/or courses which will enhance instruction in the following areas: curriculum, classroom management, read and discipline specific courses).

**Column C** provides for salaries for shop teachers and CE coordinator with Bachelor's degrees and academic teachers with Master's degrees plus 15 post graduate college credits.

**Column D** provides for salaries for shop teachers and CE coordinator with Master's degrees or Bachelor's degrees plus 15 credits, and academic teachers with a Doctorate degree or a Master's degree plus 60 post graduate credits.

Academic teachers with a Master's degree will have \$725 added to the amount set forth on these salary guides.

SCVTEA Teacher Salary Guide  
2022-23

Salary Guide Step	A	B	C	D
1-2	59,700	63,260	65,040	66,820
3-4	60,200	63,760	65,540	67,320
5-6	61,100	64,660	66,440	68,220
7-8	62,700	66,260	68,040	69,820
9-10	64,350	67,910	69,690	71,470
11-12	66,000	69,560	71,340	73,120
13-14	67,650	71,210	72,990	74,770
15-16	69,300	72,860	74,640	76,420
17-18	70,950	74,510	76,290	78,070
19-20	72,600	76,160	77,940	79,720
21-22	74,250	77,810	79,590	81,370
23	75,900	79,460	81,240	83,020
24	77,550	81,110	82,890	84,670
25	79,550	83,110	84,890	86,670
26	81,550	85,110	86,890	88,670
27	83,575	87,135	88,915	90,695
28	85,600	89,160	90,940	92,720
29	87,625	91,185	92,965	94,745
30	89,650	93,210	94,990	96,770
31	91,675	95,235	97,015	98,795
32	93,700	97,260	99,040	100,820

The accompanying teacher salary schedule indicates the salaries which shall be paid at the various salary steps. The revised salary guide will not negatively impact any present employees in accordance with the Hold Harmless rule. Each employee employed on the date this agreement is signed will be placed in the equivalent or above column. This provision shall not apply to those employees hired after the date this agreement is signed. It is the intent and purpose of the Board to encourage and recognize the appropriate professional improvement and preparation beyond the minimum requirements for certification.

**Column A** provides for salaries and is based on the minimum requirements for permanent certification for shop teachers, CE coordinator, and academic subject teachers.

**Column B** provides for salaries for shop teachers and CE coordinator with 60 college credits, and for academic teachers with a B.A. degree plus 30 post graduate credits (with at least 21 credits being in the teacher's area of teaching certification or certifications and/or courses which will enhance instruction in the following areas: curriculum, classroom management, read and discipline specific courses.

**Column C** provides for salaries for shop teachers and CE coordinator with Bachelor's degrees and academic teachers with Master's degrees plus 15 post graduate college credits.

**Column D** provides for salaries for shop teachers and CE coordinator with Master's degrees or Bachelor's degrees plus 15 credits, and academic teachers with a Doctorate degree or a Master's degree plus 60 post graduate credits.

Academic teachers with a Master's degree will have \$725 added to the amount set forth on these salary guides.

SCVTEA Secretary/Support Staff Salary Guide  
2021-22

Salary Guide Step	A	B	C	D
1-2	39,870	42,370	44,870	54,870
3	40,220	42,720	45,220	55,220
4	40,570	43,070	45,570	55,570
5	40,920	43,420	45,920	55,920
6	41,475	43,975	46,475	56,475
7	42,295	44,795	47,295	57,295
8	43,320	45,820	48,320	58,320
9	44,370	46,870	49,370	60,085
10	45,555	48,055	50,555	62,450
11	46,800	49,300	51,800	64,850
12	48,095	50,595	53,095	67,275
13	49,440	51,940	54,440	69,610
14	50,835	53,335	55,835	71,910
15	52,280	54,780	57,280	74,220
16	53,775	56,275	59,125	76,540

*Secretary/Support Staff Categories*

Category	Job Title
D	CTE and Workforce Development Coordinator
D	Coordinator of Creative Arts
D	Data Processing Specialist
D	Communication Assistant
D	Administrative Secretary to the HS Principal
D	Data Analyst
D	Production/Lighting Design/Technical Theater Coordinator
C	Administrative Secretary
C	Administrative Secretary – School Based Programs
C	Alternative Education Child Advocate
C	Help Desk Support Technician
B	Secretary
A	Clerk

SCVTEA Secretary/Support Staff Salary Guide  
2022-23

Salary Guide Step	A	B	C	D
1-3	41,110	43,610	46,260	56,825
4	41,360	43,860	46,510	57,075
5	41,610	44,110	46,760	57,325
6	41,860	44,360	47,010	57,575
7	42,665	45,165	47,815	58,380
8	43,690	46,190	48,840	59,405
9	44,740	47,240	49,890	60,455
10	45,915	48,415	51,065	62,810
11	47,200	49,700	52,350	65,250
12	48,535	51,035	53,685	67,715
13	49,920	52,420	55,070	70,090
14	51,355	53,855	56,505	72,430
15	52,840	55,340	57,990	74,780
16	54,375	56,875	59,725	77,140

*Secretary/Support Staff Categories*

Category	Job Title
D	CTE and Workforce Development Coordinator
D	Coordinator of Creative Arts
D	Data Processing Specialist
D	Communication Assistant
D	Administrative Secretary to the HS Principal
D	Data Analyst
D	Production/Lighting Design/Technical Theater Coordinator
C	Administrative Secretary
C	Administrative Secretary – School Based Programs
C	Alternative Education Child Advocate
C	Help Desk Support Technician
B	Secretary
A	Clerk



## SCVTEA Maintenance Employees Categories and Salary Ranges

		<b>2021-22 Range</b>	<b>2022-23 Range</b>
Lead Utility Worker	Category I	\$55,689-\$74,600	\$57,360-\$76,838
Utility Worker	Category II	\$51,634-\$72,960	\$53,183-\$75,149
Bus Driver, Security, Entry Level Maintenance Worker	Category III	\$45,073-\$56,556	\$46,425-\$58,253

The base salaries for maintenance employees employed by the Board as of the date of this contract shall be increased for the school years as follows:

2021/22	2.9%
2022/23	3.0%

## SCVTEA Instructional Aides and Salary Ranges

<b>2021-22 Range</b>	<b>2022-23 Range</b>
\$44,830-\$46,681	\$46,175-\$48,081

The base salaries for maintenance employees employed by the Board as of the date of this contract shall be increased for the school years as follows:

2021/22	2.9%
2022/23	3.0%

SIDEBAR AGREEMENT TO COLLECTIVE BARGAINING AGREEMENT  
BETWEEN THE  
SOMERSET COUNTY VOCATIONAL BOARD OF EDUCATION  
AND  
SOMERSET COUNTY VOCATIONAL-TECHNICAL EDUCATION ASSOCIATION

This Sidebar Agreement is made this \_\_\_\_\_ day of \_\_\_\_\_, 2021, between the “Board” and the “Association.”

Background:

Employees currently employed with the Job Title of Help Desk Technician are categorized on the Support Staff salary guide and are placed in Column C.

The Board and the Association agree upon the following:

Beginning July 1, 2021 the current employees with the Job Title of Help Desk Technician will be moved to Column D of the Support Staff salary guide in conjunction with a new Job Title and the Board approved Job Description - Technology Support Specialist.

The Board and the Association agree that the existing support staff with this new position be placed in Column D, Step 9 of the Support Staff salary guide, effective July 1, 2021.

Somerset County Vocational Board of Education

\_\_\_\_\_  
By: William Hyncik, Jr. Board President

Dated: \_\_\_\_\_

Somerset County Vocational-Technical Education Association

\_\_\_\_\_  
By: Andrew Coslit, SCVTEA President

Dated: \_\_\_\_\_

2021-22 Teaching Staff

NON - TENURE	2021-22 STEP/ GUIDE	2021-22 BASE SALARY	LONGEVITY	2021-22 TOTAL SALARY
Carter, Samantha #+	4-5/C	\$ 65,520.00		\$ 65,520.00
Egner, Alyssa	2-3/A	\$ 58,955.00		\$ 58,955.00
Falzarano-Alves, Lee Ann #+	26/B	\$ 85,230.00		\$ 85,230.00
Kornbluh, Brandon #	6-7/B	\$ 64,780.00		\$ 64,780.00
Mathews, Charles	12-13/D	\$ 72,515.00		\$ 72,515.00
Mazzetta, Gerald	23/C	\$ 80,635.00		\$ 80,635.00
McGarry, Brittany	6-7/A	\$ 60,495.00		\$ 60,495.00
Schade, Charles #	16-17/B	\$ 72,980.00		\$ 72,980.00
Susana, Wenny	8-9/A	\$ 62,095.00		\$ 62,095.00
Tirrito, Joseph +	8-9/B	\$ 65,655.00		\$ 65,655.00
TENURE	2021-22 STEP/ GUIDE	2021-22 BASE SALARY	LONGEVITY	2021-22 TOTAL SALARY
Alfieri, Joseph	28/A	\$ 84,995.00		\$ 84,995.00
Byrd, George	31-32/A	\$ 91,070.00	\$ 1,650.00	\$ 92,720.00
Catalan, Rafael	8-9/B	\$ 65,655.00		\$ 65,655.00
Coslit, Andrew	23/A	\$ 75,295.00		\$ 75,295.00
Dalfonzo, Daniel	25/D	\$ 86,065.00		\$ 86,065.00
Dolegiewitz, Matthew	14-15/A	\$ 67,045.00		\$ 67,045.00
Donaldson, Jeffrey #	10-11/B	\$ 68,030.00		\$ 68,030.00
Downey, Brendan	8-9/A	\$ 62,095.00		\$ 62,095.00
Eng, Philip	24/B	\$ 80,505.00		\$ 80,505.00
Fargo, Erik	16-17/D	\$ 75,815.00		\$ 75,815.00
Francis, Julie	18-19/D	\$ 77,465.00		\$ 77,465.00
Gichan, Deborah	14-15/A	\$ 67,045.00		\$ 67,045.00
Gillooly, Maura	8-9/B	\$ 65,655.00		\$ 65,655.00
Glennon Clayton, Maureen ***	14-15/D	\$ 90,852.13		\$ 90,852.13
Gotti, Denise	16-17/B	\$ 72,255.00		\$ 72,255.00
Graf, Edward	27/B	\$ 86,530.00		\$ 86,530.00
Hovey, Rebecca (50%) #	14-15/C	\$ 36,555.00		\$ 36,555.00
Jefopoulos, Nicholas	8-9/B	\$ 65,655.00		\$ 65,655.00
Johnson, Keith	18-19/C	\$ 75,685.00		\$ 75,685.00
Kinlan, Rachel	16-17/A	\$ 68,695.00		\$ 68,695.00
Kiser, Susan #	12-13/B	\$ 69,680.00		\$ 69,680.00
Krause, Michele	28/A	\$ 84,995.00	\$ 1,650.00	\$ 86,645.00
Lakhlif, Daysi #	20-21/C	\$ 78,060.00		\$ 78,060.00
Lawler, Maureen	31-32/C	\$ 96,410.00		\$ 96,410.00
Mancuso, Joseph	27/D	\$ 90,090.00		\$ 90,090.00
Mastrobattista, Mark	25/D	\$ 86,065.00		\$ 86,065.00
McAnally, Mary Lynne	12-13/D	\$ 72,515.00		\$ 72,515.00
McClain, Michael	20-21/D	\$ 79,115.00		\$ 79,115.00
McNerney, Kristen #	24/C	\$ 83,010.00		\$ 83,010.00
Mehta, Ushma #	16-17/C	\$ 74,760.00		\$ 74,760.00
Melick, Shannon	8-9/A	\$ 62,095.00		\$ 62,095.00
Miller, Christopher #	20-21/B	\$ 76,280.00		\$ 76,280.00
Miller, Rachel #	10-11/B	\$ 68,030.00		\$ 68,030.00
Mingle, Alison	22/D	\$ 80,765.00		\$ 80,765.00
Morales, Patricia Cantwell***	28/D	\$ 112,840.88		\$ 112,840.88
Norrbom, Melissa # (Acct #20-250-200-104-22-0000)	20-21/D	\$ 79,840.00		\$ 79,840.00
O'Connor, Paul	16-17/C	\$ 74,035.00		\$ 74,035.00
O'Neill, John #	24/B	\$ 81,230.00		\$ 81,230.00
Patil, Pratima #	20-21/C	\$ 78,060.00		\$ 78,060.00
Perchinske, Marlene #	8-9/C	\$ 68,160.00		\$ 68,160.00
Perrone, M. Cristina	22/A	\$ 73,645.00		\$ 73,645.00
Poznanski, Matthew	12-13/B	\$ 68,955.00		\$ 68,955.00
Prezioso, Peggy #	18-19/C	\$ 76,410.00		\$ 76,410.00
Reina, Guillermo #	10-11/C	\$ 69,810.00		\$ 69,810.00
Santiago, Maria #	26/D	\$ 88,790.00		\$ 88,790.00
Scholl, Johanna #	25/B	\$ 83,230.00		\$ 83,230.00
Setlock, Robert	24/A	\$ 76,945.00		\$ 76,945.00
Shandor, Troy	18-19/D	\$ 77,465.00		\$ 77,465.00
Sortor, Janeen	25/A	\$ 78,945.00		\$ 78,945.00
Sullivan, Sheila ***	33/D	\$ 122,763.38	\$ 1,650.00	\$ 124,413.38
Unda, Louise Tokarsky #	20-21/D	\$ 79,840.00		\$ 79,840.00
Vasaturo, Kim	26/D	\$ 88,065.00		\$ 88,065.00
Violante, Louis	14-15/C	\$ 72,385.00		\$ 72,385.00
Welch, Meghan O'Reilly #	6-7/B	\$ 64,780.00		\$ 64,780.00
Winfield, Karen # ***	24/C	\$ 101,524.13		\$ 101,524.13

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# masters stipend added to base (\$725.00)  
 \*\*\*12 month  
 + gains tenure during 2021-22 school year  
 5/14/2021  
 salaries teachers 2021-22 sy  
 cj

## 2021-22 Salaries Support Staff

<b>SUPPORT STAFF</b>	<b>STEP</b>	<b>2021-22 BASE SALARY</b>	<b>CREDENTIAL/ DEGREE STIPEND</b>	<b>2021-22 TOTAL SALARY</b>
Brown, Haley	C5	\$ 45,920.00	\$ 500.00	\$ 46,420.00
Caterinicchia, Linda	C6	\$ 46,475.00	n/a	\$ 46,475.00
D'Alessandro, Richard	C9	\$ 49,370.00	\$ 500.00	\$ 49,870.00
Fanelli, Virginia	D9	\$ 60,085.00	\$ 500.00	\$ 60,585.00
Leahey, Sharleen	D12	\$ 67,275.00	\$ 500.00	\$ 67,775.00
Lella, Maura	C11	\$ 51,800.00	n/a	\$ 51,800.00
O'Neill, Jennifer	C6	\$ 46,475.00	\$ 500.00	\$ 46,975.00
Patryn, Amy	D8	\$ 58,320.00	n/a	\$ 58,320.00
Reader, Laurie (10-mo.)	D16	\$ 63,780.78	n/a	\$ 63,780.78
Rusinski, Brielle	D9	\$ 60,085.00	\$ 500.00	\$ 60,585.00
Santiago, Susan	C10	\$ 50,555.00	n/a	\$ 50,555.00
Scott, Wanda	D9	\$ 60,085.00	n/a	\$ 60,085.00
Shahid, Faiza	D9	\$ 60,085.00	\$ 500.00	\$ 60,585.00
Strickhart, James	D9	\$ 60,085.00	\$ 500.00	\$ 60,585.00
Szymanski, Robyn	C16	\$ 59,125.00	n/a	\$ 59,125.00
Watson, Janet Cantore	D15	\$ 74,220.00	\$ 500.00	\$ 74,720.00
<b>INSTRUCTIONAL AIDES</b>				
Morlock, Karen	n/a	\$ 48,905.41	\$ 500.00	\$ 49,405.41
Williamson, JaLisa	n/a	\$ 44,830.44	\$ 500.00	\$ 45,330.44

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Salaries Buildings and Grounds Staff  
2021-22

<b>BUILDINGS &amp; GROUNDS STAFF</b>	<b>2021-2022 Base Salary</b>	<b>BLACK SEAL</b>	<b>CARBON MONOX</b>	<b>TECH TYPE UNIV</b>	<b>ELECT. LICENSE</b>	<b>CDL (B)</b>	<b>PLUMB. LICENSE</b>	<b>2021-22 Salary</b>
Averbukh, Moysey (10 mo.)	\$ 45,073.29							\$ 45,073.29
Capitani, Massimo	\$ 54,614.46	\$ 800.00						\$ 55,414.46
Ortiz, Pedro	\$ 51,634.19							\$ 51,634.19
Piano, Vincent (10 mo.)	\$ 43,544.69							\$ 43,544.69
Queen, Mark, (10 mo.)	\$ 40,131.00							\$ 40,131.00
Ravines, Jessica	\$ 45,073.29	\$ 800.00						\$ 45,873.29
Schmitt, Brian	\$ 57,706.83	\$ 800.00						\$ 58,506.83
Whitzer, Christopher	\$ 51,634.19	\$ 800.00						\$ 52,434.19

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05/2021

Field Trips for 20-21SY  
May 2021

<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>
6/9/2021	MEAM	IUOE Local 825 Training Center Dayton, NJ	\$0.00	District

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**SOMERSET COUNTY VOCATIONAL BOARD OF EDUCATION  
JOB DESCRIPTION**

Page 1 of 1

**CATEGORY: INSTRUCTIONAL SUPPORT****ADOPTED: November 21, 2011; Revised September 24, 2012****TITLE: COOPERATIVE EDUCATION COORDINATOR****CERTIFIED****QUALIFICATIONS:**

1. Valid certification as Cooperative Education Coordinator – Hazardous Occupations or certifiable.
2. Minimum two years successful teaching in career and technical education.
3. Such alternatives to the above qualifications as the Board may find appropriate and acceptable.

REPORTS TO: Superintendent or designee

SUPERVISES: No direct supervisory responsibilities.

JOB GOAL: To provide transitional experiences for high school students into the world of work via work experience, and cooperative education assignments and direct job and related training as it pertains to structured learning experience programs in accordance with standards approved by the state and federal agencies.

**PERFORMANCE RESPONSIBILITIES:**

1. Develops opportunities for cooperative education/structured learning experience assignments in conjunction with community resources like advisory committees, employers, agencies and organizations.
2. Prepares job specifications and the matching education prerequisites through jointly involving prospective employers and the instructional staff.
3. Assists the instructional and counseling staff in developing program and course performance based curricula appropriate to students achieving job readiness.
4. Assists the instructional and counseling staff in informing, recruiting and selecting students for work experiences work appropriate to their needs and those of available employers.
5. Places and supervises CTE students in school-sponsored Cooperative Education Experiences (CEE's) as part of NJDOE-approved CTE programs in related hazardous and non-hazardous occupations.
6. Places and supervises all students participating in any non-hazardous Structured Learning Experience (SLE) other than CEE, in any Career Cluster®.
7. Orients students to employer work sites; orient employer personnel to the requirements and priorities of student-worker supervision.
8. Visits job sites with student-employers at least every ten (10) days, evaluating all elements of student-employee assignments; report status to employer and school authorities.
9. On a quarterly basis, submit full reports on the extent and condition of the program, with specific recommendations for program and improvement.
10. Develops and maintain a closely integrated working relationship with staff members for the purpose of developing and motivating a well-rounded program for each student.
11. Composes written reports for related grant funding.
12. Acts as liaison between teachers and advisory members.
13. Responsible for and prepares all state required forms, reports, paperwork, etc. for submission.
14. Ensures the district's compliance with all Structured Learning Experiences (SLE) Administrative Code, Statutes and Regulations.
15. Performs such other tasks and assumes such other responsibilities as may be assigned by the Superintendent or immediate supervisor.

TERMS OF EMPLOYMENT: 10-month year. In accordance with negotiated agreement.

EVALUATION: Job performance will be evaluated annually in accordance with provisions of the Board's policy on Evaluation of Professional Personnel.

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**SOMERSET COUNTY VOCATIONAL BOARD OF EDUCATION  
JOB DESCRIPTION**

Page 1 of 1

**CATEGORY: INSTRUCTIONAL SUPPORT**

**ADOPTED: June 22, 1992; Revised:**

**TITLE: DATA PROCESSING SPECIALIST**

**NON CERTIFIED**

**QUALIFICATIONS:**

1. An Associate's Degree supplemented with various computer courses/software applications.
2. Experience in computer programming and internal operation.
3. Proficient in MS Word, Excel, Access, PowerPoint, Google Docs, Sheets, etc.
4. Effective written, oral and interpersonal communication skills.
5. Strong attention to detail.
6. Ability to manage multiple priorities and highly organized.
7. Experience in student information management systems, i.e. Genesis, PowerSchool.
8. Knowledge of NJDOE data bases, collections, i.e. NJ SMART.
9. Such alternatives to the above qualifications as the Board may find appropriate and acceptable.

**REPORTS TO:** Director of Special Services or designee

**SUPERVISES:** No direct supervisory responsibilities.

**JOB GOAL:** To operate and maintain the data processing system which includes parent contact, grade reporting, scheduling, attendance, master file, and Student Information Systems.

**PERFORMANCE RESPONSIBILITIES:**

1. Maintains and keeps master student file database current by entering new and updated student information in the district's Student Information System, i.e. Genesis.
2. Maintains current attendance records of all full and shared-time students.
3. Audits school registers on a monthly basis for annual NJDOE reporting.
4. Contacts parents and sending districts regarding student attendance.
5. Reports parent responses as to child's absence to administration, guidance and child study team.
6. Responsible for NJDOE reporting and end of year report collections, i.e. ASSA, SID Management, CTE Submission, Course Roster Submission, Special Education Submissions, etc.
7. Collects information for federal reporting, i.e. Civil Rights Data Collection (CRDC).
8. Performs such other tasks and assumes such other responsibilities as may be assigned by the Superintendent or immediate supervisor.

**TERMS OF EMPLOYMENT:** Twelve-month year. Salary, calendar and benefits to be established by the Board of Education.

**EVALUATION:** Job performance will be evaluated annually in accordance with provisions of the Board's policy on Evaluation of Classified Personnel.



5/4 7:10am

REPORT OF THE SECRETARY  
TO THE BOARD OF EDUCATION  
Somerset County Vocational Board of Ed.  
General Fund - Fund 10  
Interim Balance Sheet  
For 10 Month Period Ending 04/30/2021

=====

ASSETS AND RESOURCES

=====

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

101	Cash in bank		\$3,533,078.39
121	Tax levy receivable		\$3,116,267.00
	Accounts receivable:		
132	Interfund	\$149,193.09	
141	Intergovernmental - State	\$323,858.81	
143	Intergovernmental - Other	\$94,034.17	
			\$567,086.07
	Other Current Assets		\$0.00

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

301	Estimated Revenues	\$14,966,430.00	
302	Less Revenues	(\$14,341,448.71)	
			\$624,981.29
	Total assets and resources		\$7,841,412.75

=====

REPORT OF THE SECRETARY  
TO THE BOARD OF EDUCATION  
Somerset County Vocational Board of Ed.  
General Fund - Fund 10  
Interim Balance Sheet  
For 10 Month Period Ending 04/30/2021

=====

LIABILITIES AND FUND EQUITY

=====

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

421	Accounts Payable	\$5,663.05
TOTAL LIABILITIES		\$5,663.05
		=====

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	\$2,669,697.02
754	Reserve for encumbrance - Prior Year	\$1,750.00
	Reserved fund balance:	
760	Reserved Fund Balance	\$3,375,520.78
601	Appropriations	\$15,919,636.03
602	Less : Expenditures	\$11,485,044.41
603	Encumbrances	\$2,671,447.02 (\$14,156,491.43)
		\$1,763,144.60
	Total Appropriated	\$7,810,112.40

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

770	Fund Balance	\$883,087.30
303	Budgeted Fund Balance	(\$857,450.00)
	TOTAL FUND BALANCE	\$7,835,749.70
	TOTAL LIABILITIES AND FUND EQUITY	\$7,841,412.75
		=====

REPORT OF THE SECRETARY  
TO THE BOARD OF EDUCATION  
Somerset County Vocational Board of Ed.  
General Fund - Fund 10  
Interim Balance Sheet  
For 10 Month Period Ending 04/30/2021

RECAPITULATION OF FUND BALANCE:	Budgeted	Actual	Variance
	-----	-----	-----
Appropriations	\$15,919,636.03	\$14,156,491.43	\$1,763,144.60
Revenues	(\$14,966,430.00)	(\$14,341,448.71)	(\$624,981.29)
	-----	-----	-----
	\$953,206.03	(\$184,957.28)	\$1,138,163.31
Less: Adjust for prior year encumb.	(\$95,756.03)	(\$95,756.03)	
	-----	-----	-----
Budgeted Fund Balance	\$857,450.00	(\$280,713.31)	\$1,138,163.31
	=====	=====	=====
Recapitulation of Budgeted Fund Balance by Subfund			
Fund 10 (includes 10, 11, 12, and 13)	\$857,450.00	(\$280,713.31)	\$1,138,163.31
Fund 18 (Restricted ED JOBS)	\$0.00	\$0.00	\$0.00
	-----	-----	-----
TOTAL Budgeted Fund Balance	\$857,450.00	(\$280,713.31)	\$1,138,163.31
	=====	=====	=====

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 10 Month Period Ending 04/30/2021

		BUDGETED ESTIMATED	ACTUAL TO DATE	NOTE: OVER OR (UNDER)	UNREALIZED BALANCE
*** REVENUES/SOURCES OF FUNDS ***					
1XXX	From Local Sources	\$13,537,868.00	\$12,912,886.71		\$624,981.29
3XXX	From State Sources	\$1,428,562.00	\$1,428,562.00		.00
TOTAL REVENUE/SOURCES OF FUNDS		\$14,966,430.00	\$14,341,448.71		\$624,981.29
		=====	=====	=====	=====
*** EXPENDITURES ***					
		APPROPRIATIONS	EXPENDITURES	ENCUMBRANCES	AVAILABLE BALANCE
--- CURRENT EXPENSE ---					
11-1XX-100-XXX	Regular Programs - Instruction	\$2,020,707.01	\$1,527,079.24	\$357,481.08	\$136,146.69
11-3XX-100-XXX	Voc. Programs - Local - Instruction	\$3,763,641.36	\$2,721,821.36	\$675,961.42	\$365,858.58
11-401-100-XXX	School-Spon. Cocurr. Acti-Instr	\$86,645.00	\$38,611.05	\$17,209.32	\$30,824.63
11-402-100-XXX	School-Spons. Athletics - Instruction	\$161,842.87	\$110,295.97	\$42,598.75	\$8,948.15
--- UNDISTRIBUTED EXPENDITURES ---					
11-800-330-XXX	Community Services Programs-				
11-000-211-XXX	Attendance and Social Work Services	\$37,695.00	\$32,653.01	\$4,240.74	\$801.25
11-000-213-XXX	Health Services	\$212,172.74	\$163,545.26	\$37,620.65	\$11,006.83
11-000-216-XXX	Speech, OT,PT & Related Svcs	\$6,000.00	\$2,151.50	\$3,232.50	\$616.00
11-000-218-XXX	Guidance	\$887,104.17	\$596,384.27	\$173,322.71	\$117,397.19
11-000-219-XXX	Child Study Teams	\$234,064.52	\$176,390.94	\$50,308.26	\$7,365.32
11-000-221-XXX	Improvement Of Inst./Other Support Improvement of Inst. Serv.	\$415,026.00	\$344,682.44	\$65,070.52	\$5,273.04
11-000-222-XXX	Educational Media Serv/School Library	\$51,656.00	\$36,303.49	\$8,881.20	\$6,471.31
11-000-223-XXX	Instructional Staff Training Services	\$73,017.00	\$44,851.03	\$7,055.52	\$21,110.45
11-000-230-XXX	Supp. Serv.-General Administration	\$857,552.04	\$672,290.20	\$124,467.62	\$60,794.22
11-000-240-XXX	Supp. Serv.-School Administration	\$778,010.36	\$627,773.31	\$130,588.92	\$19,648.13
11-000-25X-XXX	Central Serv & Admin. Inform. Tech.	\$963,070.00	\$785,834.04	\$136,414.63	\$40,821.33
11-000-261-XXX	Allowable Maint. for School Facilities	\$902,831.27	\$608,703.42	\$121,873.32	\$172,254.53
11-000-262-XXX	Custodial Services	\$1,001,104.05	\$457,650.35	\$327,727.46	\$215,726.24
11-000-263-XXX	Care and Upkeep of Grounds	\$18,000.00	\$10,207.99	.00	\$7,792.01
11-000-266-XXX	Security	\$136,555.00	\$90,446.29	\$21,572.96	\$24,535.75
11-000-270-XXX	Student Transportation Services	\$114,234.00	\$39,995.89	\$8,760.60	\$65,477.51
11-000-291-XXX	Allocated and Unallocated Benefits	\$2,897,753.55	\$2,393,314.96	\$355,001.15	\$149,437.44
TOTAL GENERAL CURRENT EXPENSE					
EXPENDITURES/USES OF FUNDS		\$15,618,681.94	\$11,480,986.01	\$2,669,389.33	\$1,468,306.60
		=====	=====	=====	=====

REPORT OF THE SECRETARY  
 TO THE BOARD OF EDUCATION  
 Somerset County Vocational Board of Ed.  
 GENERAL FUND - FUND 10 (including 16, 17 & 18)  
 INTERIM STATEMENTS COMPARING  
 BUDGET REVENUE WITH ACTUAL TO DATE AND  
 APPROPRIATIONS WITH EXPENDITURES AND ENCUMBRANCES TO DATE  
 For 10 Month Period Ending 04/30/2021

*** EXPENDITURES - cont'd ***	APPROPRIATIONS	EXPENDITURES	ENCUMBRANCES	AVAILABLE BALANCE
	-----	-----	-----	-----
*** CAPITAL OUTLAY ***				
12-XXX-XXX-73X Equipment	\$73,116.09	\$4,058.40	\$2,057.69	\$67,000.00
12-000-4XX-XXX Facilities acquisition & constr. serv.	\$227,838.00	.00	.00	\$227,838.00
	-----	-----	-----	-----
TOTAL CAP OUTLAY EXPEND./USES OF FUNDS	\$300,954.09	\$4,058.40	\$2,057.69	\$294,838.00
	=====	=====	=====	=====
TOTAL GENERAL FUND EXPENDITURES	\$15,919,636.03	\$11,485,044.41	\$2,671,447.02	\$1,763,144.60
	=====	=====	=====	=====

REPORT OF THE SECRETARY  
 TO THE BOARD OF EDUCATION  
 Somerset County Vocational Board of Ed.  
 GENERAL FUND - FUND 10 (including 16, 17 & 18)  
 SCHEDULE OF REVENUES  
 ACTUAL COMPARED WITH ESTIMATED  
 For 10 Month Period Ending 04/30/2021

	ESTIMATED	ACTUAL	UNREALIZED	
	-----	-----	-----	
--- LOCAL SOURCES ---				
1210	Local Tax Levy	\$11,922,443.00	\$11,922,443.00	.00
1310	Tuition- From LEA's	\$700,000.00	\$310,472.94	\$389,527.06
1XXX	Miscellaneous	\$915,425.00	\$679,970.77	\$235,454.23
	TOTAL	\$13,537,868.00	\$12,912,886.71	\$624,981.29
		=====	=====	=====
--- STATE SOURCES ---				
3132	Categorical Special Education Aid	\$389,105.00	\$389,105.00	.00
3176	Equalization	\$580,221.00	\$580,221.00	.00
3177	Categorical Security	\$64,725.00	\$64,725.00	.00
3178	Adjustment Aid	\$92,740.00	\$92,740.00	.00
3140	Vocational Expansion Stabilization Aid	\$301,771.00	\$301,771.00	.00
	TOTAL	\$1,428,562.00	\$1,428,562.00	\$0.00
		=====	=====	=====
	TOTAL REVENUES/SOURCES OF FUNDS	\$14,966,430.00	\$14,341,448.71	\$624,981.29
		=====	=====	=====

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 10 Month Period Ending 04/30/2021

	Appropriations	Expenditures	Encumbrances	Available Balance
*** GENERAL CURRENT EXPENSE ***				
--- REGULAR PROGRAMS - INSTRUCTION ---				
11-140-100-101 Salaries of Teachers	\$1,742,894.00	\$1,347,628.10	\$329,301.03	\$65,964.87
11-140-100-106 Other Salaries for Instruction	\$91,094.00	\$75,690.60	\$15,403.40	.00
11-140-100-320 Purchased Prof.-Ed. Services	\$12,586.00	\$401.50	\$86.00	\$12,098.50
11-140-100-500 Other Purchased Services	\$36,650.00	\$20,282.33	.00	\$16,367.67
11-140-100-610 General Supplies	\$97,614.01	\$74,005.41	\$6,072.12	\$17,536.48
11-140-100-640 Textbooks	\$13,250.00	\$3,046.30	\$6,126.53	\$4,077.17
11-140-100-800 Other Objects	\$11,269.00	\$1,611.00	.00	\$9,658.00
--- Regular programs - Home Instruction ---				
11-150-100-101 Salaries of Teachers	\$5,000.00	\$1,886.00	\$0.00	\$3,114.00
11-150-100-320 Purchased Prof.-Ed. Services	\$10,200.00	\$2,528.00	\$492.00	\$7,180.00
11-150-100-500 Other Purchased Services	\$150.00	.00	.00	\$150.00
TOTAL	\$2,020,707.01	\$1,527,079.24	\$357,481.08	\$136,146.69
--- Regular Vocational Programs - Instruction ---				
11-310-100-101 Salaries of Teachers	\$3,055,662.80	\$2,383,548.96	\$561,719.28	\$110,394.56
11-310-100-106 Other Salaries for Instruction	\$68,000.00	\$32,787.68	\$13,027.90	\$22,184.42
11-310-100-320 Purchased Prof.-Ed. Services	\$276,415.00	\$141,276.00	\$45,701.00	\$89,438.00
11-310-100-500 Other Purchased Services	\$71,977.00	\$21,444.96	\$11,983.81	\$38,548.23
11-310-100-610 General Supplies	\$256,529.29	\$121,887.03	\$39,702.39	\$94,939.87
11-310-100-640 Textbooks	\$19,757.27	\$16,257.27	.00	\$3,500.00
11-310-100-800 Other Objects	\$15,300.00	\$4,619.46	\$3,827.04	\$6,853.50
Total	\$3,763,641.36	\$2,721,821.36	\$675,961.42	\$365,858.58
--- School spons.cocurricular activities-Instruction ---				
11-401-100-100 Salaries	\$52,820.00	\$36,110.68	\$16,709.32	.00
11-401-100-500 Purchased Services	\$12,725.00	.00	.00	\$12,725.00
11-401-100-600 Supplies and Materials	\$14,500.00	\$2,397.37	\$500.00	\$11,602.63
11-401-100-800 Other Objects	\$6,600.00	\$103.00	.00	\$6,497.00
TOTAL	\$86,645.00	\$38,611.05	\$17,209.32	\$30,824.63
--- School sponsored athletics-Instruct. ---				
11-402-100-100 Salaries	\$85,074.72	\$61,695.60	\$23,379.12	.00
11-402-100-500 Purchased Services	\$39,104.10	\$30,759.10	\$3,604.00	\$4,741.00
11-402-100-600 Supplies and Materials	\$13,184.40	\$6,864.27	\$2,012.98	\$4,307.15
11-402-100-800 Other Objects	\$24,479.65	\$10,977.00	\$13,602.65	(\$100.00)

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 10 Month Period Ending 04/30/2021

	Appropriations	Expenditures	Encumbrances	Available Balance
	-----	-----	-----	-----
TOTAL	\$161,842.87	\$110,295.97	\$42,598.75	\$8,948.15
--- UNDISTRIBUTED EXPENDITURES ---				
-----				
--- Attendance and social work services ---				
11-000-211-171 Sal. of Drop-Out Prevention Officer/Coordinators				
	\$28,945.00	\$24,704.26	\$4,240.74	.00
11-000-211-300 Purchased Prof. & Tech. Svc.	\$8,000.00	\$7,948.75	.00	\$51.25
11-000-211-500 Other Purchased Services	\$250.00	.00	.00	\$250.00
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	\$37,695.00	\$32,653.01	\$4,240.74	\$801.25
--- Health services ---				
11-000-213-100 Salaries	\$186,508.00	\$152,142.44	\$33,143.28	\$1,222.28
11-000-213-300 Purchased Prof. & Tech. Svc.	\$15,904.74	\$7,028.89	\$4,274.37	\$4,601.48
11-000-213-500 Other Purchased Services	\$260.00	.00	.00	\$260.00
11-000-213-600 Supplies and Materials	\$9,000.00	\$4,283.93	\$203.00	\$4,513.07
11-000-213-800 Other Objects	\$500.00	\$90.00	.00	\$410.00
TOTAL	\$212,172.74	\$163,545.26	\$37,620.65	\$11,006.83
--- Speech, OT,PT & Related Svcs ---				
11-000-216-320 Purchased Prof. Ed. Services	\$6,000.00	\$2,151.50	\$3,232.50	\$616.00
TOTAL	\$6,000.00	\$2,151.50	\$3,232.50	\$616.00
--- Guidance ---				
11-000-218-104 Salaries Other Prof. Staff	\$490,961.37	\$370,228.89	\$122,304.22	(\$1,571.74)
11-000-218-105 Sal Sec. & Clerical Asst.	\$122,400.00	\$100,541.53	\$18,658.47	\$3,200.00
11-000-218-110 Other Salaries	\$192,959.70	\$86,380.20	\$22,802.02	\$83,777.48
11-000-218-199 Unused Vac. Payment to Term/Ret Staff	\$6,483.10	\$6,483.10	.00	.00
11-000-218-390 Other Purch. Prof. & Tech Svc.	\$38,050.00	\$15,574.75	\$4,358.00	\$18,117.25
11-000-218-500 Other Purchased Services	\$26,650.00	\$16,500.00	\$5,200.00	\$4,950.00
11-000-218-600 Supplies and Materials	\$9,600.00	\$675.80	.00	\$8,924.20
TOTAL	\$887,104.17	\$596,384.27	\$173,322.71	\$117,397.19
--- Child Study Teams ---				
11-000-219-104 Salaries Other Prof. Staff	\$173,729.52	\$129,900.71	\$43,579.92	\$248.89



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 10 Month Period Ending 04/30/2021

	Appropriations	Expenditures	Encumbrances	Available Balance
11-000-219-105 Sal Secr. & Clerical Asst.	\$46,530.00	\$39,274.95	\$6,155.05	\$1,100.00
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.	\$5,700.00	\$5,656.00	.00	\$44.00
11-000-219-500 Other Purchased Services	\$3,205.00	\$405.00	.00	\$2,800.00
11-000-219-600 Supplies and Materials	\$3,100.00	\$734.28	\$573.29	\$1,792.43
11-000-219-800 Other Objects	\$800.00	\$420.00	.00	\$380.00
TOTAL	\$234,064.52	\$176,390.94	\$50,308.26	\$7,365.32
--- Improvement of instr.serv/other supp serv-inst staff ---				
11-000-221-102 Salaries Superv. of Instr.	\$230,204.00	\$188,628.80	\$37,725.76	\$3,849.44
11-000-221-104 Salaries Other Prof. Staff	\$120,456.00	\$103,162.40	\$17,293.48	\$0.12
11-000-221-105 Sal Secr. & Clerical Asst.	\$58,525.00	\$48,770.80	\$9,754.16	\$0.04
11-000-221-500 Other Purchased Services	\$2,800.00	\$1,579.44	\$297.12	\$923.44
11-000-221-600 Supplies and Materials	\$500.00	.00	.00	\$500.00
11-000-221-800 Other Objects	\$2,541.00	\$2,541.00	.00	.00
TOTAL	\$415,026.00	\$344,682.44	\$65,070.52	\$5,273.04
--- Educational media serv./sch.library ---				
11-000-222-100 Salaries	\$36,630.00	\$28,922.00	\$7,096.00	\$612.00
11-000-222-300 Purchased Prof. & Tech Svc.	\$2,232.00	\$2,139.05	.00	\$92.95
11-000-222-500 Other Purchased Services	\$4,380.00	.00	.00	\$4,380.00
11-000-222-600 Supplies and Materials	\$8,364.00	\$5,209.44	\$1,785.20	\$1,369.36
11-000-222-800 Other Objects	\$50.00	\$33.00	.00	\$17.00
TOTAL	\$51,656.00	\$36,303.49	\$8,881.20	\$6,471.31
--- Instructional Staff Training Services ---				
11-000-223-102 Salaries Superv. of Instruction	\$48,992.00	\$43,101.04	\$5,890.96	.00
11-000-223-390 Other Purch. Prof. & Tech Svc.	\$11,000.00	\$500.00	\$505.00	\$9,995.00
11-000-223-500 Other Purchased Services	\$12,525.00	\$1,249.99	\$659.56	\$10,615.45
11-000-223-600 Supplies and Materials	\$500.00	.00	.00	\$500.00
TOTAL	\$73,017.00	\$44,851.03	\$7,055.52	\$21,110.45
--- Support services-general administration ---				
11-000-230-100 Salaries	\$406,451.00	\$341,250.00	\$65,201.00	\$0.00
11-000-230-331 Legal Services	\$90,226.89	\$21,314.07	\$40,719.28	\$28,193.54
11-000-230-332 Audit Fees	\$38,939.00	\$38,175.00	.00	\$764.00
11-000-230-334 Architectural/Engineering Services	\$36,527.50	\$34,777.50	\$1,750.00	.00

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 10 Month Period Ending 04/30/2021

	Appropriations	Expenditures	Encumbrances	Available Balance
11-000-230-339 Other Purchased Prof. Svc.	\$20,614.42	\$13,829.42	\$6,785.00	.00
11-000-230-340 Purchased Tech. Services	\$5,700.00	\$4,855.00	\$1.00	\$844.00
11-000-230-530 Communications/Telephone	\$65,667.68	\$36,202.56	\$9,288.54	\$20,176.58
11-000-230-585 BOE Other Purchased Prof. Svc.	\$3,500.00	.00	.00	\$3,500.00
11-000-230-590 Other Purchased Services	\$147,500.00	\$142,949.00	\$0.00	\$4,551.00
11-000-230-61X General Supplies	\$4,000.00	\$1,735.15	.00	\$2,264.85
11-000-230-630 BOE In-House Training/Meeting Supplies	\$250.00	.00	.00	\$250.00
11-000-230-820 Judgments Agst. School Dist.	\$10,000.00	\$10,000.00	.00	.00
11-000-230-890 Misc. Expenditures	\$21,175.55	\$20,452.75	\$722.80	.00
11-000-230-895 BOE Membership Dues and Fees	\$7,000.00	\$6,749.75	.00	\$250.25
TOTAL	\$857,552.04	\$672,290.20	\$124,467.62	\$60,794.22
--- Support services-school administration ---				
11-000-240-103 Salaries Princ./Asst. Princ.	\$210,230.88	\$175,192.40	\$35,038.48	.00
11-000-240-104 Salaries Other Prof. Staff	\$315,554.40	\$262,962.00	\$52,592.40	.00
11-000-240-105 Sal Sec. & Clerical Asst.	\$197,630.00	\$164,861.88	\$31,271.97	\$1,496.15
11-000-240-500 Other Purchased Services	\$24,500.00	\$2,152.24	\$11,047.76	\$11,300.00
11-000-240-600 Supplies and Materials	\$24,095.08	\$16,689.79	\$638.31	\$6,766.98
11-000-240-800 Other Objects	\$6,000.00	\$5,915.00	.00	\$85.00
TOTAL	\$778,010.36	\$627,773.31	\$130,588.92	\$19,648.13
--- Central Services ---				
11-000-251-100 Salaries	\$377,588.00	\$314,544.80	\$62,908.96	\$134.24
11-000-251-330 Purchased Prof. Svcs.	\$7,600.00	\$6,244.35	\$613.05	\$742.60
11-000-251-340 Purchased Technical Svcs.	\$27,000.00	\$26,837.00	.00	\$163.00
11-000-251-592 Misc Pur Serv(400-500 series )	\$3,000.00	.00	\$450.00	\$2,550.00
11-000-251-600 Supplies and Materials	\$6,000.00	\$3,495.52	\$1,573.67	\$930.81
11-000-251-89X Other Objects	\$4,200.00	\$2,491.01	.00	\$1,708.99
TOTAL	\$425,388.00	\$353,612.68	\$65,545.68	\$6,229.64
--- Admin. Info. Technology ---				
11-000-252-100 Salaries	\$435,230.00	\$369,777.45	\$65,452.55	.00
11-000-252-500 Other Pur Serv. (400-500 series )	\$56,952.00	\$27,942.97	\$4,775.00	\$24,234.03
11-000-252-600 Supplies and Materials	\$45,500.00	\$34,500.94	\$641.40	\$10,357.66
TOTAL	\$537,682.00	\$432,221.36	\$70,868.95	\$34,591.69
--- Allowable Maint.for School Facilities ---				
11-000-261-100 Salaries	\$509,375.00	\$396,450.84	\$77,730.68	\$35,193.48
11-000-261-420				
11-000-261-420 Cleaning, Repair & Maint. Svc.	\$318,008.08	\$173,108.78	\$39,544.89	\$105,354.41

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 10 Month Period Ending 04/30/2021

	Appropriations	Expenditures	Encumbrances	Available Balance
11-000-261-610 General Supplies	\$62,448.19	\$28,900.06	\$4,597.75	\$28,950.38
11-000-261-800 Other Objects	\$13,000.00	\$10,243.74	.00	\$2,756.26
TOTAL	\$902,831.27	\$608,703.42	\$121,873.32	\$172,254.53
11-000-262-420 Cleaning, Repair & Maint. Svc.	\$488,074.00	\$360,553.99	\$127,519.46	\$0.55
11-000-262-490 Other Purchased Property Svc.	\$65,000.00	\$22,129.21	\$12,670.79	\$30,200.00
11-000-262-520 Insurance	\$91,000.00	\$75,754.00	.00	\$15,246.00
11-000-262-621 Energy (Natural Gas)	\$90,000.00	\$9,582.66	\$36,614.43	\$43,802.91
11-000-262-622 Energy (Electricity)	\$267,030.05	(\$10,369.51)	\$150,922.78	\$126,476.78
TOTAL	\$1,001,104.05	\$457,650.35	\$327,727.46	\$215,726.24
--- Care and Upkeep of Grounds ---				
11-000-263-420 Cleaning, Repair, & Maintenance Serv.	\$17,000.00	\$10,207.99	.00	\$6,792.01
11-000-263-610 General Supplies	\$1,000.00	.00	.00	\$1,000.00
TOTAL	\$18,000.00	\$10,207.99	\$0.00	\$7,792.01
--- Security ---				
11-000-266-100 Salaries	\$127,555.00	\$90,221.29	\$21,572.96	\$15,760.75
11-000-266-300 Purchased Prof. & Technical Services	\$5,000.00	\$225.00	.00	\$4,775.00
11-000-266-610 General Supplies	\$4,000.00	.00	.00	\$4,000.00
TOTAL	\$136,555.00	\$90,446.29	\$21,572.96	\$24,535.75
--- Student transportation services ---				
11-000-270-162 Sal.pupil trans(Other than Bet Home & Sch)	\$53,803.00	\$37,653.39	\$8,760.60	\$7,389.01
11-000-270-420 Cleaning, Repair & Maint. Svc.	\$931.00	.00	.00	\$931.00
11-000-270-512 Contr Svc(other btw home & sch)-vendors	\$9,000.00	.00	.00	\$9,000.00
11-000-270-517 Contract Svc (reg std) - ESCs	\$45,000.00	\$2,342.50	.00	\$42,657.50
11-000-270-593 Misc. Purchased Svc.- Transp.	\$2,000.00	.00	.00	\$2,000.00
11-000-270-610 General Supplies	\$3,000.00	.00	.00	\$3,000.00
11-000-270-800 Misc. Expenditures	\$500.00	.00	.00	\$500.00
TOTAL	\$114,234.00	\$39,995.89	\$8,760.60	\$65,477.51
--- Benefits ---				
11-XXX-XXX-210 Group Insurance	\$13,820.00	\$10,014.36	\$1,483.13	\$2,322.51
11-XXX-XXX-220 Social Security Contributions	\$282,200.00	\$197,448.24	\$61,525.95	\$23,225.81
11-XXX-XXX-241 Other Retirement Contrb. - PERS	\$352,442.55	\$352,355.63	\$379.42	(\$292.50)
11-XXX-XXX-250 Unemployment Compensation	\$33,591.00	\$25,397.48	\$8,102.52	\$91.00
11-XXX-XXX-260 Workman's Compensation	\$212,000.00	\$212,000.00	.00	.00

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 10 Month Period Ending 04/30/2021

	Appropriations	Expenditures	Encumbrances	Available Balance
11-XXX-XXX-270 Health Benefits	\$1,851,700.00	\$1,523,218.86	\$250,752.12	\$77,729.02
11-XXX-XXX-280 Tuition Reimbursement	\$80,000.00	\$28,561.07	\$21,438.93	\$30,000.00
11-XXX-XXX-290 Other Employee Benefits	\$67,000.00	\$40,554.32	\$11,319.08	\$15,126.60
11-XXX-XXX-299 Unused Vac. Payment to Term/Ret Staff	\$5,000.00	\$3,765.00	.00	\$1,235.00
TOTAL	\$2,897,753.55	\$2,393,314.96	\$355,001.15	\$149,437.44
Total Undistributed expenditures	\$9,585,845.70	\$7,083,178.39	\$1,576,138.76	\$926,528.55
*** TOTAL CURRENT EXPENSE EXPENDITURES ***	\$15,618,681.94	\$11,480,986.01	\$2,669,389.33	\$1,468,306.60
*** TOTAL CURRENT EXPENSE EXPENDITURES & TRANSFERS ***	\$15,618,681.94	\$11,480,986.01	\$2,669,389.33	\$1,468,306.60
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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 10 Month Period Ending 04/30/2021

	Appropriations	Expenditures	Encumbrances	Available Balance
<b>*** CAPITAL OUTLAY ***</b>				
Special education - instruction				
12-310-100-730 Regular Voc.programs	\$6,116.09	\$4,058.40	\$2,057.69	.00
Undistributed expenses				
12-000-100-730 Instruction	\$17,000.00	.00	.00	\$17,000.00
12-000-252-730 Admin. Info. Tech.	\$50,000.00	.00	.00	\$50,000.00
Undistributed exp. - student transportation				
12-XXX-X00-730 Special schools (all programs)	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL	\$73,116.09	\$4,058.40	\$2,057.69	\$67,000.00
--- Facilities acquisition and construction services ---				
12-000-400-800 Other objects	\$227,838.00	.00	.00	\$227,838.00
Facilitis. Acqstn. Const. Sevr. -- TOTAL --	\$227,838.00	\$0.00	\$0.00	\$227,838.00
TOTAL	\$227,838.00	\$0.00	\$0.00	\$227,838.00
TOTAL CAPITAL OUTLAY EXPENDITURES	\$300,954.09	\$4,058.40	\$2,057.69	\$294,838.00
*** EDUCATION STABILIZATION FUND **				
*** GOVERNMENT SERVICES FUND **				
*** EDUCATION JOBS FUND **				
TOTAL GENERAL FUND EXPENDITURES	\$15,919,636.03	\$11,485,044.41	\$2,671,447.02	\$1,763,144.60

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

For 10 Month Period Ending 04/30/2021

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

4/30/21

Date

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

ACCOUNT NUMBER	DESCRIPTION	APPROPRIATION	EXPENDITURE	ENCUMBERANCES	AVAILABLE BALANCE
11-999-999-999- - -	PAYROLL NET PAY ADJ	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00

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5/4 7:10am

REPORT OF THE SECRETARY  
TO THE BOARD OF EDUCATION  
Somerset County Vocational Board of Ed.  
Special Revenue Fund - Fund 20  
Interim Balance Sheet  
For 10 Month Period Ending 04/30/21

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ASSETS AND RESOURCES

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

101	Cash in bank		(\$42,811.55)
	Accounts receivable:		
141	Intergovernmental - State	\$5,749.69	
142	Intergovernmental - Federal	\$3,431.30	
			\$9,180.99
	Other Current Assets		\$0.00

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

301	Estimated Revenues	\$1,309,539.00	
302	Less Revenues	(\$927,877.26)	
			\$381,661.74
	Total assets and resources		\$348,031.18
			=====



REPORT OF THE SECRETARY  
 TO THE BOARD OF EDUCATION  
 Somerset County Vocational Board of Ed.  
 Special Revenue Fund - Fund 20  
 Interim Balance Sheet  
 For 10 Month Period Ending 04/30/21

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LIABILITIES AND FUND EQUITY
   
=====

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

411	Intergovernmental accounts payable - State	\$5,658.15
	Other current liabilities	\$312.26
		\$5,970.41
	TOTAL LIABILITIES	\$5,970.41

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	\$241,117.54
601	Appropriations	\$1,309,539.00
602	Less: Expenditures	\$967,478.23
603	Encumbrances	\$241,117.54 (\$1,208,595.77)
		\$100,943.23
	TOTAL FUND BALANCE	\$342,060.77
	TOTAL LIABILITIES AND FUND EQUITY	\$348,031.18

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 10 Month Period Ending 04/30/21

		BUDGETED ESTIMATED	ACTUAL TO DATE	NOTE: OVER OR (UNDER)	UNREALIZED BALANCE
*** REVENUES/SOURCES OF FUNDS ***					
1XXX	From Local Sources	\$108,889.00	\$108,889.00		.00
3XXX	From State Sources	\$604,636.00	\$492,887.00		\$111,749.00
4XXX	From Federal Sources	\$596,014.00	\$326,101.26		\$269,912.74
		-----	-----	-----	-----
	TOTAL REVENUE/SOURCES OF FUNDS	\$1,309,539.00	\$927,877.26		\$381,661.74
		=====	=====	=====	=====
*** EXPENDITURES ***					
		APPROPRIATIONS	EXPENDITURES	ENCUMBRANCES	AVAILABLE BALANCE
LOCAL PROJECTS:					
	Other Local Projects (001-199)	\$108,889.00	\$108,889.00	.00	.00
		-----	-----	-----	-----
	TOTAL LOCAL PROJECTS	\$108,889.00	\$108,889.00	\$0.00	\$0.00
STATE PROJECTS:					
	Other State Projects (431-449)	\$346,477.00	\$242,449.23	\$37,801.27	\$66,226.50
	Vocational education	\$258,159.00	\$194,016.72	\$61,276.43	\$2,865.85
		-----	-----	-----	-----
	TOTAL STATE PROJECTS	\$604,636.00	\$436,465.95	\$99,077.70	\$69,092.35
FEDERAL PROJECTS:					
	NCLB Title I (231-239)	\$65,825.00	\$48,190.22	\$6,729.09	\$10,905.69
	I.D.E.A. Part B (250-259)	\$83,936.00	\$83,936.00	.00	.00
	NCLB Title II (270-279)	\$11,922.00	\$8,254.00	\$4,298.98	(\$630.98)
	NCLB Title IV (280-289)	\$10,000.00	\$2,857.00	.00	\$7,143.00
	Vocational Education (361-399)	\$354,547.00	\$228,302.17	\$116,291.95	\$9,952.88
	CARES Act Education Stabilization Fund (477)	\$48,161.00	\$28,960.89	\$14,719.82	\$4,480.29
	Coronavirus Relief Fund Grant Program (479)	\$21,623.00	\$21,623.00	.00	.00
	Other special projects	\$0.00	\$0.00	\$0.00	\$0.00
		-----	-----	-----	-----
	TOTAL FEDERAL PROJECTS	\$596,014.00	\$422,123.28	\$142,039.84	\$31,850.88
		-----	-----	-----	-----
	*** TOTAL EXPENDITURES ***	\$1,309,539.00	\$967,478.23	\$241,117.54	\$100,943.23
		=====	=====	=====	=====

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 10 Month Period Ending 04/30/21

	ESTIMATED	ACTUAL	UNREALIZED
	-----	-----	-----
--- LOCAL SOURCES ---			
1XXX Other Revenue from Local Sources	\$108,889.00	\$108,889.00	\$0.00
	-----	-----	-----
Total Revenues from Local Sources	\$108,889.00	\$108,889.00	\$0.00
	=====	=====	=====
--- STATE SOURCES ---			
3XXX Other State Aids	\$604,636.00	\$492,887.00	\$111,749.00
	-----	-----	-----
Total Revenue from State Sources	\$604,636.00	\$492,887.00	\$111,749.00
	=====	=====	=====
--- FEDERAL SOURCES ---			
4411-16 Title I	\$65,825.00	\$52,500.00	\$13,325.00
4451-55 Title II	\$11,922.00	\$7,696.00	\$4,226.00
4471-74 Title IV	\$10,000.00	\$2,857.00	\$7,143.00
4420-29 I.D.E.A. Part B (Handicapped)	\$83,936.00	\$83,936.00	.00
4430-39 Vocational Education	\$354,547.00	\$90,581.00	\$263,966.00
4530 CARES Education Stabilization Fund	\$48,161.00	\$66,908.26	(\$18,747.26)
4532 Coronavirus Relief Fund Grant	\$21,623.00	\$21,623.00	.00
	-----	-----	-----
Total Revenues from Federal Sources	\$596,014.00	\$326,101.26	\$269,912.74
	=====	=====	=====
TOTAL REVENUES/SOURCES OF FUNDS	\$1,309,539.00	\$927,877.26	\$381,661.74

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 10 Month Period Ending 04/30/21

## -- Instruction --

20-477-100-101 Salaries of Teachers	\$2,815.00	\$1,475.92	.00	\$1,339.08
20-477-100-300 Purchased Services	\$8,700.00	.00	\$6,300.00	\$2,400.00
	<hr/>	<hr/>	<hr/>	<hr/>
TOTAL Instruction	\$11,515.00	\$1,475.92	\$6,300.00	\$3,739.08

## --- Support Services ---

20-477-200-100 Salaries	\$22,985.00	\$14,565.18	\$8,419.82	.00
20-477-200-200 Benefits	\$1,974.00	\$1,974.00	.00	.00
20-477-200-500 Other Purchased Services	\$1,000.00	\$435.41	.00	\$564.59
20-477-200-600 Supplies and Materials	\$10,687.00	\$10,510.38	.00	\$176.62
	<hr/>	<hr/>	<hr/>	<hr/>
TOTAL Support Services	\$36,646.00	\$27,484.97	\$8,419.82	\$741.21

## TOTAL CARES Act Education Stabilization Fund

	\$48,161.00	\$28,960.89	\$14,719.82	\$4,480.29
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=====	=====	=====	=====	=====
=====	=====	=====	=====	=====

## TOTAL OTHER FEDERAL PROJECTS

	\$48,161.00	\$28,960.89	\$14,719.82	\$4,480.29
--	-------------	-------------	-------------	------------

## 20-XXX-XXX-XXX All Other State/Fed/Loc Projects

	\$1,261,378.00	\$938,517.34	\$226,397.72	\$96,462.94
--	----------------	--------------	--------------	-------------

=====	=====	=====	=====	=====
=====	=====	=====	=====	=====

## T O T A L    E X P E N D I T U R E

	\$1,309,539.00	\$967,478.23	\$241,117.54	\$100,943.23
=====	=====	=====	=====	=====

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

For 10 Month Period Ending 04/30/21

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.

4/30/21

\_\_\_\_\_  
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

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5/4 7:10am

REPORT OF THE SECRETARY  
TO THE BOARD OF EDUCATION  
Somerset County Vocational Board of Ed.  
Capital Projects Fund - Fund 30  
Interim Balance Sheet  
For 10 Month Period Ending 04/30/21

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ASSETS AND RESOURCES

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

101	Cash in bank		\$42,644.50
	Accounts receivable:		
140	Intergovernmental - Accts. Recvble.	\$4,086,094.94	
			\$4,086,094.94

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

301	Estimated Revenues	\$4,086,121.94	
302	Less Revenues	(\$1,936,477.46)	
			\$2,149,644.48

Total assets and resources

\$6,278,383.92

=====

REPORT OF THE SECRETARY  
TO THE BOARD OF EDUCATION  
Somerset County Vocational Board of Ed.  
Capital Projects Fund - Fund 30  
Interim Balance Sheet  
For 10 Month Period Ending 04/30/21

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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	\$67,965.00
754	Reserve for encumbrances - Prior Year	\$333,999.30
601	Appropriations	\$3,885,433.60
602	Less : Expenditures	\$1,835,052.45
603	Encumbrances	\$401,964.30 (\$2,237,016.75)
		\$1,648,416.85
	Total Appropriated	\$2,050,381.15

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

770	Fund balance	\$1,812,521.64
303	Budgeted Fund Balance	\$2,273,600.30
		\$6,136,503.09

TOTAL FUND BALANCE \$6,136,503.09

TOTAL LIABILITIES AND FUND EQUITY \$6,278,383.92

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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 10 Month Period Ending 04/30/21

	BUDGETED ESTIMATED	ACTUAL TO DATE	NOTE: OVER OR (UNDER)	UNREALIZED BALANCE
	-----	-----	-----	-----
<b>*** REVENUES/SOURCES OF FUNDS ***</b>				
Other	\$4,086,121.94	\$1,936,477.46		\$2,149,644.48
	-----	-----	-----	-----
TOTAL REVENUE/SOURCES OF FUNDS	\$4,086,121.94	\$1,936,477.46		\$2,149,644.48
	=====	=====	=====	=====
	APPROPRIATIONS	EXPENDITURES	ENCUMBRANCES	AVAILABLE BALANCE
	-----	-----	-----	-----
<b>*** EXPENDITURES ***</b>				
--- Facilities acquisition and constr. serv. ---				
30-000-4XX-390 Other purchased prof. & tech. serv.	\$186,140.00	\$53,796.71	\$6,744.40	\$125,598.89
30-000-4XX-450 Construction services	\$3,699,293.60	\$1,781,255.74	\$395,219.90	\$1,522,817.96
	-----	-----	-----	-----
Total fac.acq.and constr. serv.	\$3,885,433.60	\$1,835,052.45	\$401,964.30	\$1,648,416.85
	=====	=====	=====	=====
TOTAL EXPENDITURES	\$3,885,433.60	\$1,835,052.45	\$401,964.30	\$1,648,416.85
	=====	=====	=====	=====
*** TOTAL EXPENDITURES AND TRANSFERS	\$3,885,433.60	\$1,835,052.45	\$401,964.30	\$1,648,416.85
	=====	=====	=====	=====

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

For 10 Month Period Ending 04/30/21

Raelene Sipple

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

4/30/21

\_\_\_\_\_  
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: April 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)	\$3,588,632.89	\$1,441,064.97	-\$1,496,619.47	\$3,533,078.39
Special Revenue Fund (20)	\$77,104.90	\$142,839.00	-\$262,755.45	-\$42,811.55
Capital Project Fund (30)	\$42,644.50	\$0.00	\$0.00	\$42,644.50
Total Governmental Funds	<u>\$3,708,382.29</u>	<u>\$1,583,903.97</u>	<u>-\$1,759,374.92</u>	<u>\$3,532,911.34</u>
Summer Savings	\$130,438.16	\$18,995.70	\$0.00	\$149,433.86
Enterprise Fund (60) Café	\$3,916.89	\$12,307.42	-\$13,562.23	\$2,662.08
Payroll Fund (70)	\$0.00	\$506,106.20	-\$506,106.20	\$0.00
Agency Fund (90)	\$0.00	\$504,447.83	-\$504,447.83	\$0.00
Total Trust & Agency	<u>\$134,355.05</u>	<u>\$1,041,857.15</u>	<u>-\$1,024,116.26</u>	<u>\$152,095.94</u>
Grand Total for all Funds	<u>\$3,842,737.34</u>	<u>\$2,625,761.12</u>	<u>-\$2,783,491.18</u>	<u>\$3,685,007.28</u> <u>\$3,685,007.28</u>

Prepared and submitted by:

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

5/7/2021

\_\_\_\_\_  
Date

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# Somerset County Vocational Board of Ed.

## Expense Account Adjustment Analysis By Account#

ADDENDUM #9

va\_exaa1.082406

04/30/2021

Current Cycle : April

Account #	Account Description	Description	Adj #	Date	User	Old Amount	Adjustment	New Balance
<b><i>Current Appropriation Adjustments</i></b>								
11-000-218-104-05-0001-	SUMMER WORK	April Transfers	0046	04/30/2021	RSIPPLE	\$38,402.29	\$2,000.00	\$40,402.29
11-000-218-110-05-0000-	OTHER SALARIES - GUIDANC	April Transfers	0046	04/30/2021	RSIPPLE	\$142,949.70	(\$14,105.00)	\$128,844.70
11-000-230-530-08-0000-	TELEPHONE - DISTRICT	April Transfers	0046	04/30/2021	RSIPPLE	\$28,000.00	\$800.00	\$28,800.00
11-000-291-241-08-0000-	PERS CONTRIBUTION	April Transfers	0046	04/30/2021	RSIPPLE	\$352,442.55	\$300.00	\$352,742.55
11-140-100-610-16-0000-	HIGH SCH TECH SUPPLIES	April Transfers	0046	04/30/2021	RSIPPLE	\$56,200.00	\$4,200.00	\$60,400.00
11-310-100-500-11-0000-	OTHER PURCHD SERVS	April Transfers	0046	04/30/2021	RSIPPLE	\$24,977.00	\$500.00	\$25,477.00
11-310-100-610-11-0005-	SUPPLIES-AUTO MECHANICS	April Transfers	0046	04/30/2021	RSIPPLE	\$21,325.00	\$5,005.00	\$26,330.00
11-310-100-610-11-0008-	SUPPLIES - CARPENTRY	April Transfers	0046	04/30/2021	RSIPPLE	\$11,800.00	\$600.00	\$12,400.00
11-310-100-610-11-0014-	SUPPLIES - INTEGR. TECH	April Transfers	0046	04/30/2021	RSIPPLE	\$7,000.00	\$600.00	\$7,600.00
11-402-100-800-03-0000-	MEMBERSHIP DUES	April Transfers	0046	04/30/2021	RSIPPLE	\$24,479.65	\$100.00	\$24,579.65
20-364-100-500-00-0000-	EXPAND OTHR PURCH SVCS	April Transfers	0046	04/30/2021	RSIPPLE	\$26,642.00	(\$5,446.18)	\$21,195.82
20-364-100-600-00-0000-	EXPAND SUPPLIES	April Transfers	0046	04/30/2021	RSIPPLE	\$13,027.00	\$5,446.18	\$18,473.18
<b><i>Total Current Appr.</i></b>								<b><i>\$0.00</i></b>

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