

SOMERSET COUNTY VOCATIONAL BOARD OF EDUCATION

SOMERSET COUNTY VOCATIONAL & TECHNICAL SCHOOLS

14 Vogt Drive  
Bridgewater, New Jersey 08807

Regular Meeting  
February 24, 2020

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

William Hyncik, Jr., President  
Gregory Lalevee, Vice President  
Richard St. Pierre  
Nadine Wilkins  
Roger Jinks

Also Present:

Dr. Chrys Harttraft, Superintendent of Schools  
Raelene Sipple, School Business Administrator/Board Secretary  
Hector Montes, Interim High School Principal  
Lisa Fittipaldi, Board Attorney  
Melonie Marano, Somerset County Freeholder 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 4, 2020.

Pledge of Allegiance

- III. Approval of Minutes of the Regular Meeting and Executive Session held on January 27, 2020.
  - A. Corrections

On motion of \_\_\_\_\_, seconded by \_\_\_\_\_, the minutes of the Regular Meeting and Executive Session held on January 27, 2020 were approved.

IV. Correspondence

A.

V. Presentations/Recognitions

A. Presentation of Student of the Month – Christian Martinez, Auto Body, Grade 11

VI. Old or Unfinished Business

A. Construction Projects

VII. Report of the Attorney

VIII. Committee Reports

- Board of School Estimate –
- Curriculum/Grants –
- NJSBA (Delegate) –
- SCSBA (Delegate) –
- SCESC (Alternate Representative) – Dr. Harttraft
- SCJIF – (Commissioner) – Ms. Sipple
- SSRHIF – (Chair) – Mr. Hyncik

IX. School Communications Report

X. Superintendent’s Report

A. Resignation

The Superintendent recommends that the Board of Education accept the resignation of Mr. Shamil Graham, Security Officer (10-month), effective March 2, 2020.

B. Salary Adjustments – 2019-20 School Year

The Superintendent recommends that the Board of Education approve the following salary adjustments for the 2019-20 school year:

Name	2019-20 Base Salary	Masters Stipend	Add'l Assignments per Week	% Rate	Amount	2019-20 Total Salary
Matthew Dolegiewitz (effect. 1/27/20)	\$ 62,690.00	NA	10	28.56%	\$ 17,904.26	\$ 80,594.26
Nicholas Jefopoulos (effect. 1/27/20)	\$ 58,305.00	NA	10	28.56%	\$ 16,651.91	\$ 74,956.91
Ushma Mehta (effect. 1/27/20)	\$ 69,680.00	\$ 725.00	5	14.28%	\$ 9,950.30	\$ 80,355.30
Brittany McGarry (effect. 1/27/20)	\$ 57,505.00	NA	5	14.28%	\$ 8,211.71	\$ 65,716.71
M. Cristina Perrone (effect. 1/28/20)	\$ 69,290.00	NA	5	14.28%	\$ 9,894.61	\$ 79,184.61

C. Salary Correction

The Superintendent recommends that the Board of Education correct the following salary calculation retroactive to February 5, 2020:

Charles Mathews      Step 10-11/D (67% FTE)      \$45,667.20

D. Lateral Moves

The Superintendent recommends that the Board of Education approve Ms. Rebecca Hovey’s request for a lateral move from Step 12-13/B to Step 12-13/C on the salary guide in the amount of \$34,377.50 (50%) (masters stipend added to base), effective February 1, 2020.

The Superintendent recommends that the Board of Education approve Ms. Maria Santiago’s request for a lateral move from Step 24/C to Step 24/D on the salary guide in the amount of \$83,835.00 (masters stipend added to base), effective February 1, 2020.

E. Salary Adjustments – Part-Time Hourly Personnel 2019-20 School Year

The Superintendent recommends that the Board of Education approve salary adjustments for the 2019-20 school year (effective March 1, 2020) as follows:

District – Outside Organizations/Use of Facilities

Bonnie Grube      Lighting/Sound Technician      \$ 22.70/hr

High School

Anthony Pucci, Jr.      Substitute Bus Driver      \$ 25.90/hr

Alejandro Ripalda      Substitute Bus Driver      \$ 25.90/hr

Salary Adjustments – Part-Time Hourly Personnel 2019-20 School Year (con’t)

Performing Arts

Dance Performance/Dance Education

Kathleen Amalfitano	Ballet I, Dance Science, Anatomy, Pilate’s cert.	\$ 43.31/hr
Nora Cotter	Ballet III	\$ 43.31/hr
David Tamaki	Ballet III	\$ 43.31/hr
Svetlana Volf	Accompanist	\$ 32.02/hr
David Cheifer	Accompanist	\$ 32.02/hr
Ian Howells	Accompanist	\$ 32.02/hr
Bonnie Grube	Costumier	\$ 32.26/hr
	Production Assistant	\$ 22.70/hr

Performing Arts

Theater Arts

Laura Swanson	Acting	\$ 43.31/hr
Denise Mihalik	Acting – Yoga Voice	\$ 43.31/hr
Andrew Moore	Acting – Vocal Music	\$ 43.31/hr
John Conte	Accompanist	\$ 32.02/hr
Sarah Zinn	Costumier	\$ 32.26/hr
Bonnie Grube	Assistant Technical Director	\$ 22.70/hr

Creative Arts

Sheila Sullivan	Adult Dance Evening Instructor	\$ 52.90/hr
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F. Employment of Part-Time Hourly Personnel – 2019-20 School Year

The Superintendent recommends that the Board of Education approve employment of the following part-time personnel for the 2019-20 school year:

Performing Arts

Dance Performance/Dance Education

Neil Mitchell	Accompanist (59 hours)	\$ 32.02/hr <small>(11-310-100-101-10-0000)</small>
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G. Provisional Teacher Program – 2019-20 School Year

The Superintendent recommends that the Board of Education approve the following mentor (pursuant to NJAC 6A:9B-8.4) for the district’s provisional teacher for the 2019-20 school year (payment amount is determined by the NJ Department of Education and satisfied by the mentee) as follows:

<u>Provisional Teacher Candidate (Mentee)</u>	<u>Route</u>	<u>Mentoring Fees</u>	<u>Mentor</u>
Jessica Cicero	Alternate	\$183.00 – 10 weeks	Julie Francis

H. School Business/Professional Development Travel

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

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

Discussion

Call the Roll

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

I. Field Trips

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

J. Home Instruction

The Superintendent recommends that the Board of Education provide home instruction to student ID# 999005264. Instruction will be provided for approximately thirty (30) days for a maximum of ten (10) hours per week.

Ms. Shannon Melick will be the instructor at a rate of \$41.00 per hour.

K. Volunteers

The Superintendent recommends that the Board of Education approve the following volunteers:

Mr. Joseph Souto	Boys’ baseball team athletic program
Mr. John Maldonado	Girls’ softball team athletic program

L. Calendar 2020-21 School Year

The Superintendent recommends that the Board of Education adopt the High School calendar for the 2020-21 school year as it appears on Addendum #3.

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

Discussion

Call the Roll

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

M. Amend – Carl D. Perkins Grant Application FY 2020

It is recommended that the Board of Education authorize an amendment to the Carl D. Perkins Grant Application – FY 2020 as follows:

FROM: 20-362-400-731-29-0000 – Equipment – (\$2,725.00)  
TO: 20-362-100-600-29-0000 – Supplies - \$2,725.00

N. 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 February 24, 2020 meeting authorized acceptance of funds for the following:

NJ Department of Education	ExPAND (Expanding Pre-Apprenticeship in New Direction-Competitive) (Year 1 of 2) 2/1/2020 – 6/30/2021	\$100,000.00
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Motion\_\_\_\_\_ Second\_\_\_\_\_

Discussion

Call the Roll

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

O. Revised Board Policy and Regulation – First Reading

The Superintendent recommends that the Board of Education approve the following revised policy and regulation at this first reading as they appear on Addendum #4.

2421.1/R2421.1 Work/Experience Programs

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

Discussion

Call the Roll

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

P. Superintendent’s Update

- HIB Report
- Keith Johnson – Culinary Arts Instructor
- Brittany McGarry – English Instructor
- Student Suspension Report

Incident Number	Grade	Out of School/In School Suspension	Total # Days	Suspension Dates	Reason
10220201	12	In	1	02/06/2020	Cutting Class
11420206	12	In	1	01/23/2020	Smoking/use of tobacco products
20720206	11	Out	3	02/10/2020-02/12/2020	Fight
20720205	9	Out	3	02/10/2020-02/12/2020	Fight

- Student Enrollment Report

Enrollment Report - February 2020	Grade 9	Grade 10	Grade 11	Grade 12	Totals
Full-Time Students Enrolled	87	81	94	88	350
Shared-Time Students Enrolled	95	87	77	63	322
<b>Totals</b>	<b>182</b>	<b>168</b>	<b>171</b>	<b>151</b>	<b>672</b>

- SSDS (NJDOE Student Safety Data System) Report Period 1 (9/1/2019-12/31/2019) – H. Montes

<b>Report Period 1 (September 1 - December 31, 2019)</b>	
<b>Incidents(Violence, Vandalism, Substances, Weapons and HIB Confirmed)</b>	<b>1</b>
<b>Other Incidents Leading to Removal</b>	<b>6</b>
<b>HIB Alleged</b>	<b>0</b>
<b>HIB Trainings</b>	<b>2</b>
<b>HIB Programs</b>	<b>5</b>

Q. Submission of Bills

It is recommended the Board of Education approve the bills list for February 2020 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	___	___
Mr. St. Pierre	___	___
Ms. Wilkins	___	___
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 January 2020 and the Treasurer of School Monies for the month of January 2020, 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	___	___
Mr. St. Pierre	___	___
Ms. Wilkins	___	___
Mr. Jinks	___	___

B. Budget Transfers – January 2020

It is recommended the Board of Education approve the January 2020 budget transfers for the 2019-20 school year 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	___	___
Mr. St. Pierre	___	___
Ms. Wilkins	___	___
Mr. Jinks	___	___

C. Award Purchases in Excess of Bid Threshold in compliance with NJSA 18A:18A – 2019-20 School Year

It is recommended the Board of Education award the following purchases in excess of the bid threshold for the 2019-20 school year which are year to date amounts and are in compliance with law.

CDW Government	\$278,250.00	Co-Op	District Wide Technology
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Motion\_\_\_\_\_ Second\_\_\_\_\_

Discussion

Call the Roll

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

D. Receipt of Bids – HVAC Upgrades Project

It is recommended the Board of Education receive the following bids for the HVAC Upgrades Project.

<u>Contractor</u>	<u>Base Bid Amount</u>
AMCO Enterprises	\$1,393,000.00
Centralpak Enterprises Corp.	\$1,749,000.00
EACM Corp.	\$1,547,000.00
Hanna’s Mechanical Contractors, Inc.	\$1,198,450.00
Sunnyfield Corp.	\$1,367,000.00

E. Contract Award – HVAC Upgrades Project

It is recommended the Board of Education award the contract for the HVAC Upgrades Project to Hanna’s Mechanical Contractors, Inc. of Milltown, NJ in the amount of \$1,198,450.00 as recommended by the architect and reviewed and approved the Board attorney. (Contract to be prepared by the Board attorney.)

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

Discussion

Call the Roll

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

F. Resolution 2019-20/2-A Authorizing the Purchase of Natural Gas Supply Services for Public Use on an Online Auction Website

It is recommended the Board of Education adopt Resolution 2019-20/2-A as it appears on Addendum #7.

G. Resolution – 2019-20/2-B Authorizing the Purchase of General Electricity Supply Services for Public Use on an Online Auction Website

It is recommended the Board of Education adopt Resolution 2019-20/2-B as it appears on Addendum #8.

H. Resolution 2019-20/2-C Authorizing the Purchase of Outside Lighting Electric Supply Services for Public Use on an Online Auction Website

It is recommended the Board of Education adopt Resolution 2019-20/2-C as it appears on Addendum #9.

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

Discussion

Call the Roll

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

XII. New Business – Ethics Disclosure Statements are due online no later than April 30, 2020. An automated email has been sent from the NJDOE to individuals required to complete the Statement.

## XIII. Next Meeting

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

March 23, 2020  
5:00 P.M.  
Somerset County Vocational & Technical Schools  
14 Vogt Drive  
Bridgewater, New Jersey 08807

**Special Meeting needed for budget – due March 4<sup>th</sup>.**

XIV. Remarks from the Public - 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 pending 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.

DATE(S)	PARTICIPANTS	REG. FEE	EXPENSES	WORKSHOP DESCRIPTION	LOCATION
March 20, 2020	Andrew Coslit Michele Krause	\$175.00/ea.	\$0 \$9.45/mileage	34 <sup>th</sup> Annual Good Ideas in Teaching Precalculus And...	Piscataway, NJ
March 23-25, 2020	Steve Boettger	\$200.00	\$70.98/mileage \$165.00/meals \$166.81/lodging	NJSBGA Conference (NJ School Buildings & Grounds Association)	Atlantic City, NJ
March 25, 2020	Karen Winfield	\$150.00	\$0	Hot Issues in Special Education Law	New Providence, NJ
April 1 & 2, 2020	Gerald Mazzetta  Mike McClain  Bob Setlock	\$175.00/ea.	\$162.54/mileage <u>\$61.00/parking/tolls</u> \$163.10/mileage <u>\$58.00/parking/tolls</u> \$140.00/mileage \$67.00/parking/tolls	Atlantic Builders Convention, Conference & Expo	Atlantic City, NJ
April 3, 2020	Carene Jegou Nzinga Basir	\$325.00 \$225.00	\$11.48/mileage \$11.34/mileage	Tenure & Seniority Seminar 2020	Edison, NJ
April 20 & 21, 2020	Chris Lemongelli	\$398.00	\$0	Social-Emotional and Character Development	Morristown, NJ
June 3-5, 2020	Raelene Sipple	\$275.00	\$83.72/mileage \$165.00/meals \$220.00/lodging \$23.00/parking/tolls	NJASBO Conference (NJ Association of School Business Officials)	Atlantic City, NJ
June 3, 2020	Brittany McGarry Christopher Miller Kristen McNerney Brendan Downey	\$155.00/ea.	\$7.00/mileage \$3.26/mileage \$4.34/mileage \$7.00/mileage	Center for Literacy Development Moving Readers & Writers from Compliance to Engagement	New Brunswick, NJ
July 13-15, 2020	Jaime Morales	\$429.00	\$0	Designing & Implementing Student Training Plans	Trenton, NJ

February 2020  
Field Trips for 19-20SY

<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>
3/18/2020	SkillsUSA	International Masonry Institute Bordentown, NJ	\$0.00	District
3/19/2020	FBLA	FBLA State Leadership Conference at Harrah's Atlantic City, NJ	\$95.00 per person \$75.00/Student \$20.00/ FBLA SA	District
4/25/2020	HOSA, Rotary, Hispanic Society	Beach -Sweep Sandy Hook, NJ	\$0.00	District
4/29/2020	FFA/Ag. Sci.	Rutgers Eco Complex Bordentown Twp., NJ	\$11.00/Ag. Sci. SA	District
5/6/2020	Performing Arts - Dance	Richard Rodgers Theater NYC New York, NY	\$130.00/Student	District

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# SOMERSET COUNTY VOCATIONAL & TECHNICAL SCHOOLS

P.O. Box 6350 • 14 Vogt Drive • Bridgewater, NJ 08807-0350 • (908) 526-8900 • www.scvths.org

## 2020-2021 CALENDAR

**September 2020** 16

M	T	W	T	F
	1	2	3	4
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	

September 2020

- 1-2 CLOSED.....Staff In-Service
- 7 CLOSED.....Labor Day
- 8 **OPEN** ..... **First Day of School**
- 22 PARENT BACK TO SCHOOL NIGHT
- 23 10 AM DELAYED OPENING NO A-SESSION
- 28 CLOSED.....Yom Kippur

November 2020

- 5-6 CLOSED.....NJEA Convention
- 25 12 NOON DISMISSAL.....Thanksgiving
- 26-27 CLOSED.....Thanksgiving

December 2020

- 23 12 NOON DISMISSAL.....Holiday Recess
- 24-31 CLOSED.....Holiday Recess

January 2021

- 1 CLOSED.....Holiday Recess
- 18 CLOSED.....Staff In-Service

February 2021

- 6 OPEN HOUSE.....Staff Present
- 11-15 CLOSED.....Mid-Winter Recess

March 2021

- 26 12 NOON DISMISSAL.....Spring Recess
- 29-31 CLOSED.....Spring Recess

April 2021

- 1-5 CLOSED.....Spring Recess

May 2021

- 31 CLOSED.....Memorial Day

June 2021

- 22 LAST DAY OF SCHOOL/GRADUATION

183 School Days  
188 Staff (187 Staff Present + 1 Virtual Learning Moodle Day)

Approved:

**February 2021** 17

M	T	W	T	F
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28				

**March 2021** 20

M	T	W	T	F
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28	29	30	31	

**April 2021** 19

M	T	W	T	F
			1	2
4	5	6	7	8
11	12	13	14	15
18	19	20	21	22
25	26	27	28	29

**May 2021** 20

M	T	W	T	F
				1
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30	31			

**June 2021** 17

M	T	W	T	F
				1
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	

**November 2020** 17

M	T	W	T	F
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26
29	30			

**December 2020** 17

M	T	W	T	F
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	31

**January 2021** 19

M	T	W	T	F
				1
3	4	5	6	7
10	11	12	13	14
17	18	19	20	21
24	25	26	27	28
31				

**NOTE: IN THE EVENT OF EMERGENCY CLOSING AND SCHOOL IS CLOSED IN EXCESS OF THREE DAYS, ADDITIONAL MAKE-UP DAYS WILL BE SCHEDULED IN THE FOLLOWING ORDER: FEB. 11TH (IF NEED IS KNOWN BY JAN. 18TH), APRIL 5th (IF NEED IS KNOWN BY MARCH 8TH). ANY DAYS LOST BEYOND THAT WILL BE ADDED TO THE END OF THE SCHOOL YEAR. ANY DAYS NOT USED WILL BE TAKEN BACK AT THE END OF THE SCHOOL YEAR. LAST DAY/GRADUATION SUBJECT TO CHANGE.**

- ✦ Parent Back to School Night
- Closed      ■ 10 am Delayed Opening
- △ 12 Noon Dismissal for Students & Teachers
- ☆ Teachers and HS Office Staff Present
- Staff In-Service

**POLICY****Somerset County Vocational  
Board of Education**

Section: Program

2421.1. WORK/**WORK-BASED LEARNING** EXPERIENCE PROGRAMS

Date Created: June 2007

**2421.1- WORK/**WORK-BASED LEARNING** EXPERIENCE PROGRAMS**

**Work-based learning** ~~Work-study~~ program, in cooperation with business and industry, shall be provided as approved by the Board. The ~~pupils~~ **students** shall work only in approved job stations and shall be paid wages consistent with minimum wage pay rates. All State laws and regulations applying generally to employees and employers must be observed.

For all such training, ~~pupils~~ **students** must qualify in terms of skills and responsibility, according to standards set up by the program coordinator and ~~guidance~~ **school** counselor. ~~At the high school level, they must have P~~ **parental consent is needed if student is** ~~if~~ under age 18.

The program coordinator shall approve workstations and employers, set conditions of employment, and determine hourly pay rates. He/she shall assign ~~pupils~~ **students** who qualify and who wish on the job training to particular jobs, and make such arrangements as necessary with employers for evaluating the ~~pupil's~~ **student's** job performance and for keeping records of his job attendance, performance, and earnings.

The coordinator shall report periodically to the Principal the cumulative earnings of ~~pupils~~ **students** in the program.

Transportation to job stations shall be the responsibility of the ~~pupil~~ **student**.

**Outside Employment of ~~Pupils~~ Students**

For full-time ~~pupils~~ **students** at the Somerset County Vocational and Technical High Schools, school responsibilities are to take precedence over non-school-related jobs.

If ~~pupils~~ **students** need to work while attending school, ~~CIE~~ Cooperative Education program personnel shall make efforts to help them obtain employment, preferably in an occupation related to their field of study. However, they shall be cautioned against assuming work commitments that will interfere with their studies and achievement in school.

Adopted: 25 June 2007

# REGULATION

## Somerset County Vocational School District

Section: Program

2421.1. WORK/WORK-BASED LEARNING EXPERIENCE PROGRAMS

Date Created: June 2007

### 2421.1. WORK/WORK-BASED LEARNING EXPERIENCE PROGRAMS

#### A. Cooperative ~~Industrial~~ Education (~~High School~~)

The Cooperative ~~Industrial~~ Education program provides individual training and work experience in a variety of skills. The program is open to seniors whose grades and attendance are reviewed by the ~~CIE~~ **Cooperative Education** Coordinator and recommended by the Career Major Instructor. **(Juniors may be eligible under special circumstances.)**

~~Pupils~~ **Students** attend their academic classes and are assigned by the ~~CIE~~ **Cooperative Education** Coordinator to an approved school work station in place of ~~shop~~ **their CTE program**. Participation in the ~~CIE~~ **Cooperative Education** program can make vocational education more meaningful, will give credit towards graduation, and offers a head start towards a career.

**The Cooperative Education program may extend past regular normal school hours and include Saturdays provided state and/or federal child labor law limitations are not exceeded.**

#### ~~B. Other Programs (Technology Institute)~~

~~On the job training of various types shall be required and/or made available to pupils in certain programs offered by the Technology Institute.~~

~~-~~

~~Clinical experience will be required of and must be successfully completed by pupils in the Allied Health Programs congruent with the requirements of the specific programs and/or regulating agency.~~

~~-~~

~~The Board shall approve in advance all agreements and arrangements with hospitals for providing clinical training for practical nursing pupils.~~

~~-~~

#### ~~C. Work Study (Technology Institute)~~

~~Somerset County Vocational & Technical Schools participate in the federally funded work study program, which provides qualifying pupils with part time jobs during the school year to help with educational expenses.~~

#### ~~D. B. The School as a Site for On the Job Training~~

~~The County Vocational and Technical Schools may provide stations for on the job training in connection with such programs offered by the district itself or other organizations or agencies.~~

#### ~~E. Academy Programs (High School)~~

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Adopted: 25 June 2007



2/4 7:25am

REPORT OF THE SECRETARY  
TO THE BOARD OF EDUCATION  
Somerset County Vocational Board of Ed.  
General Fund - Fund 10  
Interim Balance Sheet  
For 7 Month Period Ending 01/31/2020

=====

ASSETS AND RESOURCES

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

101	Cash in bank		\$4,260,341.18
121	Tax levy receivable		\$5,193,779.00
	Accounts receivable:		
132	Interfund	\$140,705.35	
141	Intergovernmental - State	\$722,863.35	
143	Intergovernmental - Other	\$55,141.67	
			\$918,710.37

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

301	Estimated Revenues	\$14,828,968.00	
302	Less Revenues	(\$13,944,443.62)	
			\$884,524.38

	Total assets and resources		\$11,257,354.93
			=====

REPORT OF THE SECRETARY  
TO THE BOARD OF EDUCATION  
Somerset County Vocational Board of Ed.  
General Fund - Fund 10  
Interim Balance Sheet  
For 7 Month Period Ending 01/31/2020

=====

LIABILITIES AND FUND EQUITY

=====

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

421	Accounts Payable	\$278,135.86
TOTAL LIABILITIES		\$278,135.86
		=====

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	\$5,274,669.54
754	Reserve for Encumbrance - Prior Year	\$8,043.19
Reserved fund balance:		
760	Reserved Fund Balance	\$2,687,265.21
601	Appropriations	\$15,783,696.56
602	Less : Expenditures	\$7,567,232.81
603	Encumbrances	\$5,282,712.73 (\$12,849,945.54)
		\$2,933,751.02
Total Appropriated		\$10,903,728.96
--- U n a p p r o p r i a t e d ---		
770	Unreserved Fund Balance -	\$938,470.11
303	Budgeted Fund Balance	(\$862,980.00)
TOTAL FUND BALANCE		\$10,979,219.07
TOTAL LIABILITIES AND FUND EQUITY		\$11,257,354.93
		=====

Somerset County Vocational Board of Ed.  
 General Fund - Fund 10  
 Interim Balance Sheet  
 For 7 Month Period Ending 01/31/2020

RECAPITULATION OF FUND BALANCE:	Budgeted	Actual	Variance
	_____	_____	_____
Appropriations	\$15,783,696.56	\$12,849,945.54	\$2,933,751.02
Revenues	(\$14,828,968.00)	(\$13,944,443.62)	(\$884,524.38)
	_____	_____	_____
	\$954,728.56	(\$1,094,498.08)	\$2,049,226.64
	_____	_____	_____
Less: Adjust for prior year encumb.	(\$91,748.56)	(\$91,748.56)	
	_____	_____	_____
Budgeted Fund Balance	\$862,980.00	(\$1,186,246.64)	\$2,049,226.64
	=====	=====	=====
Recapitulation of Budgeted Fund Balance by Subfund			
Fund 10 (includes 10, 11, 12, and 13)	\$862,980.00	(\$1,186,246.64)	\$2,049,226.64
Fund 18 (Restricted ED JOBS)	\$0.00	\$0.00	\$0.00
Fund 19 (Restricted FEMA Block Grants)	\$0.00	\$0.00	\$0.00
	_____	_____	_____
TOTAL Budgeted Fund Balance	\$862,980.00	(\$1,186,246.64)	\$2,049,226.64
	=====	=====	=====

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 7 Month Period Ending 01/31/2020

	BUDGETED ESTIMATED	ACTUAL TO DATE	NOTE: OVER OR (UNDER)	UNREALIZED BALANCE
*** REVENUES/SOURCES OF FUNDS ***				
1XXX From Local Sources	\$13,400,406.00	\$12,537,827.47		\$862,578.53
3XXX From State Sources	\$1,428,562.00	\$1,406,616.15		\$21,945.85
TOTAL REVENUE/SOURCES OF FUNDS	\$14,828,968.00	\$13,944,443.62		\$884,524.38
	=====	=====	=====	=====
*** EXPENDITURES ***				
	APPROPRIATIONS	EXPENDITURES	ENCUMBRANCES	AVAILABLE BALANCE
--- CURRENT EXPENSE ---				
11-1XX-100-XXX Regular Programs - Instruction	\$2,008,294.50	\$939,144.76	\$765,457.92	\$303,691.82
11-3XX-100-XXX Voc. Programs - Local - Instruction	\$3,734,009.46	\$1,563,885.81	\$1,293,824.03	\$876,299.62
11-401-100-XXX School-Spon. Cocurr. Acti-Instr	\$90,225.00	\$32,074.73	\$2,597.86	\$55,552.41
11-402-100-XXX School-Spons. Athletics - Instruction	\$145,570.00	\$75,001.45	\$37,991.54	\$32,577.01
--- UNDISTRIBUTED EXPENDITURES ---				
11-000-211-XXX Attendance and Social Work Services	\$36,510.81	\$23,427.82	\$10,875.24	\$2,207.75
11-000-213-XXX Health Services	\$190,867.97	\$106,849.01	\$74,405.62	\$9,613.34
11-000-216-XXX Speech, OT,PT & Related Svcs	\$10,000.00	\$280.00	\$8,538.00	\$1,182.00
11-000-218-XXX Guidance	\$924,652.00	\$483,482.55	\$392,750.13	\$48,419.32
11-000-219-XXX Child Study Teams	\$211,554.00	\$113,314.72	\$83,286.99	\$14,952.29
11-000-221-XXX Improv of Inst. - Instruc Staff	\$394,530.00	\$231,890.05	\$155,469.31	\$7,170.64
11-000-222-XXX Educational Media Serv/School Library	\$48,724.00	\$21,610.29	\$19,610.46	\$7,503.25
11-000-223-XXX Instructional Staff Training Services	\$64,282.00	\$35,375.96	\$21,735.90	\$7,170.14
11-000-230-XXX Supp. Serv.-General Administration	\$758,383.55	\$486,238.62	\$227,245.94	\$44,898.99
11-000-240-XXX Supp. Serv.-School Administration	\$767,857.18	\$477,195.00	\$270,452.29	\$20,209.89
11-000-25X-XXX Central Serv & Admin. Inform. Tech.	\$935,861.00	\$515,994.87	\$337,155.98	\$82,710.15
11-000-261-XXX Require Maint. for School Facilities	\$1,139,701.89	\$500,630.45	\$248,494.94	\$390,576.50
11-000-262-XXX Custodial Services	\$1,003,546.53	\$558,774.00	\$306,003.32	\$138,769.21
11-000-263-XXX Care and Upkeep of Grounds	\$24,000.00	\$864.08	\$535.07	\$22,600.85
11-000-266-XXX Security	\$114,885.60	\$61,780.43	\$40,634.85	\$12,470.32
11-000-270-XXX Student Transportation Services	\$197,124.00	\$32,211.68	\$30,140.55	\$134,771.77
11-XXX-XXX-2XX Allocated and Unallocated Benefits	\$2,770,734.00	\$1,266,162.46	\$955,506.79	\$549,064.75
TOTAL GENERAL CURRENT EXPENSE				
EXPENDITURES/USES OF FUNDS	\$15,571,313.49	\$7,526,188.74	\$5,282,712.73	\$2,762,412.02
	=====	=====	=====	=====

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 7 Month Period Ending 01/31/2020

*** EXPENDITURES - cont'd ***	APPROPRIATIONS	EXPENDITURES	ENCUMBRANCES	AVAILABLE BALANCE
*** CAPITAL OUTLAY ***				
12-XXX-XXX-73X Equipment	\$109,015.07	\$41,044.07	\$0.00	\$67,971.00
12-000-4XX-XXX Facilities acquisition & constr. serv.	\$103,368.00	.00	.00	\$103,368.00
	-----	-----	-----	-----
TOTAL CAP OUTLAY EXPEND./USES OF FUNDS	\$212,383.07	\$41,044.07	\$0.00	\$171,339.00
	=====	=====	=====	=====
TOTAL GENERAL FUND EXPENDITURES	\$15,783,696.56	\$7,567,232.81	\$5,282,712.73	\$2,933,751.02
	=====	=====	=====	=====

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 7 Month Period Ending 01/31/2020

		ESTIMATED	ACTUAL	UNREALIZED
		-----	-----	-----
--- LOCAL SOURCES ---				
1210	Local Tax Levy	\$11,922,443.00	\$11,922,443.00	.00
1310	Tuition from Individuals	\$1,402,963.00	\$585,912.45	\$817,050.55
1XXX	Miscellaneous	\$75,000.00	\$29,472.02	\$45,527.98
	TOTAL	\$13,400,406.00	\$12,537,827.47	\$862,578.53
		=====	=====	=====
--- STATE SOURCES ---				
3132	Categorical Special Education Aid	\$389,105.00	\$389,105.00	.00
3140	Vocational Expansion Stabilization Aid	\$120,922.00	\$126,968.10	(\$6,046.10)
3176	Equalization	\$580,221.00	\$552,229.05	\$27,991.95
3177	Categorical Security	\$64,725.00	\$64,725.00	.00
3178	Adjustment Aid	\$273,589.00	\$273,589.00	.00
	TOTAL	\$1,428,562.00	\$1,406,616.15	\$21,945.85
		=====	=====	=====
	TOTAL REVENUES/SOURCES OF FUNDS	\$14,828,968.00	\$13,944,443.62	\$884,524.38
		=====	=====	=====

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 7 Month Period Ending 01/31/2020

	Appropriations	Expenditures	Encumbrances	Available Balance
<b>*** GENERAL CURRENT EXPENSE ***</b>				
--- Regular Programs - Instruction ---				
11-140-100-101 Grades 9-12 - Salaries of Teachers	\$1,799,627.00	\$845,115.19	\$759,989.93	\$194,521.88
11-140-100-500 Other Purch. Serv. (400-500 series)	\$53,050.00	\$22,616.97	.00	\$30,433.03
--- 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	\$8,000.00	\$410.00	\$738.00	\$6,852.00
11-150-100-500 Other Purch. Serv. (400-500 series)	\$150.00	.00	.00	\$150.00
--- Regular Programs - Undistr. Instruction ---				
TOTAL	\$1,865,827.00	\$868,142.16	\$760,727.93	\$236,956.91
--- SPECIAL EDUCATION - INSTRUCTION ---				
--- Vocational Programs-Local-Instruction ---				
11-3XX-100-101 Salaries of Teachers	\$2,989,448.00	\$1,354,622.49	\$1,218,692.66	\$416,132.85
11-3XX-100-106 Other Sal. For Instruction	\$64,890.00	\$18,561.69	\$24,698.31	\$21,630.00
11-3XX-100-320 Purchased Prof.-Ed. Services	\$311,415.00	\$27,884.00	\$0.00	\$283,531.00
11-3XX-100-500 Other Purchased Serv.(400-500 series)	\$68,556.00	\$41,654.09	\$15,318.27	\$11,583.64
11-3XX-100-610 General Supplies	\$265,530.37	\$104,905.64	\$30,929.60	\$129,695.13
11-3XX-100-640 Textbooks	\$18,870.09	\$12,170.09	\$0.00	\$6,700.00
11-3XX-100-800 Other Objects	\$15,300.00	\$4,087.81	\$4,185.19	\$7,027.00
TOTAL	\$3,734,009.46	\$1,563,885.81	\$1,293,824.03	\$876,299.62
--- School spons.cocurricular activities-Instruction ---				
11-401-100-100 Salaries	\$52,820.00	\$18,095.34	.00	\$34,724.66
11-401-100-500 Purchased Services (300-500 series)	\$12,725.00	\$450.00	.00	\$12,275.00
11-401-100-600 Supplies and Materials	\$16,180.00	\$5,720.39	\$2,081.86	\$8,377.75
11-401-100-800 Other Objects	\$8,500.00	\$7,809.00	\$516.00	\$175.00
TOTAL	\$90,225.00	\$32,074.73	\$2,597.86	\$55,552.41
--- School sponsored athletics-Instruct. ---				
11-402-100-100 Salaries	\$62,000.00	\$29,180.00	\$8,000.00	\$24,820.00
11-402-100-500 Purchased Services (300-500 series)	\$35,185.00	\$21,425.00	\$13,760.00	.00
11-402-100-600 Supplies and Materials	\$22,535.00	\$15,880.56	\$6,895.93	(\$241.49)
11-402-100-800 Other Objects	\$25,850.00	\$8,515.89	\$9,335.61	\$7,998.50
TOTAL	\$145,570.00	\$75,001.45	\$37,991.54	\$32,577.01
--- UNDISTRIBUTED EXPENDITURES ---				
--- Attendance and social work services ---				
11-000-211-171 Sal. of Drop-Out Prev. Officer/Coordinators	\$27,647.00	\$15,201.76	\$10,858.44	\$1,586.80
11-000-211-300 Purchased Prof. & Tech. Svc.	\$7,825.00	\$7,812.25	.00	\$12.75
11-000-211-500 Other Purchd. Serv.(400-500 series)	\$375.00	.00	.00	\$375.00
11-000-211-600 Supplies and Materials	\$413.81	\$413.81	\$16.80	(\$16.80)
11-000-211-800 Other Objects	\$250.00	.00	.00	\$250.00
TOTAL	\$36,510.81	\$23,427.82	\$10,875.24	\$2,207.75
--- Health services ---				
11-000-213-100 Salaries	\$162,608.03	\$94,907.44	\$67,611.90	\$88.69

Somerset County Vocational Board of Ed.  
 GENERAL FUND - FUND 10  
 STATEMENT OF APPROPRIATIONS  
 COMPARED WITH EXPENDITURES AND ENCUMBRANCES  
 For 7 Month Period Ending 01/31/2020

	Appropriations	Expenditures	Encumbrances	Available Balance
11-000-213-300 Purchased Prof. & Tech. Svc.	\$17,374.94	\$9,699.26	\$6,729.68	\$946.00
11-000-213-500 Other Purchd. Serv.(400-500 series)	\$1,385.00	.00	.00	\$1,385.00
11-000-213-600 Supplies and Materials	\$9,000.00	\$2,152.31	\$64.04	\$6,783.65
11-000-213-800 Other Objects	\$500.00	\$90.00	.00	\$410.00
TOTAL	\$190,867.97	\$106,849.01	\$74,405.62	\$9,613.34
--- Speech, OT,PT & Related Svcs ---				
11-000-216-320 Purchased Prof. Ed. Services	\$10,000.00	\$280.00	\$8,538.00	\$1,182.00
TOTAL	\$10,000.00	\$280.00	\$8,538.00	\$1,182.00
--- Guidance ---				
11-000-218-104 Salaries Other Prof. Staff	\$438,101.00	\$217,369.49	\$198,285.41	\$22,446.10
11-000-218-105 Sal Secr. & Clerical Asst.	\$117,915.00	\$63,075.74	\$45,054.31	\$9,784.95
11-000-218-11X Other Salaries	\$291,079.00	\$162,334.44	\$125,953.41	\$2,791.15
11-000-218-199 Unused Vac Payment to Term/Ret Staff		\$4,956.60	\$4,506.00	(\$9,462.60)
11-000-218-390 Other Purch. Prof. & Tech Svc.	\$43,340.00	\$20,332.25	\$5,450.00	\$17,557.75
11-000-218-500 Other Purchased Services (400-500 series)	\$24,967.00	\$9,400.00	\$13,501.00	\$2,066.00
11-000-218-600 Supplies and Materials	\$9,000.00	\$6,014.03	.00	\$2,985.97
11-000-218-800 Other Objects	\$250.00	.00	.00	\$250.00
TOTAL	\$924,652.00	\$483,482.55	\$392,750.13	\$48,419.32
--- Child Study Teams ---				
11-000-219-104 Salaries Other Prof. Staff	\$150,774.00	\$80,544.00	\$65,225.50	\$5,004.50
11-000-219-105 Sal Secr. & Clerical Asst.	\$46,480.00	\$25,652.06	\$17,823.39	\$3,004.55
11-000-219-320 Purchased Prof. - Ed. Services	\$2,000.00	.00	.00	\$2,000.00
11-000-219-390 Other Purch. Prof. & Tech Svc.	\$6,400.00	\$5,394.37	.00	\$1,005.63
11-000-219-592 Misc Purch Ser(400-500 O/than Resid costs)	\$1,800.00	\$236.25	\$0.00	\$1,563.75
11-000-219-600 Supplies and Materials	\$3,100.00	\$1,003.04	\$238.10	\$1,858.86
11-000-219-800 Other Objects	\$1,000.00	\$485.00	.00	\$515.00
TOTAL	\$211,554.00	\$113,314.72	\$83,286.99	\$14,952.29
--- Improv. of instr. Serv. ---				
11-000-221-102 Salaries Superv. of Instr.	\$214,445.00	\$124,910.66	\$89,223.29	\$311.05
11-000-221-104 Salaries Other Prof. Staff	\$115,984.00	\$73,057.67	\$42,016.23	\$910.10
11-000-221-105 Sal Secr. & Clerical Asst.	\$59,701.00	\$32,827.06	\$23,447.89	\$3,426.05
11-000-221-500 Other Purchased Services (400-500 series)	\$3,000.00	\$1,094.66	\$781.90	\$1,123.44
11-000-221-600 Supplies and Materials	\$1,000.00	.00	.00	\$1,000.00
11-000-221-800 Other Objects	\$400.00	.00	.00	\$400.00
TOTAL	\$394,530.00	\$231,890.05	\$155,469.31	\$7,170.64
--- Educational media serv./sch.library ---				
11-000-222-100 Salaries	\$34,194.00	\$15,773.70	\$15,573.67	\$2,846.63
11-000-222-300 Purchased Prof. & Tech Svc.	\$1,100.00	.00	\$907.05	\$192.95
11-000-222-500 Other Purchased Services (400-500 series)	\$4,380.00	.00	.00	\$4,380.00
11-000-222-600 Supplies and Materials	\$9,000.00	\$5,836.59	\$3,129.74	\$33.67
11-000-222-800 Other Objects	\$50.00	.00	.00	\$50.00
TOTAL	\$48,724.00	\$21,610.29	\$19,610.46	\$7,503.25



Somerset County Vocational Board of Ed.  
 GENERAL FUND - FUND 10  
 STATEMENT OF APPROPRIATIONS  
 COMPARED WITH EXPENDITURES AND ENCUMBRANCES  
 For 7 Month Period Ending 01/31/2020

	Appropriations	Expenditures	Encumbrances	Available Balance
--- Instructional Staff Training Services ---				
11-000-223-102 Salaries Superv. of Instruction	\$48,982.00	\$28,169.00	\$20,119.90	\$693.10
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)	\$13,800.00	\$7,206.96	\$1,616.00	\$4,977.04
11-000-223-600 Supplies and Materials	\$500.00	.00	.00	\$500.00
TOTAL	\$64,282.00	\$35,375.96	\$21,735.90	\$7,170.14
--- Support services-general administration ---				
11-000-230-100 Salaries	\$341,819.00	\$211,816.86	\$128,154.94	\$1,847.20
11-000-230-331 Legal Services	\$78,171.21	\$7,703.58	\$53,553.26	\$16,914.37
11-000-230-332 Audit Fees	\$38,175.00	\$37,425.00	.00	\$750.00
11-000-230-334 Architectural/Engineering Services	\$7,018.80	\$1,750.00	\$1,750.00	\$3,518.80
11-000-230-339 Other Purchased Prof. Svc.	\$12,974.18	\$274.00	\$9,120.00	\$3,580.18
11-000-230-340 Purchased Tech. Services	\$8,700.00	\$4,685.00	\$1,200.00	\$2,815.00
11-000-230-530 Communications/Telephone	\$75,845.16	\$38,143.45	\$32,719.39	\$4,982.32
11-000-230-585 BOE Other Purchased Prof. Svc.	\$3,526.20	\$3,526.20	.00	.00
11-000-230-590 Other Purchased Services	\$156,090.00	\$154,798.00	\$0.00	\$1,292.00
11-000-230-610 General Supplies	\$7,574.00	\$748.13	.00	\$6,825.87
11-000-230-630 BOE In-House Training/Meeting Supplies	\$500.00	.00	.00	\$500.00
11-000-230-890 Misc. Expenditures	\$20,990.00	\$18,618.65	\$748.35	\$1,623.00
11-000-230-895 BOE Membership Dues and Fees	\$7,000.00	\$6,749.75	.00	\$250.25
TOTAL	\$758,383.55	\$486,238.62	\$227,245.94	\$44,898.99
--- Support services-school administration ---				
11-000-240-103 Salaries Princ./Asst. Princ.	\$146,190.00	\$97,915.56	\$48,061.29	\$213.15
11-000-240-104 Salaries Other Prof. Staff	\$326,525.00	\$216,791.55	\$109,733.45	.00
11-000-240-105 Sal Secr. & Clerical Asst.	\$241,069.00	\$121,355.59	\$105,457.36	\$14,256.05
11-000-240-199 Unused Vac Payment to Term/Ret Staff		\$6,554.07	.00	(\$6,554.07)
11-000-240-500 Other Purchased Services	\$30,200.00	\$14,491.86	\$6,016.76	\$9,691.38
11-000-240-600 Supplies and Materials	\$17,873.18	\$14,171.37	\$1,013.43	\$2,688.38
11-000-240-800 Other Objects	\$6,000.00	\$5,915.00	\$170.00	(\$85.00)
TOTAL	\$767,857.18	\$477,195.00	\$270,452.29	\$20,209.89
--- Central Services ---				
11-000-251-100 Salaries	\$367,480.00	\$213,976.28	\$152,840.82	\$662.90
11-000-251-330 Purchased Prof. Services	\$7,500.00	\$5,020.78	\$1,588.78	\$890.44
11-000-251-340 Purchased Technical Services	\$26,000.00	\$24,544.60	\$1,455.40	.00
11-000-251-592 Misc Pur Serv (400-500 series )	\$3,000.00	\$1,027.10	\$300.00	\$1,672.90
11-000-251-600 Supplies and Materials	\$7,500.00	\$1,990.00	\$1,524.20	\$3,985.80
11-000-251-89X Other Objects	\$4,600.00	\$3,411.25	.00	\$1,188.75
TOTAL	\$416,080.00	\$249,970.01	\$157,709.20	\$8,400.79
--- Admin. Info. Technology ---				
11-000-252-100 Salaries	\$424,029.00	\$237,096.86	\$169,355.59	\$17,576.55
11-000-252-500 Other Pur Serv. (400-500 series )	\$50,252.00	\$22,680.96	.00	\$27,571.04
11-000-252-600 Supplies and Materials	\$45,500.00	\$6,247.04	\$10,091.19	\$29,161.77
TOTAL	\$519,781.00	\$266,024.86	\$179,446.78	\$74,309.36

Somerset County Vocational Board of Ed.  
GENERAL FUND - FUND 10  
STATEMENT OF APPROPRIATIONS  
COMPARED WITH EXPENDITURES AND ENCUMBRANCES  
For 7 Month Period Ending 01/31/2020

	Appropriations	Expenditures	Encumbrances	Available Balance
TOTAL Cent. Svcs. & Admin IT	\$935,861.00	\$515,994.87	\$337,155.98	\$82,710.15
--- Required Maint.for School Facilities ---				
11-000-261-100 Salaries	\$640,936.00	\$259,124.92	\$183,549.81	\$198,261.27
11-000-261-199 Unused Vac Payment to Term/Ret Staff	\$9,292.36	\$9,292.36	.00	.00
11-000-261-420 Cleaning, Repair & Maint. Svc	\$416,473.53	\$175,801.64	\$58,995.35	\$181,676.54
11-000-261-610 General Supplies	\$60,000.00	\$46,415.97	\$4,791.58	\$8,792.45
11-000-261-800 Other Objects	\$13,000.00	\$9,995.56	\$1,158.20	\$1,846.24
TOTAL	\$1,139,701.89	\$500,630.45	\$248,494.94	\$390,576.50
11-000-262-420 Cleaning, Repair & Maint. Svc.	\$480,648.53	\$280,356.61	\$200,291.92	.00
11-000-262-490 Other Purchased Property Svc.	\$65,000.00	\$26,314.71	\$8,485.29	\$30,200.00
11-000-262-520 Insurance	\$97,898.00	\$97,668.50	.00	\$229.50
11-000-262-621 Energy (Natural Gas)	\$90,000.00	\$57,672.35	\$32,327.65	.00
11-000-262-622 Energy (Electricity)	\$270,000.00	\$96,761.83	\$64,898.46	\$108,339.71
TOTAL	\$1,003,546.53	\$558,774.00	\$306,003.32	\$138,769.21
--- Care and Upkeep of Grounds ---				
11-000-263-420 Cleaning, Repair, & Maintenance Serv.	\$20,000.00	\$864.08	\$535.07	\$18,600.85
11-000-263-610 General Supplies	\$4,000.00	.00	.00	\$4,000.00
TOTAL	\$24,000.00	\$864.08	\$535.07	\$22,600.85
--- Security ---				
11-000-266-100 Salaries	\$109,510.00	\$61,404.83	\$40,634.85	\$7,470.32
11-000-266-300 Purchased Prof. & Tech. Svc.	\$5,375.60	\$375.60	.00	\$5,000.00
TOTAL	\$114,885.60	\$61,780.43	\$40,634.85	\$12,470.32
TOTAL Oper & Maint of Plant Services	\$2,282,134.02	\$1,122,048.96	\$595,668.18	\$564,416.88
--- Student transportation services ---				
11-000-270-162 Sal Pupil Trans.Other than Bet Home & Sch	\$52,734.00	\$23,920.43	\$20,140.55	\$8,673.02
11-000-270-420 Cleaning, Repair & Maint. Svc.	\$2,500.00	.00	.00	\$2,500.00
11-000-270-512 Contract Svc (other btw home & sch)-vndrs	\$9,000.00	.00	.00	\$9,000.00
11-000-270-517 Contract Svc (reg std) - ESCs	\$119,100.00	\$2,142.25	\$10,000.00	\$106,957.75
11-000-270-593 Misc. Purchased Svc.- Transp.	\$4,641.00	.00	.00	\$4,641.00
11-000-270-610 General Supplies	\$8,149.00	\$6,149.00	.00	\$2,000.00
11-000-270-800 Misc. Expenditures	\$1,000.00	.00	.00	\$1,000.00
TOTAL	\$197,124.00	\$32,211.68	\$30,140.55	\$134,771.77
--- Personal Services-Employee Benefits---				
11-XXX-XXX-210 Group Insurance	\$13,820.00	\$7,161.36	\$5,650.47	\$1,008.17
11-XXX-XXX-220 Social Security Contributions	\$282,200.00	\$135,871.71	\$129,986.59	\$16,341.70
11-XXX-XXX-241 Other Retirement Contrb. - PERS	\$332,110.00	\$1,550.45	\$2,867.30	\$327,692.25
11-XXX-XXX-250 Unemployment Compensation	\$40,175.00	\$14,159.53	\$20,340.47	\$5,675.00
11-XXX-XXX-260 Workman's Compensation	\$210,829.00	\$210,829.00	.00	.00
11-XXX-XXX-270 Health Benefits	\$1,739,400.00	\$811,444.61	\$772,871.03	\$155,084.36
11-XXX-XXX-280 Tuition Reimbursement	\$80,000.00	.00	.00	\$80,000.00

Somerset County Vocational Board of Ed.  
 GENERAL FUND - FUND 10  
 STATEMENT OF APPROPRIATIONS  
 COMPARED WITH EXPENDITURES AND ENCUMBRANCES  
 For 7 Month Period Ending 01/31/2020

	Appropriations	Expenditures	Encumbrances	Available Balance
11-XXX-XXX-290 Other Employee Benefits	\$67,200.00	\$26,799.87	\$20,612.63	\$19,787.50
11-XXX-XXX-299 Unused Sick Payment to Term/Ret Staff	\$5,000.00	\$58,345.93	\$3,178.30	(\$56,524.23)
<b>TOTAL</b>	<b>\$2,770,734.00</b>	<b>\$1,266,162.46</b>	<b>\$955,506.79</b>	<b>\$549,064.75</b>
 Total Undistributed Expenditures	 \$9,593,214.53	 \$4,916,081.99	 \$3,182,841.38	 \$1,494,291.16
*** TOTAL CURRENT EXPENSE EXPENDITURES ***	\$15,428,845.99	\$7,455,186.14	\$5,277,982.74	\$2,695,677.11
*** TOTAL CURRENT EXPENSE EXPENDITURES & TRANSFERS ***	\$15,428,845.99	\$7,455,186.14	\$5,277,982.74	\$2,695,677.11

Somerset County Vocational Board of Ed.  
GENERAL FUND - FUND 10  
STATEMENT OF APPROPRIATIONS  
COMPARED WITH EXPENDITURES AND ENCUMBRANCES  
For 7 Month Period Ending 01/31/2020

	Appropriations	Expenditures	Encumbrances	Available Balance
*** CAPITAL OUTLAY ***				
--- EQUIPMENT ---				
Special education - instruction				
12-3XX-100-730 Voc.programs-local-instruction	\$5,813.92	\$5,813.92	.00	.00
12-4XX-100-730 School-spons. & oth instr prog	\$20,695.15	\$20,695.15	\$0.00	\$0.00
Undistributed expenses				
12-000-100-730 Instruction	\$30,000.00	.00	.00	\$30,000.00
12-000-252-730 Admin. Info. Tech.	\$40,000.00	\$2,029.00	.00	\$37,971.00
12-000-261-730 Undist. Exp.-Req. Maint. Schl Facilities	\$12,506.00	\$12,506.00	.00	.00
Undist. Exp. - Non-instructional Services				
TOTAL	\$109,015.07	\$41,044.07	\$0.00	\$67,971.00
--- Facilities acquisition and construction services ---				
12-000-400-800 Other objects	\$103,368.00	.00	.00	\$103,368.00
Sub Total	\$103,368.00	\$0.00	\$0.00	\$103,368.00
TOTAL	\$103,368.00	\$0.00	\$0.00	\$103,368.00
TOTAL CAPITAL OUTLAY EXPENDITURES	\$212,383.07	\$41,044.07	\$0.00	\$171,339.00

Somerset County Vocational Board of Ed.  
GENERAL FUND - FUND 10  
STATEMENT OF APPROPRIATIONS  
COMPARED WITH EXPENDITURES AND ENCUMBRANCES  
For 7 Month Period Ending 01/31/2020

	Appropriations	Expenditures	Encumbrances	Available Balance
	_____	_____	_____	_____
*** EDUCATION JOBS FUND **				
*** FEMA COMMUNITY DEVELOPMENT BLOCK GRANT ***				
TOTAL GENERAL FUND EXPENDITURES	\$15,641,229.06	\$7,496,230.21	\$5,277,982.74	\$2,867,016.11

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

For 7 Month Period Ending 01/31/2020

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

1/31/20

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	\$ 7,150.00	\$ 0.00	\$ 6,350.00
11-140-100-610-03-0000-	SUPPLIES - HS	\$ 20,000.00	\$ 0.00	\$ 0.00	\$ 20,000.00
11-140-100-610-03-0001-	SUPPLIES - PHYSICAL	\$ 5,450.00	\$ 4,070.79	\$ 733.74	\$ 645.47
11-140-100-610-03-0002-	SUPPLIES - SOC. STUD	\$ 5,000.00	\$ 541.81	\$ 0.00	\$ 4,458.19
11-140-100-610-03-0003-	SUPPLIES - SCIENCE	\$ 11,660.00	\$ 10,593.85	\$ 1,063.28	\$ 2.87
11-140-100-610-03-0004-	SUPPLIES - MATH	\$ 1,000.00	\$ 418.13	\$ 0.00	\$ 581.87
11-140-100-610-03-0005-	SUPPLIES - WORLD LAN	\$ 750.00	\$ 200.63	\$ 0.00	\$ 549.37
11-140-100-610-03-0006-	SUPPLIES - ENGLISH	\$ 938.50	\$ 656.25	\$ 190.70	\$ 91.55
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	\$ 3,855.76	\$ 0.00	\$ 1,144.24
11-140-100-610-03-0009-	SUPPLIES - ART	\$ 3,000.00	\$ 2,605.37	\$ 393.08	\$ 1.55
11-140-100-610-07-0000-	SUPPLIES - ALT. SCHO	\$ 2,000.00	\$ 1,342.48	\$ 0.00	\$ 657.52
11-140-100-610-16-0000-	HIGH SCH TECH SUPPLI	\$ 54,500.00	\$ 33,027.27	\$ 606.11	\$ 20,866.62
11-140-100-640-03-0000-	TEXTBOOKS - REG INST	\$ 7,500.00	\$ 3,374.37	\$ 0.00	\$ 4,125.63
11-140-100-640-07-0000-	TEXTBOOKS - ALT. SCH	\$ 500.00	\$ 447.20	\$ 0.00	\$ 52.80
11-140-100-800-03-0000-	OTHER OBJECTS	\$ 3,544.00	\$ 1,157.00	\$ 285.00	\$ 2,102.00
11-140-100-800-07-0000-	OTHER OBJECTS	\$ 7,600.00	\$ 1,561.69	\$ 1,458.08	\$ 4,580.23
11-999-999-999- - -	PAYROLL NET PAY ADJ	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00

2/4 7:25am

REPORT OF THE SECRETARY  
TO THE BOARD OF EDUCATION  
Somerset County Vocational Board of Ed.  
Special Revenue Fund - Fund 20  
Interim Balance Sheet  
For 7 Month Period Ending 01/31/20

=====

ASSETS AND RESOURCES

=====

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

101	Cash in bank		(\$47,730.13)
	Accounts receivable:		
141	Intergovernmental - State	(\$0.38)	
		(\$0.38)	

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

301	Estimated Revenues	\$1,200,642.09	
302	Less Revenues	(\$683,209.20)	
		\$517,432.89	
	Total assets and resources		\$469,702.38
			=====



REPORT OF THE SECRETARY  
 TO THE BOARD OF EDUCATION  
 Somerset County Vocational Board of Ed.  
 Special Revenue Fund - Fund 20  
 Interim Balance Sheet  
 For 7 Month Period Ending 01/31/20

=====

LIABILITIES AND FUND EQUITY

=====

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

411	Intergovernmental accounts payable - State	\$6,444.53
481	Deferred revenues	\$808.22
	Other current liabilities	\$127.15
		\$7,379.90
	TOTAL LIABILITIES	\$7,379.90

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	\$359,232.84
601	Appropriations	\$1,200,642.09
602	Less: Expenditures	\$738,319.61
603	Encumbrances	\$359,232.84 (\$1,097,552.45)
		\$103,089.64
	TOTAL FUND BALANCE	\$462,322.48
	TOTAL LIABILITIES AND FUND EQUITY	\$469,702.38

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 7 Month Period Ending 01/31/20

		BUDGETED ESTIMATED	ACTUAL TO DATE	NOTE: OVER OR (UNDER)	UNREALIZED BALANCE
		-----	-----	-----	-----
*** REVENUES/SOURCES OF FUNDS ***					
1XXX	From Local Sources	\$106,723.00	\$106,723.00		.00
3XXX	From State Sources	\$648,018.09	\$366,218.20		\$281,799.89
4XXX	From Federal Sources	\$445,901.00	\$210,268.00		\$235,633.00
		-----	-----	-----	-----
TOTAL REVENUE/SOURCES OF FUNDS		\$1,200,642.09	\$683,209.20		\$517,432.89
		=====	=====	=====	=====
*** EXPENDITURES ***					
		APPROPRIATIONS	EXPENDITURES	ENCUMBRANCES	AVAILABLE BALANCE
		-----	-----	-----	-----
LOCAL PROJECTS:		\$106,723.00	\$92,066.61	\$0.00	\$14,656.39
STATE PROJECTS:					
	Vocational education	\$301,541.09	\$184,657.04	\$111,921.10	\$4,962.95
	Other State Projects	\$346,477.00	\$187,183.29	\$148,796.77	\$10,496.94
		-----	-----	-----	-----
TOTAL STATE PROJECTS		\$648,018.09	\$371,840.33	\$260,717.87	\$15,459.89
FEDERAL PROJECTS:					
	NCLB Title I - Part A/D	\$56,796.00	\$30,072.28	\$10,282.70	\$16,441.02
	I.D.E.A. Part B (Handicapped)	\$82,638.00	\$57,010.00	\$25,628.00	.00
	NCLB Title II - Part A/D	\$9,265.00	\$3,011.93	\$1,859.98	\$4,393.09
	NCLB Title IV	\$10,000.00	\$2,148.00	.00	\$7,852.00
	Vocational Education	\$287,202.00	\$182,170.46	\$60,744.29	\$44,287.25
		-----	-----	-----	-----
TOTAL FEDERAL PROJECTS		\$445,901.00	\$274,412.67	\$98,514.97	\$72,973.36
*** TOTAL EXPENDITURES ***		\$1,200,642.09	\$738,319.61	\$359,232.84	\$103,089.64
		=====	=====	=====	=====

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 7 Month Period Ending 01/31/20

	ESTIMATED	ACTUAL	UNREALIZED
--- LOCAL SOURCES ---			
1XXX Other Revenue from Local Sources	\$106,723.00	\$106,723.00	\$0.00
Total Revenues from Local Sources	\$106,723.00	\$106,723.00	\$0.00
	=====	=====	=====
--- STATE SOURCES ---			
3290 Recovery High School Access Grant	\$346,477.00	\$230,984.00	\$115,493.00
32XX Other Restricted Entitlements	\$301,541.09	\$135,234.20	\$166,306.89
Total Revenue from State Sources	\$648,018.09	\$366,218.20	\$281,799.89
	=====	=====	=====
--- FEDERAL SOURCES ---			
4411-16 Title I	\$56,796.00	\$26,687.00	\$30,109.00
4451-55 Title II	\$9,265.00	\$2,613.00	\$6,652.00
4471-74 Title IV	\$10,000.00	\$2,148.00	\$7,852.00
4420-29 I.D.E.A. Part B (Handicapped)	\$82,638.00	\$46,335.00	\$36,303.00
4430-39 Vocational Education	\$287,202.00	\$132,485.00	\$154,717.00
Total Revenues from Federal Sources	\$445,901.00	\$210,268.00	\$235,633.00
	=====	=====	=====
TOTAL REVENUES/SOURCES OF FUNDS	\$1,200,642.09	\$683,209.20	\$517,432.89
	=====	=====	=====

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 7 Month Period Ending 01/31/20

	Appropriations	Expenditures	Encumbrances	Available Balance
	_____	_____	_____	_____
State Projects:				
PRESCHOOL EDUCATION AID				
Other State Projects:				
PRESCHOOL EXPANSION GRANT				
20-XXX-XXX-XXX All Other State/Fed/Loc Projects	\$1,200,642.09	\$738,319.61	\$359,232.84	\$103,089.64
<b>T O T A L    E X P E N D I T U R E</b>	<b>\$1,200,642.09</b>	<b>\$738,319.61</b>	<b>\$359,232.84</b>	<b>\$103,089.64</b>

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

Special Revenue Fund - Fund 20  
For 7 Month Period Ending 01/31/20

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.

1/31/20

\_\_\_\_\_  
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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2/4 7:25am

REPORT OF THE SECRETARY  
TO THE BOARD OF EDUCATION  
Somerset County Vocational Board of Ed.  
Capital Projects Fund - Fund 30  
Interim Balance Sheet  
For 7 Month Period Ending 01/31/20

=====

ASSETS AND RESOURCES

=====

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

101	Cash in bank		\$87,454.12
	Accounts receivable:		
140	Intergovernmental - Accts. Recvble.	\$3,444,435.85	
		\$3,444,435.85	\$3,444,435.85

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

301	Estimated Revenues	\$5,719,435.85	
302	Less Revenues	(\$1,091,984.81)	
		\$4,627,451.04	
	Total assets and resources		\$8,159,341.01
			=====

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

Capital Projects Fund - Fund 30  
Interim Balance Sheet  
For 7 Month Period Ending 01/31/20

=====

LIABILITIES AND FUND EQUITY

=====

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

402	Interfund accounts payable	\$133,578.20
		\$133,578.20
	TOTAL LIABILITIES	\$133,578.20

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	\$269,964.45
754	Reserve for encumbrances - Prior Year	\$118,734.62
601	Appropriations	\$5,725,944.05
602	Less : Expenditures	\$1,011,218.44
603	Encumbrances	\$388,699.07 (\$1,399,917.51)
		\$4,326,026.54
	Total Appropriated	\$4,714,725.61

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

770	Fund balance	\$2,603,348.61
303	Budgeted Fund Balance	\$707,688.59
		\$3,311,037.20

TOTAL FUND BALANCE \$8,025,762.81

TOTAL LIABILITIES AND FUND EQUITY \$8,159,341.01

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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 7 Month Period Ending 01/31/20

	BUDGETED ESTIMATED	ACTUAL TO DATE	NOTE: OVER OR (UNDER)	UNREALIZED BALANCE
	-----	-----	-----	-----
<b>*** REVENUES/SOURCES OF FUNDS ***</b>				
Other Revenue/Source of Funds	\$5,719,435.85	\$1,091,984.81		\$4,627,451.04
	-----	-----	-----	-----
TOTAL REVENUE/SOURCES OF FUNDS	\$5,719,435.85	\$1,091,984.81		\$4,627,451.04
	=====	=====	=====	=====
	-----	-----	-----	-----
<b>*** EXPENDITURES ***</b>				
	-----	-----	-----	-----
--- Facilities acquisition and constr. serv. ---				
30-000-4XX-390 Other purchased prof. & tech. serv.	\$458,328.00	\$148,308.00	\$187,104.44	\$122,915.56
30-000-4XX-450 Construction services	\$5,267,616.05	\$862,910.44	\$201,594.63	\$4,203,110.98
	-----	-----	-----	-----
Total fac.acq.and constr. serv.	\$5,725,944.05	\$1,011,218.44	\$388,699.07	\$4,326,026.54
	=====	=====	=====	=====
TOTAL EXPENDITURES	\$5,725,944.05	\$1,011,218.44	\$388,699.07	\$4,326,026.54
	=====	=====	=====	=====
*** TOTAL EXPENDITURES AND TRANSFERS	\$5,725,944.05	\$1,011,218.44	\$388,699.07	\$4,326,026.54
	=====	=====	=====	=====

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

Capital Projects Fund - Fund 30  
For 7 Month Period Ending 01/31/20

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

1/31/20

Date

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

---

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

**Somerset County Vocational  
All Funds  
For Month Ended: January 31, 2020**

**CASH REPORT**

<b>Governmental Funds</b>	<b>Beginning Balance</b>	<b>Deposits</b>	<b>Disbursements</b>	<b>Ending Balance</b>
General Fund (10)	\$4,340,962.32	\$1,441,583.68	-\$1,522,204.82	\$4,260,341.18
Special Revenue Fund (20)	\$17,945.46	\$39,777.00	-\$105,452.59	-\$47,730.13
Capital Project Fund (30)	\$122,726.13	\$61,503.38	-\$96,775.39	\$87,454.12
Total Governmental Funds	<u>\$4,481,633.91</u>	<u>\$1,542,864.06</u>	<u>-\$1,724,432.80</u>	<u>\$4,300,065.17</u>
Summer Savings	\$71,022.77	\$17,841.94	\$0.00	\$88,864.71
Enterprise Fund (60) Cafeteria	\$38,166.03	\$14,901.30	-\$23,068.24	\$29,999.09
Payroll Fund (70)	\$0.00	\$482,505.56	-\$482,505.56	\$0.00
Agency Fund (90)	\$0.00	\$534,631.78	-\$534,631.78	\$0.00
Total Trust & Agency	<u>\$109,188.80</u>	<u>\$1,049,880.58</u>	<u>-\$1,040,205.58</u>	<u>\$118,863.80</u>
Grand Total for all Funds	<u>\$4,590,822.71</u>	<u>\$2,592,744.64</u>	<u>-\$2,764,638.38</u>	<u>\$4,418,928.97</u> <u>\$4,418,928.97</u>

Prepared and submitted by:

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

2/7/2020

\_\_\_\_\_  
Date

[Back to Top](#)

# Somerset County Vocational Board of Ed.

## Expense Account Adjustment Analysis By Account#

ADDENDUM #6

va\_exaa1.082406

01/31/2020

Current Cycle : January

Account #	Account Description	Description	Adj #	Date	User	Old Amount	Adjustment	New Balance
<b>Current Appropriation Adjustments</b>								
11-000-211-610-05-0000-	SUPPLIES AND MATERIALS	January Transfers	0029	01/31/2020	RSIPPLE	\$413.81	\$16.80	\$430.61
11-000-218-104-05-0000-	SAL - GUID. COUNSELORS	January Transfers	0029	01/31/2020	RSIPPLE	\$428,101.00	(\$15,000.00)	\$413,101.00
11-000-218-199-05-0000-	UNUSED VAC. PAYMENT TO T	January Transfers	0029	01/31/2020	RSIPPLE	\$0.00	\$9,462.60	\$9,462.60
11-000-218-390-05-0000-	PURCH. PROF. SVS	January Transfers	0029	01/31/2020	RSIPPLE	\$43,340.00	(\$3,340.00)	\$40,000.00
11-000-223-580-03-0000-	TEACH OOD TRAIING HS	January Transfers	0029	01/31/2020	RSIPPLE	\$5,000.00	\$500.00	\$5,500.00
11-000-230-890-08-0001-	MEMBERSHIPS - SUPT.	January Transfers	0029	01/31/2020	RSIPPLE	\$15,990.00	\$89.00	\$16,079.00
11-000-240-199-03-0000-	UNUSED VAC. PAYMENT TO T	January Transfers	0029	01/31/2020	RSIPPLE	\$0.00	\$6,554.07	\$6,554.07
11-000-240-500-03-0001-	DISPLAY ADS - HS	January Transfers	0029	01/31/2020	RSIPPLE	\$17,335.20	\$2,000.00	\$19,335.20
11-000-240-890-03-0000-	MEMBERSHIPS H.S.	January Transfers	0029	01/31/2020	RSIPPLE	\$6,000.00	\$85.00	\$6,085.00
11-000-261-420-02-0005-	RESUR. GYM FLOORS	January Transfers	0029	01/31/2020	RSIPPLE	\$3,300.00	\$800.00	\$4,100.00
11-000-261-420-02-0021-	CONTIN REPAIR EQUIP BLDG	January Transfers	0029	01/31/2020	RSIPPLE	\$81,302.12	(\$22,000.00)	\$59,302.12
11-000-270-517-03-0000-	CONTRACT. SERV.(REG. STU	January Transfers	0029	01/31/2020	RSIPPLE	\$117,600.00	(\$23,432.04)	\$94,167.96
11-000-291-299-08-0000-	UNUSED SICK PAY RETIRED	January Transfers	0029	01/31/2020	RSIPPLE	\$5,000.00	\$56,824.23	\$61,824.23
11-140-100-610-03-0000-	SUPPLIES - HS	January Transfers	0029	01/31/2020	RSIPPLE	\$20,000.00	(\$15,000.00)	\$5,000.00
11-310-100-500-11-0000-	OTHER PURCHD SERVS	January Transfers	0029	01/31/2020	RSIPPLE	\$19,891.00	\$8,620.40	\$28,511.40
11-310-100-610-11-0000-	CAREER TECHNICAL ED	January Transfers	0029	01/31/2020	RSIPPLE	\$15,944.00	(\$7,000.00)	\$8,944.00
11-310-100-610-11-0008-	SUPPLIES - CARPENTRY	January Transfers	0029	01/31/2020	RSIPPLE	\$11,800.00	\$578.45	\$12,378.45
11-402-100-610-03-0000-	SUPPLIES-ATHLETICS	January Transfers	0029	01/31/2020	RSIPPLE	\$15,310.00	\$241.49	\$15,551.49
<b>Total Current Appr.</b>								<b>\$0.00</b>

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Resolution 2019-20/2-A

A RESOLUTION OF Somerset County Vo-Tech School District AUTHORIZING THE PURCHASE OF natural gas SUPPLY SERVICES FOR PUBLIC USE ON AN ONLINE AUCTION WEBSITE

WHEREAS, Somerset County Vo-Tech School District has determined to move forward with the EMEX Reverse Auction in order procure natural gas for Somerset County Vo-Tech School District; and

WHEREAS, the Local Unit Technology Pilot Program and Study Act (P.L. 2001, c. 30) (the “Act”) authorizes the purchase of natural gas supply service for public use through the use of an online auction service; and

WHEREAS, Somerset County Vo-Tech School District will utilize the online auction services of EMEX, LLC, an approved vendor pursuant to the Act, waiver number EMEX LLC-1, located at www.energymarketexchange.com; and

WHEREAS, EMEX, LLC is compensated for all services rendered through the participating supplier that a contract is awarded to; and

WHEREAS, the auction will be conducted pursuant to the Act; and

WHEREAS, if the auction achieves a price of \$0.5699/therm or less for a 12-month term, a price of \$0.5416/therm or less for an 18-month term, a price of \$0.5712/therm or less for a 24 month term, a price of \$0.5679/therm or less for a 36 month term; Somerset County Vo-Tech School District may award a contract to the winning supplier for the selected term.

NOW THEREFORE BE IT RESOLVED, that the School Business Administrator of the Somerset County Vo-Tech School District be and [he/she] hereby is authorized to execute on behalf of the Somerset County Vo-Tech School District any natural gas contract proffered by the participating supplier that submits the winning bid in the EMEX Reverse Auction if the auction achieves a price of \$05699/therm or less for a 12 month term, a price of \$0.5416/therm or less for an 18 month term, a price of \$0.5712/therm or less for a 24 month term, a price of \$0.5679/therm or less for a 36 month term; Somerset County Vo-Tech School District may award a contract to the winning supplier for the selected term.

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Raelene Sipple  
Board Secretary

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Date

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William Hyncik  
Board President

Resolution 2019-20/2-B

A RESOLUTION OF Somerset County Vo-Tech School District AUTHORIZING THE PURCHASE OF GENERAL ELECTRICITY SUPPLY SERVICES FOR PUBLIC USE ON AN ONLINE AUCTION WEBSITE

WHEREAS, Somerset County Vo-Tech School District has determined to move forward with the EMEX Reverse Auction in order procure electricity for Somerset County Vo-Tech School District; and

WHEREAS, the Local Unit Technology Pilot Program and Study Act (P.L. 2001, c. 30) (the “Act”) authorizes the purchase of electricity supply service for public use through the use of an online auction service; and

WHEREAS, Somerset County Vo-Tech School District will utilize the online auction services of EMEX, LLC, an approved vendor pursuant to the Act, waiver number EMEX LLC-1, located at www.energymarketexchange.com; and

WHEREAS, EMEX, LLC is compensated for all services rendered through the participating supplier that a contract is awarded to; and

WHEREAS, the auction will be conducted pursuant to the Act; and

WHEREAS, if the auction achieves a price of \$0.0893/kWh or less for a 12-month term, a price of \$0.0881/kWh or less for an 18-month term, a price of \$0.0891/kWh or less for a 24-month term; Somerset County Vo-Tech School District may award a contract to the winning supplier for the selected term.

NOW THEREFORE BE IT RESOLVED, that the School Business Administrator of the Somerset County Vo-Tech School District be and [he/she] hereby is authorized to execute on behalf of the Somerset County Vo-Tech School District any electricity contract proffered by the participating supplier that submits the winning bid in the EMEX Reverse Auction if the auction achieves a price of \$0.0893/kWh or less for a 12 month term, a price of \$0.0881/kWh or less for an 18 month term, a price of \$0.0891/kWh or less for a 24 month term; Somerset County Vo-Tech School District may award a contract to the winning supplier for the selected term.

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

\_\_\_\_\_  
Date

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\_\_\_\_\_  
William Hyncik  
Board President

Resolution 2019-20/2-C

A RESOLUTION OF Somerset County Vo-Tech School District AUTHORIZING THE PURCHASE OF OUTSIDE LIGHTING ELECTRIC SUPPLY SERVICES FOR PUBLIC USE ON AN ONLINE AUCTION WEBSITE

WHEREAS, Somerset County Vo-Tech School District has determined to move forward with the EMEX Reverse Auction in order procure electricity for Somerset County Vo-Tech School District; and

WHEREAS, the Local Unit Technology Pilot Program and Study Act (P.L. 2001, c. 30) (the “Act”) authorizes the purchase of electricity supply service for public use through the use of an online auction service; and

WHEREAS, Somerset County Vo-Tech School District will utilize the online auction services of EMEX, LLC, an approved vendor pursuant to the Act, waiver number EMEX LLC-1, located at www.energymarketexchange.com; and

WHEREAS, EMEX, LLC is compensated for all services rendered through the participating supplier that a contract is awarded to; and

WHEREAS, the auction will be conducted pursuant to the Act; and

WHEREAS, if the auction achieves a price of \$0.0591/kWh or less for a 12-month term, a price of \$0.0565/kWh or less for an 18-month term, a price of \$0.0586/kWh or less for a 24-month term; Somerset County Vo-Tech School District may award a contract to the winning supplier for the selected term.

NOW THEREFORE BE IT RESOLVED, that the School Business Administrator of the Somerset County Vo-Tech School District be and [he/she] hereby is authorized to execute on behalf of the Somerset County Vo-Tech School District any electricity contract proffered by the participating supplier that submits the winning bid in the EMEX Reverse Auction if the auction achieves a price of \$0.0591/kWh or less for a 12 month term, a price of \$0.0565/kWh or less for an 18 month term, a price of \$0.0586/kWh or less for a 24 month term; Somerset County Vo-Tech School District may award a contract to the winning supplier for the selected term.

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

\_\_\_\_\_  
Date

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William Hyncik  
Board President