

SOMERSET COUNTY VOCATIONAL BOARD OF EDUCATION
14 Vogt Drive
Bridgewater, New Jersey 08807

Reorganization Meeting
November 1, 2019
5:00 p.m.

The New Jersey Statutes Annotated 18A stated under 18A:54-18 that the County Vocational Boards of Education shall organize annually on November 1st by the election of a President and Vice President, unless November 1st shall fall on a Sunday, in which case the Board shall organize the following day. The law was amended in 1970 and became effective December 3, 1970, by adding the following: If the organization meeting cannot take place on the day hereinabove provided for by reason of a lack of a quorum or for any other reason, said meeting shall be held within three days thereafter.

_____ called the meeting to order at _____ p.m. with the following board members present:

William Hyncik, Jr., President
Gregory Lalevee
Richard St. Pierre
Nadine Wilkins
Roger Jinks, Executive County Superintendent

Also Present:

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

Members of the Press: _____

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 5, 2019.

Pledge of Allegiance

Swear in Nadine Wilkins

- Ms. Wilkins was appointed by the Somerset County Freeholders at their October 22, 2019 meeting with a term expiration date of October 31, 2023.

Code of Ethics

- Each board of education member has received and read a copy of the Code of Ethics.

A. Board of Education President

_____ asked for nominations for the position of President.

On motion by _____, seconded by _____, _____ was nominated for the position of President.

Are there any other nominations? _____

On motion by _____, seconded by _____, the nominations for President were closed.

A roll call vote for _____ as President was taken.

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

B. Board of Education Vice President

_____ assumed the President’s chair and called for nominations for the position of Vice President.

On motion by _____, seconded by _____, _____ was nominated for the position of Vice President.

Are there any other nominations? _____

On motion by _____, seconded by _____, the nominations for Vice President were closed.

A roll call vote for _____ as Vice President was taken.

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

C. Secretary to the Board of Education

It is recommended the Board of Education appoint Raelene Sipple to serve as Secretary to the Board of Education until the reorganization meeting to be held in November 2020.

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. Treasurer of School Monies

It is recommended the Board of Education appoint Michelle Fresco to serve as Treasurer of School Monies at a salary of \$5,000 until the reorganization meeting to be held in November 2020.

E. Legal Services

It is recommended the Board of Education appoint DiFrancesco, Bateman, Kunzman, Davis, Lehrer and Flaum to provide legal services as per their proposal and fee of \$195 per hour not to exceed \$76,000 until the reorganization meeting to be held in November 2020.

F. Audit/Consulting Services

It is recommended the Board of Education appoint the firm of Suplee, Clooney & Company to provide audit/consulting services as per their proposal and fee of \$38,175 for the school year July 1, 2019 to June 30, 2020.

G. Architectural Services

It is recommended the Board of Education appoint USA Architects, Planners + Interior Designers, P.A. to provide architectural services as per their proposal and fee schedule not to exceed \$232,000 until the reorganization meeting to be held in November 2020.

H. Health and Medical Services

It is recommended the Board of Education appoint Jersey Irish Medical d/b/a AFC Urgent Care to provide health and medical services as per their proposal and fee schedule not to exceed \$8,000 until the reorganization meeting to be held in November 2020.

I. Broker of Record for Employee Medical, Dental and Vision Benefit Plans

It is recommended the Board of Education appoint Conner Strong & Buckelew to provide health insurance brokerage services for employee medical, dental and vision benefit plans as per their proposal and fee not to exceed \$49,000 until the reorganization meeting to be held in November 2020. Pursuant to N.J.S.A. 40A:11-5(1)(a)(ii) and N.J.A.C. 5:34-2.3(b) the award of this contract is without the receipt of formal bids as an Extraordinary Unspecifiable Service and is in compliance with law.

J. Board of Education Meeting Dates - 2020

It is recommended the Board of Education approve the following regular meeting dates of the Somerset County Vocational Board of Education:

- January 27, 2020
- February 24, 2020
- March 23, 2020
- April 27, 2020
- May 18, 2020
- June 22, 2020
- July 27, 2020
- August 24, 2020
- September 28, 2020
- October 26, 2020
- November 2, 2020 (Reorganization Meeting)
- November 23, 2020
- December 21, 2020

Time: 5:00 p.m.
 Place: Somerset County Vocational & Technical Schools
 14 Vogt Drive, Bridgewater, New Jersey

K. Banking Institution

It is recommended the Board of Education approve Fulton Bank as the banking institution to hold the following accounts:

Operating	Account #000011199
Payroll	Account #0092755868
Agency	Account #019311
Cafeteria	Account #011253
Scholarship	Account #210100656
Student Activity	Account #000061043
Flexible Spending Account	Account #1101035189
Summer Savings	Account #1101036028
Foundation	Account #1101343390

L. Check Signature Authorization

It is recommended the Board of Education authorize the following to sign all checks and pay all bills from these accounts when properly audited:

Operating #000011199	Board of Education President Treasurer of School Monies Business Administrator
Payroll #0092755868	Treasurer of School Monies
Agency #019311	Treasurer of School Monies
Cafeteria #011253	Superintendent Business Administrator
Scholarship #210100656	Superintendent Business Administrator
Student Activity #000061043	Superintendent Business Administrator
Flexible Spending #1101035189	Treasurer of School Monies
Summer Savings #1101036028	Business Administrator Bookkeeper/Accountant (Payroll)
Foundation	Superintendent Business Administrator

M. Official Newspapers

It is recommended the Board of Education authorize the *Courier News*, *Somerset Messenger Gazette*, *The Home News Tribune* and *The Star Ledger* as the official newspapers circulating in Somerset County. All legal advertisements requesting bids, etc. may be placed in the *Courier News*, *Messenger Gazette*, *The Home News Tribune* or *The Star Ledger*.

N. Rules of Order

It is recommended the Board of Education approve that the meetings of the Somerset County Vocational Board of Education be governed by our "Rules of Order" supplemented by *Robert's Rules of Order*. In the event of a conflict, our rules would take precedence over those of *Robert's Rules of Order*.

O. Board Policies and Regulations

It is recommended the Board of Education adopt the policies and regulations of the Somerset County Vocational Board of Education.

P. Purchasing Manual

It is recommended the Board of Education adopt the Purchasing Manual of the Somerset County Vocational Board of Education

Q. Job Descriptions

It is recommended the Board of Education adopt the job descriptions of the Somerset County Vocational Board of Education.

R. Guide for Standard Operating Procedures and Internal Controls

It is recommended the Board of Education adopt the Guide for Standard Operating Procedures and Internal Controls of the Somerset County Vocational Board of Education.

S. Curriculum, Textbooks and State Mandated Programs – 2019-20 SY

It is recommended the Board of Education approve the curriculum, textbooks and state mandated programs and services for the 2019-20 school year 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	___	___

- T. **IRS Code Section 125 Plan**
It is recommended the Board of Education adopt IRS Code Section 125 Plan (document effective June 1, 2009) as required by law.

- U. **Section 457(b) Deferred Compensation Plan**
It is recommended the Board of Education adopt Section 457(b) Deferred Compensation Plan (document revised January 28, 2019) as required by law.

- V. **Section 403(b) Tax Shelter Annuity**
It is recommended the Board of Education adopt Section 403(b) Tax Shelter Annuity (document revised January 28, 2019) as required by law.

- W. **Somerset County Joint Insurance Fund Membership – 2018-2020**
It is recommended the Board of Education renew membership in the Somerset County Joint Insurance Fund for year three (3) of a three (3) year period, beginning January 1, 2018 and ending December 31, 2020.

- X. **Commissioner and Alternate Commissioner to the Somerset County Joint Insurance Fund**
It is recommended the Board of Education appoint Raelene Sipple as commissioner and _____ as alternate commissioner to the Somerset County Joint Insurance Fund until the reorganization meeting to be held in November 2020.

- Y. **Southern Skyland Regional Health Insurance Fund**
It is recommended the Board of Education join the Southern Skyland Regional Health Insurance Fund as permitted by N.J.S. A. 11:15-3, 17:1-8.1 and 40A:10-36 et seq.

- Z. **Southern Skyland Regional Health Insurance Fund – Indemnity and Trust Agreement - 2020-2022**
It is recommended the Board of Education enter into an indemnity and trust agreement with Southern Skyland Regional Health Insurance fund for year one (1) of a three (3) year period, beginning January 1, 2020 and ending December 31, 2022.

- AA. **Voting Member of the New Jersey Schools Boards Association**
It is recommended the Board of Education appoint _____ as a voting member of the New Jersey School Boards Association until the reorganization meeting to be held in November 2020.

- BB. **Board of School Estimate**
It is recommended the Board of Education appoint _____ and _____ as members of the Board of School Estimate until the reorganization meeting to be held in November 2020.

- CC. **Somerset County Educational Services Commission Representative Assembly**
It is recommended the Board of Education appoint _____ as representative and _____ as alternate representative of the Somerset County Educational Services Commission Representative Assembly until the reorganization meeting to be held in November 2020.

- DD. **Organizational Chart**
It is recommended the Board of Education approve the district’s Organizational Chart as it appears on Addendum #2.

- EE. **Three-Year Comprehensive Maintenance Plan**
It is recommended the Board of Education approve submission of the Three-Year Comprehensive Maintenance Plan as required by the NJDOE 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	___	___

Public Comment

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President's Update

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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 superintendent evaluation and personnel matter. 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.

Adjournment

On motion by _____, seconded by _____ and passed, the meeting adjourned at _____ p.m.

Health and Medical Science Academy

Course Title	Textbook Title	Publisher	Year	Cost	Copy
<i>English Department</i>					
English 9	Riverside Anthology of Literature 3rd ed	Mcdougal Littell		77.96	12
	A Separate Peace				
	Romeo and Juliet				
	The Curious Incident of the Dog in the Night-Time				
	To Kill a Mockingbird				
English 10	Riverside Anthology of Literature 3rd ed	Mcdougal Littell		77.96	12
	Lord of the Flies				
	Hamlet				
	The Merchant of Venice				
	The Chocolate War				
	Ordinary People				
	The Bell Jar			18.38	65
	A Connecticut Yankee in King Arthur's Court			10.69	50
	The Glass Castle			19.15	50
English 11/English I (RVCC)	Fields of Reading: Motives for Writing 8th ed	Bedford/St. Martins	2007		
	They Say, I Say: With Readings	W.W. Norton and Co. Inc.	2019	55.5	20
English 12/English II (RVCC)					
<i>Mathematics Department</i>					
Combined Algebra	Beginning and Intermediate Algebra with Applications and Visualization	Pearson	2005		
	Algebra for College Students 6th Ed	Pearson	2009	151	38
Advanced Geometry	Geometry	Pearson			
Pre Calculus I (RVCC)					
Pre Calculus II (RVCC)					
Calculus I (RVCC)					
Calculus II (RVCC)					
<i>Science Department</i>					
Biology	Biology Concepts and Connections 5th ed./Discovery Ed.				

	Essentials of Biological Anthropology			99	35
Anatomy & Physiology I (RVCC)	Anatomy and Physiology 6th ed.				
Anatomy & Physiology II (RVCC)					
General Biology Lecture & Lab I (RVCC)					
General Biology Lecture & Lab II (RVCC)					
General Chemistry Lecture & Lab I (RVCC)					
General Chemistry Lecture & Lab II (RVCC)					
General Physics Lecture & Lab I (RVCC)					
General Physics Lecture & Lab II (RVCC)					
<i>Social Studies Department</i>					
World History	World Civilizations, Vol 1 and 2 , 4th ed	Holt McDougal		163.95	
	Adler and Pouwells				
US History I	American History- A Survey 13th ed.	Glencoe	2008	110	70
US History II	American History Vol 2. from 1865 15th edition	McGraw-Hill Education	2014	107.28	60
Cultural Anthropolog (RVCC)	Cultural Anthropology Ember-Ember 12ed.	Prentice Hall	2007	125.33	
	The Forest People				29
Human Origins (RVCC)	Essentials of Physical Anthropology---	W.W. Norton	2010	95.55	26
	Discovering Our Origins				
Current Moral & Social Issues (RVCC)					
Financial Literacy	Personal Finance w/ Connect Plus 1 User 6 yr	McGraw-Hill Education	2012	162.9	40
	subscription				
<i>Physical Education Department</i>					
Driver Education	NJ Driver's Ed Manual				
Family Living					
Current Health Issues	Prentice Hall Health	Prentice Hall	2007	59.97	
	Reading and Notetaking Guide	Prentice Hall	2007	5.47	
Total Wellness Education					
<i>World Languages Department</i>					
Spanish I	Avancemos Level I High School	McDougal Littel	2007	64.23	90
	Que Chevere! Level 1	EMC Publishing	2016	82.95	100
Spanish II	Avancemos Level 2 High School	McDougal Littel	2007	65.31	
	Que Chevere! Level 2	EMC Publishing	2016	82.95	60
Spanish III	Avancemos Level 3 High School	McDougal Littel			
Spanish IV					
Spanish V					
<i>Other</i>					

High School: Vocational Programs

Course Title	Textbook Title	Publisher	Year	Cost	Copy
Agricultural Science	Agriscience Fundamentals and Applications 3rd, 4th and 6th ed.	Delmar Cengage Learning	2002/2007/2015		
	Plant Soil and Science Fundamentals and Applications	Delmar Cengage Learning	2010		
	Biotechnology a Laboratory Skills Course	BioRad/Walsworth Print Group	2011		
	Research Methods for Science	Cambridge University Press	2011		
Auto Body	Collision Repair and Refinishing	Delmar Cengage Learning	2010		
	Auto Collision Repair and Refinishing	Goodheart-Wilcox Publisher	2014		
Auto and Diesel Technology	CDX Global-on line, text, presentations, and assessments		2009		
	All DATA online subscription				
	Automotive Service-Inspection, Maintenance, and Repair 5th ed.	Cengage Learning	2016		
	Total Automotive Technology- 4th edition	Thomas Delmar Learning	2016		
	Modern Diesel Technology: Diesel Engines 2nd ed.	Delmar Cengage Learning	2015		
Carpentry	Carpentry 1, 5th ed.	Pearson	2013		
	Carpentry Framing and Finishing, Level II, 4th ed	Pearson	2007		
	Modern Carpentry	Goodheart-Wilcox Company Inc.	2003		
Cosmetology	Milady Standard Cosmetology	Cengage Learning	2016	97.95	16
Culinary Arts	Restaurant Service Basics	People's Education	2008	30	20
	Dining Room/Banquet Management	Cengage Learning	2008	86.5	
	Culinary Calculations	People's Education	2008	35.25	61
	Presenting Service	People's Education	2007	65	
	Culinary Essentials	Glencoe	2010		
	On Cooking	Pearson Education	2011		
	Remarkable Service	John Wiley and Sons	2009		
	The Culinary Professional with email	Goodheart-Wilcox Publisher		87	35
	The Culinary Professional study guide	Goodheart-Wilcox Publisher		21	140
	Foundations of Restaurant Management and Culinary Arts Level 1		2018		
	Foundations of Restaurant Management and Culinary Arts Level 2		2018		
Electrical Construction	Modern Residential Wiring Textbook/Workbook	Goodheart-Wilcox Publisher	2008/2011/2014		
	Modern Commercial Wiring Textbook/Workbook	Goodheart-Wilcox Publisher	2008/2011/2014		
	Electrical Wiring Residential	Delmar Learning	2005		
	National Electric Code Book	National Fire Protection Association	2002/2005/2008/2011/2017		
	AC/DC Principles Textbook/Workbook	American Technical Publishers, Inc.	2007		
	Transformer Principles and Applications	American Technical Publishers, Inc.	2006		
	Conduit Bending and Fabrication	American Technical Publishers, Inc.	2007		
	Electrical Motor Controls for Integrated Systems Textbook/Manual	American Technical Publishers, Inc.	2009		
	Electrical Motors and Motor Controls 5th edition	Delmar Learning		106.5	12
	Electrical Motors Controls Application Manual 5th edition	Delmar Learning		27.75	24
	Electrical Motors Controls Workbook 5th edition	Delmar Learning		27.75	
	Troubleshooting Electric Motors Textbook	American Technical Publishers, Inc.	2010		
	Electrical Grounding and Bonding Textbook	Cengage Delmar Learning	2008		
Photovoltaic Systems	American Technical Publishers, Inc.	2010			

	Wind Power	Chelsea Green Publishing Company	2004		
	Electrical Systems	American Technical Publishers, Inc.	2008		
	Electrical Principles and Practices Textbook/Workbook	American Technical Publishers, Inc.	2007		
	Electricity For Refrigeration, Heating and Air Conditioning, 10th ed.		2019	96	6
	The Complete HVAC LAB Manual for Smith's Electricity, 10th ed.		2019	82.5	1
	Electricity for Refrigeration, Heating and Air Condition Bundle, 10th ed.		2019	96	
Graphic Communcations: Commercial Art	Pratical Problems in Mathematics for Graphic	Delmar Publishing	1983		
	Graphic Layout and Design	Delmar Publishing	1981		
	Graphic Design Solutions	Delmar Publishing	1997		
	Basics of Design: Layout and Typography for Beginners	Cengage Learning	2006	49.25	18
	Comp It Up: A sStudio Skills Foundation	Cengage Learning	2011	37.5	18
	Making Art: Form and Meaning	Amazon	2010	79.08	15
Graphics Communications: Printing	Graphic Communications 5th ed	Goodheart-Wilcox	2010	44	15
	Offset Lithographic Technology TB 4th ed	Goodheart-Wilcox	2010	64.5	15
	Offset Lithographic Technology WB 4th ed	Goodheart-Wilcox	2010	16.5	15
	Graphic Arts-Orientation, Composition and Paste-up	MAVCC	2000		
	Graphic Arts- The Press and Finishing Process	MAVCC	2000		
	Graphic Arts- Basics of Desktop Publishing 2nd edition	MAVCC	2000		
Health Occupations	Nursing Assistant 10th edition	Thomson Delmar Learning	2008		
	Intro. To Medical Terminology workbook	Thomson Delmar Learning	2004		
	Dynamics of Health Care in Society	Lippincott	2013		
	Emergency Medical Responder: Your First Response in Emergency Care 6th edition	American Academy of Orthopaedic Surgeons	2018	120	
Integrated Technology Systems	Electricity and Electronics	Goodheart-Wilcox	1999		
	NCEER Core Curriculum	Pearson	2009		
	NCEER Electronic Systems Techncian 1	Pearson	2010		
	NCEER Electronic Systems Techncian 2	Pearson	2011		
	NCEER Electronic Systems Technician 3	Pearson	2011		
	NCEER Electronic Systems Technician 4	Pearson	2012		
Law and Public Safety	Emergency Telecommunicator Course Manual, 3rd ed.	Priority Press	2012		
	The Police in America	McGraw Hill	2011		
	Criminalistics, 9th ed	Pearson	2007		
	Military Drill	Department of Army	1986		
	Administration of Justice CD Program		2009		
	First Responder 4e	Jones and Bartlett		92	12
Mechanics and Repairs	Small Engines 4th ed.	American Technical	2019	75	10
Mechatronics, Engineering and Advanced Manufacturing	Precision Machining Technology 2nd edition	Cengage Learning	2015		
Performing Arts: Dance	Ballet Basics	McGraw Hill	2004		
	Ballet Beyond the Basics	Waveland Press	1982		
	Dance Technique and Injury Prevention	Routledge	1992		
	Choreographing From Within	Human Kinetics	2010		
	Nutrition For the Dancer	Dance Books LTD	2009		
	Dance Composition Basics	Human Kinetics	2006		
	Inside Ballet Technique	Dance Horizons	1994		
	The Vision of Modern Dance	Princeton Book	1979		
	Conversations with Choreographers	Heinemann	1996		
	Jazz Dance	University Press of Floriday			
	Pilates Anatomy of Fitness		2014		

Performing Arts: Theater	Mesiner on Acting	Sanford Mesiner			1
	Respect for Acting	Uta Hagen			1
	Improvisation for the Theater	Viola Spolin			1
	Audition	Michael Shurtleff			1
	The Actor's Art and Craft	William Esper			1
	The Actor's Guide to Creating a Character	William Esper			1
	A Sense of Direction	William Ball			1
	On Directing	Harold Clurman			1
	The History of Theater	Oscar Brockett			1
	The Enjoyment of Theater	Kenneth M. Cameron/Patti P. Gillespie			1
	Singing with your Whole Self 2nd edition	Rowman & Littlefield Publishers	2018		1
	Musical Theater Song	Methuen Drama	2016		1
	Musical Theory Through Musical Theatre	Oxford University Press	2015		1
	Body and Voice: Somatic Reeducation	Plural Publishing	2014		1
Voice and the Alexander Technique 2nd edition	Autumn Press	2011		1	
The Complete Professional Audition	Back Stage Books	2010		1	
Plumbing Technology	Modern Plumbing	Goodheart-Wilcox	2010		
	2018 National Standard Plumbing Code	NJ Association of Plumbing-Heating Cooling Contractors Inc.	2019	80	12
	Plumbing Design and Installation	American Technical	2012		
	Modern Refrigeration and Air Conditioning	Goodheart-Wilcox	2015		
	Mathematic for Plumbers		1990		
Welding Technology	Welding	Pearson/Prentice Hall	2003		

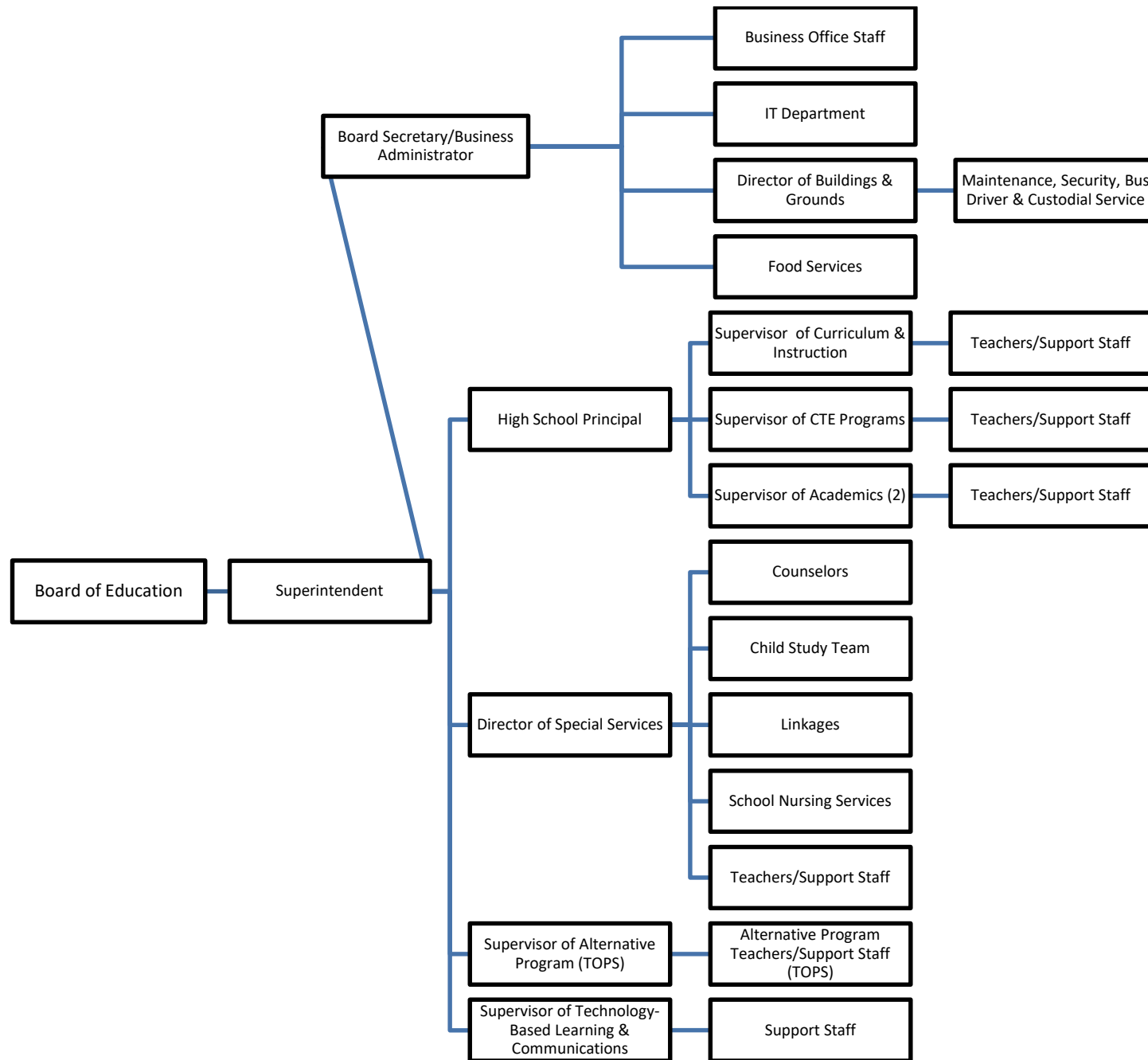
High School: Regular Academics

Course Title	Textbook Title	Publisher	Year	Cost	Copy
Art	Comp It Up: A sStudio Skills Foundation	Delmar Cengage Learning	2011	37.5	18
	Basics of Design	Delmar Cengage Learning	2005		
	Graphic Communications	The Goodheart-Wilcox Co.	2010		
<i>English Department</i>					
English 9	Literature---The Human Experience	Bedford/St. Matrin's	2013		
	Of Mice and Men				
	Romeo and Juliet				
	West Side Story				
	Night				
	On writing: A memoir of the craft by Stephen King	Baker and Taylor		15.64	30
	Brainology online course student subscriptions	Brainology		19	60
English 10	Literature---The Human Experience	Bedford/St. Matrin's	2013		
	Holt Warriner's Handbook	Holt McDougal	2008	27.95	30
	The Crucible				
	A Child Called It				
	To Kill a Mockingbird				
	The Chocolate War				
English 11	Literature---The Human Experience	Bedford/St. Matrin's	2013		
	A Separate Peace				
	Animal Farm			9.99	40
	Antigone			2	40
	Ordinary People				
	Hamlet				
	Lord of the Flies				
	Born a Crime: Stories from a South African Childhood	Random House	2019	27.69	80
English 12	Literature---The Human Experience	Bedford/St. Matrin's	2013		
	Mythology	Walch Publisher	2003		
	Holt Warriner's Handbook	Holt McDougal	2008	27.95	30
	Inherit the Wind				
	A Walk to Remember				
	The Time Machine				
	The Old Man and the Sea				
	Johnny Got His Gun				
	Death of a Salesman				
	Lovely Bones				
	A Man Named Dave				

	Anthology of American Short Stories				
	Heart of Darkness			4.95	40
	Frankenstein			4.99	40
	They Say/ I Say with Readings	W.W. Norton		55.5	20
<i>Mathematics Department</i>					
Algebra I	Algebra I: Common Core	Pearson	2015	90	75
Geometry	Common Core Geometry + Geometry Digital Courseware + Math XL	Pearson	2016	151.47	75
Algebra 2	Algebra II: Common Core + Digital Courseware + Math XL	Pearson	2016	155.47	75
Precalculus	Precalculus 7th ed.	McDougal Littell		128.96	22
Calculus	Calculus I with Precalculus 2nd ed	Holt McDougal	2006	135.71	6
<i>Photography</i>					
	Classroom in a Book The official training workbook from Adobe Systems	Adobe Press	2007		
	The Adobe Photoshop CS3 Book for Digital Photographers	New Riders	2008		
	The Art of Digital Photography	Darling Kendesley	2006		
<i>Science Department</i>					
Anatomy and Physiology for Cos	Milady Standards Cosmetology	Cengage Learning	2016	97.95	16
Biology	Biology/Chemistry/Physics/Earth Science E-Book Subscriptions	Discovery Education	2016	48	336
Chemistry	Biology/Chemistry/Physics/Earth Science E-Book Subscriptions	Discovery Education	2016	\$48.00	336
Physics	Biology/Chemistry/Physics/Earth Science E-Book Subscriptions	Discovery Education	2016	\$48.00	336
Forensics					
Marine Biology					
Human Biology	Human Biology 120 Textbook w/ Lab, 8th edition		2017	221.5	25
<i>Social Studies Department</i>					
World History	Modern WH: Patterns of Interaction	Holt McDougal	2009	76.74	60
U.S. History I	Pearson: United States History	Pearson	2010	82.97	105
U.S. History I Honors	American History Vol. 1 15th edition	McGraw-Hill Education	2019	107.28	30
U.S. History II	Pearson: United States History	Pearson	2010	82.97	105
U.S. History II Honors	American History Vol 2. from 1865 15th edition	McGraw-Hill Education	2014	107.28	60
	Baghdad Express: A Gulf War Memoir	Minnesota Historical Society		22.36	10
	Outlaw Platoon: Heroes, Renegades, Infidels and the Brotherhood of War in Afghanistan	Harper Collins		13.59	10
	Band of Brothers: E Company, 506th Regiment, 101st Airborne from Normandy to Hitler's Eagle Nest	Simon and Schuster		13.6	10
	Hidden Figures: The American Dream and the Untold Story of the Black Women Mathematicians Who Helped With the Space Race	Harper Collins		12.79	10
Financial Literacy	Personal Finance w/ Connect Plus 1 User 6 yr subscription	McGraw-Hill Education	2012	162.9	40
Current Social Issues					
<i>Physical Education Department</i>					
Driver Education					
Family Living	NJ Driver's Ed Manual				
Current Health Issues					
Total Wellness Education	Prentice Hall Health	Prentice Hall	2007	59.97	
Physical Education	Reading and Notetaking Guide	Prentice Hall	2007	5.47	

	Health Teacher's Book of Lists	Jossey-Bass	1999	26.36	1
	Performance Based Assessment for Middle and High School PE	Human Kinetics	2002	33	1
	Physical Education Assessment Toolkit	Human Kinetics	2006	35	1
	Complete Physical Education Plans	Human Kinetics	2009	56	1
	Teaching Self Defense	Human Kinetics	2009	23	1
	The Sports Rules Books	Human Kinetics	2009	17.56	1
	The Physical Education Teacher's Book of Lists	Jossey-Bass	2001	23.96	1
	Adventure Curriculum for Physical Education	Project Adventure	2003	31.2	1
	Ultimate Homeschool Physical Education	Educators Press	2003	15.95	1
	Physical Education Technology Playbook	Human Kinetics		33	1
Spanish 1	Avancemos Level I High School	McDougal Littell	2007	64.23	90
	Que Chevere! Level 1	EMC Publishers	2016	82.95	100
Spanish 2	Avancemos Level 2 High School	McDougal Littell	2007	65.31	

Course Title	Textbook Title	Publisher	Year	Cost	Copy
Auto Mechanics	All DATA online subscription		2016		
Cosmetology	Discovery Pro		2017		
Electrical	Electrical Motor Controls, 5th edition On-line resource	Delmar		170	
Language Arts	Grammarly Site License	Grammarly		2900	
	Classcraft Teaching License	Classcraft Studios		96	5
MEAM	Solidworks 3 year license	Design Point	2016		
	Solid Professor	Solid Professor	2016		



Somerset County Vocational & Technical Schools

Somerset/4810

Comprehensive Maintenance Plan

Report

Actual FY 19-- Budgeted FY20-- Projected FY 21

<u>School Name</u>	<u>18-19 Actual</u>	<u>19-20 Budgeted</u>	<u>20-21 Projected</u>
Somerset County Vo-Tech			
Localized repairs, pointing, water proofing.	Localized repairs, pointing, water proofing.	Localized repairs, pointing, water proofing.	Localized repairs, pointing, water proofing.
Repair, replace frames, sash, caulk, etc.	Repair, replace frames, sash, caulk, etc.	Repair, replace frames, sash, caulk, etc.	Repair, replace frames, sash, caulk, etc.
Prepare and paint walls, patch plaster.	Prepare and paint walls, patch plaster.	Prepare and paint walls, patch plaster.	Prepare and paint walls, patch plaster.
Replace carpet and tile.	Replace carpet and tile.	Replace carpet and tile.	Replace carpet and tile.
Inspect, repair, service valves, seals, etc.	Inspect, repair, service valves, seals, etc.	Inspect, repair, service valves, seals, etc.	Inspect, repair, service valves, seals, etc.
Repair piping or insulation,	Repair piping or insulation,	Repair piping or insulation,	Repair piping or insulation,
Chemical water treatment,	Chemical water treatment,	Chemical water treatment,	Chemical water treatment,
Annual service and inspection of all sys.	Annual service and inspection of all sys.	Annual service and inspection of all sys.	Annual service and inspection of all sys.
Total	\$1,107,001	\$1,199,986	\$1,199,986

A	B	C	Actual Expenditure by Building													Q
			G	H	I	J	K	L	M	N	O	P				
A - School Facility Name	School Number	Gross Building Area (GSB)	FY 10-11 Expenditures	FY 11-12 Expenditures	FY 12-13 Expenditures	FY 13-14 Expenditures	FY 14-15 Expenditures	FY 15-16 Expenditures	FY 16-17 Expenditures	FY 17-18 Expenditures	FY 18-19 Expenditures	FY 19-20 Expenditures	Budgeted Amount	Total		
Somerset County Vocational & Technical	070	217,405	\$ 936,727	\$ 900,359	\$ 967,931	\$ 1,057,024	\$ 1,047,756	\$ 843,252	\$ 1,181,459	\$ 1,211,909	\$ 1,107,001	\$ 1,199,986	\$ 1,199,986	\$ 10,453,404		
District Total		217,405	\$ 936,727	\$ 900,359	\$ 967,931	\$ 1,057,024	\$ 1,047,756	\$ 843,252	\$ 1,181,459	\$ 1,211,909	\$ 1,107,001	\$ 1,199,986	\$ 1,199,986	\$ 10,453,404		