SOMERSET COUNTY VOCATIONAL BOARD OF EDUCATION

SOMERSET COUNTY VOCATIONAL & TECHNICAL SCHOOLS 14 Vogt Drive Bridgewater, New Jersey 08807

Regular Meeting July 22, 2019

| 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 |
| | Diane Ziegler, High School Principal |
| | Lisa Fittipaldi, Board Attorney |
| | Sara Sooy, 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 5, 2019. |
| | Pledge of Allegiance |
| III. | Approval of Minutes of the Regular Meeting and Executive Session held on June 24, 2019. |
| A. | Corrections |
| | On motion of, seconded by, the minutes of the Regular Meeting and Executive Session held on June 24, 2019 were approved. |

IV. Correspondence

A.

- V. Presentations/Recognitions
- 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
- SCIC (Commissioner) Mr. Hyncik
- IX. School Communications Report

X. Superintendent's Report

A. Employment of Full-Time Personnel – 2019-20 School Year

The Superintendent recommends that the Board of Education appoint Mr. John Heinbach to the position of Foreman, Buildings and Grounds (UPC# MNT-BO-FORM-NA-02), at a salary of \$72,000.00, retroactive to July 1, 2019.

The Superintendent recommends that the Board of Education appoint Mr. Brian Schmitt to the position of Lead Utility Worker, at a salary of \$54,500.00 (prorated), effective August 1, 2019. (\$800.00 boiler operator license stipend added to base for total salary of \$55,300.00.)

B. Reinstatement of Employment

The Superintendent recommends that the Board of Education reinstate Mr. Pedro Ortiz, Utility Worker (MNT-BO-MNT-NA-04), effective August 1, 2019 (Salary previously approved - \$46,145.00 [based upon 2017-18 salary range])

C. Temporary Reassignment

The Superintendent recommends that the Board of Education approve the voluntary temporary reassignment of Ms. Johanna Scholl as the temporary Supervisor of Academics (leave replacement), effective September 1, 2019 through November 30, 2019.

The Superintendent also recommends that Ms. Johanna Scholl be approved to work throughout the summer compensated at her per diem rate. (Hours to be determined and approved by the Superintendent.)

D. Employment of Part-Time Hourly Personnel 2018-19 School Year

The Superintendent recommends that the Board of Education approve employment of the following part-time personnel for the 2018-19 school year:

REM Summer Bridge Program

Nzinga Basir Recruiter (50 hours)

\$35.00/hr (20-332-200-105-00-0000)

E. Employment of Part-Time Hourly Personnel – Summer 2019

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

Performing Arts

Mary Lynne McAnally Theater Arts – Tap Workshop (for students) \$35.00/hr (11-310-100-101-11-0000) (12 hours)

F. Employment of Substitutes

The Superintendent recommends that the Board of Education approve employment of the following substitutes at a rate of \$100.00/day for the 2019-20 school year:

| Nicholas Archer | Dennis Avenoso | Kelly Avenoso |
|-----------------|---------------------|------------------|
| Bret Babich | Gayle Behot | Joseph Bush |
| Evangeline Byrd | Kathleen Caola | Garrett Chemey |
| Thomas Driscoll | Ronald Eichner | Raymond Esler |
| Laura Fahey | Deborah Fischang | Raymond Glowacki |
| Bonnie Grube | J. Anthony Kennette | Barbara Liedl |
| Victoria Madzey | Joanne May | Tyler Mylorie |

G. Principal/Supervisors Salaries – 2019-20 School Year

The Superintendent recommends that in accordance with the PSA Memorandum of Agreement previously approved that the Board of Education approve salaries of principal/supervisors for the 2019-20 school year as listed below:

| <u>Name</u> | <u>Step</u> | 2019-20 Salary |
|------------------------|-------------|----------------|
| Randee Holz | B-7 | \$102,122.21 |
| Maria Johnson | A-6 | \$125,760.35 |
| Christopher Lemongelli | B-9 | \$105,203.79 |
| Teresa Morelli | B-OG | \$110,167.51 |
| Patrick Pelliccia | B-OG | \$108,928.96 |
| Mario Peluso | B-OG | \$113,760.57 |
| Diane Ziegler | A-OG | \$145,977.08 |

H. Stipend Amount Revisions – 2019-20 School Year

The Superintendent recommends, in keeping with recently approved 2019-20 school year salaries, the following revised stipend position amounts:

District

Teresa Morelli Affirmative Action Officer \$421.56/month (11-000-230-100-08-0001)

High School

Christopher Lemongelli CST Case Manager for Social \$536.75/assessment (11-000-219-104-05-0001)
Assessments (School Social Worker) (approx. 3-6 assessments annually)

Special Education-IEP's

I. 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.

K. Harassment, Intimidation and Bullying Coordinator

The Superintendent recommends that the Board of Education appoint Ms. Maria Johnson as the Harassment, Intimidation and Bullying Coordinator for the 2019-20 school year.

L. Harassment, Intimidation and Bullying Specialist

The Superintendent recommends that the Board of Education appoint Mr. Jaime Morales as the Harassment, Intimidation and Bullying Specialist for the 2019-20 school year.

M. Title IX Coordinator

Mr. St. Pierre Ms. Wilkins Mr. Jinks

The Superintendent recommends that the Board of Education appoint Ms. Teresa Morelli as the Coordinator of Title IX Amendment of 1972 for the 2019-20 school year.

N. Title 504 Coordinator

The Superintendent recommends that the Board of Education appoint Mr. Patrick Pelliccia as the Title 504 Coordinator of the Rehabilitation Act of 1973 for the 2019-20 school year.

| Motion | _ Secon | Second | | |
|----------------|------------|-----------|--|--|
| Discussion | | | | |
| Call the Roll | | | | |
| | | | | |
| Roll Call | <u>Yes</u> | <u>No</u> | | |
| Mr. Hyncik | | | | |
| Mr. Lalevee | | | | |
| Mr. St. Pierre | | | | |
| Ms. Wilkins | | | | |
| Mr. Jinks | | | | |

O. Revised Job Description

The Superintendent recommends that the Board of Education approve revised Job Description – Lead Utility Worker as it appears on Addendum #3.

| Motion | Second | | |
|----------------|------------|-----------|--|
| Discussion | | | |
| Call the Roll | | | |
| | | | |
| Roll Call | <u>Yes</u> | <u>No</u> | |
| Mr. Hyncik | | | |
| Mr. Lalevee | | | |
| Mr. St. Pierre | | | |
| Ms. Wilkins | | | |
| Mr. Jinks | | | |

P. Application for Funds

NJ Department of

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 July 22, 2019 meeting authorized application for funds for the following:

\$ 82,638.00

| Education | (FY 2020) | (FY 2020) | | |
|------------------|----------------------|--------------|--|--|
| NJ Department of | CTSO – SkillsUSA | \$146,500.00 | | |
| Education | (Year 3/4) (FY 2020) | | | |

IDEA – Part B

Q. 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 July 22, 2019 meeting authorized acceptance of funds for the following:

| NJ Department of | IDEA – Part B | \$ 82,638.00 |
|------------------|---------------|--------------|
| Education | (FY 2020) | |

| Motion Second | | | |
|----------------|------------|-----------|--|
| Discussion | | | |
| Call the Roll | | | |
| | | | |
| Roll Call | <u>Yes</u> | <u>No</u> | |
| Mr. Hyncik | | | |
| Mr. Lalevee | | | |
| Mr. St. Pierre | | | |
| Ms. Wilkins | | | |
| Mr. Jinks | | | |

R. Superintendent's Update

- HIB
- Student Suspension Report No reportStudent Enrollment Report No report
- New Personnel
- Professional Development Training Update
- Administrative Goal Setting

| S. | Submission | of Bills - | June 30, | 2019 | and July | 31. | 2019 |
|----|------------|------------|----------|------|----------|-----|------|
| | | | | | | | |

It is recommended the Board of Education approve the bills list for June 30, 2019 and July 31, 2019 which is included in the Board packet and will be attached to the regular meeting minutes.

| Motion | Secon | Second | |
|----------------|------------|-----------|--|
| Discussion | | | |
| Call the Roll | | | |
| | | | |
| Roll Call | <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 June 2019 and the Treasurer of School Monies for the month of June 2019, 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 #4)

| Motion | Secona | | |
|----------------|------------|-----------|--|
| Discussion | | | |
| Call the Roll | | | |
| | | | |
| Roll Call | <u>Yes</u> | <u>No</u> | |
| Mr. Hyncik | | | |
| Mr. Lalevee | | | |
| Mr. St. Pierre | | | |
| Ms. Wilkins | | | |
| Mr. Jinks | | | |

B. Budget Transfers – 2018-19 School Year – June 2019

It is recommended the Board of Education approve the budget transfers for the 2018-19 school year as they appear on Addendum #5.

Mr. St. Pierre Ms. Wilkins Mr. Jinks

New Business -

XII.

XIII. Next Meeting

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

August 26, 2019 5:00 P.M. Somerset County Vocational & Technical Schools 14 Vogt Drive Bridgewater, New Jersey 08807

- 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 _____. 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 |
|---------------------|-------------------------|----------|--|--|----------------|
| October 23-26, 2019 | Maureen Glennon Clayton | \$445.00 | \$346.00/airfare \$18.85/mileage \$64.00/parking \$231.00/meals \$640.71/lodging | National Dance Education Organization 21 st Annual Conference | Miami, Florida |
| | | | | | |

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Transportation

| - · · · · · | | | | <u>Transportation</u> |
|---|--|-----------------------------|---------------------------------------|-----------------------|
| Date of Trip | CTE Program/Other | <u>Location</u> | Cost Per Student/Paid by | Provided/Paid by |
| | | Bullseye Virtual | | |
| | | Combat Laser Tag | | |
| 9/27/2019 | TOPS | Flemington, NJ | \$30.00/TOPS | District |
| | | Profeta Farms | | |
| 10/4/2019 | Culinary Arts | Readington, NJ | \$10.00/Student | District |
| | | The Hotel ML | | |
| 10/4-10/5, 2019 | FFA | Mount Laurel, NJ | \$136.85/Student | District |
| | | Branchburg | \$16.00/Each | |
| | | Sports Complex | \$5.00/Student | |
| 10/9/2019 | Linkages/Middle Earth | Branchburg, NJ | \$11.00/Linkages | District/Linkages |
| | | Joyce Theater | | |
| 10/16/2019 | Dance | NYC, NY | \$75.00/Student | District |
| | | Taller Latinamericano | | |
| 10/17/2019 | HHS & HS Students | New York, NY | \$30.00/Student | District |
| | | Watchung Reservation | | |
| 10/25/2019 | TOPS | Mountainside, NJ | \$0.00 | District |
| | | · | | |
| | | Somerset County Senior | | |
| | | Wellness Center | | |
| 10/25/2019 | Health Occupations | Bridgewater, NJ | \$0.00 | District |
| ======================================= | The state of the s | Walnut Hill College | 7 | |
| 11/2019 (Day TBD) | Culinary Arts | Philadelphia, PA | \$0.00 | District |
| ==,==== (==, :==, | | Bridgeway | 75.55 | |
| 11/4,5,11,12, | Health Occupations | Care Center | | |
| 18,19,25,26/2019 | (A&B Shop) | Bridgewater, NJ | \$0.00 | District |
| 10,13,23,20,2013 | (/(&b 5110p) | Bridge Water, 143 | \$18.99/Each | District |
| | | Bowlmor Lanes | \$5.00/Student | |
| 11/13/2019 | Linkages/Middle Earth | Green Brook, NJ | \$13.99/Linkages | District/Linkages |
| 11/13/2019 | Linkages/ Wildule Lartii | Rutgers | \$13.93/ Ellikages | District/Linkages |
| 11/14/2019 | Ag Sci/FFA | New Brunswick, NJ | \$0.00 | District |
| 11/14/2019 | Ag SCI/FFA | Bridgeway | \$0.00 | DISTRICT |
| | | Nursing Home | | |
| 11 /15 /2010 | TODC | _ | ¢0.00 | District |
| 11/15/2019 | TOPS | Bridgewater, NJ National | \$0.00 | District |
| | | | | |
| | | Constitution Center | 4 | |
| 11/15/2019 | Social Studies | Philadelphia, PA | \$11.00/Student | District |
| | | Bridgeway | | |
| 11/18,19,25,26/2019 | Health Occupations | Care Center | 4 | |
| 12/2,3,9,10/2019 | (C Shop) | Bridgewater, NJ | \$0.00 | District |
| | <u> </u> | Shakespeare | | |
| , | Freshmen | Theatre of NJ | | |
| 11/24/2019 | English Class | Madison, NJ | \$10.00/Student | District |
| | | RVCC Library | | |
| 12/6/2019 | AHMS Freshmen | Branchburg, NJ | \$0.00 | District |
| | | Rutgers Cook Campus | | |
| 12/7/2019 | Ag Sci/FFA | New Brunswick, NJ | \$40.00/Student | District |
| | | Kangaroo Kids | | |
| 12/9/2019 | The Tap Co. | Branchburg, NJ | \$0.00 | District |
| | | Crème de la Crème | | |
| 12/11/2019 | The Tap Co. | Bridgewater, NJ | \$0.00 | District |
| | | Bridgewater | | |
| | | Senior Center | | |
| 12/12/2019 | The Tap Co. | Bridgewater, NJ | \$0.00 | District |
| | | RVCC Library | | |
| 12/13/2019 | AHMS Freshmen | Branchburg, NJ | \$0.00 | District |
| · · · | | | · · · · · · · · · · · · · · · · · · · | |

| Ţ | r | a | n | S | p | 0 | r | ta | ıt | io | n | |
|---|---|---|---|---|---|---|---|----|----|----|---|--|
| | | | | | | | | | | | | |

| Date of Trip CTE Program/Other Lo | cation Cost Per Student/Paid by Provided/Paid by |
|---------------------------------------|--|
| | re Shack |
| 12/16/2019 TOPS Bridge | ewater, NJ \$12.00/TOPS District |
| | Senior Center |
| 12/17/2019 The Tap Co. Flemi | ngton, NJ \$0.00 District |
| Kiddie | Academy |
| 12/18/2018 The Tap Co. Bridge | ewater, NJ \$0.00 District |
| Fran | din Twp. |
| Senio | or Center |
| 12/19/2018 The Tap Co. Som | erset, NJ \$0.00 District |
| Hispanic El Reper | orio Espanol |
| 12/19/2018 Honor Society New | York, NY \$25.00/Student District |
| Agaş | e House |
| 12/19/2019 TOPS Council Some | erville, NJ \$0.00 District |
| Union Co | unty College |
| 1/7/2020 AHMS (9-12) Crar | ford, NJ \$0.00 District |
| 1/9, 2/13, 3/12, Hillsb | prough HS |
| 4/9/2020 AHMS (9-12) Hillsbo | prough, NJ \$0.00 District |
| Frankl | n Institute |
| Science | e Museum |
| 1/17/2020 TOPS Philad | elphia, PA \$12.00/TOPS District |
| Mont | clair State |
| Un | versity |
| 2/9/2020 Dance Mon | tclair, NJ \$0.00 District |
| | |
| One Worl | d Observatory |
| 2/10/2020 Student Government New | York, NY \$0.00 District |
| The Co | llege of NJ |
| 2/20/2020 Ag Sci/FFA Ew | ing, NJ \$28.00/Student District |
| Princeto | n University |
| Art | Museum |
| 2/20/2020 TOPS Princ | eton, NJ \$0.00 District |
| Martin | Edith Stein |
| Health Assis | red Living |
| 2/28/2020 Occupations/HOSA Som | erset, NJ \$0.00 District |
| Bowli | nor Lanes |
| 3/5/2020 TOPS Green | Brook, NJ \$15.99/TOPS District |
| Mercei | County CC |
| | Vindsor, NJ \$25.00/SA Ag.Sci. District |
| | Day Care of |
| Health Occupations Somer | set County |
| 3/6 & 13/2020 (C-Shop) Bridge | ewater, NJ \$0.00 District |
| Jacob J | avitz Center |
| 3/10/2020 Cosmetology New | York, NY \$35.00/Student District |
| Mi | ddlesex |
| Coun | cy College |
| | son, NJ \$0.00 District |
| Dou | ble Tree |
| Guest | Suites NYC |
| | York, NY \$435.00/Student District/Student |
| | n City HS |
| | n City, NJ \$0.00 District |
| _ | t Horizon |
| · · · · · · · · · · · · · · · · · · · | are Center |
| | itan, NJ \$0.00 District |
| | ting Center |
| 3/18/2020 Cosmetology Location | n: NJ - TBD \$0.00 District |

| 3/18/2020 | Linkages/Middle Earth | Sky Zone | \$25.00/Each | |
|------------------------|----------------------------|------------------------------------|---|-----------------------------|
| 3/18/2020 | Linkagos/Middlo Farth | Sky Zone | | |
| 3/18/2020 | Linkagos/Middle Earth | Sky Zone | \$5.00/Student | |
| | Lilikages/iviluale Laitii | South Plainfield, NJ | \$20.00/Linkages | District/Linkages |
| | | Princeton University | | |
| | AHMS/Health | Art Museum | | |
| 3/20/2020 | Occupations | Princeton, NJ | \$0.00 | District |
| | · | Reading Cinemas | | |
| 3/23/2020 | TOPS | Manville, NJ | \$7.50/TOPS | District |
| · · · | | Sigal Museum | · | |
| 3/27/2020 | TOPS | Easton, PA | \$0.00 | District |
| 5/=:/==== | | Rutgers (Cook Campus) | 7000 | |
| 3/28/2020 | Ag Sci/FFA | New Brunswick, NJ | \$14.00/Student | District |
| 0, 20, 2020 | 7.8 00.7 | McCarter | \$75.00/Each | 2.50.100 |
| | | Theatre Center | \$50.00/Student | |
| 3/28/2020 | Theater | Princeton, NJ | \$25.00/SA Theater | District |
| 3/28/2020 | THEater | Hatfield Meat Company | \$25.00/3A Theater | District |
| 4/2020 (Tantativa) | Culinary Arts | | ¢0.00 | District |
| 4/2020 (Tentative) | Culinary Arts HHS & | Hatfield, PA UN 2020 Conference | \$0.00 | District |
| . / / | | | 400.00/0 | 5 1.1. |
| 4/10/2020 | Spanish Classes | New York, NY | \$30.00/Student | District |
| | | LIXIL Water Technology | | |
| 4/14/2020 | Plumbing | Piscataway, NJ | \$0.00 | District |
| | | Rutgers (Cook & | | |
| | | Douglas Campus) | | |
| 4/16/2020 | Ag Sci/FFA | New Brunswick, NJ | \$0.00 | District |
| | | Paterson Great Falls | | |
| 4/23/2020 | TOPS | Paterson, NJ | \$0.00 | District |
| | | | \$25.00/Each | |
| | | Escape Room | \$5.00/Student | |
| 4/22/2020 | Linkages/Middle Earth | Bridgewater, NJ | \$20.00/Linkages | District/Linkages |
| | | RVCC | | |
| 5/3/2020 | AHMS | Branchburg, NJ | \$0.00 | District |
| -,-, | - | Matheny | , | |
| | | , Medical Center | | |
| 5/9 & 12/2020 | Health Occupations | Peapack, NJ | \$0.00 | District |
| 3/3 & 12/2020 | ricular occupations | RVCC Planetarium | φο.σο | District |
| 5/12/2020 | Earth & Science Class | Branchburg, NJ | \$16.00/Student | District |
| 3/12/2020 | Laitii & Science Class | RVCC | \$10.00/3tudent | District |
| F /12 /2020 | Danas | | ¢0.00 | District |
| 5/13/2020 | Dance | Branchburg, NJ | \$0.00 | District |
| | | Bridgeway | | |
| -1 | | Nursing Home | 4 | |
| 5/14/2020 | TOPS | Bridgewater, NJ | \$0.00 | District |
| | | BCIT | | |
| 5/15/2020 | Cosmetology | Westampton, NJ | \$0.00 | District |
| | | The Palace at | | |
| | | Somerset Park | | |
| 5/18/2020 | Culinary Arts | Somerset, NJ | \$0.00 | District |
| | | | \$90.75/Each | |
| | | Monmouth University West | \$72.75/Student | |
| 5/21/2020 | Ag Sci/FFA | Long Branch, NJ | \$25.00/SA Ag Sci | District |
| | - | Six Flags | \$39.99/Each | |
| | | Great Adventure | \$5.00/Student | |
| | | | · · | i |
| 5/27/2020 | Linkages/Middle Earth | Jackson, NJ | \$34.99/Linkages | District/Linkages |
| 5/27/2020 | Linkages/Middle Earth | · | \$34.99/Linkages | District/Linkages |
| | _ | Seaside Heights | - | _ |
| 5/27/2020 5/29/2020 | Linkages/Middle Earth TOPS | · | \$34.99/Linkages \$0.00 | District/Linkages District |

| Date of Trip | CTE Program/Other | Location | Cost Per Student/Paid by | Provided/Paid by |
|--------------|-------------------|--------------------|--------------------------|--------------------|
| | | Pt. Pleasant Beach | | |
| 6/10/2020 | Senior Class | Point Pleasant, NJ | \$10.00/Student | District |
| | | White Oak Park | | |
| 6/12/2020 | TOPS | Branchburg, NJ | \$10.00/TOPS | District |
| | | Maggiano's | | |
| 6/15/2020 | TOPS Council | Bridgewater, NJ | \$14.00/TOPS | District |
| | | | | |
| | | | | District & Outside |
| | | Dorney Park | | Agency/District & |
| 6/18/2020 | School-wide | Allentown, PA | \$29.00/Student | Student |

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SOMERSET COUNTY VOCATIONAL BOARD OF EDUCATION JOB DESCRIPTION

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CATEGORY: MAINTENANCE

ADOPTED: January 23, 1989; Revised June 27, 2005; February 26, 2018;

TITLE: LEAD UTILITY WORKER

QUALIFICATIONS:

Any combination of education, training and experience which provides the following knowledge, skills and abilities:

- 1. Must have five (5) years of experience working directly under the supervision of a NJ licensed plumber, electrician, carpenter or HVAC mechanic (or equivalent); or is eligible to take a NJ licensing test for one of the above positions.
- 2. Electrical License, preferred.
- 3. Knowledge of building maintenance and equipment.
- 4. Must be able to perform:
- a. Walking for long periods of time
- b. Bending
- c. Standing
- d. Climbing/overhead work
- e. Ability to lift 50 lbs.
- 5. Ability to make major repairs.
- 6. Ability to understand and follow verbal and written instructions.
- 7. Must have a valid driver's license.
- 8. Must have a black seal license or obtain license within one (1) year of employment.
- 9. Knowledge of computer applications.
- 10. Such alternatives to the above qualifications as the Board may find appropriate and acceptable.

REPORTS TO: Director of Buildings and Grounds or designee

SUPERVISES: No direct supervisory responsibilities

JOB GOAL: Performs specific and complex maintenance work related to his/her experience/license.

PERFORMANCE RESPONSIBILITIES:

- 1. Reads and interprets building codes, which apply to his/her experience.
- 2. Reads and works from blueprints.
- 3. Reads and interprets schematic drawings and troubleshoots equipment from drawings.
- 4. Assists in maintaining buildings, grounds and equipment.
- 5. Assembles, tests and maintains electrical or electronic wiring, equipment, appliances, apparatus and fixtures.
- 6. Tests electrical systems and continuity of circuits in electrical wiring, equipment and fixtures.
- 7. Inspects electrical systems, equipment and components to identify hazards, defects and the need for adjustment or repair and to ensure compliance with codes.
- 8. Cleans property and parking lots; rake leaves when necessary.
- 9. Operates the department's mechanical equipment for lawn cutting and shrubbery cutting.
- 10. Shovels snow, spreads sand and other chemicals, which may be needed for control of ice and snow.
- 11. Relocates office furniture and building equipment as needed.
- 12. Maintains boiler operations as needed.
- 13. Cleans up (sweeps, mops and vacuums) after all major work has been completed.
- 14. Inspects, identifies and communicates to supervisor building maintenance improvements and/or deficiencies.
- 15. Runs errands; pick up needed supplies for current projects.
- 16. Performs such other tasks and assumes such other responsibilities as may be assigned by the Superintendent or immediate supervisor.

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

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

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7/2 11:56am

REPORT OF THE SECRETARY

TO THE BOARD OF EDUCATION

Somerset County Vocational Board of Ed.

General Fund - Fund 10

Interim Balance Sheet

For 12 Month Period Ending 06/30/2019

ASSETS AND RESOURCES

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

101 Cash in bank \$3,648,130.84

Accounts receivable:

 132
 Interfund
 \$140,578.20

 141
 Intergovernmental - State
 \$140,959.82

 143
 Intergovernmental - Other
 \$77,021.82

\$358,559.84

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

301 Estimated Revenues \$14,787,995.00 302 Less Revenues (\$14,754,074.61)

\$33,920.39

Total assets and resources

\$4,040,611.07

TO THE BOARD OF EDUCATION

Somerset County Vocational Board of Ed.

General Fund - Fund 10

Interim Balance Sheet

For 12 Month Period Ending 06/30/2019

LIABILITIES AND FUND EQUITY

\$4,040,611.07

\$4,040,611.07

FUND BALANCE

| - | _ | _ | | _ | _ | | • | _ | _ | _ | - 2 | |
|-------|---|---|---|---|---|---|---|---|---|---|-----|--|
| А | р | p | r | 0 | o | r | 1 | а | E | е | а | |

| 753 | Reserve for encumbrances | - Current Year | | \$491,013.18 |
|--------|--------------------------------|-----------------|-------------------|----------------|
| 754 | Reserve for encumbrance - | - Prior Year | | \$6,156.11 |
| | Reserved fund balance: | | | |
| 310 Le | ss: Withdrawal from Maintenand | ce Reserve | (\$114,449.00) | |
| | | | | (\$114,449.00) |
| 760 | Reserved Fund Balance | | | \$2,632,059.61 |
| 601 | Appropriations | | \$16,064,394.47 | |
| 602 | Less : Expenditures | \$14,579,936.65 | | |
| 603 | Encumbrances | \$497,169.29 | (\$15,077,105.94) | |
| | | | | \$987,288.53 |
| | Total Appropriated | | | \$4,002,068.43 |
| U n | appropriated | | | |
| 770 | Fund Balance | | | \$878,542.64 |
| 303 | Budgeted Fund Balance | | | (\$840,000.00) |
| | TOTAL FUND BALANCE | | | |

TOTAL LIABILITIES AND FUND EQUITY

TO THE BOARD OF EDUCATION

Somerset County Vocational Board of Ed.

General Fund - Fund 10

Interim Balance Sheet

| RECAPITULATION OF FUND BALANCE: | Budgeted | Actual | Variance |
|--|-------------------|-------------------|---------------|
| Appropriations | \$16,064,394.47 | \$15,077,105.94 | \$987,288.53 |
| Revenues | (\$14,787,995.00) | (\$14,754,074.61) | (\$33,920.39) |
| 310 Less - Withdrawal from reserve (\$114,449.00) | \$1,276,399.47 | \$323,031.33 | \$953,368.14 |
| Less: Adjust for prior year encumb. | (\$321,950.47) | (\$321,950.47) | |
| Budgeted Fund Balance | \$954,449.00 | \$1,080.86 | \$953,368.14 |
| | | | |
| Recapitulation of Budgeted Fund Balance by Subfund | | | |
| Fund 10 (includes 10, 11, 12, and 13) | \$954,449.00 | \$1,080.86 | \$953,368.14 |
| Fund 18 (Restricted ED JOBS) | \$0.00 | \$0.00 | \$0.00 |
| TOTAL Budgeted Fund Balance | \$954,449.00 | \$1,080.86 | \$953,368.14 |

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

| | | BUDGETED ESTIMATED | ACTUAL TO DATE | NOTE: OVER OR (UNDER) | UNREALIZED BALANCE |
|-----------------|--|-----------------------|-----------------|--------------------------|-----------------------|
| *** REVENUES/SO | OURCES OF FUNDS *** | | | | |
| | | | | | |
| 1XXX | From Local Sources | \$13,359,433.00 | \$13,325,512.61 | | \$33,920.39 |
| 3XXX | From State Sources | \$1,428,562.00 | \$1,428,562.00 | | .00 |
| | | | | | |
| | TOTAL REVENUE/SOURCES OF FUNDS | \$14,787,995.00 | \$14,754,074.61 | | \$33,920.39 |
| | | | | | |
| | | | | | AVAILABLE |
| *** EXPENDITUR | ES *** | APPROPRIATIONS | EXPENDITURES | ENCUMBRANCES | BALANCE |
| | | | | | |
| CURRENT EX | PENSE | | | | |
| 11-1XX-100-XXX | Regular Programs - Instruction | \$2,024,845.00 | \$1,887,248.63 | \$64,857.82 | \$72,738.55 |
| 11-3XX-100-XXX | Voc. Programs - Local - Instruction | \$3,761,490.65 | \$3,452,649.56 | \$96,168.81 | \$212,672.28 |
| 11-401-100-XXX | School-Spon. Cocurr. Acti-Instr | \$83,064.00 | \$75,652.36 | \$1,430.00 | \$5,981.64 |
| 11-402-100-XXX | School-Spons. Athletics - Instruction | \$161,642.00 | \$143,767.38 | \$21,277.68 | (\$3,403.06) |
| UNDISTRIBU | TED EXPENDITURES | | | | |
| 11-800-330-XXX | Community Services Programs- | | | | |
| 11-000-211-XXX | Attendance and Social Work Services | \$35,542.00 | \$33,739.91 | \$781.84 | \$1,020.25 |
| 11-000-213-XXX | Health Services | \$214,413.26 | \$200,992.12 | \$8,034.34 | \$5,386.80 |
| 11-000-216-XXX | Speech, OT,PT & Related Svcs | \$14,820.00 | \$5,224.00 | \$404.00 | \$9,192.00 |
| 11-000-218-XXX | Guidance | \$940,154.00 | \$872,194.33 | \$32,318.34 | \$35,641.33 |
| 11-000-219-XXX | Child Study Teams | \$214,574.00 | \$205,257.94 | \$3,937.54 | \$5,378.52 |
| 11-000-221-XXX | Improvement Of Inst./Other Support | | | | |
| | Improvement of Inst. Serv. | \$391,052.00 | \$387,166.52 | \$1,688.04 | \$2,197.44 |
| 11-000-222-XXX | Educational Media Serv/School Library | \$56,182.00 | \$41,830.05 | \$934.60 | \$13,417.35 |
| 11-000-223-XXX | Instructional Staff Training Services | \$68,925.00 | \$55,309.05 | \$1,775.00 | \$11,840.95 |
| 11-000-230-XXX | Supp. ServGeneral Administration | \$821,264.11 | \$739,759.68 | \$31,301.50 | \$50,202.93 |
| 11-000-240-XXX | Supp. ServSchool Administration | \$754,038.38 | \$731,732.66 | \$8,734.58 | \$13,571.14 |
| 11-000-25X-XXX | Central Serv & Admin. Inform. Tech. | \$985,852.00 | \$955,723.68 | \$12,140.66 | \$17,987.66 |
| 11-000-261-XXX | Allowable Maint. for School Facilities | \$1,254,171.07 | \$1,065,666.69 | \$50,119.81 | \$138,384.57 |
| 11-000-262-XXX | Custodial Services | \$965,809.00 | \$809,530.01 | \$30,537.77 | \$125,741.22 |
| 11-000-263-XXX | Care and Upkeep of Grounds | \$12,150.00 | \$11,752.60 | .00 | \$397.40 |
| 11-000-266-XXX | Security | \$141,355.00 | \$106,659.32 | \$4,200.00 | \$30,495.68 |
| 11-000-270-XXX | Student Transportation Services | \$195,189.00 | \$78,814.56 | \$12,776.15 | \$103,598.29 |
| 11-000-291-XXX | Allocated and Unallocated Benefits | \$2,655,585.00 | \$2,500,007.47 | \$78,604.66 | \$76,972.87 |
| | TOTAL GENERAL CURRENT EXPENSE | - <u></u> - | | - <u></u> - | |
| | EXPENDITURES/USES OF FUNDS | \$15,752,117.47 | \$14,360,678.52 | \$462,023.14 | \$929,415.81 |
| | | | | | |

TO THE BOARD OF EDUCATION

Somerset County Vocational Board of Ed.

GENERAL FUND - FUND 10 (including 16, 17 & 18)

INTERIM STATEMENTS COMPARING

BUDGET REVENUE WITH ACTUAL TO DATE AND

APPROPRIATIONS WITH EXPENDITURES AND ENCUMBRANCES TO DATE

| | | | | AVAILABLE |
|---|-----------------|-----------------|--------------|--------------|
| *** EXPENDITURES - cont'd *** | APPROPRIATIONS | EXPENDITURES | ENCUMBRANCES | BALANCE |
| | | | | |
| *** CAPITAL OUTLAY *** | | | | |
| 12-XXX-XXX-73X Equipment | \$240,074.00 | \$147,055.13 | \$35,146.15 | \$57,872.72 |
| 12-000-4XX-XXX Facilities acquisition & constr. serv. | \$72,203.00 | \$72,203.00 | .00 | .00 |
| | | | | |
| TOTAL CAP OUTLAY EXPEND./USES OF FUNDS | \$312,277.00 | \$219,258.13 | \$35,146.15 | \$57,872.72 |
| | ========= | ========== | ========= | ========= |
| | | | | |
| TOTAL GENERAL FUND EXPENDITURES | \$16,064,394.47 | \$14,579,936.65 | \$497,169.29 | \$987,288.53 |
| | | | | |

TO THE BOARD OF EDUCATION

Somerset County Vocational Board of Ed.

GENERAL FUND - FUND 10 (including 16, 17 & 18)

SCHEDULE OF REVENUES

ACTUAL COMPARED WITH ESTIMATED

| | | ESTIMATED | ACTUAL | UNREALIZED |
|---------|-----------------------------------|-----------------|-----------------|-------------|
| | | | | |
| LOCAL S | SOURCES | | | |
| 1210 | Local Tax Levy | \$11,922,443.00 | \$11,922,443.00 | .00 |
| 1310 | Tuition- From LEA's | \$555,000.00 | \$540,200.50 | \$14,799.50 |
| 1XXX | Miscellaneous | \$881,990.00 | \$862,869.11 | \$19,120.89 |
| | TOTAL | \$13,359,433.00 | \$13,325,512.61 | \$33,920.39 |
| STATE S | SOURCES | | | |
| 3132 | Categorical Special Education Aid | \$389,105.00 | \$389,105.00 | .00 |
| 3176 | Equalization | \$580,221.00 | \$580,221.00 | .00 |
| 3177 | Categorical Security | \$64,725.00 | \$64,725.00 | .00 |
| 3178 | Adjustment Aid | \$394,511.00 | \$394,511.00 | .00 |
| | TOTAL | \$1,428,562.00 | \$1,428,562.00 | \$0.00 |
| | | ========= | ========== | |
| | TOTAL REVENUES/SOURCES OF FUNDS | \$14,787,995.00 | \$14,754,074.61 | \$33,920.39 |
| | | ========== | | |

TO THE BOARD OF EDUCATION

Somerset County Vocational Board of Ed.

GENERAL FUND - FUND 10

STATEMENT OF APPROPRIATIONS

COMPARED WITH EXPENDITURES AND ENCUMBRANCES For 12 Month Period Ending 06/30/2019

| | Appropriations | Expenditures | Encumbrances | Available Balance |
|--|----------------|----------------|--------------|-------------------------------|
| *** GENERAL CURRENT EXPENSE *** | | | | |
| REGULAR PROGRAMS - INSTRUCTION | | | | |
| 11-140-100-101 Salaries of Teachers | \$1,658,433.00 | \$1,604,094.22 | \$49,000.00 | \$5,338.78 |
| 11-140-100-106 Other Salaries for Instruction | \$86,283.00 | \$84,370.82 | \$3,000.00 | (\$1,087.82) |
| 11-140-100-320 Purchased ProfEd. Services | \$20,000.00 | \$10,380.85 | .00 | \$9,619.15 |
| 11-140-100-500 Other Purchased Services | \$44,000.00 | \$20,787.88 | .00 | \$23,212.12 |
| 11-140-100-610 General Supplies | \$155,135.00 | \$124,188.84 | \$11,825.82 | \$19,120.34 |
| 11-140-100-640 Textbooks | \$36,750.00 | \$30,366.42 | .00 | \$6,383.58 |
| 11-140-100-800 Other Objects | \$10,594.00 | \$4,481.35 | .00 | \$6,112.65 |
| Regular programs - Home Instruction | | | | |
| 11-150-100-101 Salaries of Teachers | \$5,500.00 | \$6,375.50 | \$0.00 | (\$875.50) |
| 11-150-100-320 Purchased ProfEd. Services | \$8,000.00 | \$2,202.75 | \$1,032.00 | \$4,765.25 |
| 11-150-100-500 Other Purchased Services | \$150.00 | .00 | .00 | \$150.00 |
| TOTAL | \$2,024,845.00 | \$1,887,248.63 | \$64,857.82 | \$72 , 738 . 55 |
| | 4-,0-1,01000 | 4=,00.,=10.00 | 401,007.002 | 4,2,,,,,,,, |
| Regular Vocational Programs - Instruction | | | | |
| 11-310-100-101 Salaries of Teachers | \$3,043,813.00 | \$2,871,754.48 | \$92,500.00 | \$79,558.52 |
| 11-310-100-106 Other Salaries for Instruction | \$65,890.00 | \$52,587.58 | \$1,950.00 | \$11,352.42 |
| 11-310-100-320 Purchased ProfEd. Services | \$230,358.00 | \$227,446.00 | .00 | \$2,912.00 |
| 11-310-100-500 Other Purchased Services | \$70,865.61 | \$63,077.77 | \$88.00 | \$7,699.84 |
| 11-310-100-610 General Supplies | \$310,188.04 | \$211,281.82 | \$1,353.56 | \$97,552.66 |
| 11-310-100-640 Textbooks | \$24,176.00 | \$17,283.17 | .00 | \$6,892.83 |
| 11-310-100-800 Other Objects | \$16,200.00 | \$9,218.74 | \$277.25 | \$6,704.01 |
| Total | \$3,761,490.65 | \$3,452,649.56 | \$96,168.81 | \$212,672.28 |
| School spons.cocurricular activities-Instruction | | | | |
| 11-401-100-100 Salaries | \$53,921.00 | \$53,462.00 | \$1,250.00 | (\$791.00) |
| 11-401-100-500 Purchased Services | \$3,725.00 | \$3,686.50 | .00 | \$38.50 |
| 11-401-100-600 Supplies and Materials | \$19,168.00 | \$12,450.86 | \$180.00 | \$6,537.14 |
| 11-401-100-800 Other Objects | \$6,250.00 | \$6,053.00 | .00 | \$197.00 |
| TOTAL | \$83,064.00 | \$75,652.36 | \$1,430.00 | \$5,981.64 |
| School sponsored athletics-Instruct | | | | |
| 11-402-100-100 Salaries | \$75,992.00 | \$72,854.32 | \$15,217.68 | (\$12,080.00) |
| 11-402-100-500 Purchased Services | \$42,385.00 | \$41,348.00 | \$640.00 | \$397.00 |
| 11-402-100-600 Supplies and Materials | \$21,415.00 | \$16,099.62 | \$5,280.00 | \$35.38 |
| 11-402-100-800 Other Objects | \$21,850.00 | \$13,465.44 | \$140.00 | \$8,244.56 |
| | | | | |

TO THE BOARD OF EDUCATION

Somerset County Vocational Board of Ed.

GENERAL FUND - FUND 10

STATEMENT OF APPROPRIATIONS

COMPARED WITH EXPENDITURES AND ENCUMBRANCES For 12 Month Period Ending 06/30/2019

| | Appropriations | Expenditures | Encumbrances | Available Balance |
|--|----------------|--------------|--------------|----------------------|
| TOTAL | \$161,642.00 | \$143,767.38 | \$21,277.68 | (\$3,403.06) |
| UNDISTRIBUTED EXPENDITURES | | | | |
| | | | | |
| Attendance and social work services | | | | |
| 11-000-211-171 Sal. of Drop-Out Prevention Officer/Coord | dinators | | | |
| | \$26,842.00 | \$26,060.16 | \$781.84 | .00 |
| 11-000-211-300 Purchased Prof. & Tech. Svc. | \$7,700.00 | \$7,679.75 | .00 | \$20.25 |
| 11-000-211-500 Other Purchased Services | \$500.00 | .00 | .00 | \$500.00 |
| 11-000-211-600 Supplies and Materials | \$500.00 | .00 | .00 | \$500.00 |
| TOTAL | \$35,542.00 | \$33,739.91 | \$781.84 | \$1,020.25 |
| Health services | | | | |
| 11-000-213-100 Salaries | \$176,724.00 | \$172,037.92 | \$5,159.40 | (\$473.32) |
| 11-000-213-300 Purchased Prof. & Tech. Svc. | \$25,704.26 | \$18,758.52 | \$2,874.94 | \$4,070.80 |
| 11-000-213-500 Other Purchased Services | \$1,385.00 | .00 | .00 | \$1,385.00 |
| 11-000-213-600 Supplies and Materials | \$10,100.00 | \$10,105.68 | .00 | (\$5.68) |
| 11-000-213-800 Other Objects | \$500.00 | \$90.00 | .00 | \$410.00 |
| TOTAL | \$214,413.26 | \$200,992.12 | \$8,034.34 | \$5,386.80 |
| Speech, OT,PT & Related Svcs | | | | |
| 11-000-216-320 Purchased Prof. Ed. Services | \$14,820.00 | \$5,224.00 | \$404.00 | \$9,192.00 |
| TOTAL | \$14,820.00 | \$5,224.00 | \$404.00 | \$9,192.00 |
| Guidance | | | | |
| 11-000-218-104 Salaries Other Prof. Staff | \$424,128.00 | \$398,215.95 | \$13,500.00 | \$12,412.05 |
| 11-000-218-105 Sal Secr. & Clerical Asst. | \$115,624.00 | \$107,380.78 | \$5,543.22 | \$2,700.00 |
| 11-000-218-110 Other Salaries | \$315,547.00 | \$291,679.91 | \$11,675.12 | \$12,191.97 |
| 11-000-218-390 Other Purch. Prof. & Tech Svc. | \$42,605.00 | \$39,072.10 | \$1,600.00 | \$1,932.90 |
| 11-000-218-500 Other Purchased Services | \$28,000.00 | \$22,022.80 | .00 | \$5,977.20 |
| 11-000-218-600 Supplies and Materials | \$14,000.00 | \$13,822.79 | .00 | \$177.21 |
| 11-000-218-800 Other Objects | \$250.00 | .00 | .00 | \$250.00 |
| TOTAL | \$940,154.00 | \$872,194.33 | \$32,318.34 | \$35,641.33 |
| Child Study Teams | | | | |
| 11-000-219-104 Salaries Other Prof. Staff | \$152,578.00 | \$151,567.10 | \$2,634.50 | (\$1,623.60) |
| 11-000-219-105 Sal Secr. & Clerical Asst. | \$45,058.00 | \$43,127.46 | \$1,303.04 | \$627.50 |

TO THE BOARD OF EDUCATION

Somerset County Vocational Board of Ed.

GENERAL FUND - FUND 10

STATEMENT OF APPROPRIATIONS

COMPARED WITH EXPENDITURES AND ENCUMBRANCES

| | Appropriations | Expenditures | Encumbrances | Available Balance |
|--|--------------------------|------------------------|--------------|----------------------|
| 11 000 010 000 Purchased Park | | 4650.00 | | 41 250 00 |
| 11-000-219-320 Purchased Prof Ed. Services 11-000-219-390 Other Purch. Prof. & Tech Svc. | \$2,000.00 | \$650.00 | .00 | \$1,350.00 |
| 11-000-219-500 Other Purchased Services | \$6,733.00 | \$6,208.13 | | \$524.87 |
| 11-000-219-500 Other Furchased Services 11-000-219-600 Supplies and Materials | \$2,555.00 | \$190.00 | .00 | \$2,365.00 |
| 11-000-219-800 Other Objects | \$4,650.00 \$1,000.00 | \$3,030.25 \$485.00 | .00 | \$1,619.75 |
| 11-000-219-000 Other Objects | \$1,000.00 | \$465.00 | | \$515.00 |
| TOTAL | \$214,574.00 | \$205,257.94 | \$3,937.54 | \$5,378.52 |
| Improvement of instr.serv/other supp serv-inst star | ff | | | |
| 11-000-221-102 Salaries Superv. of Instr. | \$208,707.00 | \$208,198.80 | .00 | \$508.20 |
| 11-000-221-104 Salaries Other Prof. Staff | \$118,782.00 | \$119,567.40 | .00 | (\$785.40) |
| 11-000-221-105 Sal Secr. & Clerical Asst. | \$58,563.00 | \$56,993.85 | \$1,688.04 | (\$118.89) |
| 11-000-221-500 Other Purchased Services | \$3,000.00 | \$2,114.17 | .00 | \$885.83 |
| 11-000-221-600 Supplies and Materials | \$1,500.00 | \$292.30 | .00 | \$1,207.70 |
| 11-000-221-800 Other Objects | \$500.00 | .00 | .00 | \$500.00 |
| TOTAL | \$391,052.00 | \$387,166.52 | \$1,688.04 | \$2,197.44 |
| Educational media serv./sch.library | | | | |
| 11-000-222-100 Salaries | \$33,082.00 | \$31,847.40 | \$934.60 | \$300.00 |
| 11-000-222-300 Purchased Prof. & Tech Svc. | \$3,500.00 | \$885.00 | .00 | \$2,615.00 |
| 11-000-222-500 Other Purchased Services | \$4,380.00 | \$357.10 | .00 | \$4,022.90 |
| 11-000-222-600 Supplies and Materials | \$14,670.00 | \$8,585.55 | .00 | \$6,084.45 |
| 11-000-222-800 Other Objects | \$550.00 | \$155.00 | .00 | \$395.00 |
| TOTAL | \$56,182.00 | \$41,830.05 | \$934.60 | \$13,417.35 |
| Instructional Staff Training Services | | | | |
| 11-000-223-102 Salaries Superv. of Instruction | \$48,555.00 | \$48,288.20 | \$1,500.00 | (\$1,233.20) |
| 11-000-223-390 Other Purch. Prof. & Tech Svc. | \$2,000.00 | \$260.00 | .00 | \$1,740.00 |
| 11-000-223-500 Other Purchased Services | \$17,370.00 | \$6,549.31 | \$275.00 | \$10,545.69 |
| 11-000-223-600 Supplies and Materials | \$1,000.00 | \$211.54 | .00 | \$788.46 |
| TOTAL | \$68,925.00 | \$55,309.05 | \$1,775.00 | \$11,840.95 |
| Support services-general administration | | | | |
| 11-000-230-100 Salaries | \$333,366.00 | \$331,360.17 | \$0.00 | \$2,005.83 |
| 11-000-230-331 Legal Services | \$114,694.11 | \$90,537.92 | \$23,171.21 | \$984.98 |
| 11-000-230-332 Audit Fees | \$36,720.00 | \$36,700.00 | .00 | \$20.00 |
| 11-000-230-334 Architectural/Engineering Services | \$29,135.81 | \$12,979.70 | \$6,156.11 | \$10,000.00 |
| 11-000-230-339 Other Purchased Prof. Svc. | \$23,948.56 | \$21,801.22 | \$1,974.18 | \$173.16 |

TO THE BOARD OF EDUCATION

Somerset County Vocational Board of Ed.

GENERAL FUND - FUND 10

STATEMENT OF APPROPRIATIONS

COMPARED WITH EXPENDITURES AND ENCUMBRANCES

| | Appropriations | Expenditures | Encumbrances | Available Balance |
|---|------------------------------|--------------|--------------|----------------------|
| | | | | |
| 11-000-230-340 Purchased Tech. Services | \$8,700.00 | \$4,635.00 | .00 | \$4,065.00 |
| 11-000-230-530 Communications/Telephone | \$74,050.00 | \$55,727.28 | .00 | \$18,322.72 |
| 11-000-230-585 BOE Other Purchased Prof. Svc. | \$3,952.00 | \$3,400.89 | .00 | \$551.11 |
| 11-000-230-590 Other Purchased Services | \$156,463.00 | \$154,725.00 | \$0.00 | \$1,738.00 |
| 11-000-230-61X General Supplies | \$7,834.63 | \$1,256.62 | .00 | \$6,578.01 |
| 11-000-230-630 BOE In-House Training/Meeting Supplies | \$1,000.00 | .00 | .00 | \$1,000.00 |
| 11-000-230-890 Misc. Expenditures | \$24,400.00 | \$19,886.13 | .00 | \$4,513.87 |
| 11-000-230-895 BOE Membership Dues and Fees | \$7,000.00 | \$6,749.75 | .00 | \$250.25 |
| TOTAL | \$821,264.11 | \$739,759.68 | \$31,301.50 | \$50,202.93 |
| Support services-school administration | | | | |
| 11-000-240-103 Salaries Princ./Asst. Princ. | 6142 279 00 | \$141,931.92 | .00 | \$346.08 |
| 11-000-240-103 Salaries Princ./Asst. Princ. 11-000-240-104 Salaries Other Prof. Staff | \$142,278.00 \$317,787.00 | \$317,015.04 | .00 | \$771.96 |
| 11-000-240-105 Sal Secr. & Clerical Asst. | \$234,133.00 | \$227,821.26 | \$7,233.32 | (\$921.58) |
| 11-000-240-11X Other Salaries | \$5,150.00 | .00 | .00 | \$5,150.00 |
| 11-000-240-500 Other Purchased Services | \$26,475.00 | \$18,139.41 | \$1,300.00 | \$7,035.59 |
| 11-000-240-600 Supplies and Materials | \$22,215.38 | \$20,595.71 | \$201.26 | \$1,418.41 |
| 11-000-240-800 Other Objects | \$6,000.00 | \$6,229.32 | .00 | (\$229.32) |
| 000 000 00 02_J0005 | | | | (4==505=7 |
| TOTAL | \$754,038.38 | \$731,732.66 | \$8,734.58 | \$13,571.14 |
| Central Services | | | | |
| 11-000-251-100 Salaries | \$357,645.00 | \$357,306.48 | .00 | \$338.52 |
| 11-000-251-330 Purchased Prof. Srvs. | \$9,000.00 | \$7,535.59 | .00 | \$1,464.41 |
| 11-000-251-340 Purchased Technical Srvs. | \$30,000.00 | \$25,500.00 | .00 | \$4,500.00 |
| 11-000-251-592 Misc Pur Serv(400-500 seriess) | \$3,000.00 | \$2,681.42 | .00 | \$318.58 |
| 11-000-251-600 Supplies and Materials | \$9,000.00 | \$5,632.56 | .00 | \$3,367.44 |
| 11-000-251-89X Other Objects | \$5,000.00 | \$2,445.00 | .00 | \$2,555.00 |
| TOTAL | \$413,645.00 | \$401,101.05 | \$0.00 | \$12,543.95 |
| Admin. Info. Technology | | | | |
| 11-000-252-100 Salaries | \$411,964.00 | \$403,481.82 | \$8,482.18 | .00 |
| 11-000-252-500 Other Pur Serv. (400-500 seriess) | \$51,681.00 | \$46,981.37 | .00 | \$4,699.63 |
| 11-000-252-600 Supplies and Materials | \$107,562.00 | \$103,653.54 | \$3,658.48 | \$249.98 |
| 11-000-252-800 Other Objects | \$1,000.00 | \$505.90 | .00 | \$494.10 |
| TOTAL | \$572,207.00 | \$554,622.63 | \$12,140.66 | \$5,443.71 |
| Allowable Maint.for School Facilities | | | | |
| 11-000-261-100 Salaries | \$636,055.00 | \$561,767.67 | \$14,820.00 | \$59,467.33 |
| 11-000-261-420 11-000-261-420 Cleaning, Repair & Maint. Svc. | \$511,371.86 | \$428,870.39 | \$35,150.56 | \$47,350.91 |

TO THE BOARD OF EDUCATION

Somerset County Vocational Board of Ed.

GENERAL FUND - FUND 10

STATEMENT OF APPROPRIATIONS

COMPARED WITH EXPENDITURES AND ENCUMBRANCES

| | Appropriations | Expenditures | Encumbrances | Available Balance |
|---|----------------|-------------------|--------------|----------------------|
| 11 000 001 010 garanal guardian | AOF 444 21 | 452 400 70 | 400.00 | 421 OFF 46 |
| 11-000-261-610 General Supplies | \$85,444.21 | \$53,489.79 | \$98.96 | \$31,855.46 |
| 11-000-261-800 Other Objects | \$21,300.00 | \$21,538.84 | \$50.29 | (\$289.13) |
| TOTAL | \$1,254,171.07 | \$1,065,666.69 | \$50,119.81 | \$138,384.57 |
| 11-000-262-107 Salaries of Non-Instructional Aids | \$244.00 | .00 | .00 | \$244.00 |
| 11-000-262-420 Cleaning, Repair & Maint. Svc. | \$431,183.00 | \$416,081.36 | \$2,000.00 | \$13,101.64 |
| 11-000-262-490 Other Purchased Property Svc. | \$66,000.00 | \$66,659.35 | .00 | (\$659.35) |
| 11-000-262-520 Insurance | \$71,398.00 | \$57,736.50 | .00 | \$13,661.50 |
| 11-000-262-621 Energy (Natural Gas) | \$105,000.00 | \$103,946.37 | .00 | \$1,053.63 |
| 11-000-262-622 Energy (Electricity) | \$291,984.00 | \$165,106.43 | \$28,537.77 | \$98,339.80 |
| TOTAL | \$965,809.00 | \$809,530.01 | \$30,537.77 | \$125,741.22 |
| Care and Upkeep of Grounds | | | | |
| 11-000-263-420 Cleaning, Repair, & Maintenance Serv. | \$12,150.00 | \$11,752.60 | .00 | \$397.40 |
| TOTAL | \$12,150.00 | \$11,752.60 | \$0.00 | \$397.40 |
| Security | | | | |
| 11-000-266-100 Salaries | \$135,599.00 | \$101,278.92 | \$4,200.00 | \$30,120.08 |
| 11-000-266-300 Purchased Prof. & Technical Services | \$5,756.00 | \$5,380.40 | .00 | \$375.60 |
| TOTAL | \$141,355.00 | \$106,659.32 | \$4,200.00 | \$30,495.68 |
| Student transportation services | | | | |
| 11-000-270-162 Sal.pupil trans(Other than Bet Home & Sch) | \$50,489.00 | \$49,710.31 | \$1,383.00 | (\$604.31) |
| 11-000-270-420 Cleaning, Repair & Maint. Svc. | \$2,500.00 | .00 | .00 | \$2,500.00 |
| 11-000-270-512 Contr Svc(other btw home & sch)-vendors | \$59,000.00 | \$1,485.00 | \$5,244.15 | \$52,270.85 |
| 11-000-270-517 Contract Svc (reg std) - ESCs | \$71,000.00 | \$27,619.25 | .00 | \$43,380.75 |
| 11-000-270-593 Misc. Purchased Svc Transp. | \$5,000.00 | .00 | .00 | \$5,000.00 |
| 11-000-270-610 General Supplies | \$6,200.00 | .00 | \$6,149.00 | \$51.00 |
| 11-000-270-800 Misc. Expenditures | \$1,000.00 | .00 | .00 | \$1,000.00 |
| TOTAL | \$195,189.00 | \$78,814.56 | \$12,776.15 | \$103,598.29 |
| Benefits | | | | |
| 11-XXX-XXX-210 Group Insurance | \$13,820.00 | \$12,566.99 | .00 | \$1,253.01 |
| 11-XXX-XXX-220 Social Security Contributions | \$282,200.00 | \$251,983.69 | \$19,705.13 | \$10,511.18 |
| 11-XXX-XXX-241 Other Retirement Contrb PERS | \$318,618.00 | \$318,184.02 | .00 | \$433.98 |
| 11-XXX-XXX-250 Unemployment Compensation | \$40,175.00 | \$32,726.26 | .00 | \$7,448.74 |
| 11-XXX-XXX-260 Workman's Compensation | \$210,829.00 | \$210,829.00 | .00 | .00 |
| 11-XXX-XXX-270 Health Benefits | \$1,623,343.00 | \$1,576,492.86 | .00 | \$46,850.14 |

TO THE BOARD OF EDUCATION

Somerset County Vocational Board of Ed.

GENERAL FUND - FUND 10

STATEMENT OF APPROPRIATIONS

COMPARED WITH EXPENDITURES AND ENCUMBRANCES

| | Appropriations | Expenditures | Encumbrances | Available Balance |
|--|-----------------------------------|-----------------------------------|------------------------------|------------------------------|
| 11-XXX-XXX-280 Tuition Reimbursement | \$75,000.00 | \$16,100.47 | \$58,899.53 | .00 |
| 11-XXX-XXX-290 Other Employee Benefits | \$72,600.00 | \$63,775.55 | .00 | \$8,824.45 |
| 11-XXX-XXX-299 Unused Vac. Payment to Term/Ret Staff | \$19,000.00 | \$17,348.63 | .00 | \$1,651.37 |
| TOTAL | \$2,655,585.00 | \$2,500,007.47 | \$78,604.66 | \$76,972.87 |
| Total Undistributed expenditures *** TOTAL CURRENT EXPENSE EXPENDITURES *** | \$9,721,075.82 \$15,752,117.47 | \$8,801,360.59 \$14,360,678.52 | \$278,288.83 \$462,023.14 | \$641,426.40 \$929,415.81 |
| *** TOTAL CURRENT EXPENSE EXPENDITURES & TRANSFERS *** | \$15,752,117.47 | \$14,360,678.52 | \$462,023.14 | \$929,415.81 |

TO THE BOARD OF EDUCATION

Somerset County Vocational Board of Ed.

GENERAL FUND - FUND 10

STATEMENT OF APPROPRIATIONS

COMPARED WITH EXPENDITURES AND ENCUMBRANCES

| *** CAPITAL OUTLAY *** | Appropriations | Expenditures | Encumbrances | Available Balance |
|--|-----------------|-----------------|--------------|----------------------|
| | | | | |
| | | | | |
| Special education - instruction | | | | |
| 12-310-100-730 Regular Voc.programs | \$23,000.00 | \$4,901.65 | .00 | \$18,098.35 |
| 12-4XX-100-730 School-spons. & oth instr prog | \$2,600.00 | (\$19,264.69) | \$20,695.15 | \$1,169.54 |
| Undistributed expenses | | | | |
| 12-000-100-730 Instruction | \$34,385.00 | \$32,363.30 | \$1,945.00 | \$76.70 |
| 12-000-21X-730 Support services-Related & Extraord. | \$7,000.00 | .00 | .00 | \$7,000.00 |
| 12-000-252-730 Admin. Info. Tech. | \$53,900.00 | \$25,367.55 | .00 | \$28,532.45 |
| 12-000-261-730 Undist. ExpRequired Maint. Schl Facilit | ies | | | |
| | \$119,189.00 | \$103,687.32 | \$12,506.00 | \$2,995.68 |
| TOTAL | \$240,074.00 | \$147,055.13 | \$35,146.15 | \$57,872.72 |
| Facilities acquisition and construction services | | | | |
| 12-000-400-450 Construction services | \$51,815.00 | \$51,815.00 | .00 | .00 |
| 12-000-400-800 Other objects | \$20,388.00 | \$20,388.00 | .00 | .00 |
| Facilits. Acqstn. Const. Sevr TOTAL | \$72,203.00 | \$72,203.00 | \$0.00 | \$0.00 |
| | | | | |
| TOTAL | \$72,203.00 | \$72,203.00 | \$0.00 | \$0.00 |
| TOTAL CAPITAL OUTLAY EXPENDITURES | \$312,277.00 | \$219,258.13 | \$35,146.15 | \$57,872.72 |
| *** EDUCATION STABILIZATION FUND ** | | | | |
| *** GOVERNMENT SERVICES FUND ** | | | | |
| *** EDUCATION JOBS FUND ** | | | | |
| TOTAL GENERAL FUND EXPENDITURES | \$16,064,394.47 | \$14,579,936.65 | \$497,169.29 | \$987,288.53 |

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

| Raelene Sipple | , Board Secretary/Business Administ: | rator |
|-------------------------------------|---|---------------|
| certify that no line item account | has encumbrances and expenditures, | |
| which in total exceed the line item | m appropriation in violation of N.J.A.C. 6A:2 | 3A-16.10(c)3. |
| | | |
| | | June 30, 2019 |
| Board Secretary/Business | Administrator | Date |

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

| ACCOUNT NUMBER | DESCRIPTION | APPROPRI | ATION | EXPEND | DITURE | ENCUMBER | ANCES . | AVAILABLE 1 | 3ALANCE |
|----------------|---------------------|----------|-------|--------|--------|----------|---------|-------------|---------|
| 11-999-999-999 | PAYROLL NET PAY ADJ | \$ | 0.00 | \$ | 0.00 | \$ | 0.00 | \$ | 0.00 |

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

Special Revenue Fund - Fund 20

Interim Balance Sheet

For 12 Month Period Ending 06/30/19

ASSETS AND RESOURCES

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

101 Cash in bank \$31,555.54

Accounts receivable:

141 Intergovernmental - State \$34,144.98

\$34,144.98

\$33,545.10

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

301 Estimated Revenues \$1,345,501.02

302 Less Revenues (\$1,311,955.92)

Total assets and resources \$99,245.62

REPORT OF THE SECRETARY TO THE BOARD OF EDUCATION Somerset County Vocational Board of Ed. Special Revenue Fund - Fund 20 Interim Balance Sheet For 12 Month Period Ending 06/30/19

> -----LIABILITIES AND FUND EQUITY _____

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

481 Deferred revenues

\$123.59

TOTAL LIABILITIES

\$123.59

FUND BALANCE

--- Appropriated ---

753 Reserve for encumbrances - Current Year

\$40,444.42

Reserve for encumbrances - Prior Year

\$1,217.66

601 Appropriations

754

\$1,345,501.02

Less: Expenditures \$1,247,596.65 602

603 Encumbrances

\$40,444.42 (\$1,288,041.07)

\$57,459.95

TOTAL FUND BALANCE

\$99,122.03

TOTAL LIABILITIES AND FUND EQUITY

\$99,245.62

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

| | | BUDGETED ESTIMATED | ACTUAL TO | NOTE: OVER OR (UNDER) | UNREALIZED BALANCE |
|----------------|--------------------------------|-----------------------|----------------|-----------------------|-----------------------|
| *** REVENUES/S | OURCES OF FUNDS *** | | | | |
| 1XXX | From Local Sources | \$105,876.00 | \$105,876.00 | | .00 |
| 3XXX | From State Sources | \$801,305.02 | \$799,188.92 | | \$2,116.10 |
| 4XXX | From Federal Sources | \$438,320.00 | \$406,891.00 | | \$31,429.00 |
| | TOTAL REVENUE/SOURCES OF FUNDS | \$1,345,501.02 | \$1,311,955.92 | | \$33,545.10 |
| | | | | | |
| *** EXPENDITUR | ES *** | APPROPRIATIONS | EXPENDITURES | ENCUMBRANCES | AVAILABLE BALANCE |
| LOCAL PROJECTS | : | \$105,876.00 | \$98,669.24 | \$7,266.76 | (\$60.00) |
| STATE PROJECTS | : | | | | |
| Vocational e | ducation | \$454,828.02 | \$398,399.99 | \$21,670.97 | \$34,757.06 |
| Other specia | l projects | \$346,477.00 | \$342,178.66 | \$287.84 | \$4,010.50 |
| FEDERAL PROJEC | TOTAL STATE PROJECTS | \$801,305.02 | \$740,578.65 | \$21,958.81 | \$38,767.56 |
| NCLB Title I | | \$60,601.00 | \$57,931.62 | .00 | \$2,669.38 |
| NCLB Title I | I - Part A/D | \$8,707.00 | \$8,220.00 | \$418.00 | \$69.00 |
| I.D.E.A. Par | t B (Handicapped) | \$81,948.00 | \$81,948.00 | .00 | .00 |
| NCLB Title I | v | \$10,000.00 | \$10,000.00 | .00 | .00 |
| Vocational E | ducation | \$277,064.00 | \$250,249.14 | \$10,800.85 | \$16,014.01 |
| | TOTAL FEDERAL PROJECTS | \$438,320.00 | \$408,348.76 | \$11,218.85 | \$18,752.39 |
| | *** TOTAL EXPENDITURES *** | \$1,345,501.02 | \$1,247,596.65 | \$40,444.42 | \$57,459.95 |

TO THE BOARD OF EDUCATION

Somerset County Vocational Board of Ed.

SPECIAL REVENUE - FUND 20

SCHEDULE OF REVENUES

ACTUAL COMPARED WITH ESTIMATED

| | | ESTIMATED | ACTUAL | UNREALIZED |
|----------|-------------------------------------|----------------|----------------|-------------|
| | | | | |
| LOCAL SO | DURCES | | | |
| 1XXX | Other Revenue from Local Sources | \$105,876.00 | \$105,876.00 | \$0.00 |
| | Total Revenues from Local Sources | \$105,876.00 | \$105,876.00 | \$0.00 |
| | | ========= | ========== | |
| STATE SO | DURCES | | | |
| 3ххх | Other State Aids | \$801,305.02 | \$799,188.92 | \$2,116.10 |
| | Total Revenue from State Sources | \$801,305.02 | \$799,188.92 | \$2,116.10 |
| | | | | |
| FEDERAL | SOURCES | | | |
| 4411-16 | Title I | \$60,601.00 | \$51,881.00 | \$8,720.00 |
| 4451-55 | Title II | \$8,707.00 | \$8,707.00 | .00 |
| 4471-74 | Title IV | \$10,000.00 | \$2,367.00 | \$7,633.00 |
| 4420-29 | I.D.E.A. Part B (Handicapped) | \$81,948.00 | \$81,948.00 | .00 |
| 4430-39 | Vocational Education | \$277,064.00 | \$261,988.00 | \$15,076.00 |
| | Total Revenues from Federal Sources | \$438,320.00 | \$406,891.00 | \$31,429.00 |
| | | ======== | | ======== |
| | TOTAL REVENUES/SOURCES OF FUNDS | \$1,345,501.02 | \$1,311,955.92 | \$33,545.10 |

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

| - | | | Sip | | | t has | encu | , Boa | | | | | | dmi | nistrator | | |
|-----|-------|---------|---------|-------|--------|-------|--------|---------|----|-------|-------|----|--------|-----|-----------|---------|------|
| whi | ich i | n total | exceed | the : | line i | tem a | ıpprop | riation | in | viola | ation | of | N.J.A. | c. | 6A:23A-16 | .10(c)3 | • |
| | | | | | | | | | | | _ | | | | June | 30, | 2019 |
| | | Board | Secreta | ary/B | usines | s Adr | ninist | rator | | | | | | | I | Date | |

| All | Accounts | in | the | Expense | Account | File | appear | to | be | ${\tt included}$ | in | the | details | of | THE | REPORT | OF | THE | SECRETARY |
|-----|----------|----|-----|---------|---------|------|--------|----|----|------------------|----|-----|---------|----|-----|--------|----|-----|-----------|
| | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | |

TO THE BOARD OF EDUCATION

Somerset County Vocational Board of Ed.

Capital Projects Fund - Fund 30

Interim Balance Sheet

For 12 Month Period Ending 06/30/19

ASSETS AND RESOURCES

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

101 Cash in bank \$6,687.75

Accounts receivable:

140 Intergovernmental - Accts. Recvble. \$2,681,827.77

\$2,681,827.77

\$155,312.82

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

301 Estimated Revenues \$2,659,540.74

302 Less Revenues (\$2,504,227.92)

Total assets and resources \$2,843,828.34

REPORT OF THE SECRETARY TO THE BOARD OF EDUCATION Somerset County Vocational Board of Ed. Capital Projects Fund - Fund 30 Interim Balance Sheet For 12 Month Period Ending 06/30/19

> -----LIABILITIES AND FUND EQUITY _____

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

402 Interfund accounts payable \$133,578.20

TOTAL LIABILITIES

\$133,578.20 -----

FUND BALANCE

--- Appropriated ---

| 753 | Reserve for encumbrances - Current Year | \$704,325. | 79 |
|-----|---|------------|----|
| 754 | Reserve for encumbrances - Prior Year | \$9,871. | 00 |
| | | | |

601 Appropriations \$5,987,315.37

Less : Expenditures \$2,674,499.04 602

603 Encumbrances \$714,196.79 (\$3,388,695.83)

\$2,598,619.54

Total Appropriated \$3,312,816.33

--- Unappropriated ---

770 Fund balance \$276,964.05 303 Budgeted Fund Balance (\$879,530.24)

> TOTAL FUND BALANCE \$2,710,250.14

TOTAL LIABILITIES AND FUND EQUITY \$2,843,828.34 -----

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

| *** REVENUES/SOURCES OF FUNDS *** Other | BUDGETED ESTIMATED | ACTUAL TO DATE | NOTE: OVER OR (UNDER) | UNREALIZED BALANCE \$155,312.82 |
|--|--------------------|----------------|-----------------------|---------------------------------|
| TOTAL REVENUE/SOURCES OF FUNDS | \$2,659,540.74 | \$2,504,227.92 | | \$155,312.82 |
| *** EXPENDITURES *** | APPROPRIATIONS | EXPENDITURES | ENCUMBRANCES | AVAILABLE BALANCE |
| Facilities acquisition and constr. serv 30-000-4XX-390 Other purchased prof. & tech. serv. | \$319,662.12 | \$92,991.12 | \$205,951.00 | \$20,720.00 |
| 30-000-4XX-450 Construction services | \$5,667,653.25 | \$2,581,507.92 | \$508,245.79 | \$2,577,899.54 |
| Total fac.acq.and constr. serv. | \$5,987,315.37 | | \$714,196.79 | \$2,598,619.54 |
| TOTAL EXPENDITURES | \$5,987,315.37 | \$2,674,499.04 | \$714,196.79 | \$2,598,619.54 |
| *** TOTAL EXPENDITURES AND TRANSFERS | \$5,987,315.37 | | \$714,196.79 | \$2,598,619.54 |

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

| - ' | elene Sipple, Board Secretary/Business Administrator | |
|-----|---|----|
| | that no line item account has encumbrances and expenditures, | |
| wnı | n total exceed the line item appropriation in violation of N.J.A.C. 6A:23A-16.10(c)3. | |
| | | |
| | June 30, 20 | 19 |
| | | |
| | Board Secretary/Business Administrator Date | |

| All | Accounts | in | the | Expense | Account | File | appear | to | be | ${\tt included}$ | 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: June 30, 2019

CASH REPORT

| Governmental Funds | Beginning Balance | Deposits | Disbursements | Ending Balance |
|--------------------------------|-------------------|----------------|-----------------|-----------------------|
| | | | | |
| General Fund (10) | \$3,743,734.25 | \$1,254,038.17 | -\$1,349,641.58 | \$3,648,130.84 |
| Special Revenue Fund (20) | -\$42,504.48 | \$175,645.00 | -\$101,584.98 | \$31,555.54 |
| Capital Project Fund (30) | \$86,935.19 | \$263,371.56 | -\$343,619.00 | \$6,687.75 |
| Total Governmental Funds | \$3,788,164.96 | \$1,693,054.73 | -\$1,794,845.56 | \$3,686,374.13 |
| - | | | | |
| Summer Savings | \$148,996.77 | \$16,746.49 | \$0.00 | \$165,743.26 |
| Enterprise Fund (60) Cafeteria | \$35,281.31 | \$9,648.61 | -\$14,542.21 | \$30,387.71 |
| Payroll Fund (70) | \$0.00 | \$568,596.98 | -\$568,596.98 | \$0.00 |
| Agency Fund (90) | \$0.00 | \$415,826.27 | -\$415,826.27 | \$0.00 |
| Total Trust & Agency | \$184,278.08 | \$1,010,818.35 | -\$998,965.46 | \$196,130.97 |
| - | | | | |
| Grand Total for all Funds | \$3,972,443.04 | \$2,703,873.08 | -\$2,793,811.02 | \$3,882,505.10 |
| | | - | | \$3,882,505.10 |

| Prepared and submitted by: | |
|---|----------|
| • | |
| | 7/9/2019 |
| Michelle Fresco, Treasurer of School Monies | Date |

Somerset County Vocational Board of Ed. Expense Account Adjustment Analysis By Account# Current Cycle: June

va_exaa1.082406 06/30/2019

| Account # | Account Description | Description | Adj# | Date | User | Old Amount | Adjustment | New Balance |
|-------------------------|--------------------------|----------------|---------------|------------|---------|---------------|---------------|----------------|
| | · | Current Ar | propriation A | Adiustmen | ts | | • | |
| 11-000-211-610-05-0000- | SUPPLIES AND MATERIALS | June Transfers | 0058 | 06/30/2019 | RSIPPLE | \$500.00 | (\$473.32) | \$26.68 |
| 11-000-213-100-05-0001- | SUBSTITUTES/O.T. | June Transfers | 0058 | 06/30/2019 | RSIPPLE | \$3,035.00 | \$473.32 | \$3,508.32 |
| 11-000-213-610-05-0000- | SUPPLIES HEALTH SERVICES | June Transfers | 0057 | 06/30/2019 | RSIPPLE | \$10,100.00 | \$5.68 | \$10,105.68 |
| 11-000-218-105-05-0000- | SAL. SECRETARIES | June Transfers | 0057 | 06/30/2019 | RSIPPLE | \$111,374.00 | \$1,550.00 | \$112,924.00 |
| 11-000-219-104-05-0000- | SAL-CHILD STUDY TEAM | June Transfers | 0057 | 06/30/2019 | RSIPPLE | \$148,678.00 | \$1,623.60 | \$150,301.60 |
| 11-000-221-104-04-0001- | CURRICULUM WRITING | June Transfers | 0057 | 06/30/2019 | RSIPPLE | \$20,500.00 | \$1,025.00 | \$21,525.00 |
| 11-000-221-105-04-0001- | SAL OF SECR AND CLERICAL | June Transfers | 0057 | 06/30/2019 | RSIPPLE | \$600.00 | \$118.89 | \$718.89 |
| 11-000-223-102-03-0000- | SALARIES TEACHER LEADERS | June Transfers | 0057 | 06/30/2019 | RSIPPLE | \$48,555.00 | \$1,233.20 | \$49,788.20 |
| 11-000-230-334-08-0000- | ARCHITECTURAL FEES | June Transfers | 0057 | 06/30/2019 | RSIPPLE | \$10,000.00 | (\$10,000.00) | \$0.00 |
| 11-000-230-530-08-0000- | TELEPHONE - DISTRICT | June Transfers | 0057 | 06/30/2019 | RSIPPLE | \$30,650.00 | (\$9,000.00) | \$21,650.00 |
| 11-000-230-530-08-0001- | ONLINE/PROVIDER SERVICES | June Transfers | 0057 | 06/30/2019 | RSIPPLE | \$33,400.00 | (\$6,800.00) | \$26,600.00 |
| 11-000-230-610-08-0000- | SUPERINTENDENT-SUPPLIES | June Transfers | 0057 | 06/30/2019 | RSIPPLE | \$7,834.63 | (\$6,500.00) | \$1,334.63 |
| 11-000-230-890-08-0001- | MEMBERSHIPS - SUPT. | June Transfers | 0057 | 06/30/2019 | RSIPPLE | \$14,400.00 | \$301.31 | \$14,701.31 |
| 11-000-240-105-03-0001- | SUBSTITUTES/O.T. | June Transfers | 0057 | 06/30/2019 | RSIPPLE | \$1,250.00 | \$921.58 | \$2,171.58 |
| 11-000-240-110-00-0000- | SAL-WORK STUDY STDS, HS | June Transfers | 0057 | 06/30/2019 | RSIPPLE | \$5,150.00 | (\$5,150.00) | \$0.00 |
| 11-000-240-890-03-0000- | MEMBERSHIPS H.S. | June Transfers | 0057 | 06/30/2019 | RSIPPLE | \$6,000.00 | \$229.32 | \$6,229.32 |
| 11-000-251-340-08-0000- | PURCHASED TECHNICAL SERV | June Transfers | 0057 | 06/30/2019 | RSIPPLE | \$9,000.00 | (\$4,500.00) | \$4,500.00 |
| 11-000-261-100-02-0000- | SALARIES - MAINTENANCE | June Transfers | 0057 | 06/30/2019 | RSIPPLE | \$576,055.00 | (\$19,000.00) | \$557,055.00 |
| 11-000-261-100-02-0001- | SALARY - MAINT. O/T/ | June Transfers | 0057 | 06/30/2019 | RSIPPLE | \$60,000.00 | (\$39,000.00) | \$21,000.00 |
| 11-000-261-199-02-0000- | SALARIES | June Transfers | 0057 | 06/30/2019 | RSIPPLE | \$0.00 | \$9,292.36 | \$9,292.36 |
| 11-000-261-420-02-0008- | ELEVATOR MAINT. | June Transfers | 0057 | 06/30/2019 | RSIPPLE | \$10,800.00 | (\$6,300.00) | \$4,500.00 |
| 11-000-261-420-02-0011- | REPAIR OF VEHICLES-SOMER | June Transfers | 0057 | 06/30/2019 | RSIPPLE | \$7,500.00 | \$868.50 | \$8,368.50 |
| 11-000-261-420-02-0021- | CONTIN REPAIR EQUIP BLDG | June Transfers | 0057 | 06/30/2019 | RSIPPLE | \$99,000.00 | \$1,808.13 | \$100,808.13 |
| 11-000-261-610-02-0000- | MAINT SUPPL - B&G | June Transfers | 0057 | 06/30/2019 | RSIPPLE | \$84,000.00 | (\$954.83) | \$83,045.17 |
| 11-000-261-800-02-0000- | MEMBERSHIPS | June Transfers | 0057 | 06/30/2019 | RSIPPLE | \$21,300.00 | \$289.13 | \$21,589.13 |
| 11-000-262-490-02-0000- | PUBLIC WATER & SEWER | June Transfers | 0057 | 06/30/2019 | RSIPPLE | \$66,000.00 | \$659.35 | \$66,659.35 |
| 11-000-270-162-02-0001- | SUBSTITUTES/OT | June Transfers | 0057 | 06/30/2019 | RSIPPLE | \$9,000.00 | \$604.31 | \$9,604.31 |
| 11-000-291-299-08-0000- | UNUSED SICK PAY RETIRED | June Transfers | 0057 | 06/30/2019 | RSIPPLE | \$19,000.00 | \$42,862.83 | \$61,862.83 |
| 11-140-100-101-03-0002- | EXTRA HOURS | June Transfers | 0057 | 06/30/2019 | RSIPPLE | \$31,300.00 | \$9,788.74 | \$41,088.74 |
| 11-140-100-101-07-0000- | SAL-ALT SCHOOL-REG | June Transfers | 0057 | 06/30/2019 | RSIPPLE | \$307,089.00 | \$964.94 | \$308,053.94 |

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

va_exaa1.082406 06/30/2019

Current Cycle : June

| Account # | Account Description | Description | Adj# | Date | User | Old Amount | Adjustment | New Balance |
|-------------------------|-------------------------|----------------|------|------------|---------|---------------|--------------|----------------|
| 11-140-100-106-07-0000- | AIDES - ALTERNATIVE SCH | June Transfers | 0057 | 06/30/2019 | RSIPPLE | \$45,017.00 | \$1,462.48 | \$46,479.48 |
| 11-150-100-101-05-0000- | SALARIES - HOME INSTRUC | June Transfers | 0057 | 06/30/2019 | RSIPPLE | \$5,500.00 | \$875.50 | \$6,375.50 |
| 11-310-100-101-05-0000- | SALARIES - INSTRUCTION | June Transfers | 0057 | 06/30/2019 | RSIPPLE | \$446,596.00 | \$12,981.99 | \$459,577.99 |
| 11-310-100-101-10-0000- | PERF ARTS P-T SALARY | June Transfers | 0057 | 06/30/2019 | RSIPPLE | \$144,200.00 | \$4,638.90 | \$148,838.90 |
| 11-310-100-106-11-0000- | SALARIES - AIDES | June Transfers | 0057 | 06/30/2019 | RSIPPLE | \$53,011.00 | \$176.59 | \$53,187.59 |
| 11-401-100-100-03-0000- | SAL - CO-CURRICULAR | June Transfers | 0057 | 06/30/2019 | RSIPPLE | \$53,921.00 | \$791.00 | \$54,712.00 |
| 11-401-100-800-03-0000- | OTHER OBJECTS | June Transfers | 0057 | 06/30/2019 | RSIPPLE | \$6,250.00 | \$51.50 | \$6,301.50 |
| 11-402-100-100-03-0001- | STIPENDS - COACHES | June Transfers | 0057 | 06/30/2019 | RSIPPLE | \$50,000.00 | \$12,080.00 | \$62,080.00 |
| 20-231-100-101-23-0000- | TITLE I -SALARY INSTRUC | June Transfers | 0057 | 06/30/2019 | RSIPPLE | \$28,005.00 | (\$1,105.55) | \$26,899.45 |
| 20-231-100-106-23-0000- | SALARIES OF AIDES | June Transfers | 0057 | 06/30/2019 | RSIPPLE | \$19,000.00 | \$1,105.55 | \$20,105.55 |
| 20-332-200-105-00-0000- | REM NON-INSTRUCTI SAL | June Transfers | 0057 | 06/30/2019 | RSIPPLE | \$3,740.94 | \$0.20 | \$3,741.14 |
| 20-332-200-200-00-0000- | REM BENEFITS | June Transfers | 0057 | 06/30/2019 | RSIPPLE | \$31,691.00 | (\$0.20) | \$31,690.80 |

Total Current Appr.

\$0.00

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