

SOMERSET COUNTY VOCATIONAL BOARD OF EDUCATION

SOMERSET COUNTY VOCATIONAL & TECHNICAL SCHOOLS

14 Vogt Drive  
Bridgewater, New Jersey 08807

Regular Meeting  
June 24, 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 May 20, 2019.

A. Corrections

On motion of \_\_\_\_\_, seconded by \_\_\_\_\_, the minutes of the Regular Meeting and Executive Session held on May 20, 2019 were approved.

## IV. Correspondence

A.

## V. Presentations/Recognitions

A. Presentation of Student of the Month – Abigail Podejko, AgScience, Grade 12

B. NJ SkillsUSA – D. Ziegler

## 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 – District awarded the SCJIF Safety Award – 1<sup>st</sup> Place - \$1,000.00 which will be used for safety related equipment. (District has placed/seventh consecutive year.)
- SCIC – (Commissioner) – Mr. Hyncik

## IX. School Communications Report – No report – (Jaguar Nation Newsletter has been distributed)

X. Superintendent’s Report

A. Resignation

The Superintendent recommends that the Board of Education accept the resignation of Ms. Diane Ziegler, for the purpose of retirement, effective December 31, 2019.

B. Change of Status – 2019-20 School Year

The Superintendent recommends that the Board of Education approve a change of status from .67 FTE to 1.00 FTE for the following instructional staff member effective September 1, 2019.

Devin Quackenbush                      Special Education Instructor                      Step 2-3/A - \$55,620.00

Note: Salary/Step based upon 2017-18 salary guide

C. Employment of Part-Time Personnel Summer 2019

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

Creative Arts

Sheila Sullivan                      Adult Dance Evening Instructor                      \$ 51.43/hr (11-310-100-101-10-0000)

REM Bridge Program

Keith Johnson                      Culinary Arts Instructor                      \$ 35.00/hr (20-332-200-105-00-0000)  
(30 hours [20 instruction; 10 curriculum])

Michael Roth                      Culinary Arts Instructor                      \$ 35.00/hr (20-332-200-105-00-0000)  
(30 hours [20 instruction; 10 curriculum])

Marlene Perchinske                      Employment/Basic Skills Instructor                      \$ 35.00/hr (20-332-200-105-00-0000)  
(50 hours [40 instruction; 10 curriculum])

Anthony Pucci, Jr.                      Bus Driver                      \$ 25.18/hr (20-332-200-110-00-0000)  
(64 hours)

Peggy Prezioso                      Substitute Nurse                      \$ 35.00/hr (20-332-200-105-00-0000)  
(On-call)

Sabrina Garcia                      Student Assistant                      \$ 10.00/hr (20-332-200-105-00-0000)  
(40 hours)

Twilight – Student Assistants – 75 hours - \$10.00/hr (20-008-200-105-14-0000)

Joaquin Veliz – Auto Body

Melani Cruz – Cosmetology

Mariana Calderon-Montoya – Cosmetology

Brianna Alcantara Rodriguez – Culinary Arts

Jose Hernandez-Melendez – Auto Mechanics

Abigail Podejko – Photography

Victoria Pantagis – Urban Dance

Employment of Part-Time Hourly Personnel – Summer 2019 (con't)High School

Christopher Miller	Staff Development Leader (not to exceed 115 hours) NJ English Standards/Genesis (20 hours) Standardization of Writing Tasks (5 hours)	\$ 35.00/hr <small>(11-000-223-102-03-0000)</small> <small>(11-000-221-104-04-0000)</small>
Johanna Scholl	Staff Development Leader (not to exceed 115 hours)	\$ 35.00/hr <small>(11-000-223-102-03-0000)</small>
Susan Kiser	Guidance Counselor (5 days)	\$305.58/diem* <small>(11-000-218-104-05-0001)</small>
Maureen Lawler	Guidance Counselor (5 days)	\$434.93/diem* <small>(11-000-218-104-05-0001)</small>
Karen Winfield	Guidance Counselor (5 days)	\$373.65/diem* <small>(11-000-218-104-05-0001)</small>
Samantha Carter	Guidance Counselor (5 days)	\$307.18/diem* <small>(11-000-218-104-05-0001)</small>
Brandon Kornbluh	School Counselor for Health & Wellness (5 days)	\$299.53/diem* <small>(11-000-218-104-05-0000)</small>
Melissa Norrbom	School Psychologist (5 days)	\$355.85/diem* <small>(20-250-200-104-22-0000)</small>
Maria Santiago	LDT/C (5 days)	\$390.25/diem* <small>(11-000-219-104-05-0001)</small>
JaLisa Williamson	Pupil Services Assistance/Student Contracts (20 hours)	\$ 35.00/hr <small>(11-000-219-105-05-0001)</small>
Peggy Prezioso	Nursing Services Plan/Student Health (35 hours)	\$ 35.00/hr <small>(11-000-213-100-05-00010)</small>
Joseph Alfieri	Graphics – Curriculum (7 hours)	\$ 35.00/hr <small>(11-000-221-104-04-0001)</small>
George Byrd	Auto Body – ASE/NATEF (20 hours)	\$ 35.00/hr <small>(11-000-221-104-04-0001)</small>
Robert Carrig	Social Studies/Life Skills - Curriculum (20 hours)	\$ 35.00/hr <small>(11-000-221-104-04-0001)</small>
Andrew Coslit	Mathematics – Curriculum (10 hours)	\$ 35.00/hr <small>(11-000-221-104-04-0001)</small>
Daniel Dalfonzo	MEAM – Curriculum (10 hours)	\$ 35.00/hr <small>(11-000-221-104-04-0001)</small>
Matthew Dolegiewitz	Mathematics – Curriculum (10 hours)	\$ 35.00/hr <small>(11-000-221-104-04-0001)</small>
Jeffrey Donaldson	Mathematics – Curriculum (10 hours)	\$ 35.00/hr <small>(11-000-221-104-04-0001)</small>
Lee Ann Falzarano-Alves	IEP Review (7 hours)	\$ 35.00/hr <small>(11-000-221-104-04-0001)</small>
Deborah Gichan	Photography – Curriculum (5 hours)	\$ 35.00/hr <small>(11-000-221-104-04-0001)</small>
Maura Gillooly	Physical Education – Curriculum (10 hours)	\$ 35.00/hr <small>(11-000-221-104-04-0001)</small>
Laurie Reader	Tech Lighting/Inventory/Repair/Setup (188 hours)	\$ 39.82/hr* <small>(11-310-100-101-10-0000)</small>

\*Salary subject to change upon negotiated agreement

Employment of Part-Time Hourly Personnel – Summer 2019 (con't)High School (con't)

Bryant Jefopoulos	Mathematics – Curriculum (10 hours)	\$ 35.00/hr (11-000-221-104-04-0001)
Michele Krause	Mathematics – Curriculum (10 hours)	\$ 35.00/hr (11-000-221-104-04-0001)
Joseph Mancuso	Theater Arts – Curriculum/Program Review (120 hours)	\$ 35.00/hr (11-000-221-104-04-0001)
Michael McClain	Electrical Construction – Curriculum (10 hours)	\$ 35.00/hr (11-000-221-104-04-0001)
Kristen McNerney	IEP Review (7 hours) Standardization of Writing Tasks (5 hours)	\$ 35.00/hr (11-000-221-104-04-0001)
Shannon Melick	Science – Curriculum (30 hours)	\$ 35.00/hr (11-000-221-104-04-0001)
Alison Mingle	Music Vocal – Curriculum (60 hours)	\$ 35.00/hr (11-000-221-104-04-0001)
Meghan O'Reilly	Social Studies – Curriculum (10 hours)	\$ 35.00/hr (11-000-221-104-04-0001)
Pratima Patil	Science – Curriculum (10 hours)	\$ 35.00/hr (11-000-221-104-04-0001)
Marlene Perchinske	IEP Review (12 hours)	\$ 35.00/hr (11-000-221-104-04-0001)
M. Cristina Perrone	Life Skills – Curriculum (10 hours) Standardization of Writing Tasks (5 hours)	\$ 35.00/hr (11-000-221-104-04-0001)
Devin Quackenbush	IEP Review (7 hours)	\$ 35.00/hr (11-000-221-104-04-0001)
Robert Setlock	Plumbing – Curriculum (10 hours)	\$ 35.00/hr (11-000-221-104-04-0001)
Troy Shandor	IEP Review (7 hours) Mechanics & Repair – Curriculum (20 hours)	\$ 35.00/hr (11-000-221-104-04-0001)
Janeen Sortor	IEP Review (7 hours)	\$ 35.00/hr (11-000-221-104-04-0001)
Joseph Tirrito	IEP Review (7 hours)	\$ 35.00/hr (11-000-221-104-04-0001)
Louis Violante	Law & Public Safety – Curriculum (10 hours)	\$ 35.00/hr (11-000-221-104-04-0001)
Deborah Gichan	Photography – Curriculum (10 hours)	\$ 35.00/hr (11-000-221-104-04-0001)
Keith Johnson	REM/Culinary - Curriculum (30 hours)	\$ 35.00/hr (11-000-221-104-04-0001)
Mark Mastrobattista	REM/Culinary - Curriculum (30 hours)	\$ 35.00/hr (11-000-221-104-04-0001)
Bonnie Grube	Tech Assistance Repair/Setup (33 hours)	\$ 22.07/hr (11-310-100-101-10-0000)

Employment of Part-Time Hourly Personnel – Summer 2019 (con’t)

High School (con’t)

Brendan Downey	Standardization of Writing Tasks (5 hours)	\$ 35.00/hr <small>(11-000-221-104-04-0001)</small>
Brittany McGarry	Standardization of Writing Tasks (5 hours)	\$ 35.00/hr <small>(11-000-221-104-04-0001)</small>
Rachel Miller	Standardization of Writing Tasks (5 hours)	\$ 35.00/hr <small>(11-000-221-104-04-0001)</small>

D. Employment of Part-Time Personnel 2019-20 School Year

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

District

Elaine Howe	Emergency Preparedness Mgt. Chair	\$215.56/month <small>(11-000-266-100-02-0000)</small>
Teresa Morelli	Affirmative Action Officer	\$409.87/month* <small>(11-000-230-100-08-0001)</small>

\*Based upon 2018-19 salary/subject to change upon negotiated agreement

High School

Christopher Lemongelli	CST Case Manager for Social Assessments (School Social Worker) Special Education-IEP’s	\$521.90/assessment* <small>(11-000-219-104-05-0001)</small> (approx. 3-6 assessments annually)
Patrick Pelliccia	Supervisor of Athletics <small>(shared position)</small>	\$12,000.00/annually <small>(11-402-100-100-03-0000)</small>
Jaime Morales	Supervisor of Athletics <small>(shared position)</small>	\$12,000.00/annually <small>(11-402-100-100-03-0000)</small>

\*Based upon 2018-19 salary/subject to change upon negotiated agreement

High School – July 1, 2019 - June 30, 2020 (Title I – 20-231-100-101-23-8001)

Summer 2019   2019-20 SY

M. Cristina Perrone	Basic Skills – Language Arts Literacy	\$ 46.50/hr**	\$ 46.50/hr**
Kristen Mc Nerney	Basic Skills – Language Arts Literacy	\$ 52.86/hr**	\$ 52.86/hr**
Brendan Downey	Basic Skills - Language Arts Literacy	\$ 39.91/hr**	\$ 39.91/hr**
Rachel Miller	Basic Skills - Language Arts Literacy	\$ 43.15/hr**	\$ 43.15/hr**
Matthew Dolegiewitz	Basic Skills – Mathematics Literacy	\$ 41.44/hr**	\$ 41.44/hr**
Janeen Sortor	Basic Skills – Mathematics Literacy	\$ 50.32/hr**	\$ 50.32/hr**
Jeffrey Donaldson	Basic Skills – Mathematics Literacy	\$ 43.15/hr**	\$ 43.15/hr**
Bryant Jefopoulos	Basic Skills – Mathematics Literacy	\$ 39.91/hr**	\$ 39.91/hr**

\*\*Based upon 2017-18 salary/subject to change upon negotiated agreement

E. Extra-Curricular Appointments – 2019-20 School Year

The Superintendent recommends that the Board of Education approve the following for extra-curricular activities for the 2019-20 school year as follows: (Stipends to be determined upon completion of negotiated agreement.)

Michael McClain	Safety Committee Chairperson (shared position)	\$ 728.00
John Heinbach	Safety Committee Chairperson (shared position)	\$ 728.00
Matthew Poznanski	Junior Varsity Boys’ Basketball Coach	\$2,971.00
Peggy Prezioso	After Hours Detention Monitor	\$ 41.00/hr

F. Salaries – 2019-20 School Year

The Superintendent recommends that the Board of Education approve salary revisions for the following exempt staff for the 2019-20 school year as follows:

G. Andrew Eberhardt	\$120,747.58
Michelle Fresco	\$ 69,243.65
Karen Gleeson	\$ 55,391.56
Valerie Hart	\$ 92,579.31
Elaine Howe	\$ 73,935.74
Carene Jegou	\$ 90,151.71
Michele Sartori	\$ 73,023.82
Duane Wallace, Ph.D.	\$100,836.75

G. School Business/Professional Development Travel

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

H. Field Trips

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

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

Discussion

Call the Roll

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

I. Home Instruction

The Superintendent recommends that the Board of Education provide home instruction to student ID#999004330. Instruction will be provided through the end of the school year for ten (10) hours per week.

Ms. M. Cristina Perrone will be the instructor at a rate of \$41.00/hour.

J. Revised Job Description

The Superintendent recommends that the Board of Education approve revised Job Description – Foreman, Buildings and Grounds as it appears on Addendum #3.

K. NJSIAA Membership Renewal

The Superintendent recommends that the Board of Education approve membership renewal into the New Jersey State Interscholastic Athletic Association (NJSIAA) athletic program.

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	___	___

L. School Professional Development Plan

The Superintendent recommends that the Board of Education approve the School Professional Development Plan as it appears on Addendum #4.

M. PSA Negotiations – Memorandum of Agreement – 2019-20 School Year

It is recommended that the Board of Education approve the Memorandum of Agreement Between the Principal and Supervisors Association for the 2019-20 school year.



N. Application for Funds

The Superintendent recommends that the Board of Education adopt the following resolution: The governing body of the Somerset County Vocational and Technical Schools at its June 24, 2019 meeting authorized application for funds for the following:

NJ Department of Education	ESEA (FY 2020) (Elementary & Secondary Education Act)	\$75,723.00
	Title I Part A Basic	\$ 56,796.00
	Title II Part A	\$ 8,927.00
	Title IV	\$ 10,000.00
Somerset County Department of Human Services	Twilight Program (2019-20)	\$106,723.00

O. Refusal to Apply for Funds

The Superintendent recommends that the Board of Education adopt the following resolution: The governing body of the Somerset County Vocational and Technical Schools at its June 24, 2019 meeting hereby resolves not to apply for the following funds:

NJ Department of Education	ESEA (FY 2020) - Title III	\$ 185.00
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Motion\_\_\_\_\_ Second\_\_\_\_\_
Discussion
Call the Roll

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

P. Superintendent’s Update

- HIB
- Student Suspension Report

Incident Number	Grade	Out of School/In School Suspension	Total # Days	Suspension Dates	Reason
60720198	12	Out	2	06/11/2019-06/12/2019	Language obscene
60720197	11	In	1	06/11/2019	Cutting Class

- Student Enrollment Report

Enrollment Report - June 2019	Grade 9	Grade 10	Grade 11	Grade 12	Totals
Full-Time Students Enrolled	65	94	87	90	336
Shared-Time Students Enrolled	82	65	77	94	318
Totals	147	159	164	184	654

- School Bus Emergency Evacuation Drill Report  
 Date Conducted – **May 29, 2019**  
 Time Conducted – 2:10 p.m.  
 School Name/Location of Drill – Somerset County Voc-Tech High School, 14 Vogt Drive, Bridgewater, NJ  
 Route Number(s) included in the drill – Rt. #9623 – Garas Trans, LLC  
 Name of Assigned Staff Overseeing Drill – Susan Santiago
- School Bus Emergency Evacuation Drill Report  
 Date Conducted – **May 30, 2019**  
 Time Conducted – 2:10 p.m.  
 School Name/Location of Drill – Somerset County Voc-Tech High School, 14 Vogt Drive, Bridgewater, NJ  
 Route Number(s) included in the drill – Rt. #CS-354 – Busy Bee  
 Name of Assigned Staff Overseeing Drill – Susan Santiago
- Outline of School Events
- Perkins Reauthorization
- New Staff

SUPPLEMENT

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

The Superintendent recommends that the Board of Education appoint Mr. Gerald Mazzetta to the position of Carpentry Instructor (UPC #TCH-HS-CARP-FL-01), at a salary of \$74,005.00\*, Step 20/C, effective September 1, 2019.

\*Based upon 2017-18 salary guide

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	___	___

SUPPLEMENT

District Evaluation Instruments

The Superintendent recommends that the Board of Education approve the following evaluation instruments for the 2019-20 school year pursuant to AchieveNJ as follows:

Instructional Staff – Danielson Framework 2013

In-Class Support Staff – Danielson Framework 2013

Administrative Staff – Stronge Leader Effectiveness Performance Evaluation System

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	___	___

Q. Submission of Bills

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

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

Discussion

Call the Roll

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

XI. Report of the School Business Administrator/Board Secretary

A. Reports A148 and A149

It is recommended the Board of Education adopt the monthly financial statement reports for the School Business Administrator/Board Secretary for the month of May 2019 and the Treasurer of School Monies for the month of May 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 #5)

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

Discussion

Call the Roll

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

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

It is recommended the Board of Education approve the budget transfers for the 2018-19 school year as they appear on Addendum #6.

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

Discussion

Call the Roll

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

C. Award Purchases in Excess of Bid Threshold in Compliance with NJSA 18A:18A – 2018-19 School Year

It is recommended the Board of Education award the following purchase in excess of the bid threshold for the 2018-19 school year which are year to date amounts and are in compliance with law.

Soyka Smith Design Studios	\$59,394.00	Co-Op	High School Renovation
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D. Obsolete Equipment

It is recommended the Board of Education approve the following as obsolete and no longer needed for educational purposes.

<u>Item</u>	<u>Asset #</u>	<u>Date Acquired</u>	<u>Net Book Value</u>
Espresso Maker	04111	January 2013	\$1,330.00
Shrink Wrapping Unit	01502	January 2006	\$0
2 Color Press	03741	September 2004	\$3,412.99

E. Delta Dental of New Jersey – 2019-20 School Year

It is recommended the Board of Education approve dental coverage rates (not previously approved) for 2019-20 as follows:

03 Policy (Retiree)

One Party	\$ 44.47/month
Two Party	\$ 75.82/month
Three Party	\$125.64/month

F. Approval to Perform Budget Transfers for the 2018-19 School Year Budget

It is recommended the Board of Education designate the district’s Superintendent to approve the necessary budget transfers to close out the 2018-19 school year budget, pursuant to NJSA 18A:22-8.1. (The Board will formally ratify these transfers at the July meeting as required by law.)

G. Bills List and Payroll – June 30, 2019

On recommendation of the auditor, it is recommended the Board of Education authorize the School Business Administrator to create a supplemental bills list and payroll dated June 30, 2019.

H. Transfer of Current Year Surplus to Reserve – 2018-19 School Year

Whereas, NJSA 6A:23A-14.4 et. seq. permits a Board of Education to establish and/or deposit into certain reserve accounts at year end, and

Whereas, the aforementioned statutes authorize procedures, under the authority of anticipated excess current revenue or unexpended appropriations into reserve accounts during the month of June by board resolution, and

Whereas, the Somerset County Vocational Board of Education wishes to deposit anticipated current year surplus into the following reserve accounts at year end:

- Capital Reserve – Not to exceed \$500,000.00
- Maintenance Reserve – Not to exceed \$100,000.00

Now therefore be it resolved by the Somerset County Vocational Board of Education that it hereby authorizes the district’s School Business Administrator to make this transfer consistent with all applicable laws and regulations.

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

Discussion

Call the Roll

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

I. Report of Awarded Contracts – 2019-20 School Year

It is recommended pursuant to PL 2015, Chapter 47 the Board of Education intends to renew, award or permit to expire the contracts previously awarded by the Board of Education. These contracts are, have been, and will continue to be in full compliance with all state and federal statutes and regulations; in particular, New Jersey Title 18A:18 et. seq., NJAC Chapter 23, and Federal Uniform Administrative Requirements 2CFR, Part 200. (See Addendum #7)

J. Resolution – 2018-19/6-A – Intent to Form Somerset County Health Insurance Fund

It is recommended the Board of Education adopt resolution 2018-19/6-A – Intent to Form Somerset County Health Insurance Fund as it appears on Addendum #8.

K. 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 beginning July 1, 2019.

Operating #000011199	Board of Education President Treasurer of School Monies School Business Administrator
Payroll #0092755868	Treasurer of School Monies
Agency #019311	Treasurer of School Monies
Cafeteria #011253	Superintendent School Business Administrator
Scholarship #210100656	Superintendent School Business Administrator
Student Activity #000061043	Superintendent School Business Administrator
Flexible Spending #1101035189	Treasurer of School Monies
Summer Savings #1101036028	School Business Administrator Bookkeeper/Accountant (Payroll)
Foundation #00003390	Superintendent School Business Administrator

L. Authorization Petty Cash Accounts – 2019-20 School Year

It is recommended the Board of Education grant approval to authorize the establishment of the following petty cash accounts for the 2019-20 school year:

<u>Account Name</u>	<u>Custodian</u>	<u>Amount</u>
District Office	Valerie Hart	\$ 400.00
High School	Diane Ziegler	\$ 800.00
Performing Arts	Amy Patryn	\$2,000.00

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

Discussion

Call the Roll

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



M. Receipt of Proposals – Custodial and Management Services

It is recommended the Board of Education receive the following proposals for the Custodial and Management Services.

<u>Contractor</u>	<u>2019-2020</u>	<u>2020-2021</u>	<u>2021-2022</u>	<u>2022-2023</u>	<u>2023-2024</u>
Pritchard Industries, Inc.	\$470,788.53	\$478,073.45	\$499,298.01	\$521,147.07	\$543,788.23
All Clean Building Services, Inc.	\$446,533.12	\$460,133.12	\$474,133.12	\$488,533.12	\$503,333.12

N. Contract Award – Custodial and Management Services

It is recommended the Board of Education award the Custodial and Management Services contract to Pritchard Industries, Inc. of Florham Park, NJ in the amount of \$470,788.53 for year one (1) with four (4) additional years (as reviewed by the Board attorney).

O. Receipt of Bids – Athletic Trainer

It is recommended the Board of Education receive the following bids for the Athletic Trainer.

<u>Contractor</u>	<u>Bid Amount</u>	<u>Hourly Rate (over 25 hours)</u>	<u>Hourly Rate (Holiday or Sunday)</u>
RWJUH-Somerset	\$34,400.00	\$45.00	\$45.00

P. Contract Award – Athletic Trainer

It is recommended the Board of Education award the contract for the Athletic Trainer to RWJUH-Somerset of Somerville, NJ in the amount of \$34,400.00. (As reviewed by the Board attorney; contract to be prepared by the Board attorney.)

Q. Solicit Bids – Control Upgrades and HVAC Improvements

It is recommended the Board of Education authorize public advertisement and solicitation of competitive bid proposals by the architect of record for the Control Upgrades and HVAC Improvement Work and related alteration work, (H&V Units, HVAC unit in Building C, selected UVs in Building B and various pumps and exhaust fans).

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	___	___

R. Cooperative Purchasing Agreements – 2019-20 School Year

It is recommended the Board of Education authorize continued membership for a Cooperative Pricing System for the 2019-20 school year with the following:

The Educational Services Commission of New Jersey  
Hunterdon County Educational Services Commission  
Educational Services Commission of Morris (Educational Data Services, Inc.)

S. Maintenance Contract Agreements – 2019-20 School Year

It is recommended the Board of Education approve the maintenance contract agreements for the 2019-20 school year effective July 1, 2019 through June 30, 2020 as they appear on Addendum #9.

T. Technology/Contract Maintenance Software Agreements – 2019-20 School Year

It is recommended the Board of Education approve the technology/contract maintenance software agreements for the 2019-20 school year effective July 1, 2019 through June 30, 2020 as they appear on Addendum #10.

U. Bedside and Homebound Instruction – 2019-20 School Year

It is recommended the Board of Education approve the following to provide bedside and homebound instruction agreements for the 2019-20 school year:

Professional Education Services, Inc. (PESI)  
Saint Clare’s Hospital  
Silvergate Prep

V. Psychiatric Evaluation Services

It is recommended the Board of Education approve Dr. Steven Budoff, Somerville, NJ to provide student psychiatric evaluation services as needed in the amount of \$650.00 per evaluation.

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	___	___

W. Revision and Submission of Long-Range Facility Plan to NJDOE – Auditorium House Lights Upgrades and Controls Upgrades

It is recommended the Board of Education authorize the revision to the Long-Range Facility Plan, “LRFP,” as required, including submission of all related Plan Amendments, (DOE form 140), to the Department of Education.

Whereas, the Somerset County Vocational Board of Education, in the County of Somerset, New Jersey (“The Board”) desires to proceed with future school facilities projects generally consisting of Auditorium House Lights Upgrade and Control Upgrades; and

Whereas, the Board now seeks to take the initial steps in order to proceed with a project and comply with NJAC 6A:26-5.2 and 5.3 and related sections of the code; and

Whereas, the Board seeks to update its existing Long-Range Facility Plan in accordance with NJAC 6A:26 and related sections of the code;

Now, therefore, be it resolved that the Somerset County Vocational Board of Education, does hereby authorize and direct the architectural firm of USA Architects, Planners + Interior Designers and the school business administrator, as applicable to update the existing Long-Range Facilities Plan.

That the district hereby requests the Department of Education unlock the LRFP for editing.

That the architect and the school business administrator, as applicable, prepare an amendment to the district’s LRFP and submit the project application for approval.

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	___	___

X. Public Agency Compliance Officer (PACO) – 2019-20 School Year

It is recommended the Board of Education appoint the School Business Administrator/Board Secretary as the Public Agency Compliance Officer (PACO) for the 2019-20 school year as required annually by law.

Y. Open Public Records Act (OPRA) Officer – 2019-20 School Year

It is recommended the Board of Education appoint the School Business Administrator/Board Secretary as the primary custodian of records and the Superintendent as the secondary custodian of records for the 2019-20 school year.

Z. Purchase of Goods and Services/Qualified Purchasing Agent – 2019-20 School Year

It is recommended the Board of Education appoint Ms. Raelene Sipple, School Business Administrator as the Qualified Purchasing Agent and adopt the following resolution for the 2019-2020 Purchase of Goods and Services/Qualified Purchasing as follows:

WHEREAS, NJSA 18A:18A-2 provides that a board of education shall assign the authority, responsibility and accountability for the purchasing activity of the board of education to a person or persons who shall have the power to prepare advertisements, to advertise for and receive bids and to award contracts as permitted by this chapter; and

WHEREAS, NJSA 18A:18A-3 provides that contracts, awarded by the qualified purchasing agent that do not exceed in the aggregate in a contract year the bid threshold of \$40,000 may be awarded by the purchasing agent without advertising for bids when so authorized by board resolution; and

WHEREAS, NJSA 18A:18A-37.c. provides that all contracts that are in the aggregate less than 15% of the bid threshold of \$6,000 may be awarded by the qualified purchasing agent without soliciting competitive quotations if so authorized by board resolution; and

WHEREAS, NJSA 18A:18A-10 provides that a board of education may purchase without advertising for vendors pursuant to the Federal Supply Schedules of the General Services Administration as permitted by the “Federal Acquisition Streamlining Act of 1994” and federal regulations adopted thereunder; and

NOW, THEREFORE, BE IT RESOLVED that the Somerset County Vocational Board of Education pursuant to the statutes cited above hereby appoints the School Business Administrator as its duly authorized purchasing agent and is duly assigned the authority of the Somerset County Vocational Board of Education; and

BE IT FURTHER RESOLVED, that the School Business Administrator is hereby authorized to seek competitive quotations, when applicable and practicable, before awarding contracts when contracts in the aggregate exceed 15% of the bid threshold of \$6,000 but less than the bid threshold of \$40,000; and

BE IT FURTHER RESOLVED, that pursuant to NJSA 18A:18A-10 that the School Business Administrator is authorized to purchase goods and services pursuant to the following: a contract or contracts for such goods or services entered into on behalf of the State by the New Jersey Division of Purchase and Property, and the Federal Supply Schedules of the General Services Administration, as permitted by the “Federal Acquisition Streamlining Act of 1994” and federal regulations adopted thereunder, as promulgated by the Director of the Division of Purchasing and Property in the Department of Treasury.

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

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

XII. New Business –

XIII. Next Meeting

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

July 22, 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 SCVTEA negotiations. 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
July 10, 2019	Samantha Carter Brandon Kornbluh	\$199.99 each	\$12.96/mileage \$16.62/mileage	Ethical Principals in Practice of NJ Mental Health Professionals	Parsippany, NJ
July 24, 2019	Erik Fargo	\$275.00	\$32.55/mileage 1.60/tolls	Agricultural Business Foundations	Bordentown, NJ
October 22 & 23, 2019	Denise Gotti	\$300.00	N/A	New Jersey Science Convention	Princeton, NJ
October 24-27, 2019	Raelene Sipple	\$725.00	\$113.40/mileage \$116.88/parking, tolls \$266.00/meals \$1,266.68/lodging	ASBO International Conference	National Harbor, MD
October 27-30, 2019	Christopher Lemongelli	\$450.00	\$213.50/meals \$909.44/lodging \$277.57/transportation \$50/parking, tolls	NAEA National Conference	Tampa Bay, Florida
On-line (16 modules)	Rachel Kinlan	\$699.00	N/A	ACE Elite Personal Training Course/Certification	On-line

June 2019  
Field Trips for 19-20SY

<u>Date of Trip</u>	<u>CTE Program/Other</u>	<u>Location</u>	<u>Cost Per Student/Paid by</u>	<u>Transportation Provided/Paid by</u>
7/17/2019	Linkages/Middle Earth	Top Golf Edison, NJ	\$32.38 Total \$5.00/Student \$27.38/Linkages	District/Linkages
7/23/2019	Linkages/Middle Earth	Bridgewater Escape Room Bridgewater, NJ	\$25.00 Total \$5.00/Student \$20.00/Linkages	District/Linkages

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

**PROPOSED**

Page 1 of 1

**CATEGORY: MAINTENANCE**

**ADOPTED: January 23, 1989; Revised:**

**TITLE: FOREMAN, BUILDINGS AND GROUNDS**

**NON  
CERTIFIED**

**QUALIFICATIONS:**

1. High school diploma or equivalent.
2. Certified Educational Facilities Manager certificate (CEFM), preferred.
3. Five years' experience in all phases of maintenance, ground and custodial practices, methods and terminology.
4. Familiar with laws pertaining to repair and construction of school buildings.
5. Knowledge of building codes and regulations of local and state governmental agencies.
6. 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.
7. Valid driver's license.
8. Possess a Black Seal License.
9. Knowledge and proficient use of computer software programs and email operating systems.
10. Effective written, verbal and interpersonal skills.
11. Strong leadership and organizational skills.
12. Such alternatives to the above qualifications as the Board may find appropriate and acceptable.

**REPORTS TO:** Director of Buildings and Grounds or designee

**SUPERVISES:** Assists and directs the personnel in the maintenance, security, grounds and custodial departments.

**JOB GOAL:** Under the supervision of the Director of Maintenance, Buildings and Grounds, is responsible for the maintenance and operation of the buildings, equipment and grounds.

**PERFORMANCE RESPONSIBILITIES:**

1. Assists in the recruitment, employment, assignment, transfer, promotion, demotion or dismissal of personnel under his supervision.
2. Assists in the preparation and administration of the budget for maintenance, grounds, custodial supplies and equipment.
3. Assists in the operation of the air conditioning plant, emergency generator and the low pressure boilers.
4. Assists the Director with ensuring that all facilities are structurally sound, mechanically operational, electrically efficient, and safe by planning and scheduling daily and weekly maintenance activities.
5. Performs highly skilled mechanical maintenance repairs on plumbing, electrical, HVAC and refrigeration systems.
6. Assists in developing, implementing and monitoring preventative maintenance programs for all mechanical systems, buildings, grounds and vehicles.
7. Maintains playing fields, grounds and other necessary facilities for athletics and other school activities.
8. Assists in ordering, receiving and storing of supplies and equipment.
9. Makes periodic inspections of school plant to insure fire safety.
10. Assists in supervising the general security of the buildings.
11. Assumes complete charge of the department in absence of the Director of Maintenance, Building and Grounds.
12. Performs such other tasks and assumes 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.





## School Professional Development Plan (PDP) 2019-2020

District Name	School Name	Principal Name	Plan Begin/End Dates
Somerset	Somerset County Vocational and Technical High School	Diane Ziegler	July 2019 – June 2020

### 1: Professional Learning Goals

No.	Goal	Identified Group	Rationale/Sources of Evidence
1	Improve the academic progress of disenfranchised students	All Teachers	<ul style="list-style-type: none"> <li>PARCC scores from the state provide data on what areas need improvement.</li> <li>Attendance records continue to show that improvement needs to be made in this area.</li> <li>Teacher surveys</li> </ul>
2	Increase the effectiveness of the Professional Learning Communities to directly impact student learning by using data from standardized testing	All Teachers	<ul style="list-style-type: none"> <li>Scores on standardized tests show that there is area for improvement, especially on the PARCC.</li> <li>Many students have not met their graduation requirement through the PARCC test.</li> <li>Curriculum maps need to be updated to keep up with state standards.</li> </ul>
3	Continue to enhance LAL and Math learning in CTE classes	CTE – Professors in residence (PIRs)	<ul style="list-style-type: none"> <li>Test results in reading, writing, and math indicate need for contextual learning</li> </ul>
4	Continue to identify professional development needs of new and existing teachers	Teacher Leaders	<ul style="list-style-type: none"> <li>Veteran teachers need help in identifying student data that will inform and enhance instruction. New teachers need assistance in various areas.</li> <li>“Aggregate data generated from the multiple components of the evaluation system can identify trends and patterns in educator and</li> </ul>



			student performance and thus become a key source of data to guide the planning and resourcing of professional learning activities.”
5	Encourage all staff to attend at least one off campus or electronic PD workshop	All Teachers	<ul style="list-style-type: none"> <li>Staff need to be exposed to different ideas that they can bring back to district and share in PLCs and department meetings.</li> </ul>
6	Improve Communication	All Employees	<ul style="list-style-type: none"> <li>Everyone needs to work on better listening and communication skills</li> </ul>

## 2: Professional Learning Activities

PL Goal No.	Initial Activities	Follow-up Activities (as appropriate)
1	Review of standardized test scores and curriculum maps/lesson plans.	Edit curriculum maps to address areas of weakness.
2	Formations of data-driven PLCs.	Devise strategies to target areas of weakness and then evaluate their effectiveness.
3	Continuation of PLCs such as Technology, Peer Observation, Newbie and Reflective Observation.	Devise strategies on how technology can be used to positively impact the learning of students and evaluate their effectiveness.
4	Integration of LAL and Math in the CTE courses	Assess improvement in LAL and Math scores
5	Use data culled from teacher leader interactions to address areas of need	Develop PD plans based on identified teacher needs for both veteran and new teachers



6	Research outside workshops and webinars to attend	Discuss new ideas at PLC and Department Meetings
7	Internal Workshops/TED Talk	Discussion at DEAC and Supervisory meetings

### 3: Essential Resources

PL Goal No.	Resources	Other Implementation Considerations
1	Time for group review of data and curriculum maps.	
2	Time for group strategy sessions.	
3	PIR's activities identified via activity logs	



4	Teacher/leader activities highlighting identified needs as indicated by veteran and new teachers	
5	Attend outside Professional Development Conferences	

**4: PD Required by Statute or Regulation**

**State-mandated PD Activities**

All state-mandated PD is conducted on the Moodle online site that was created for the district.

**5: Progress Summary**

PL Goal No.	Notes on Plan Implementation	Notes on Goal Attainment




**Signature:**

\_\_\_\_\_

**Principal Signature**

\_\_\_\_\_

**Date**

6/6 9:14am

REPORT OF THE SECRETARY  
TO THE BOARD OF EDUCATION  
Somerset County Vocational Board of Ed.  
General Fund - Fund 10  
Interim Balance Sheet  
For 11 Month Period Ending 05/31/2019

=====

ASSETS AND RESOURCES

=====

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

101	Cash in bank		\$3,743,734.25
121	Tax levy receivable		\$1,051,681.00
	Accounts receivable:		
132	Interfund	\$140,578.20	
141	Intergovernmental - State	\$0.02	
143	Intergovernmental - Other	\$77,021.82	
			\$217,600.04

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

301	Estimated Revenues	\$14,787,995.00	
302	Less Revenues	(\$14,510,825.23)	
		-----	\$277,169.77
			-----
	Total assets and resources		\$5,290,185.06
			=====

REPORT OF THE SECRETARY  
 TO THE BOARD OF EDUCATION  
 Somerset County Vocational Board of Ed.  
 General Fund - Fund 10  
 Interim Balance Sheet  
 For 11 Month Period Ending 05/31/2019

=====

LIABILITIES AND FUND EQUITY

=====

FUND BALANCE

--- Appropriated ---

753	Reserve for encumbrances - Current Year	\$1,521,122.12
754	Reserve for encumbrance - Prior Year	\$6,476.11
	Reserved fund balance:	
760	Reserved Fund Balance	\$2,632,059.61
601	Appropriations	\$16,064,394.47
602	Less : Expenditures	\$13,330,362.66
603	Encumbrances	\$1,527,598.23 (\$14,857,960.89)
		\$1,206,433.58
	Total Appropriated	\$5,366,091.42

--- Unappropriated ---

770	Fund Balance	\$878,542.64
303	Budgeted Fund Balance	(\$954,449.00)

TOTAL FUND BALANCE	\$5,290,185.06
TOTAL LIABILITIES AND FUND EQUITY	\$5,290,185.06

=====

REPORT OF THE SECRETARY  
TO THE BOARD OF EDUCATION  
Somerset County Vocational Board of Ed.  
General Fund - Fund 10  
Interim Balance Sheet  
For 11 Month Period Ending 05/31/2019

RECAPITULATION OF FUND BALANCE:	Budgeted	Actual	Variance
	-----	-----	-----
Appropriations	\$16,064,394.47	\$14,857,960.89	\$1,206,433.58
Revenues	(\$14,787,995.00)	(\$14,510,825.23)	(\$277,169.77)
	-----	-----	-----
	\$1,276,399.47	\$347,135.66	\$929,263.81
Less: Adjust for prior year encumb.	(\$321,950.47)	(\$321,950.47)	
	-----	-----	-----
Budgeted Fund Balance	\$954,449.00	\$25,185.19	\$929,263.81
	=====	=====	=====
Recapitulation of Budgeted Fund Balance by Subfund			
Fund 10 (includes 10, 11, 12, and 13)	\$954,449.00	\$25,185.19	\$929,263.81
Fund 18 (Restricted ED JOBS)	\$0.00	\$0.00	\$0.00
	-----	-----	-----
TOTAL Budgeted Fund Balance	\$954,449.00	\$25,185.19	\$929,263.81
	=====	=====	=====



REPORT OF THE SECRETARY  
TO THE BOARD OF EDUCATION  
Somerset County Vocational Board of Ed.  
GENERAL FUND - FUND 10  
INTERIM STATEMENTS COMPARING  
BUDGET REVENUE WITH ACTUAL TO DATE AND  
APPROPRIATIONS WITH EXPENDITURES AND ENCUMBRANCES TO DATE  
For 11 Month Period Ending 05/31/2019

		BUDGETED ESTIMATED	ACTUAL TO DATE	NOTE: OVER OR (UNDER)	UNREALIZED BALANCE
*** REVENUES/SOURCES OF FUNDS ***					
1XXX	From Local Sources	\$13,359,433.00	\$13,243,468.23		\$115,964.77
3XXX	From State Sources	\$1,428,562.00	\$1,267,357.00		\$161,205.00
TOTAL REVENUE/SOURCES OF FUNDS		\$14,787,995.00	\$14,510,825.23		\$277,169.77
		=====	=====	=====	=====
*** EXPENDITURES ***					
		APPROPRIATIONS	EXPENDITURES	ENCUMBRANCES	AVAILABLE BALANCE
--- CURRENT EXPENSE ---					
11-1XX-100-XXX	Regular Programs - Instruction	\$2,011,045.00	\$1,691,285.64	\$195,390.24	\$124,369.12
11-3XX-100-XXX	Voc. Programs - Local - Instruction	\$3,817,790.65	\$3,127,105.10	\$307,406.86	\$383,278.69
11-401-100-XXX	School-Spon. Cocurr. Acti-Instr	\$81,314.00	\$54,823.56	\$21,159.52	\$5,330.92
11-402-100-XXX	School-Spons. Athletics - Instruction	\$161,642.00	\$126,240.67	\$31,100.05	\$4,301.28
--- UNDISTRIBUTED EXPENDITURES ---					
11-800-330-XXX	Community Services Programs-				
11-000-211-XXX	Attendance and Social Work Services	\$35,542.00	\$31,568.23	\$2,171.68	\$1,802.09
11-000-213-XXX	Health Services	\$214,413.26	\$183,514.96	\$19,371.65	\$11,526.65
11-000-216-XXX	Speech, OT,PT & Related Svcs	\$14,820.00	\$3,920.00	\$10,504.00	\$396.00
11-000-218-XXX	Guidance	\$940,154.00	\$801,956.63	\$72,955.76	\$65,241.61
11-000-219-XXX	Child Study Teams	\$207,574.00	\$181,659.06	\$23,581.38	\$2,333.56
11-000-221-XXX	Improvement Of Inst./Other Support Improvement of Inst. Serv.	\$390,952.00	\$355,016.75	\$30,366.06	\$5,569.19
11-000-222-XXX	Educational Media Serv/School Library	\$56,182.00	\$38,258.21	\$3,580.15	\$14,343.64
11-000-223-XXX	Instructional Staff Training Services	\$68,925.00	\$49,333.64	\$5,561.37	\$14,029.99
11-000-230-XXX	Supp. Serv.-General Administration	\$818,864.11	\$704,565.55	\$81,929.98	\$32,368.58
11-000-240-XXX	Supp. Serv.-School Administration	\$754,038.38	\$671,198.74	\$63,191.56	\$19,648.08
11-000-25X-XXX	Central Serv & Admin. Inform. Tech.	\$953,852.00	\$841,255.24	\$87,843.14	\$24,753.62
11-000-261-XXX	Allowable Maint. for School Facilities	\$1,261,871.07	\$981,144.23	\$105,289.08	\$175,437.76
11-000-262-XXX	Custodial Services	\$991,059.00	\$761,952.82	\$123,647.33	\$105,458.85
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	\$96,401.95	\$9,720.50	\$35,232.55
11-000-270-XXX	Student Transportation Services	\$188,989.00	\$64,277.31	\$36,902.00	\$87,809.69
11-000-291-XXX	Allocated and Unallocated Benefits	\$2,641,585.00	\$2,350,879.61	\$234,310.60	\$56,394.79
TOTAL GENERAL CURRENT EXPENSE EXPENDITURES/USES OF FUNDS		\$15,764,117.47	\$13,128,110.50	\$1,465,982.91	\$1,170,024.06
		=====	=====	=====	=====

REPORT OF THE SECRETARY  
 TO THE BOARD OF EDUCATION  
 Somerset County Vocational Board of Ed.  
 GENERAL FUND - FUND 10 (including 16, 17 & 18)  
 INTERIM STATEMENTS COMPARING  
 BUDGET REVENUE WITH ACTUAL TO DATE AND  
 APPROPRIATIONS WITH EXPENDITURES AND ENCUMBRANCES TO DATE  
 For 11 Month Period Ending 05/31/2019

*** EXPENDITURES - cont'd ***	APPROPRIATIONS	EXPENDITURES	ENCUMBRANCES	AVAILABLE BALANCE
	-----	-----	-----	-----
*** CAPITAL OUTLAY ***				
12-XXX-XXX-73X Equipment	\$228,074.00	\$150,437.16	\$61,615.32	\$16,021.52
12-000-4XX-XXX Facilities acquisition & constr. serv.	\$72,203.00	\$51,815.00	.00	\$20,388.00
	-----	-----	-----	-----
TOTAL CAP OUTLAY EXPEND./USES OF FUNDS	\$300,277.00	\$202,252.16	\$61,615.32	\$36,409.52
	=====	=====	=====	=====
TOTAL GENERAL FUND EXPENDITURES	\$16,064,394.47	\$13,330,362.66	\$1,527,598.23	\$1,206,433.58
	=====	=====	=====	=====

REPORT OF THE SECRETARY  
 TO THE BOARD OF EDUCATION  
 Somerset County Vocational Board of Ed.  
 GENERAL FUND - FUND 10 (including 16, 17 & 18)  
 SCHEDULE OF REVENUES  
 ACTUAL COMPARED WITH ESTIMATED  
 For 11 Month Period Ending 05/31/2019

		ESTIMATED	ACTUAL	UNREALIZED
		-----	-----	-----
--- LOCAL SOURCES ---				
1210	Local Tax Levy	\$11,922,443.00	\$11,922,443.00	.00
1310	Tuition- From LEA's	\$555,000.00	\$512,700.50	\$42,299.50
1XXX	Miscellaneous	\$881,990.00	\$808,324.73	\$73,665.27
	TOTAL	\$13,359,433.00	\$13,243,468.23	\$115,964.77
		=====	=====	=====
--- STATE SOURCES ---				
3132	Categorical Special Education Aid	\$389,105.00	\$350,194.50	\$38,910.50
3176	Equalization	\$580,221.00	\$503,850.10	\$76,370.90
3177	Categorical Security	\$64,725.00	\$58,252.50	\$6,472.50
3178	Adjustment Aid	\$394,511.00	\$355,059.90	\$39,451.10
	TOTAL	\$1,428,562.00	\$1,267,357.00	\$161,205.00
		=====	=====	=====
	TOTAL REVENUES/SOURCES OF FUNDS	\$14,787,995.00	\$14,510,825.23	\$277,169.77
		=====	=====	=====

REPORT OF THE SECRETARY  
TO THE BOARD OF EDUCATION  
Somerset County Vocational Board of Ed.  
GENERAL FUND - FUND 10  
STATEMENT OF APPROPRIATIONS  
COMPARED WITH EXPENDITURES AND ENCUMBRANCES  
For 11 Month Period Ending 05/31/2019

	Appropriations	Expenditures	Encumbrances	Available Balance
*** GENERAL CURRENT EXPENSE ***				
--- REGULAR PROGRAMS - INSTRUCTION ---				
11-140-100-101 Salaries of Teachers	\$1,657,133.00	\$1,432,162.31	\$155,163.81	\$69,806.88
11-140-100-106 Other Salaries for Instruction	\$86,283.00	\$75,321.28	\$8,376.98	\$2,584.74
11-140-100-320 Purchased Prof.-Ed. Services	\$20,000.00	\$10,380.85	.00	\$9,619.15
11-140-100-500 Other Purchased Services	\$44,000.00	\$18,830.60	\$2,226.28	\$22,943.12
11-140-100-610 General Supplies	\$143,135.00	\$114,412.66	\$21,656.03	\$7,066.31
11-140-100-640 Textbooks	\$36,750.00	\$28,680.82	\$2,215.20	\$5,853.98
11-140-100-800 Other Objects	\$10,594.00	\$3,933.62	\$552.69	\$6,107.69
--- Regular programs - Home Instruction ---				
11-150-100-101 Salaries of Teachers	\$5,000.00	\$5,360.75	\$0.00	(\$360.75)
11-150-100-320 Purchased Prof.-Ed. Services	\$8,000.00	\$2,202.75	\$5,199.25	\$598.00
11-150-100-500 Other Purchased Services	\$150.00	.00	.00	\$150.00
TOTAL	\$2,011,045.00	\$1,691,285.64	\$195,390.24	\$124,369.12
--- Regular Vocational Programs - Instruction ---				
11-310-100-101 Salaries of Teachers	\$3,042,613.00	\$2,579,126.03	\$267,675.80	\$195,811.17
11-310-100-106 Other Salaries for Instruction	\$64,890.00	\$44,423.72	\$9,348.10	\$11,118.18
11-310-100-320 Purchased Prof.-Ed. Services	\$265,358.00	\$225,341.00	\$2,025.00	\$37,992.00
11-310-100-500 Other Purchased Services	\$69,365.61	\$60,983.78	\$4,315.15	\$4,066.68
11-310-100-610 General Supplies	\$335,188.04	\$192,203.47	\$22,486.35	\$120,498.22
11-310-100-640 Textbooks	\$24,176.00	\$17,283.17	.00	\$6,892.83
11-310-100-800 Other Objects	\$16,200.00	\$7,743.93	\$1,556.46	\$6,899.61
Total	\$3,817,790.65	\$3,127,105.10	\$307,406.86	\$383,278.69
--- School spons.cocurricular activities-Instruction ---				
11-401-100-100 Salaries	\$53,921.00	\$36,191.68	\$17,270.32	\$459.00
11-401-100-500 Purchased Services	\$2,725.00	\$3,351.00	\$335.50	(\$961.50)
11-401-100-600 Supplies and Materials	\$19,168.00	\$10,202.88	\$2,487.70	\$6,477.42
11-401-100-800 Other Objects	\$5,500.00	\$5,078.00	\$1,066.00	(\$644.00)
TOTAL	\$81,314.00	\$54,823.56	\$21,159.52	\$5,330.92
--- School sponsored athletics-Instruct. ---				
11-402-100-100 Salaries	\$75,992.00	\$55,451.46	\$17,282.86	\$3,257.68
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	\$15,948.77	\$5,411.19	\$55.04
11-402-100-800 Other Objects	\$21,850.00	\$13,492.44	\$7,766.00	\$591.56

REPORT OF THE SECRETARY  
TO THE BOARD OF EDUCATION  
Somerset County Vocational Board of Ed.  
GENERAL FUND - FUND 10  
STATEMENT OF APPROPRIATIONS  
COMPARED WITH EXPENDITURES AND ENCUMBRANCES  
For 11 Month Period Ending 05/31/2019

	Appropriations	Expenditures	Encumbrances	Available Balance
TOTAL	\$161,642.00	\$126,240.67	\$31,100.05	\$4,301.28
--- UNDISTRIBUTED EXPENDITURES ---				
--- Attendance and social work services ---				
11-000-211-171 Sal. of Drop-Out Prevention Officer/Coordinators				
	\$26,842.00	\$23,888.48	\$2,171.68	\$781.84
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	\$31,568.23	\$2,171.68	\$1,802.09
--- Health services ---				
11-000-213-100 Salaries	\$176,724.00	\$155,899.76	\$15,179.30	\$5,644.94
11-000-213-300 Purchased Prof. & Tech. Svc.	\$25,704.26	\$18,243.52	\$3,389.94	\$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	\$9,281.68	\$802.41	\$15.91
11-000-213-800 Other Objects	\$500.00	\$90.00	.00	\$410.00
TOTAL	\$214,413.26	\$183,514.96	\$19,371.65	\$11,526.65
--- Speech, OT,PT & Related Svcs ---				
11-000-216-320 Purchased Prof. Ed. Services	\$14,820.00	\$3,920.00	\$10,504.00	\$396.00
TOTAL	\$14,820.00	\$3,920.00	\$10,504.00	\$396.00
--- Guidance ---				
11-000-218-104 Salaries Other Prof. Staff	\$424,128.00	\$364,694.63	\$33,491.32	\$25,942.05
11-000-218-105 Sal Secr. & Clerical Asst.	\$115,624.00	\$99,119.02	\$9,010.82	\$7,494.16
11-000-218-110 Other Salaries	\$315,547.00	\$267,237.37	\$24,442.54	\$23,867.09
11-000-218-390 Other Purch. Prof. & Tech Svc.	\$42,605.00	\$35,481.10	\$5,590.00	\$1,533.90
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	\$13,401.71	\$421.08	\$177.21
11-000-218-800 Other Objects	\$250.00	.00	.00	\$250.00
TOTAL	\$940,154.00	\$801,956.63	\$72,955.76	\$65,241.61
--- Child Study Teams ---				
11-000-219-104 Salaries Other Prof. Staff	\$145,578.00	\$131,532.80	\$20,016.80	(\$5,971.60)
11-000-219-105 Sal Secr. & Clerical Asst.	\$45,058.00	\$39,562.88	\$3,564.58	\$1,930.54

REPORT OF THE SECRETARY  
TO THE BOARD OF EDUCATION  
Somerset County Vocational Board of Ed.  
GENERAL FUND - FUND 10  
STATEMENT OF APPROPRIATIONS  
COMPARED WITH EXPENDITURES AND ENCUMBRANCES  
For 11 Month Period Ending 05/31/2019

	Appropriations	Expenditures	Encumbrances	Available Balance
11-000-219-320 Purchased Prof. - Ed. Services	\$2,000.00	\$650.00	.00	\$1,350.00
11-000-219-390 Other Purch. Prof. & Tech Svc.	\$6,733.00	\$6,208.13	.00	\$524.87
11-000-219-500 Other Purchased Services	\$2,555.00	\$190.00	.00	\$2,365.00
11-000-219-600 Supplies and Materials	\$4,650.00	\$3,030.25	.00	\$1,619.75
11-000-219-800 Other Objects	\$1,000.00	\$485.00	.00	\$515.00
TOTAL	\$207,574.00	\$181,659.06	\$23,581.38	\$2,333.56
--- Improvement of instr.serv/other supp serv-inst staff ---				
11-000-221-102 Salaries Superv. of Instr.	\$208,707.00	\$190,848.90	\$17,349.90	\$508.20
11-000-221-104 Salaries Other Prof. Staff	\$118,782.00	\$109,822.20	\$8,170.20	\$789.60
11-000-221-105 Sal Sec. & Clerical Asst.	\$58,463.00	\$52,095.56	\$4,689.58	\$1,677.86
11-000-221-500 Other Purchased Services	\$3,000.00	\$1,957.79	\$156.38	\$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	\$390,952.00	\$355,016.75	\$30,366.06	\$5,569.19
--- Educational media serv./sch.library ---				
11-000-222-100 Salaries	\$33,082.00	\$28,632.66	\$3,114.74	\$1,334.60
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	\$8,228.45	\$465.41	\$5,976.14
11-000-222-800 Other Objects	\$550.00	\$155.00	.00	\$395.00
TOTAL	\$56,182.00	\$38,258.21	\$3,580.15	\$14,343.64
--- Instructional Staff Training Services ---				
11-000-223-102 Salaries Superv. of Instruction	\$48,555.00	\$44,264.38	\$4,023.82	\$266.80
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	\$4,597.72	\$1,528.95	\$11,243.33
11-000-223-600 Supplies and Materials	\$1,000.00	\$211.54	\$8.60	\$779.86
TOTAL	\$68,925.00	\$49,333.64	\$5,561.37	\$14,029.99
--- Support services-general administration ---				
11-000-230-100 Salaries	\$333,366.00	\$303,746.75	\$27,613.42	\$2,005.83
11-000-230-331 Legal Services	\$114,694.11	\$84,810.48	\$28,898.65	\$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	\$10,179.84	\$13,595.56	\$173.16

REPORT OF THE SECRETARY  
TO THE BOARD OF EDUCATION  
Somerset County Vocational Board of Ed.  
GENERAL FUND - FUND 10  
STATEMENT OF APPROPRIATIONS  
COMPARED WITH EXPENDITURES AND ENCUMBRANCES  
For 11 Month Period Ending 05/31/2019

	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	\$71,650.00	\$66,165.70	\$5,454.68	\$29.62
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	\$1,281.27	.00	\$6,553.36
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	\$19,191.17	\$211.56	\$4,997.27
11-000-230-895 BOE Membership Dues and Fees	\$7,000.00	\$6,749.75	.00	\$250.25
TOTAL	\$818,864.11	\$704,565.55	\$81,929.98	\$32,368.58
--- Support services-school administration ---				
11-000-240-103 Salaries Princ./Asst. Princ.	\$142,278.00	\$130,104.26	\$11,827.66	\$346.08
11-000-240-104 Salaries Other Prof. Staff	\$317,787.00	\$290,597.12	\$26,417.92	\$771.96
11-000-240-105 Sal Secr. & Clerical Asst.	\$234,133.00	\$208,207.96	\$18,841.64	\$7,083.40
11-000-240-11X Other Salaries	\$5,150.00	.00	.00	\$5,150.00
11-000-240-500 Other Purchased Services	\$26,475.00	\$16,046.37	\$5,337.55	\$5,091.08
11-000-240-600 Supplies and Materials	\$22,215.38	\$20,431.03	\$766.79	\$1,017.56
11-000-240-800 Other Objects	\$6,000.00	\$5,812.00	.00	\$188.00
TOTAL	\$754,038.38	\$671,198.74	\$63,191.56	\$19,648.08
--- Central Services ---				
11-000-251-100 Salaries	\$357,645.00	\$327,575.10	\$29,731.38	\$338.52
11-000-251-330 Purchased Prof. Srvs.	\$9,000.00	\$7,208.21	\$256.21	\$1,535.58
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 series )	\$3,000.00	\$1,936.77	\$275.00	\$788.23
11-000-251-600 Supplies and Materials	\$9,000.00	\$5,583.53	\$73.68	\$3,342.79
11-000-251-89X Other Objects	\$5,000.00	\$2,445.00	.00	\$2,555.00
TOTAL	\$413,645.00	\$370,248.61	\$30,336.27	\$13,060.12
--- Admin. Info. Technology ---				
11-000-252-100 Salaries	\$411,964.00	\$369,889.66	\$33,592.16	\$8,482.18
11-000-252-500 Other Pur Serv. (400-500 series )	\$51,681.00	\$46,128.52	\$825.00	\$4,727.48
11-000-252-600 Supplies and Materials	\$75,562.00	\$54,482.55	\$23,089.71	(\$2,010.26)
11-000-252-800 Other Objects	\$1,000.00	\$505.90	.00	\$494.10
TOTAL	\$540,207.00	\$471,006.63	\$57,506.87	\$11,693.50
--- Allowable Maint.for School Facilities ---				
11-000-261-100 Salaries	\$636,055.00	\$517,578.10	\$43,238.92	\$75,237.98
11-000-261-420				
11-000-261-420 Cleaning, Repair & Maint. Svc.	\$519,371.86	\$404,108.87	\$45,947.58	\$69,315.41

REPORT OF THE SECRETARY  
TO THE BOARD OF EDUCATION  
Somerset County Vocational Board of Ed.  
GENERAL FUND - FUND 10  
STATEMENT OF APPROPRIATIONS  
COMPARED WITH EXPENDITURES AND ENCUMBRANCES  
For 11 Month Period Ending 05/31/2019

	Appropriations	Expenditures	Encumbrances	Available Balance
11-000-261-610 General Supplies	\$85,444.21	\$43,675.67	\$10,616.58	\$31,151.96
11-000-261-800 Other Objects	\$21,000.00	\$15,781.59	\$5,486.00	(\$267.59)
TOTAL	\$1,261,871.07	\$981,144.23	\$105,289.08	\$175,437.76
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	\$381,044.17	\$49,208.83	\$930.00
11-000-262-490 Other Purchased Property Svc.	\$66,000.00	\$65,090.88	\$563.12	\$346.00
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	\$100,602.07	\$397.93	\$4,000.00
11-000-262-622 Energy (Electricity)	\$317,234.00	\$157,479.20	\$73,477.45	\$86,277.35
TOTAL	\$991,059.00	\$761,952.82	\$123,647.33	\$105,458.85
--- 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	\$91,021.55	\$9,720.50	\$34,856.95
11-000-266-300 Purchased Prof. & Technical Services	\$5,756.00	\$5,380.40	.00	\$375.60
TOTAL	\$141,355.00	\$96,401.95	\$9,720.50	\$35,232.55
--- Student transportation services ---				
11-000-270-162 Sal.pupil trans(Other than Bet Home & Sch)	\$48,489.00	\$44,303.06	\$4,028.10	\$157.84
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	\$18,489.25	\$21,480.75	\$31,030.00
11-000-270-593 Misc. Purchased Svc.- Transp.	\$5,000.00	.00	.00	\$5,000.00
11-000-270-610 General Supplies	\$2,000.00	.00	\$6,149.00	(\$4,149.00)
11-000-270-800 Misc. Expenditures	\$1,000.00	.00	.00	\$1,000.00
TOTAL	\$188,989.00	\$64,277.31	\$36,902.00	\$87,809.69
--- Benefits ---				
11-XXX-XXX-210 Group Insurance	\$13,820.00	\$11,473.19	\$1,370.61	\$976.20
11-XXX-XXX-220 Social Security Contributions	\$282,200.00	\$226,472.80	\$33,858.49	\$21,868.71
11-XXX-XXX-241 Other Retirement Contrb. - PERS	\$318,618.00	\$317,518.35	\$1,076.67	\$22.98
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	\$1,469,153.92	\$134,080.05	\$20,109.03



REPORT OF THE SECRETARY  
 TO THE BOARD OF EDUCATION  
 Somerset County Vocational Board of Ed.  
 GENERAL FUND - FUND 10  
 STATEMENT OF APPROPRIATIONS  
 COMPARED WITH EXPENDITURES AND ENCUMBRANCES  
 For 11 Month Period Ending 05/31/2019

	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	\$49,256.99	\$5,025.25	\$18,317.76
11-XXX-XXX-299 Unused Vac. Payment to Term/Ret Staff	\$5,000.00	\$17,348.63	.00	(\$12,348.63)
TOTAL	\$2,641,585.00	\$2,350,879.61	\$234,310.60	\$56,394.79
Total Undistributed expenditures	\$9,692,325.82	\$8,128,655.53	\$910,926.24	\$652,744.05
*** TOTAL CURRENT EXPENSE EXPENDITURES ***	\$15,764,117.47	\$13,128,110.50	\$1,465,982.91	\$1,170,024.06
*** TOTAL CURRENT EXPENSE EXPENDITURES & TRANSFERS ***	\$15,764,117.47	\$13,128,110.50	\$1,465,982.91	\$1,170,024.06
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REPORT OF THE SECRETARY  
TO THE BOARD OF EDUCATION  
Somerset County Vocational Board of Ed.  
GENERAL FUND - FUND 10  
STATEMENT OF APPROPRIATIONS  
COMPARED WITH EXPENDITURES AND ENCUMBRANCES  
For 11 Month Period Ending 05/31/2019

	Appropriations	Expenditures	Encumbrances	Available Balance
<b>*** CAPITAL OUTLAY ***</b>				
Special education - instruction				
12-310-100-730 Regular Voc.programs	\$23,000.00	.00	\$4,901.65	\$18,098.35
12-4XX-100-730 School-spons. & oth instr prog			\$20,695.15	(\$20,695.15)
Undistributed expenses				
12-000-100-730 Instruction	\$32,385.00	\$13,098.61	\$1,945.00	\$17,341.39
12-000-21X-730 Support services-Related & Extraord.	\$7,000.00	.00	.00	\$7,000.00
12-000-252-730 Admin. Info. Tech.	\$58,500.00	\$55,161.55	\$57.20	\$3,281.25
12-000-261-730 Undist. Exp.-Required Maint. Schl Facilities				
	\$107,189.00	\$82,177.00	\$34,016.32	(\$9,004.32)
Undistributed exp. - student transportation				
12-XXX-X00-730 Special schools (all programs)	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL	\$228,074.00	\$150,437.16	\$61,615.32	\$16,021.52
--- 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	.00	.00	\$20,388.00
Facilits. Acqstn. Const. Sevr. -- TOTAL --	\$72,203.00	\$51,815.00	\$0.00	\$20,388.00
TOTAL	\$72,203.00	\$51,815.00	\$0.00	\$20,388.00
TOTAL CAPITAL OUTLAY EXPENDITURES	\$300,277.00	\$202,252.16	\$61,615.32	\$36,409.52
*** EDUCATION STABILIZATION FUND **				
*** GOVERNMENT SERVICES FUND **				
*** EDUCATION JOBS FUND **				
TOTAL GENERAL FUND EXPENDITURES	\$16,064,394.47	\$13,330,362.66	\$1,527,598.23	\$1,206,433.58

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

For 11 Month Period Ending 05/31/2019

I, Raelene Sipple, Board Secretary/Business Administrator  
certify that no line item account has encumbrances and expenditures,  
which in total exceed the line item appropriation in violation of N.J.A.C. 6A:23A-16.10(c)3.

\_\_\_\_\_  
Board Secretary/Business Administrator

May 31, 2019

Date

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

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

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6/6 9:14am

REPORT OF THE SECRETARY  
TO THE BOARD OF EDUCATION  
Somerset County Vocational Board of Ed.  
Special Revenue Fund - Fund 20  
Interim Balance Sheet  
For 11 Month Period Ending 05/31/19

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ASSETS AND RESOURCES

=====

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

101	Cash in bank		(\$42,504.48)
	Accounts receivable:		
141	Intergovernmental - State	\$34,144.98	
		\$34,144.98	

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

301	Estimated Revenues	\$1,345,501.02	
302	Less Revenues	(\$1,136,310.92)	
		\$209,190.10	
	Total assets and resources		\$200,830.60
			=====

REPORT OF THE SECRETARY  
 TO THE BOARD OF EDUCATION  
 Somerset County Vocational Board of Ed.  
 Special Revenue Fund - Fund 20  
 Interim Balance Sheet  
 For 11 Month Period Ending 05/31/19

=====  
 LIABILITIES AND FUND EQUITY  
 =====

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

481	Deferred revenues	\$123.59
	TOTAL LIABILITIES	\$123.59
		=====

F U N D   B A L A N C E

--- A p p r o p r i a t e d ---

753	Reserve for encumbrances - Current Year	\$93,501.39
754	Reserve for encumbrances - Prior Year	\$1,217.66
601	Appropriations	\$1,345,501.02
602	Less: Expenditures	\$1,146,011.67
603	Encumbrances	\$93,501.39 (\$1,239,513.06)
		\$105,987.96
	TOTAL FUND BALANCE	\$200,707.01
	TOTAL LIABILITIES AND FUND EQUITY	\$200,830.60
		=====

REPORT OF THE SECRETARY  
TO THE BOARD OF EDUCATION  
Somerset County Vocational Board of Ed.  
Special Revenue Fund - Fund 20  
INTERIM STATEMENTS COMPARING  
BUDGET REVENUE WITH ACTUAL TO DATE AND  
APPROPRIATIONS WITH EXPENDITURES AND ENCUMBRANCES TO DATE  
For 11 Month Period Ending 05/31/19

		BUDGETED ESTIMATED	ACTUAL TO DATE	NOTE: OVER OR (UNDER)	UNREALIZED BALANCE
		-----	-----	-----	-----
*** REVENUES/SOURCES OF FUNDS ***					
1XXX	From Local Sources	\$105,876.00	\$105,876.00		.00
3XXX	From State Sources	\$801,305.02	\$698,507.92		\$102,797.10
4XXX	From Federal Sources	\$438,320.00	\$331,927.00		\$106,393.00
		-----	-----	-----	-----
TOTAL REVENUE/SOURCES OF FUNDS		\$1,345,501.02	\$1,136,310.92		\$209,190.10
		=====	=====	=====	=====
*** EXPENDITURES ***					
		APPROPRIATIONS	EXPENDITURES	ENCUMBRANCES	AVAILABLE BALANCE
		-----	-----	-----	-----
LOCAL PROJECTS:		\$105,876.00	\$94,462.34	\$1,086.94	\$10,326.72
STATE PROJECTS:					
Vocational education		\$454,828.02	\$344,403.83	\$42,277.76	\$68,146.43
Other special projects		\$346,477.00	\$314,854.16	\$27,582.19	\$4,040.65
		-----	-----	-----	-----
TOTAL STATE PROJECTS		\$801,305.02	\$659,257.99	\$69,859.95	\$72,187.08
FEDERAL PROJECTS:					
NCLB Title I		\$60,601.00	\$52,300.24	\$840.61	\$7,460.15
NCLB Title II - Part A/D		\$8,707.00	\$6,961.96	\$1,745.04	.00
I.D.E.A. Part B (Handicapped)		\$81,948.00	\$81,948.00	.00	.00
NCLB Title IV		\$10,000.00	\$4,009.50	\$5,990.50	.00
Vocational Education		\$277,064.00	\$247,071.64	\$13,978.35	\$16,014.01
		-----	-----	-----	-----
TOTAL FEDERAL PROJECTS		\$438,320.00	\$392,291.34	\$22,554.50	\$23,474.16
		-----	-----	-----	-----
*** TOTAL EXPENDITURES ***		\$1,345,501.02	\$1,146,011.67	\$93,501.39	\$105,987.96
		=====	=====	=====	=====

REPORT OF THE SECRETARY  
TO THE BOARD OF EDUCATION  
Somerset County Vocational Board of Ed.  
SPECIAL REVENUE - FUND 20  
SCHEDULE OF REVENUES  
ACTUAL COMPARED WITH ESTIMATED  
For 11 Month Period Ending 05/31/19

	ESTIMATED	ACTUAL	UNREALIZED
	-----	-----	-----
--- LOCAL SOURCES ---			
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 SOURCES ---			
3XXX Other State Aids	\$801,305.02	\$698,507.92	\$102,797.10
	-----	-----	-----
Total Revenue from State Sources	\$801,305.02	\$698,507.92	\$102,797.10
	=====	=====	=====
--- FEDERAL SOURCES ---			
4411-16 Title I	\$60,601.00	\$45,741.00	\$14,860.00
4451-55 Title II	\$8,707.00	\$6,347.00	\$2,360.00
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	\$76,328.00	\$5,620.00
4430-39 Vocational Education	\$277,064.00	\$201,144.00	\$75,920.00
	-----	-----	-----
Total Revenues from Federal Sources	\$438,320.00	\$331,927.00	\$106,393.00
	=====	=====	=====
TOTAL REVENUES/SOURCES OF FUNDS	\$1,345,501.02	\$1,136,310.92	\$209,190.10



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

For 11 Month Period Ending 05/31/19

I, Raelene Sipple, Board Secretary/Business Administrator  
certify that no line item account has encumbrances and expenditures,  
which in total exceed the line item appropriation in violation of N.J.A.C. 6A:23A-16.10(c)3.

\_\_\_\_\_  
Board Secretary/Business Administrator

May 31, 2019

\_\_\_\_\_  
Date

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

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6/6 9:14am

REPORT OF THE SECRETARY  
TO THE BOARD OF EDUCATION  
Somerset County Vocational Board of Ed.  
Capital Projects Fund - Fund 30  
Interim Balance Sheet  
For 11 Month Period Ending 05/31/19

=====

ASSETS AND RESOURCES

=====

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

101	Cash in bank		\$86,935.19
	Accounts receivable:		
140	Intergovernmental - Accts. Recvble.	\$2,681,827.77	
			\$2,681,827.77

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

301	Estimated Revenues	\$2,659,540.74	
302	Less Revenues	(\$2,242,504.92)	
			\$417,035.82

Total assets and resources

\$3,185,798.78

=====

REPORT OF THE SECRETARY  
TO THE BOARD OF EDUCATION  
Somerset County Vocational Board of Ed.  
Capital Projects Fund - Fund 30  
Interim Balance Sheet  
For 11 Month Period Ending 05/31/19

=====

LIABILITIES AND FUND EQUITY

=====

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

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

F U N D   B A L A N C E

--- A p p r o p r i a t e d ---

753	Reserve for encumbrances - Current Year	\$483,842.13
754	Reserve for encumbrances - Prior Year	\$271,594.00
601	Appropriations	\$5,987,315.37
602	Less : Expenditures	\$2,332,528.60
603	Encumbrances	\$755,436.13 (\$3,087,964.73)
		\$2,899,350.64
	Total Appropriated	\$3,654,786.77

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

770	Fund balance	\$276,964.05
303	Budgeted Fund Balance	(\$879,530.24)
		\$3,052,220.58
	TOTAL FUND BALANCE	\$3,052,220.58
	TOTAL LIABILITIES AND FUND EQUITY	\$3,185,798.78
		=====

REPORT OF THE SECRETARY  
TO THE BOARD OF EDUCATION  
Somerset County Vocational Board of Ed.  
Capital Projects Fund - Fund 30  
INTERIM STATEMENTS COMPARING  
BUDGET REVENUE WITH ACTUAL TO DATE AND  
APPROPRIATIONS WITH EXPENDITURES AND ENCUMBRANCES TO DATE  
For 11 Month Period Ending 05/31/19

	BUDGETED ESTIMATED	ACTUAL TO DATE	NOTE: OVER OR (UNDER)	UNREALIZED BALANCE
	-----	-----	-----	-----
*** REVENUES/SOURCES OF FUNDS ***				
Other	\$2,659,540.74	\$2,242,504.92		\$417,035.82
	-----	-----	-----	-----
TOTAL REVENUE/SOURCES OF FUNDS	\$2,659,540.74	\$2,242,504.92		\$417,035.82
	=====	=====	=====	=====
*** EXPENDITURES ***				
	APPROPRIATIONS	EXPENDITURES	ENCUMBRANCES	AVAILABLE BALANCE
	-----	-----	-----	-----
--- Facilities acquisition and constr. serv. ---				
30-000-4XX-390 Other purchased prof. & tech. serv.	\$282,862.12	\$71,663.12	\$11,199.00	\$200,000.00
30-000-4XX-450 Construction services	\$5,704,453.25	\$2,260,865.48	\$744,237.13	\$2,699,350.64
	-----	-----	-----	-----
Total fac.acq.and constr. serv.	\$5,987,315.37	\$2,332,528.60	\$755,436.13	\$2,899,350.64
	=====	=====	=====	=====
TOTAL EXPENDITURES	\$5,987,315.37	\$2,332,528.60	\$755,436.13	\$2,899,350.64
	=====	=====	=====	=====
*** TOTAL EXPENDITURES AND TRANSFERS	\$5,987,315.37	\$2,332,528.60	\$755,436.13	\$2,899,350.64
	=====	=====	=====	=====

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

For 11 Month Period Ending 05/31/19

I, Raelene Sipple, Board Secretary/Business Administrator  
certify that no line item account has encumbrances and expenditures,  
which in total exceed the line item appropriation in violation of N.J.A.C. 6A:23A-16.10(c)3.

\_\_\_\_\_  
Board Secretary/Business Administrator

May 31, 2019

\_\_\_\_\_  
Date

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

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

**Somerset County Vocational  
All Funds  
For Month Ended: May 31, 2019**

**CASH REPORT**

<b>Governmental Funds</b>	<b>Beginning Balance</b>	<b>Deposits</b>	<b>Disbursements</b>	<b>Ending Balance</b>
General Fund (10)	\$3,484,782.05	\$1,518,575.48	-\$1,259,623.28	\$3,743,734.25
Special Revenue Fund (20)	\$77,917.53	\$77,316.00	-\$197,738.01	-\$42,504.48
Capital Project Fund (30)	\$91,815.19	\$3,984.00	-\$8,864.00	\$86,935.19
Total Governmental Funds	<u>\$3,654,514.77</u>	<u>\$1,599,875.48</u>	<u>-\$1,466,225.29</u>	<u>\$3,788,164.96</u>
Summer Savings	\$132,180.17	\$16,816.60	\$0.00	\$148,996.77
Enterprise Fund (60) Cafeteria	\$45,338.71	\$14,487.02	-\$24,544.42	\$35,281.31
Payroll Fund (70)	\$0.00	\$513,769.96	-\$513,769.96	\$0.00
Agency Fund (90)	\$0.00	\$416,965.79	-\$416,965.79	\$0.00
Total Trust & Agency	<u>\$177,518.88</u>	<u>\$962,039.37</u>	<u>-\$955,280.17</u>	<u>\$184,278.08</u>
Grand Total for all Funds	<u>\$3,832,033.65</u>	<u>\$2,561,914.85</u>	<u>-\$2,421,505.46</u>	<u>\$3,972,443.04</u>
				\$3,972,443.04

Prepared and submitted by:

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

\_\_\_\_\_  
Date



# Somerset County Vocational Board of Ed.

## Expense Account Adjustment Analysis By Account#

va\_exaa1.082406

05/31/2019

Current Cycle : May

Account #	Account Description	Description	Adj #	Date	User	Old Amount	Adjustment	New Balance
<b>Current Appropriation Adjustments</b>								
11-000-219-104-05-0000-	SAL-CHILD STUDY TEAM	May Transfers	0051	05/31/2019	RSIPPLE	\$141,678.00	\$7,000.00	\$148,678.00
11-000-221-105-04-0001-	SAL OF SECR AND CLERICAL	May Transfers	0051	05/31/2019	RSIPPLE	\$500.00	\$100.00	\$600.00
11-000-230-530-08-0001-	ONLINE/PROVIDER SERVICES	May Transfers	0051	05/31/2019	RSIPPLE	\$31,000.00	\$2,400.00	\$33,400.00
11-000-252-610-16-0000-	SUPPLIES AND MATERIALS	May Transfers	0051	05/31/2019	RSIPPLE	\$74,600.00	\$32,000.00	\$106,600.00
11-000-261-420-02-0018-	CONTIN. MAINT REP H.S.	May Transfers	0051	05/31/2019	RSIPPLE	\$76,800.00	\$2,000.00	\$78,800.00
11-000-261-420-02-0020-	CONTIN. REPAIR - EQUIP.	May Transfers	0051	05/31/2019	RSIPPLE	\$49,254.00	(\$10,000.00)	\$39,254.00
11-000-261-800-02-0000-	MEMBERSHIPS	May Transfers	0051	05/31/2019	RSIPPLE	\$21,000.00	\$300.00	\$21,300.00
11-000-262-622-02-0000-	ENERGY - ELECTRICITY	May Transfers	0051	05/31/2019	RSIPPLE	\$317,234.00	(\$25,250.00)	\$291,984.00
11-000-270-162-02-0001-	SUBSTITUTES/OT	May Transfers	0051	05/31/2019	RSIPPLE	\$7,000.00	\$2,000.00	\$9,000.00
11-000-270-610-02-0000-	SUPPLIES & MATERIALS	May Transfers	0051	05/31/2019	RSIPPLE	\$2,000.00	\$4,200.00	\$6,200.00
11-000-291-299-08-0000-	UNUSED SICK PAY RETIRED	May Transfers	0051	05/31/2019	RSIPPLE	\$5,000.00	\$14,000.00	\$19,000.00
11-140-100-101-03-0002-	EXTRA HOURS	May Transfers	0051	05/31/2019	RSIPPLE	\$30,000.00	\$1,300.00	\$31,300.00
11-140-100-610-16-0000-	HIGH SCH TECH SUPPLIES	May Transfers	0051	05/31/2019	RSIPPLE	\$74,000.00	\$12,000.00	\$86,000.00
11-150-100-101-05-0000-	SALARIES - HOME INSTRUC	May Transfers	0051	05/31/2019	RSIPPLE	\$5,000.00	\$500.00	\$5,500.00
11-310-100-101-05-0000-	SALARIES - INSTRUCTION	May Transfers	0051	05/31/2019	RSIPPLE	\$445,396.00	\$1,200.00	\$446,596.00
11-310-100-106-11-0000-	SALARIES - AIDES	May Transfers	0051	05/31/2019	RSIPPLE	\$52,011.00	\$1,000.00	\$53,011.00
11-310-100-320-60-0000-	PAYMENT - RVCC	May Transfers	0051	05/31/2019	RSIPPLE	\$260,688.00	(\$35,000.00)	\$225,688.00
11-310-100-500-11-0000-	OTHER PURCHD SERVS	May Transfers	0051	05/31/2019	RSIPPLE	\$23,959.00	\$1,500.00	\$25,459.00
11-310-100-610-11-0000-	CAREER TECHNICAL ED	May Transfers	0051	05/31/2019	RSIPPLE	\$33,000.00	(\$25,000.00)	\$8,000.00
11-401-100-500-03-0000-	PURCHASED SERVICES (300-	May Transfers	0051	05/31/2019	RSIPPLE	\$2,725.00	\$1,000.00	\$3,725.00
11-401-100-800-03-0000-	OTHER OBJECTS	May Transfers	0051	05/31/2019	RSIPPLE	\$5,500.00	\$750.00	\$6,250.00
12-000-100-730-00-0000-	FURNITURE/EQUIPMENT	May Transfers	0053	05/31/2019	RSIPPLE	\$32,385.00	\$2,000.00	\$34,385.00
12-000-252-730-16-0000-	IT EQUIPMENT	May Transfers	0052	05/31/2019	RSIPPLE	\$58,500.00	(\$2,600.00)	\$55,900.00
		May Transfers	0053	05/31/2019	RSIPPLE	\$55,900.00	(\$2,000.00)	\$53,900.00
			<b>Total For Account # 12-000-252-730-16-0000-</b>				<b>(\$4,600.00)</b>	
12-000-261-730-02-0000-	EQUIPMENT - FACILITIES	May Transfers	0051	05/31/2019	RSIPPLE	\$25,012.00	\$10,000.00	\$35,012.00
		May Transfers	0052	05/31/2019	RSIPPLE	\$35,012.00	\$2,000.00	\$37,012.00
			<b>Total For Account # 12-000-261-730-02-0000-</b>				<b>\$12,000.00</b>	
12-402-100-730-03-0000-	ATHLETICS - EQUIPMENT	May Transfers	0051	05/31/2019	RSIPPLE	\$0.00	\$2,000.00	\$2,000.00
		May Transfers	0052	05/31/2019	RSIPPLE	\$2,000.00	\$600.00	\$2,600.00
			<b>Total For Account # 12-402-100-730-03-0000-</b>				<b>\$2,600.00</b>	

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

va\_exaa1.082406

05/31/2019

Current Cycle : May

Account #	Account Description	Description	Adj #	Date	User	Old Amount	Adjustment	New Balance
<b><i>Current Appropriation Adjustments</i></b>								
20-362-100-600-29-0000-	C. PERKINS-SUPPLIES	May Transfers	0051	05/31/2019	RSIPPLE	\$81,403.00	\$1,799.99	\$83,202.99
20-362-400-731-29-0000-	C. PERKINS-EQUIPMENT	May Transfers	0051	05/31/2019	RSIPPLE	\$141,104.00	(\$1,799.99)	\$139,304.01
<b><i>Total Current Appr.</i></b>								<b><u>\$0.00</u></b>

**Somerset County Vocational Technical Schools**  
**Renewed, Awarded Contracts**  
**2019-2020 SY**

<b>Vendor</b>	<b>Description of Services</b>
ACT	Fire Alarm Maintenance & Monitoring Services
ACT	Alarm Services- Elevator Alarm
ACT	Alarm Services- Burglar Alarm
Active Disposal	Waste, Trash, Bulk Material Disposal
Adobe Creative Cloud	Illustrator, Photoshop, After Effects, Premiere - 100 seats
ADP	Easy Labor Management
Aetna	Employee Medical & Prescription Drug Programs
ATC	Pneumatic Controls Maintenance Program
Atlantic Tomorrow	Copier Lease
Bridgeway Senior Healthcare	Health Occupations - Clinical Affiliation
Camtasia	Video capture
Chalkboard (Web host)	SCVTHS.org Website and Teacher Sites
Charles Nechtem Associates, Inc.	Employee Assistance Program
Chem Aqua	Water Treatment
Conner Strong & Buckelew	Health Insurance Brokerage Services
Delta Dental	Employee Dental Program
DeSapio Construction, Inc.	Security Vestibule Project
DiFrancesco, Bateman, Kunzman, Davis, Lehrer & Flaum	Legal Services
DigiCert	Digital Signed Certificates - Unified Communications
Dude Solutions	FS Direct & Maintenance Essentials
E-Rate Exchange	E-Rate Funding Services (+ Level 2)
East Coast Elevators	Elevator Maintenance
Educational Data Services, Inc.	Cooperative Pricing
Exacqvision	IP NVR support
Family & Community Services of Somerset County	Mental Health Counselor & Substance Abuse Counselor
Federal Fire Protection	Service Fire Extinguishers, Hydrants
Food Services Solutions	Point of Sale for Cafeteria
Food Services Solutions	Food Service Support
Frank D. Valcheck, Inc.	Student Transportation
Frontline	Substitute Placement and Absence Tracking System
Genesis Educational Services	Student Information System
GoGuardian Admin Teacher Bundle	Chromebook Management
Honeywell	Flex Automation Service
Honeywell-Rapid Alert Notification	Emergency Communication
Hunterdon ESC	Cooperative Purchasing
IEP Direct Frontline	IEP Software - Special Ed.
Industrial Combustion Associates	Boiler Maintenance
Ingersoll-Rand	Compressors CTE Maintenance
J & J Floors	Resurface Gym Floors
Jersey Irish Medical d/b/a AFC Urgent Care	Health and Medical Services
Johnson Controls	Chiller System & Control Service
Karl Group	Right To Know

**Somerset County Vocational Technical Schools**  
**Renewed, Awarded Contracts**  
**2019-2020 SY**

Karl Group	AERA-2 VISITS
Kensington Bus Company, Inc.	Student Transportation
Maschio's Food Services, Inc.	Food Service Management
Meraki Insights	Network Performance Optimization
Meraki Network/Firewall	AP & switch management
Microsoft	Microsoft Office Professional Plus
Middle Earth	Recreation/Outreach Coordinator
Moodle	Moodle Rooms
Naviance	Student College and Career Readiness
Network Solutions	DNS Registration
Network Solutions	DNS Name Records
Nickerson	Basket Ball Backstop/Bleacher PM
Nuance	Speech Attendant for Phone System
Paragon Hard Disk MGR	Workstation Imaging
Pitney Bowes	Postage & Mailing
Plan Connect	Third Party Administration Services
Pritchard Industries, Inc.	Custodial Cleaning Services
Professional Educational Services, Inc.	Student Bedside Instruction
Robert Wood Johnson University Hospital	Athletic Training Services
Safe Schools Intergrated Pest Management	Pest Control & IPM Services
Safety Kleen	CTE Environmental Solvent Fluid Systems
Saint Clare's Hospital	Student Bedside Instruction
Scale Maintenance	Server Virtualization Software and Support
School Dude	Work Order Request System
Somerset County	Gas, Fuel and Repairs for Vehicles
Somerset County Educational Services Commission	Student Transportation
Somerset County Insurance Commission	Health Insurance Joint Insurance Fund
Somerset County Joint Insurance Fund	District Wide Joint Insurance
Sophos Cloud Protection	Server Cloud Antivirus
Strauss Esmay Associates, LLP	Board Policy Updates
Suplee, Clooney & Company	Audit/Consulting Services
Systems 3000	Financial /Accounting/Personnel Software
Telecenter U	Paging System
USA Architects	Architectural Services
Vent Tech	Kitchen and Culinary Vent Degrease Service
Veritime Frontline	Veritime Attendance
Vision Service Plan	Employee Vision Program
Warshauer	Emergency Generator Maintenance
WeatherWorks	Weather data for operations
WeVideo	Student Video editing
William Paterson University	Professional Development School Network Services

**SOMERSET COUNTY HEALTH INSURANCE FUND  
RESOLUTION OF INTENT TO FORM**

**SOMERSET COUNTY VOCATIONAL BOARD OF EDUCATION**

**RESOLUTION – 2018-19/6-A**

WHEREAS, pursuant to N.J.S.A. 40A: 10-36 et. seq., (the “Statute”) Local Units, as defined in the Statute, may join together to establish a joint insurance fund to provide contributory or non-contributory group health insurance through self-insurance, the purchase of commercial insurance or reinsurance or any combination thereof; and

WHEREAS, Somerset County Vocational Board of Education and Somerset County, pursuant to the Statute and N.J.A.C. 11:15-5.6(c)(8) are adopting this Resolution of Intent to Form the Somerset County Health Insurance Fund (the “Fund”).

NOW, THEREFORE, BE IT RESOLVED by the Somerset County Vocational Board of Education that the following actions and authorizations are hereby authorized and approved:

1. Somerset County Vocational Board of Education adopts this Resolution of Intent to Form the Somerset County Health Insurance Fund and authorizes its filing as required under N.J.A.C. 11:15-5.6(c)(8);

2. Membership in the Fund shall be contingent upon acceptance of the Fund’s Bylaws as adopted and approved pursuant to the Statute and the execution and delivery by each member Local Unit of the Fund of a Trust and Indemnity Agreement whereby (i) each member Local Unit agrees to jointly and severally assume and discharge the liabilities of each and every party to the agreement arising from their participation in the Fund; (ii) the types of insurance coverage purchased through the Fund are specified; (iii) the duration of membership in the Fund is stated and (iv) each member states they have never defaulted on claims if self-insured and, if not, have not been cancelled for non-payment of insurance premiums for a period of at least two (2) years prior to joining the Fund; and

3. PERMA Risk Management Services and its representatives are hereby authorized pursuant to the Statute and N.J.A.C. 11:15-5.5 to file with the Department of Banking and Insurance and the Department of Community Affairs an application for approval to form and operate the Fund and the deliver such documents and other materials as may be necessary to accomplish the formation of the Fund and obtain the necessary approvals and authorizations to operate.

---

Raelene Sipple  
Board Secretary  
Somerset County Vocational Board of Education

---

Date

Somerset County Vocational Technical Schools  
Maintenance Contract Agreements  
2019-20 SY

<b>Vendor</b>	<b>Amount</b>	<b>Description of Services</b>
ACT	\$375.00	Fire Alarm -Monitoring Service -Bld.H
ACT	\$1,560.00	Alarm Services- Elevator Alarm-Bld.ABCDGH
ACT	\$2,250.00	Alarm Services- Burglar Alarm-Bld. ABCDGH
Active Disposal	\$20,000.00	Waste -Trash -Bulk -Material
ATC	\$5,060.00	Pneumatic Controls Maintenance Program
Chem Aqua	\$4,482.00	Water Treatment
Dude Solutions	\$3,038.76	FS Direct & Maintenance Essentials
East Coast Elevators	\$5,820.00	Elevator Maintenance
FFP	\$5,000.00	Fire Ext.Hydrants,Kitchen Fire.
Honeywell	\$23,680.00	Flex Automation Service
Industrial Combustion Associates	\$5,975.00	Boiler Maintenance
Ingersoll-Rand	\$3,965.01	Compressors CTE Maintenance
J & J Floors	\$3,000.00	Resurface Gym Floors
Johnson Controls	\$5,990.00	Chiller System & Control Service
Karl Group	\$3,425.00	RTK
Karl Group	\$980.00	AERA-2 VISITS
Nickerson	\$3,600.00	Basketball Backstop/Bleacher PM
Safety Kleen	\$4,936.53	CTE Enviromental Solvent Fluid Systems
Somerset County	\$19,000.00	Vehicle Repairs /Gas
Safe Schools Intergrated Pest Management	\$4,800.00	Pest Control & IPM Services
Vent-Tech -Degrease Service	\$5,285.00	Kitchen Vent Degrease Service-3-2 summer 1 winter
Warshauer	\$1,350.00	Emergency Generator
WeatherWorks	\$1,600.00	Weather data for operations

Somerset County Vocational Technical Schools  
Technology/Contract Maintenance Software Agreements  
2019-2020 SY

<b>Vendor</b>	<b>Amount</b>	<b>Description of Services</b>
Adobe Creative Cloud	\$ 2,500.00	Illustrator, photoshop, after effects, premiere - 100 seats
ADP	\$ 3,600.00	Easy Labor Management
Camtasia	\$ 298.00	Video capture
Chalkboard (Web host)	\$ 2,810.00	SCVTHS.org Website and TeacherSites
DigiCert	\$ 917.00	Digital signed certificates - Unified Communications
Exacqvision	\$ 5,000.00	IP NVR support
Food Services Solutions	\$ 1,290.00	Point of Sale for Cafeteria Hosting
Food Services Solutions	\$ 3,700.00	Food service support
Frontline	\$ 3,300.00	Substitute Placement and Absence Tracking System
Genesis Educational Services	\$ 14,585.00	Student Information System
GoGuardian Admin Teacher Bundle	\$ 3,973.00	Chromebook management
Honeywell-Rapid Alert Notification	\$ 2,500.00	Emergency Communication
IEP Direct Frontline	\$ 5,360.00	IEP Software - Special Ed.
Meraki Insights	\$ 5,000.00	Network performance optimization
Meraki Network/Firewall	\$ 10,000.00	AP & switch management
Microsoft	\$ 3,021.00	Microsoft Office Professional Plus
Moodle	\$ 3,000.00	Moodle Rooms
Naviance	\$ 8,000.00	Student College and Career Readiness
Network Solutions	\$ 500.00	DNS registration
Network Solutions	\$ 341.00	DNS name records
Nuance	\$ 2,199.80	Speech Attendant for Phone System
Paragon Hard Disk MGR	\$ 1,920.00	Workstation Imaging
Scale Maintenance	\$ 5,000.00	Server virtualization software and support
School Dude	\$ 1,990.00	Work Order Request System
Sophos Cloud Protection	\$ 600.00	Server Cloud Antivirus
Strauss Esmay Associates, LLP	\$ 4,535.00	Board Policy Updates
Systems 3000	\$ 15,640.00	Financial /Accounting/Personnel Software
Telecenter U	\$ 2,000.00	Paging system
Veritime Frontline	\$ 2,000.00	Veritime Attendance
WeVideo	\$ 1,941.00	Student Video editing