

SOMERSET COUNTY VOCATIONAL BOARD OF EDUCATION

SOMERSET COUNTY VOCATIONAL & TECHNICAL SCHOOLS

14 Vogt Drive
Bridgewater, New Jersey 08807

Regular Meeting
December 17, 2018

I. Call to Order

II. Roll Call of Members

William Hyncik, Jr., President
Gregory Lalevee, Vice President
Richard St. Pierre
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
Brian D. Levine, 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 December 30, 2017.

Pledge of Allegiance

III. Approval of Minutes of the Regular Meeting and Executive Session held on November 20, 2018.

A. Corrections

On motion of _____, seconded by _____, the minutes of the Regular Meeting and Executive Session held on November 20, 2018 were approved.

IV. Correspondence

A.

V. Presentations/Recognitions

- A. Presentation of Student of the Month – Sharon Samuel, Academy for Health & Medical Sciences, Grade 10
- B. Presentation of NJCCVTS 2018 SCVTS Business Partner of the Year Award – Rich & Debbie Norz, Norz Hill Farm, Hillsborough, NJ
- C. Audit Report – Mr. Swisher of Suplee, Clooney & Company will provide a presentation of the 2017-18 school year audit.

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 – 2018-19 School Year

The Superintendent recommends that the Board of Education appoint Mr. Robert Balcerski as Temporary Science Instructor (Leave Replacement), at a salary of \$60,710.00* (prorated), Step 1/C, retroactive to December 3, 2018 through March 27, 2019. (11-140-100-101-07-0000)

*Based upon the 2017-18 salary guide

B. 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:

High School

Karen Morlock	Scoreboard Keeper (shared position)	\$ 40.00/game
Susan Santiago	Scoreboard Keeper (shared position) (Maximum 50 games combined)	\$ 40.00/game

Performing Arts – Dance Performance/Dance Education

Ian Howells	Accompanist (130 hrs shared with a previously approved accompanist)	\$ 31.13/hr (11-310-100-101-10-0000)
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NJ SkillsUSA

Peter Carey	State Director	\$5,096.00/month* (20-335-200-100-24-0000) (original approved amount - \$4,853.33/month)
Sheila Rick	Assistant to State Director	\$4,489.33/month* (20-335-200-100-24-0000) (original approved amount - \$4,246.67)

*Above amounts are revised to reflect grant budgeted approval and are retroactive to 9/1/18

C. 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 2018-19 school year:

Nicholas Archer Joseph Bush

D. Salary Adjustment 2018-19 School Year

The Superintendent recommends that the Board of Education approve the following salary adjustment for the 2018-19 school year:

Name	2018-19 Base Salary*	Masters Stipend	Add'l Assignments per Week	% rate	Amount	2018-19 Total Salary
Jeffrey Donaldson (Qtr 3)	\$ 59,685.00	\$ 725.00	5	14.280%	\$ 8,523.02	\$ 68,208.02

*Based upon 2017-18 salary guide

Quarter 3 - 1/28/19 - 4/5/19

E. Title Change

The Superintendent recommends that the Board of Education approve a change of title for Ms. Sharleen Leahey from Communications Assistant to Graphic Communications Coordinator. (Salary/Column/Step [SCVTEA/Support Staff Classification] remain unchanged.)

F. Rescind Employment

The Superintendent recommends that the Board of Education rescind the employment of Ms. Roberta Snead, Substitute Bus Driver.

G. Volunteer

The Superintendent recommends that the Board of Education approve Mr. Selasi Lumax as a volunteer for the boys' basketball team athletic program.

H. School Business/Professional Development Travel

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

Motion_____ Second_____

Discussion

Call the Roll

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

I. FMLA Leave – Ushma Mehta

The Superintendent recommends that the Board of Education approve the request of Ms. Ushma Mehta for an FMLA leave beginning on January 2, 2019 through March 27, 2019.

Motion_____ Second_____

Discussion

Call the Roll

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

J. Clinical Internship

The Superintendent recommends that the Board of Education approve student clinical internship as follows:

College of St. Elizabeth

Cathy Bladt – Visiting Student (School Counseling)

Maureen Lawler – Cooperating Supervisor/Certified School Counselor

Spring 2019 (150 hours) and Fall 2019 (150 hours)

Motion_____ Second_____

Discussion

Call the Roll

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

K. 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	___	___
Mr. Jinks	___	___

L. Home Instruction

The Superintendent recommends that the Board of Education extend home instruction to student ID# 999004931 through December 14, 2018.

Ms. Devin Quackenbush will be the instructor at a rate of \$41.00/hour

The Superintendent recommends that the Board of Education provide home instruction to student ID# 999005102. Instruction will be provided for eight (8) weeks for ten (10) hours per week.

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

Motion_____ Second_____

Discussion

Call the Roll

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

M. Board Regulation – First Reading

The Superintendent recommends that the Board of Education approve the following revised regulation at this first reading as it appears on Addendum #3.

2340R – Field Trips

Motion_____ Second_____

Discussion

Call the Roll

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

N. Resolution – Harassment, Intimidation and Bullying Decisions

Whereas, the Somerset County Vocational Board of Education has received and accepted the HIB Investigation Report at its regularly scheduled meeting held on **November 20, 2018**; and

Whereas, the HIB Investigation Report indicated each reported case of Harassment, Intimidation and Bullying and the results of the investigation known as the Superintendent’s decision – including any services provided, training established or discipline imposed; and

Whereas, the parties involved in those cases reported were notified of the results of the investigation, Superintendent’s decision, and the rights of those parties to request a hearing before the Board of Education; and

Whereas, no requests for a hearing before the Board of Education have been received; and

Whereas, the Anti-Bullying Bill of Rights provides the Board of Education the opportunity to affirm, modify or reject the Superintendent’s decisions on reported cases of Harassment, Intimidation and Bullying;

Now, therefore be it resolved, that the Board of Education affirms the Superintendent’s decision in the case listed in the HIB Investigation Report previously accepted by the Board at its regularly scheduled Board of Education meeting held on November 20, 2018.

Motion_____ Second_____

Discussion

Call the Roll

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

O. Superintendent’s Update

- HIB
- Student Suspension Report – 0 Suspensions to report
- Student Enrollment Report

Enrollment Report - December 2018	Grade 9	Grade 10	Grade 11	Grade 12	Totals
Full-Time Students Enrolled	63	95	85	89	332
Shared-Time Students Enrolled	83	68	79	94	324
Totals	146	163	164	183	656

- Somerset County Youth Services Commission – Jean and Paul Krauss Youth Award recipient
- SCVTHS Performing Arts County Dance Day – S. Buttermore
- Action Plans (3) – Academy for Health & Medical Sciences, TOPS and CTE Programs

P. Submission of Bills

It is recommended the Board of Education approve the bills list for December 2018 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	___	___
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 November 2018 and the Treasurer of School Monies for the month of November 2018, 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_____ Second_____

Discussion

Call the Roll

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

B. Budget Transfers – 2018-19 School Year – September, October and November 2018

It is recommended the Board of Education approve the budget transfers for the 2018-19 school year as they appear on 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	___	___
Mr. Jinks	___	___

C. High School Tuition Rates – 2019-20 School Year

It is recommended the Board of Education approve high school tuition rates for the 2019-20 school year as follows:

	Tuition	
	Full Time	Shared Time
Academy for Health and Medical Sciences	\$1,325	N/A
Alternative School	\$25,500	N/A
Vocational Programs	\$1,325	\$662.50
Nonresident Fee	\$10,000	\$5,000
Academy for Health and Medical Sciences (Parent Paid)	\$100 per credit	N/A

XII. New Business –

XIII. Next Meeting

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

January 28, 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, Arbitration-Fulmer and Litigation-Vingara. 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
January 14, 2019	Janeen Sortor Matthew Dolegiewitz Andrew Coslit	\$249.00/each	N/A	Do More for Students by Doing Less for Students Seminar	New Brunswick, NJ
January 23, 2019	Melissa Norrbom Samantha Carter Brandon Kornbluh	\$199.99/each	\$15.38/mileage \$0/mileage \$0/mileage	LGBTQ Youth Conference	Parsippany, NJ
January 30, 2019	Brandon Kornbluh	\$199.99	\$0/mileage	Yoga & Mindfulness Conference	Fairfield, NJ
February 27, 2019	Rebecca Hovey	\$269.00	\$8.43/mileage \$14.00/parking	What's New in Young Adult Literature and How to Use it in Your Program	Princeton, NJ
March 13, 2019	Janeen Sortor Wenny Susana LeeAnn Falzano-Alves	\$269.00/each	N/A	Next Generation Science Standards Conference	New Brunswick, NJ
March 13 & 14, 2018	Shannon Melick	\$449.00	N/A	Next Generation Science Standards Conference	New Brunswick, NJ
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December 2018
Field Trips for 18-19SY

<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>
1/10/2019	Auto Body	Automotive Training Center Warminster, PA	\$0.00	Automotive Training Center
1/16/2019	Construction Trade Students	Carpenters Union Edison, NJ	\$0.00	YTTW

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REGULATION

Somerset County Vocational School District

Section: Program
2340. FIELD TRIPS
Date Created: June, 2007
Date Edited: June, 2007

2340. FIELD TRIPS

The Somerset County Vocational & Technical Schools Board of Education authorizes the administration to adhere to the following regulations when planning field trips for pupils:

General Purpose

Field trips are organized to provide supplementary learning experiences directly related to the instructional program and/or to assist in the social development of the pupils involved.

Guidelines for Pupil Trips

1. Staff members will submit written field trip proposals by November 1 of each year to the appropriate administrator for consideration and budgeting as part of the annual budget cycle.
2. The written proposal must include a statement of purpose, specific objectives, the number of pupils involved and a statement of the approximate costs.
3. Field trips must be scheduled within the dates of the approved school calendar and coordinated among staff members to avoid conflicts.
4. The pupil/teacher ratio for effective supervision of field trips should be no more than twenty to one. The names of the supervisors should be included in the proposal.
5. Teachers will submit the actual field trip request forms at least sixty days prior to the proposed trip for review and approval. Under justified circumstances, the Superintendent may modify the sixty day requirement and submit the request for approval to the Board.
6. The review and approval process is a three step procedure:
 - a. Content review by the appropriate administrator as to the learning value of the trip;
 - b. Cost review by the administrator and the School Business Administrator/Board Secretary as to the moneys involved and the budget allocation;
 - c. Approval review by the Superintendent of the recommendation of the two administrators as to the content and cost of the trip.
7. Pupil Responsibilities
 - a. Any pupil under eighteen years of age must turn in a parental slip five days before the trip.
 - b. The pupil's name, home telephone number and emergency telephone number must be on a field trip roster in the office before leaving on the trip.
 - c. Appropriate dress (as defined by the sponsor of the field trip) is to be worn.
 - d. There is to be no smoking on the bus.

- e. Pupils are expected to display appropriate behavior during performances (no booing, yelling, or whistling).
- f. Pupils must remain with their assigned group and chaperone throughout the entire trip.
- g. There will be no drinking of alcoholic beverages at any time.

Financial Support for Field Trips

- 1. The Board will financially support the total transportation costs, within a seventy-five mile radius, and associated fees for field trips that are recommended by the Superintendent to be essentially instructional in emphasis.
- 2. The Board will financially support the transportation costs, within a seventy-five mile radius, for trips with a social development emphasis according to the following guidelines:
 - a. The use of private vehicles of staff members will be reimbursed per trip according to the approval mileage rate of the school district. Under no circumstances will high school level pupils be permitted to drive personal cars on approved school field trips.
 - b. Bus transportation will be supported on a scale of one hundred percent.
- 3. The Board will financially support field trips at the post-secondary level by reimbursing the use of the private vehicles of staff members at the approved mileage rate. Any other transportation cost for post-secondary trips must be paid for by the sponsoring group.
- ~~4. Pupils and staff members will be covered by the school insurance program while on a school approved field trip.~~

Delete

Issued: 25 June 2007

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12/3 11:01am

REPORT OF THE SECRETARY
TO THE BOARD OF EDUCATION
Somerset County Vocational Board of Ed.
General Fund - Fund 10
Interim Balance Sheet
For 5 Month Period Ending 11/30/2018

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ASSETS AND RESOURCES

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

101	Cash in bank		\$3,755,325.77
121	Tax levy receivable		\$7,245,483.00
	Accounts receivable:		
132	Interfund	\$140,578.20	
141	Intergovernmental - State	\$20,828.87	
143	Intergovernmental - Other	\$83,269.32	
			\$244,676.39
	Other Current Assets		\$0.00

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

301	Estimated Revenues	\$14,902,444.00	
302	Less Revenues	(\$12,783,701.54)	
		\$2,118,742.46	
	Total assets and resources		\$13,364,227.62
			=====

REPORT OF THE SECRETARY
TO THE BOARD OF EDUCATION
Somerset County Vocational Board of Ed.
General Fund - Fund 10
Interim Balance Sheet
For 5 Month Period Ending 11/30/2018

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LIABILITIES AND FUND EQUITY

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

421	Accounts Payable	\$13,034.92
TOTAL LIABILITIES		\$13,034.92
		=====

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	\$7,824,569.59
754	Reserve for encumbrance - Prior Year	\$81,996.97
	Reserved fund balance:	
760	Reserved Fund Balance	\$2,632,059.61
601	Appropriations	\$16,064,394.47
602	Less : Expenditures	\$5,383,804.02
603	Encumbrances	\$7,906,566.56 (\$13,290,370.58)
		\$2,774,023.89
	Total Appropriated	\$13,312,650.06

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

770	Fund Balance	\$878,542.64
303	Budgeted Fund Balance	(\$840,000.00)
	TOTAL FUND BALANCE	\$13,351,192.70
	TOTAL LIABILITIES AND FUND EQUITY	\$13,364,227.62
		=====

REPORT OF THE SECRETARY
TO THE BOARD OF EDUCATION
Somerset County Vocational Board of Ed.
General Fund - Fund 10
Interim Balance Sheet
For 5 Month Period Ending 11/30/2018

RECAPITULATION OF FUND BALANCE:	Budgeted	Actual	Variance
Appropriations	\$16,064,394.47	\$13,290,370.58	\$2,774,023.89
Revenues	(\$14,902,444.00)	(\$12,783,701.54)	(\$2,118,742.46)
	\$1,161,950.47	\$506,669.04	\$655,281.43
Less: Adjust for prior year encumb.	(\$321,950.47)	(\$321,950.47)	
Budgeted Fund Balance	\$840,000.00	\$184,718.57	\$655,281.43
	=====	=====	=====
Recapitulation of Budgeted Fund Balance by Subfund			
Fund 10 (includes 10, 11, 12, and 13)	\$840,000.00	\$184,718.57	\$655,281.43
Fund 18 (Restricted ED JOBS)	\$0.00	\$0.00	\$0.00
	\$840,000.00	\$184,718.57	\$655,281.43
TOTAL Budgeted Fund Balance	\$840,000.00	\$184,718.57	\$655,281.43
	=====	=====	=====

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 5 Month Period Ending 11/30/2018

		BUDGETED ESTIMATED	ACTUAL TO DATE	NOTE: OVER OR (UNDER)	UNREALIZED BALANCE
		-----	-----	-----	-----
*** REVENUES/SOURCES OF FUNDS ***					
1XXX	From Local Sources	\$13,359,433.00	\$12,361,247.54		\$998,185.46
3XXX	From State Sources	\$1,543,011.00	\$422,454.00		\$1,120,557.00
		-----	-----	-----	-----
TOTAL REVENUE/SOURCES OF FUNDS		\$14,902,444.00	\$12,783,701.54	=====	\$2,118,742.46
		=====	=====	=====	=====
*** EXPENDITURES ***					
		APPROPRIATIONS	EXPENDITURES	ENCUMBRANCES	AVAILABLE BALANCE
		-----	-----	-----	-----
--- CURRENT EXPENSE ---					
11-1XX-100-XXX	Regular Programs - Instruction	\$1,992,495.00	\$612,402.05	\$1,144,706.81	\$235,386.14
11-3XX-100-XXX	Voc. Programs - Local - Instruction	\$3,950,077.65	\$1,013,197.48	\$2,026,411.62	\$910,468.55
11-401-100-XXX	School-Spon. Cocurr. Acti-Instr	\$73,314.00	\$21,002.03	\$41,268.94	\$11,043.03
11-402-100-XXX	School-Spons. Athletics - Instruction	\$156,642.00	\$58,340.19	\$86,692.54	\$11,609.27
--- UNDISTRIBUTED EXPENDITURES ---					
11-800-330-XXX	Community Services Programs-				
11-000-211-XXX	Attendance and Social Work Services	\$35,542.00	\$18,538.15	\$15,201.76	\$1,802.09
11-000-213-XXX	Health Services	\$212,213.26	\$75,760.80	\$116,597.23	\$19,855.23
11-000-216-XXX	Speech, OT,PT & Related Svcs	\$14,820.00	\$100.00	\$13,920.00	\$800.00
11-000-218-XXX	Guidance	\$935,154.00	\$348,626.11	\$492,957.62	\$93,570.27
11-000-219-XXX	Child Study Teams	\$207,574.00	\$78,298.49	\$116,750.30	\$12,525.21
11-000-221-XXX	Improvement Of Inst./Other Support				
	Improvement of Inst. Serv.	\$385,452.00	\$170,077.55	\$212,590.35	\$2,784.10
11-000-222-XXX	Educational Media Serv/School Library	\$56,182.00	\$12,953.19	\$22,944.18	\$20,284.63
11-000-223-XXX	Instructional Staff Training Services	\$67,925.00	\$23,519.00	\$28,775.88	\$15,630.12
11-000-230-XXX	Supp. Serv.-General Administration	\$806,864.11	\$338,418.52	\$432,058.20	\$36,387.39
11-000-240-XXX	Supp. Serv.-School Administration	\$748,138.38	\$312,241.94	\$410,272.01	\$25,624.43
11-000-25X-XXX	Central Serv & Admin. Inform. Tech.	\$923,452.00	\$401,477.95	\$474,172.68	\$47,801.37
11-000-261-XXX	Allowable Maint. for School Facilities	\$1,298,531.07	\$518,670.57	\$459,117.92	\$320,742.58
11-000-262-XXX	Custodial Services	\$972,559.00	\$314,347.41	\$544,092.24	\$114,119.35
11-000-263-XXX	Care and Upkeep of Grounds	\$26,150.00	.00	.00	\$26,150.00
11-000-266-XXX	Security	\$141,355.00	\$36,164.78	\$71,799.50	\$33,390.72
11-000-270-XXX	Student Transportation Services	\$188,989.00	\$14,517.10	\$66,741.20	\$107,730.70
11-000-291-XXX	Allocated and Unallocated Benefits	\$2,633,085.00	\$935,949.17	\$1,062,818.65	\$634,317.18
		-----	-----	-----	-----
TOTAL GENERAL CURRENT EXPENSE					
EXPENDITURES/USES OF FUNDS		\$15,826,514.47	\$5,304,602.48	\$7,839,889.63	\$2,682,022.36
		=====	=====	=====	=====

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 5 Month Period Ending 11/30/2018

*** EXPENDITURES - cont'd ***	APPROPRIATIONS	EXPENDITURES	ENCUMBRANCES	AVAILABLE BALANCE
	-----	-----	-----	-----
*** CAPITAL OUTLAY ***				
12-XXX-XXX-73X Equipment	\$165,677.00	\$27,386.54	\$66,676.93	\$71,613.53
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	\$237,880.00	\$79,201.54	\$66,676.93	\$92,001.53
	=====	=====	=====	=====
TOTAL GENERAL FUND EXPENDITURES	\$16,064,394.47	\$5,383,804.02	\$7,906,566.56	\$2,774,023.89
	=====	=====	=====	=====

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 5 Month Period Ending 11/30/2018

	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	\$72,500.00	\$482,500.00
1XXX	Miscellaneous	\$881,990.00	\$366,304.54	\$515,685.46
	TOTAL	\$13,359,433.00	\$12,361,247.54	\$998,185.46
		=====	=====	=====
--- STATE SOURCES ---				
3132	Categorical Special Education Aid	\$389,105.00	\$116,731.50	\$272,373.50
3176	Equalization	\$580,221.00	\$167,951.70	\$412,269.30
3177	Categorical Security	\$64,725.00	\$19,417.50	\$45,307.50
3178	Adjustment Aid	\$508,960.00	\$118,353.30	\$390,606.70
	TOTAL	\$1,543,011.00	\$422,454.00	\$1,120,557.00
		=====	=====	=====
	TOTAL REVENUES/SOURCES OF FUNDS	\$14,902,444.00	\$12,783,701.54	\$2,118,742.46
		=====	=====	=====

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 5 Month Period Ending 11/30/2018

	Appropriations	Expenditures	Encumbrances	Available Balance
*** GENERAL CURRENT EXPENSE ***				
--- REGULAR PROGRAMS - INSTRUCTION ---				
11-140-100-101 Salaries of Teachers	\$1,657,133.00	\$478,384.32	\$1,059,692.34	\$119,056.34
11-140-100-106 Other Salaries for Instruction	\$86,283.00	\$25,130.94	\$58,638.86	\$2,513.20
11-140-100-320 Purchased Prof.-Ed. Services	\$20,000.00	\$965.92	.00	\$19,034.08
11-140-100-500 Other Purchased Services	\$44,500.00	\$7,424.75	\$2,432.00	\$34,643.25
11-140-100-610 General Supplies	\$124,085.00	\$70,290.11	\$20,469.61	\$33,325.28
11-140-100-640 Textbooks	\$36,750.00	\$28,680.82	.00	\$8,069.18
11-140-100-800 Other Objects	\$10,594.00	\$1,258.69	\$1,074.00	\$8,261.31
--- Regular programs - Home Instruction ---				
11-150-100-101 Salaries of Teachers	\$5,000.00	\$266.50	\$0.00	\$4,733.50
11-150-100-320 Purchased Prof.-Ed. Services	\$8,000.00	.00	\$2,400.00	\$5,600.00
11-150-100-500 Other Purchased Services	\$150.00	.00	.00	\$150.00
TOTAL	\$1,992,495.00	\$612,402.05	\$1,144,706.81	\$235,386.14
--- Regular Vocational Programs - Instruction ---				
11-310-100-101 Salaries of Teachers	\$3,043,963.00	\$883,683.32	\$1,901,736.06	\$258,543.62
11-310-100-106 Other Salaries for Instruction	\$64,890.00	\$11,962.32	\$43,616.88	\$9,310.80
11-310-100-320 Purchased Prof.-Ed. Services	\$403,395.00	.00	\$1,150.00	\$402,245.00
11-310-100-500 Other Purchased Services	\$67,365.61	\$29,741.69	\$26,567.66	\$11,056.26
11-310-100-610 General Supplies	\$333,818.04	\$75,252.76	\$49,761.77	\$208,803.51
11-310-100-640 Textbooks	\$22,176.00	\$5,539.30	.00	\$16,636.70
11-310-100-800 Other Objects	\$14,470.00	\$7,018.09	\$3,579.25	\$3,872.66
Total	\$3,950,077.65	\$1,013,197.48	\$2,026,411.62	\$910,468.55
--- School spons.cocurricular activities-Instruction ---				
11-401-100-100 Salaries	\$47,921.00	\$17,270.34	\$36,191.66	(\$5,541.00)
11-401-100-500 Purchased Services	\$2,725.00	\$275.00	.00	\$2,450.00
11-401-100-600 Supplies and Materials	\$19,168.00	\$2,847.69	\$4,215.28	\$12,105.03
11-401-100-800 Other Objects	\$3,500.00	\$609.00	\$862.00	\$2,029.00
TOTAL	\$73,314.00	\$21,002.03	\$41,268.94	\$11,043.03
--- School sponsored athletics-Instruct. ---				
11-402-100-100 Salaries	\$75,992.00	\$25,694.30	\$45,080.02	\$5,217.68
11-402-100-500 Purchased Services	\$41,950.00	\$16,726.60	\$24,186.40	\$1,037.00
11-402-100-600 Supplies and Materials	\$16,850.00	\$9,529.29	\$2,006.12	\$5,314.59
11-402-100-800 Other Objects	\$21,850.00	\$6,390.00	\$15,420.00	\$40.00

REPORT OF THE SECRETARY
TO THE BOARD OF EDUCATION
Somerset County Vocational Board of Ed.
GENERAL FUND - FUND 10
STATEMENT OF APPROPRIATIONS
COMPARED WITH EXPENDITURES AND ENCUMBRANCES
For 5 Month Period Ending 11/30/2018

	Appropriations	Expenditures	Encumbrances	Available Balance
TOTAL	\$156,642.00	\$58,340.19	\$86,692.54	\$11,609.27
--- UNDISTRIBUTED EXPENDITURES ---				
--- Attendance and social work services ---				
11-000-211-171 Sal. of Drop-Out Prevention Officer/Coordinators				
	\$26,842.00	\$10,858.40	\$15,201.76	\$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	\$18,538.15	\$15,201.76	\$1,802.09
--- Health services ---				
11-000-213-100 Salaries	\$175,224.00	\$63,765.59	\$106,255.10	\$5,203.31
11-000-213-300 Purchased Prof. & Tech. Svc.	\$25,704.26	\$10,134.26	\$8,000.00	\$7,570.00
11-000-213-500 Other Purchased Services	\$1,385.00	.00	.00	\$1,385.00
11-000-213-600 Supplies and Materials	\$9,400.00	\$1,805.95	\$2,307.13	\$5,286.92
11-000-213-800 Other Objects	\$500.00	\$55.00	\$35.00	\$410.00
TOTAL	\$212,213.26	\$75,760.80	\$116,597.23	\$19,855.23
--- Speech, OT,PT & Related Svcs ---				
11-000-216-320 Purchased Prof. Ed. Services	\$14,820.00	\$100.00	\$13,920.00	\$800.00
TOTAL	\$14,820.00	\$100.00	\$13,920.00	\$800.00
--- Guidance ---				
11-000-218-104 Salaries Other Prof. Staff	\$424,128.00	\$128,513.53	\$276,582.74	\$19,031.73
11-000-218-105 Sal Secr. & Clerical Asst.	\$115,624.00	\$45,054.10	\$63,075.74	\$7,494.16
11-000-218-110 Other Salaries	\$315,547.00	\$121,603.78	\$140,108.22	\$53,835.00
11-000-218-390 Other Purch. Prof. & Tech Svc.	\$42,605.00	\$34,153.10	\$5,590.00	\$2,861.90
11-000-218-500 Other Purchased Services	\$28,000.00	\$12,213.00	\$6,900.00	\$8,887.00
11-000-218-600 Supplies and Materials	\$9,000.00	\$7,088.60	\$700.92	\$1,210.48
11-000-218-800 Other Objects	\$250.00	.00	.00	\$250.00
TOTAL	\$935,154.00	\$348,626.11	\$492,957.62	\$93,570.27
--- Child Study Teams ---				
11-000-219-104 Salaries Other Prof. Staff	\$145,578.00	\$52,637.00	\$90,298.60	\$2,642.40
11-000-219-105 Sal Secr. & Clerical Asst.	\$45,058.00	\$17,822.90	\$24,952.06	\$2,283.04

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 5 Month Period Ending 11/30/2018

	Appropriations	Expenditures	Encumbrances	Available Balance
11-000-219-320 Purchased Prof. - Ed. Services	\$2,000.00	.00	.00	\$2,000.00
11-000-219-390 Other Purch. Prof. & Tech Svc.	\$6,733.00	\$6,208.13	.00	\$524.87
11-000-219-500 Other Purchased Services	\$2,555.00	.00	\$190.00	\$2,365.00
11-000-219-600 Supplies and Materials	\$4,650.00	\$1,355.46	\$1,309.64	\$1,984.90
11-000-219-800 Other Objects	\$1,000.00	\$275.00	.00	\$725.00
TOTAL	\$207,574.00	\$78,298.49	\$116,750.30	\$12,525.21
--- Improvement of instr.serv/other supp serv-inst staff ---				
11-000-221-102 Salaries Superv. of Instr.	\$208,707.00	\$86,749.50	\$121,449.30	\$508.20
11-000-221-104 Salaries Other Prof. Staff	\$113,782.00	\$58,701.00	\$57,191.40	(\$2,110.40)
11-000-221-105 Sal Sec. & Clerical Asst.	\$57,963.00	\$23,447.90	\$32,827.06	\$1,688.04
11-000-221-500 Other Purchased Services	\$3,000.00	\$886.85	\$1,122.59	\$990.56
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	\$385,452.00	\$170,077.55	\$212,590.35	\$2,784.10
--- Educational media serv./sch.library ---				
11-000-222-100 Salaries	\$33,082.00	\$9,394.22	\$21,803.18	\$1,884.60
11-000-222-300 Purchased Prof. & Tech Svc.	\$3,500.00	.00	.00	\$3,500.00
11-000-222-500 Other Purchased Services	\$4,380.00	.00	.00	\$4,380.00
11-000-222-600 Supplies and Materials	\$14,670.00	\$3,403.97	\$1,141.00	\$10,125.03
11-000-222-800 Other Objects	\$550.00	\$155.00	.00	\$395.00
TOTAL	\$56,182.00	\$12,953.19	\$22,944.18	\$20,284.63
--- Instructional Staff Training Services ---				
11-000-223-102 Salaries Superv. of Instruction	\$47,555.00	\$20,121.46	\$28,166.74	(\$733.20)
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	\$3,137.54	\$389.00	\$13,843.46
11-000-223-600 Supplies and Materials	\$1,000.00	.00	\$220.14	\$779.86
TOTAL	\$67,925.00	\$23,519.00	\$28,775.88	\$15,630.12
--- Support services-general administration ---				
11-000-230-100 Salaries	\$333,366.00	\$138,066.71	\$193,293.46	\$2,005.83
11-000-230-331 Legal Services	\$114,694.11	\$43,674.13	\$71,019.98	.00
11-000-230-332 Audit Fees	\$36,720.00	.00	\$36,720.00	.00
11-000-230-334 Architectural/Engineering Services	\$29,135.81	\$6,802.20	\$12,333.61	\$10,000.00
11-000-230-339 Other Purchased Prof. Svc.	\$11,948.56	\$2,119.40	\$9,829.16	.00

REPORT OF THE SECRETARY
TO THE BOARD OF EDUCATION
Somerset County Vocational Board of Ed.
GENERAL FUND - FUND 10
STATEMENT OF APPROPRIATIONS
COMPARED WITH EXPENDITURES AND ENCUMBRANCES
For 5 Month Period Ending 11/30/2018

	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	\$26,842.73	\$40,675.31	\$4,131.96
11-000-230-585 BOE Other Purchased Prof. Svc.	\$3,952.00	\$3,952.00	.00	.00
11-000-230-590 Other Purchased Services	\$156,463.00	\$87,537.50	\$66,637.50	\$2,288.00
11-000-230-61X General Supplies	\$7,834.63	\$846.96	.00	\$6,987.67
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	\$17,192.14	\$1,549.18	\$5,658.68
11-000-230-895 BOE Membership Dues and Fees	\$7,000.00	\$6,749.75	.00	\$250.25
TOTAL	\$806,864.11	\$338,418.52	\$432,058.20	\$36,387.39
--- Support services-school administration ---				
11-000-240-103 Salaries Princ./Asst. Princ.	\$142,278.00	\$59,138.30	\$82,793.62	\$346.08
11-000-240-104 Salaries Other Prof. Staff	\$317,787.00	\$132,089.60	\$184,925.44	\$771.96
11-000-240-105 Sal Secr. & Clerical Asst.	\$233,483.00	\$94,208.20	\$131,891.48	\$7,383.32
11-000-240-11X Other Salaries	\$5,150.00	.00	.00	\$5,150.00
11-000-240-500 Other Purchased Services	\$30,225.00	\$9,331.05	\$6,516.97	\$14,376.98
11-000-240-600 Supplies and Materials	\$13,215.38	\$11,734.79	\$4,144.50	(\$2,663.91)
11-000-240-800 Other Objects	\$6,000.00	\$5,740.00	.00	\$260.00
TOTAL	\$748,138.38	\$312,241.94	\$410,272.01	\$25,624.43
--- Central Services ---				
11-000-251-100 Salaries	\$357,645.00	\$148,656.90	\$208,119.66	\$868.44
11-000-251-330 Purchased Prof. Svcs.	\$9,000.00	\$2,858.43	\$3,982.89	\$2,158.68
11-000-251-340 Purchased Technical Svcs.	\$29,000.00	\$14,346.40	\$10,153.60	\$4,500.00
11-000-251-592 Misc Pur Serv(400-500 series)	\$3,000.00	\$280.68	\$900.00	\$1,819.32
11-000-251-600 Supplies and Materials	\$10,000.00	\$1,439.83	\$2,359.86	\$6,200.31
11-000-251-89X Other Objects	\$5,000.00	\$2,215.00	\$230.00	\$2,555.00
TOTAL	\$413,645.00	\$169,797.24	\$225,746.01	\$18,101.75
--- Admin. Info. Technology ---				
11-000-252-100 Salaries	\$411,964.00	\$167,960.80	\$235,145.12	\$8,858.08
11-000-252-500 Other Pur Serv. (400-500 series)	\$49,281.00	\$36,362.92	\$10,290.40	\$2,627.68
11-000-252-600 Supplies and Materials	\$48,062.00	\$27,356.99	\$2,485.25	\$18,219.76
11-000-252-800 Other Objects	\$500.00	.00	\$505.90	(\$5.90)
TOTAL	\$509,807.00	\$231,680.71	\$248,426.67	\$29,699.62
--- Allowable Maint.for School Facilities ---				
11-000-261-100 Salaries	\$636,055.00	\$237,713.73	\$335,120.24	\$63,221.03
11-000-261-420				
11-000-261-420 Cleaning, Repair & Maint. Svc.	\$564,031.86	\$247,376.97	\$112,350.87	\$204,304.02

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 5 Month Period Ending 11/30/2018

	Appropriations	Expenditures	Encumbrances	Available Balance
11-000-261-610 General Supplies	\$85,444.21	\$25,110.01	\$8,063.16	\$52,271.04
11-000-261-800 Other Objects	\$13,000.00	\$8,469.86	\$3,583.65	\$946.49
TOTAL	\$1,298,531.07	\$518,670.57	\$459,117.92	\$320,742.58
11-000-262-107 Salaries of Non-Instructional Aids	\$244.00	.00	.00	\$244.00
11-000-262-420 Cleaning, Repair & Maint. Svc.	\$428,683.00	\$171,699.11	\$255,459.89	\$1,524.00
11-000-262-490 Other Purchased Property Svc.	\$60,000.00	\$14,215.16	\$19,710.84	\$26,074.00
11-000-262-520 Insurance	\$81,398.00	\$41,561.50	\$39,836.50	.00
11-000-262-621 Energy (Natural Gas)	\$85,000.00	\$3,446.94	\$81,553.06	.00
11-000-262-622 Energy (Electricity)	\$317,234.00	\$83,424.70	\$147,531.95	\$86,277.35
TOTAL	\$972,559.00	\$314,347.41	\$544,092.24	\$114,119.35
--- Care and Upkeep of Grounds ---				
11-000-263-420 Cleaning, Repair, & Maintenance Serv.	\$22,150.00	.00	.00	\$22,150.00
11-000-263-610 General Supplies	\$4,000.00	.00	.00	\$4,000.00
TOTAL	\$26,150.00	\$0.00	\$0.00	\$26,150.00
--- Security ---				
11-000-266-100 Salaries	\$135,599.00	\$34,164.78	\$68,043.50	\$33,390.72
11-000-266-300 Purchased Prof. & Technical Services	\$5,756.00	\$2,000.00	\$3,756.00	.00
TOTAL	\$141,355.00	\$36,164.78	\$71,799.50	\$33,390.72
--- Student transportation services ---				
11-000-270-162 Sal.pupil trans(Other than Bet Home & Sch)	\$48,489.00	\$13,597.10	\$28,196.70	\$6,695.20
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	.00	.00	\$59,000.00
11-000-270-517 Contract Svc (reg std) - ESCs	\$71,000.00	\$920.00	\$38,544.50	\$31,535.50
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	.00	\$2,000.00
11-000-270-800 Misc. Expenditures	\$1,000.00	.00	.00	\$1,000.00
TOTAL	\$188,989.00	\$14,517.10	\$66,741.20	\$107,730.70
--- Benefits ---				
11-XXX-XXX-210 Group Insurance	\$13,820.00	\$4,814.07	\$7,590.77	\$1,415.16
11-XXX-XXX-220 Social Security Contributions	\$282,200.00	\$99,020.05	\$161,311.24	\$21,868.71
11-XXX-XXX-241 Other Retirement Contrb. - PERS	\$313,618.00	\$1,602.58	\$4,092.34	\$307,923.08
11-XXX-XXX-250 Unemployment Compensation	\$40,175.00	\$12,792.51	\$21,207.49	\$6,175.00
11-XXX-XXX-260 Workman's Compensation	\$210,829.00	\$105,414.50	\$105,414.50	.00

REPORT OF THE SECRETARY
 TO THE BOARD OF EDUCATION
 Somerset County Vocational Board of Ed.
 GENERAL FUND - FUND 10
 STATEMENT OF APPROPRIATIONS
 COMPARED WITH EXPENDITURES AND ENCUMBRANCES
 For 5 Month Period Ending 11/30/2018

	Appropriations	Expenditures	Encumbrances	Available Balance
11-XXX-XXX-270 Health Benefits	\$1,621,343.00	\$694,030.94	\$726,594.59	\$200,717.47
11-XXX-XXX-280 Tuition Reimbursement	\$75,000.00	.00	.00	\$75,000.00
11-XXX-XXX-290 Other Employee Benefits	\$71,100.00	\$18,274.52	\$36,607.72	\$16,217.76
11-XXX-XXX-299 Unused Vac. Payment to Term/Ret Staff	\$5,000.00	.00	.00	\$5,000.00
TOTAL	\$2,633,085.00	\$935,949.17	\$1,062,818.65	\$634,317.18
Total Undistributed expenditures	\$9,653,985.82	\$3,599,660.73	\$4,540,809.72	\$1,513,515.37
*** TOTAL CURRENT EXPENSE EXPENDITURES ***	\$15,826,514.47	\$5,304,602.48	\$7,839,889.63	\$2,682,022.36
*** TOTAL CURRENT EXPENSE EXPENDITURES & TRANSFERS ***	\$15,826,514.47	\$5,304,602.48	\$7,839,889.63	\$2,682,022.36
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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 5 Month Period Ending 11/30/2018

	Appropriations	Expenditures	Encumbrances	Available Balance
*** CAPITAL OUTLAY ***				
Special education - instruction				
12-310-100-730 Regular Voc.programs	\$18,000.00	.00	.00	\$18,000.00
Undistributed expenses				
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	\$2,471.54	\$9,414.93	\$46,613.53
12-000-261-730 Undist. Exp.-Required Maint. Schl Facilities	\$82,177.00	\$24,915.00	\$57,262.00	.00
Undistributed exp. - student transportation				
12-XXX-X00-730 Special schools (all programs)	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL	\$165,677.00	\$27,386.54	\$66,676.93	\$71,613.53
--- 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
Facilitis. 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	\$237,880.00	\$79,201.54	\$66,676.93	\$92,001.53
*** EDUCATION STABILIZATION FUND **				
*** GOVERNMENT SERVICES FUND **				
*** EDUCATION JOBS FUND **				
TOTAL GENERAL FUND EXPENDITURES	\$16,064,394.47	\$5,383,804.02	\$7,906,566.56	\$2,774,023.89

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

For 5 Month Period Ending 11/30/2018

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

11/30/18

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

12/3 11:01am

REPORT OF THE SECRETARY
 TO THE BOARD OF EDUCATION
 Somerset County Vocational Board of Ed.
 Special Revenue Fund - Fund 20
 Interim Balance Sheet
 For 5 Month Period Ending 11/30/18

=====
 ASSETS AND RESOURCES
 =====

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

101	Cash in bank		(\$86,838.69)
	Accounts receivable:		
141	Intergovernmental - State	\$34,144.98	
			\$34,144.98

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

301	Estimated Revenues	\$1,242,461.02	
302	Less Revenues	(\$366,519.92)	
			\$875,941.10
	Total assets and resources		\$823,247.39
			=====

REPORT OF THE SECRETARY
TO THE BOARD OF EDUCATION
Somerset County Vocational Board of Ed.
Special Revenue Fund - Fund 20
Interim Balance Sheet
For 5 Month Period Ending 11/30/18

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LIABILITIES AND FUND EQUITY

=====

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

411	Intergovernmental accounts payable - State	\$213.52
481	Deferred revenues	\$123.59
		\$337.11
	TOTAL LIABILITIES	\$337.11
		=====

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	\$561,006.04
754	Reserve for encumbrances - Prior Year	\$1,217.66
601	Appropriations	\$1,242,461.02
602	Less: Expenditures	\$420,768.40
603	Encumbrances	\$561,006.04 (\$981,774.44)
		\$260,686.58
	TOTAL FUND BALANCE	\$822,910.28
	TOTAL LIABILITIES AND FUND EQUITY	\$823,247.39
		=====

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 5 Month Period Ending 11/30/18

		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	\$698,265.02	\$260,643.92		\$437,621.10
4XXX	From Federal Sources	\$438,320.00	.00		\$438,320.00
TOTAL REVENUE/SOURCES OF FUNDS		\$1,242,461.02	\$366,519.92		\$875,941.10
		=====	=====	=====	=====
*** EXPENDITURES ***					
		APPROPRIATIONS	EXPENDITURES	ENCUMBRANCES	AVAILABLE BALANCE
LOCAL PROJECTS:		\$105,876.00	\$90,427.82	\$1,308.96	\$14,139.22
STATE PROJECTS:					
Vocational education		\$351,788.02	\$102,669.10	\$150,194.67	\$98,924.25
Other special projects		\$346,477.00	\$140,357.84	\$191,369.72	\$14,749.44
TOTAL STATE PROJECTS		\$698,265.02	\$243,026.94	\$341,564.39	\$113,673.69
FEDERAL PROJECTS:					
NCLB Title I		\$60,601.00	\$24,083.25	\$14,538.96	\$21,978.79
NCLB Title II - Part A/D		\$8,707.00	\$1,009.00	\$954.00	\$6,744.00
I.D.E.A. Part B (Handicapped)		\$81,948.00	\$40,743.00	\$49,819.00	(\$8,614.00)
NCLB Title IV		\$10,000.00	\$2,367.00	.00	\$7,633.00
Vocational Education		\$277,064.00	\$19,111.39	\$152,820.73	\$105,131.88
TOTAL FEDERAL PROJECTS		\$438,320.00	\$87,313.64	\$218,132.69	\$132,873.67
*** TOTAL EXPENDITURES ***		\$1,242,461.02	\$420,768.40	\$561,006.04	\$260,686.58
		=====	=====	=====	=====

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 5 Month Period Ending 11/30/18

	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	\$698,265.02	\$260,643.92	\$437,621.10
	-----	-----	-----
Total Revenue from State Sources	\$698,265.02	\$260,643.92	\$437,621.10
	=====	=====	=====
--- FEDERAL SOURCES ---			
4411-16 Title I	\$60,601.00	.00	\$60,601.00
4451-55 Title II	\$8,707.00	.00	\$8,707.00
4471-74 Title IV	\$10,000.00	.00	\$10,000.00
4420-29 I.D.E.A. Part B (Handicapped)	\$81,948.00	.00	\$81,948.00
4430-39 Vocational Education	\$277,064.00	.00	\$277,064.00
	-----	-----	-----
Total Revenues from Federal Sources	\$438,320.00	\$0.00	\$438,320.00
	=====	=====	=====
TOTAL REVENUES/SOURCES OF FUNDS	\$1,242,461.02	\$366,519.92	\$875,941.10

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

For 5 Month Period Ending 11/30/18

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

11/30/18

Date

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

12/3 11:01am

REPORT OF THE SECRETARY
TO THE BOARD OF EDUCATION
Somerset County Vocational Board of Ed.
Capital Projects Fund - Fund 30
Interim Balance Sheet
For 5 Month Period Ending 11/30/18

=====

ASSETS AND RESOURCES

=====

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

101	Cash in bank		\$176,693.47
	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	(\$1,565,336.92)	
			\$1,094,203.82

		\$3,952,725.06
Total assets and resources		=====

REPORT OF THE SECRETARY
TO THE BOARD OF EDUCATION
Somerset County Vocational Board of Ed.
Capital Projects Fund - Fund 30
Interim Balance Sheet
For 5 Month Period Ending 11/30/18

=====

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	\$26,575.34
754	Reserve for encumbrances - Prior Year	\$975,631.95
601	Appropriations	\$2,717,315.37
602	Less : Expenditures	\$1,565,602.32
603	Encumbrances	\$1,002,207.29 (\$2,567,809.61)
		\$149,505.76
	Total Appropriated	\$1,151,713.05

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

770	Fund balance	\$276,964.05
303	Budgeted Fund Balance	\$2,390,469.76
		\$2,667,433.81

TOTAL FUND BALANCE \$3,819,146.86

TOTAL LIABILITIES AND FUND EQUITY \$3,952,725.06

=====

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 5 Month Period Ending 11/30/18

	BUDGETED ESTIMATED	ACTUAL TO DATE	NOTE: OVER OR (UNDER)	UNREALIZED BALANCE
	-----	-----	-----	-----
*** REVENUES/SOURCES OF FUNDS ***				
Other	\$2,659,540.74	\$1,565,336.92		\$1,094,203.82
	-----	-----	-----	-----
TOTAL REVENUE/SOURCES OF FUNDS	\$2,659,540.74	\$1,565,336.92		\$1,094,203.82
	=====	=====	=====	=====
	APPROPRIATIONS	EXPENDITURES	ENCUMBRANCES	AVAILABLE BALANCE
	-----	-----	-----	-----
*** EXPENDITURES ***				
--- Facilities acquisition and constr. serv. ---				
30-000-4XX-390 Other purchased prof. & tech. serv.	\$81,627.11	\$25,470.12	\$18,592.00	\$37,564.99
30-000-4XX-450 Construction services	\$2,635,688.26	\$1,540,132.20	\$983,615.29	\$111,940.77
	-----	-----	-----	-----
Total fac.acq.and constr. serv.	\$2,717,315.37	\$1,565,602.32	\$1,002,207.29	\$149,505.76
	=====	=====	=====	=====
TOTAL EXPENDITURES	\$2,717,315.37	\$1,565,602.32	\$1,002,207.29	\$149,505.76
*** TOTAL EXPENDITURES AND TRANSFERS	\$2,717,315.37	\$1,565,602.32	\$1,002,207.29	\$149,505.76
	=====	=====	=====	=====

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

For 5 Month Period Ending 11/30/18

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

11/30/18

Date

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

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

**Somerset County Vocational
All Funds
For Month Ended: November 30, 2018**

CASH REPORT

Governmental Funds	Beginning Balance	Deposits	Disbursements	Ending Balance
General Fund (10)	\$3,760,842.25	\$1,408,494.09	-\$1,414,010.57	\$3,755,325.77
Special Revenue Fund (20)	-\$3,352.39	\$28,873.00	-\$112,359.30	-\$86,838.69
Capital Project Fund (30)	-\$171,364.35	\$776,228.42	-\$428,170.60	\$176,693.47
Total Governmental Funds	<u>\$3,586,125.51</u>	<u>\$2,213,595.51</u>	<u>-\$1,954,540.47</u>	<u>\$3,845,180.55</u>
Summer Savings	\$31,908.49	\$16,574.33	\$0.00	\$48,482.82
Enterprise Fund (60) Cafeteria	\$45,342.95	\$15,083.06	-\$30,957.53	\$29,468.48
Payroll Fund (70)	\$0.00	\$549,432.86	-\$549,432.86	\$0.00
Agency Fund (90)	\$0.00	\$411,040.87	-\$411,040.87	\$0.00
Total Trust & Agency	<u>\$77,251.44</u>	<u>\$992,131.12</u>	<u>-\$991,431.26</u>	<u>\$77,951.30</u>
Grand Total for all Funds	<u>\$3,663,376.95</u>	<u>\$3,205,726.63</u>	<u>-\$2,945,971.73</u>	<u>\$3,923,131.85</u> <u>\$3,923,131.85</u>

Prepared and submitted by:

Michelle Fresco, Treasurer of School Monies

12/4/2018

Date

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Somerset County Vocational Board of Ed.

Expense Account Adjustment Analysis By Account#

va_exaa1.082406

09/30/2018

Current Cycle : September

Account #	Account Description	Description	Adj #	Date	User	Old Amount	Adjustment	New Balance
<i>Current Appropriation Adjustments</i>								
11-000-252-500-16-0000-	OTHER PURCH SCVS	September Transfers	0028	09/30/2018	RSIPPLE	\$29,181.00	\$15,000.00	\$44,181.00
11-140-100-500-16-0000-	SITE LICENSING	September Transfers	0028	09/30/2018	RSIPPLE	\$50,250.00	(\$15,000.00)	\$35,250.00
11-310-100-106-05-0000-	SALARIES - AIDES	September Transfers	0028	09/30/2018	RSIPPLE	\$0.00	\$12,879.00	\$12,879.00
11-310-100-106-11-0000-	SALARIES - AIDES	September Transfers	0028	09/30/2018	RSIPPLE	\$64,890.00	(\$12,879.00)	\$52,011.00
11-310-100-500-11-0000-	OTHER PURCHD SERVS	September Transfers	0029	09/30/2018	RSIPPLE	\$19,459.00	\$1,000.00	\$20,459.00
11-310-100-610-11-0003-	SUPPLIES - CULINARY ARTS	September Transfers	0029	09/30/2018	RSIPPLE	\$50,000.00	(\$1,000.00)	\$49,000.00
20-231-100-101-23-0000-	TITLE I -SALARY INSTRUC	September Transfers	0028	09/30/2018	RSIPPLE	\$47,005.00	(\$19,000.00)	\$28,005.00
20-231-100-106-23-0000-	SALARIES OF AIDES	September Transfers	0028	09/30/2018	RSIPPLE	\$0.00	\$19,000.00	\$19,000.00
<i>Total Current Appr.</i>								<i>\$0.00</i>

Somerset County Vocational Board of Ed.

Expense Account Adjustment Analysis By Account#

va_exaa1.082406

10/31/2018

Current Cycle : October

Account #	Account Description	Description	Adj #	Date	User	Old Amount	Adjustment	New Balance
Current Appropriation Adjustments								
11-000-221-104-04-0001-	CURRICULUM WRITING	October Transfers	0032	10/31/2018	RSIPPLE	\$15,000.00	\$500.00	\$15,500.00
11-000-221-890-04-0000-	MEMBERSHIPS	October Transfers	0032	10/31/2018	RSIPPLE	\$1,000.00	(\$500.00)	\$500.00
11-000-222-610-03-0000-	AVA MATERIALS - HS	October Transfers	0032	10/31/2018	RSIPPLE	\$15,170.00	(\$500.00)	\$14,670.00
11-000-222-890-03-0000-	MEMBERSHIPS/FEES - H.S.	October Transfers	0032	10/31/2018	RSIPPLE	\$50.00	\$500.00	\$550.00
11-000-252-580-16-0000-	TRAVEL	October Transfers	0033	10/31/2018	RSIPPLE	\$2,000.00	(\$600.00)	\$1,400.00
11-000-252-610-16-0000-	SUPPLIES AND MATERIALS	October Transfers	0033	10/31/2018	RSIPPLE	\$47,000.00	\$600.00	\$47,600.00
		October Transfers	0034	10/31/2018	RSIPPLE	\$47,600.00	(\$500.00)	\$47,100.00
Total For Account # 11-000-252-610-16-0000-							\$100.00	
11-000-252-890-16-0000-	MEMBERSHIPS - TECH.	October Transfers	0034	10/31/2018	RSIPPLE	\$0.00	\$500.00	\$500.00
11-000-270-512-60-0000-	ACADEMY CONTR. SVS.	October Transfers	0033	10/31/2018	RSIPPLE	\$100,000.00	(\$50,000.00)	\$50,000.00
11-000-270-517-03-0000-	CONTRACT. SERV.(REG. STU	October Transfers	0033	10/31/2018	RSIPPLE	\$18,000.00	\$50,000.00	\$68,000.00
11-310-100-500-09-0000-	OTHER PURCH SERV THEATER	October Transfers	0034	10/31/2018	RSIPPLE	\$33,750.00	\$500.00	\$34,250.00
11-310-100-500-11-0000-	OTHER PURCHD SERVS	October Transfers	0034	10/31/2018	RSIPPLE	\$20,459.00	\$1,500.00	\$21,959.00
11-310-100-610-09-0000-	SUPPLIES - THEATER	October Transfers	0034	10/31/2018	RSIPPLE	\$13,550.00	(\$500.00)	\$13,050.00
11-310-100-610-11-0000-	CAREER TECHNICAL ED	October Transfers	0034	10/31/2018	RSIPPLE	\$37,000.00	(\$4,000.00)	\$33,000.00
11-310-100-800-11-0000-	OTHER OBJECTS - VOC	October Transfers	0034	10/31/2018	RSIPPLE	\$7,520.00	\$2,500.00	\$10,020.00
11-402-100-610-03-0000-	SUPPLIES-ATHLETICS	October Transfers	0034	10/31/2018	RSIPPLE	\$16,950.00	(\$100.00)	\$16,850.00
11-402-100-800-03-0000-	MEMBERSHIP DUES	October Transfers	0034	10/31/2018	RSIPPLE	\$21,750.00	\$100.00	\$21,850.00
Total Current Appr.								\$0.00

Somerset County Vocational Board of Ed.

Expense Account Adjustment Analysis By Account#

va_exaa1.082406

11/30/2018

Current Cycle : November

Account #	Account Description	Description	Adj #	Date	User	Old Amount	Adjustment	New Balance
Current Appropriation Adjustments								
11-000-221-104-04-0001-	CURRICULUM WRITING	December Transfers	0037	11/30/2018	RSIPPLE	\$15,500.00	\$5,000.00	\$20,500.00
11-000-223-102-03-0000-	SALARIES TEACHER LEADERS	December Transfers	0037	11/30/2018	RSIPPLE	\$47,555.00	\$1,000.00	\$48,555.00
11-000-240-500-03-0000-	PRINTING EXPENSE - HS	December Transfers	0037	11/30/2018	RSIPPLE	\$10,000.00	(\$5,000.00)	\$5,000.00
11-000-240-500-03-0001-	DISPLAY ADS - HS	December Transfers	0037	11/30/2018	RSIPPLE	\$12,800.00	\$250.00	\$13,050.00
11-000-240-610-03-0000-	OFFICE SUPPLIES - HS	December Transfers	0037	11/30/2018	RSIPPLE	\$12,776.37	\$5,000.00	\$17,776.37
11-000-252-500-16-0002-	E-RATE CONSULTING	December Transfers	0037	11/30/2018	RSIPPLE	\$3,700.00	\$1,000.00	\$4,700.00
11-000-252-610-16-0000-	SUPPLIES AND MATERIALS	December Transfers	0037	11/30/2018	RSIPPLE	\$47,100.00	(\$500.00)	\$46,600.00
11-000-252-890-16-0000-	MEMBERSHIPS - TECH.	December Transfers	0037	11/30/2018	RSIPPLE	\$500.00	\$500.00	\$1,000.00
11-000-291-290-08-0000-	WAIVERS / OTHER	December Transfers	0037	11/30/2018	RSIPPLE	\$50,000.00	\$1,500.00	\$51,500.00
11-310-100-101-05-0000-	SALARIES - INSTRUCTION	December Transfers	0037	11/30/2018	RSIPPLE	\$403,896.00	\$28,000.00	\$431,896.00
11-310-100-101-44-0000-	SALARIES OF TEACHERS	December Transfers	0037	11/30/2018	RSIPPLE	\$70,725.00	(\$42,850.00)	\$27,875.00
11-310-100-610-11-0003-	SUPPLIES - CULINARY ARTS	December Transfers	0037	11/30/2018	RSIPPLE	\$49,000.00	(\$1,630.00)	\$47,370.00
11-310-100-800-11-0000-	OTHER OBJECTS - VOC	December Transfers	0037	11/30/2018	RSIPPLE	\$10,020.00	\$1,730.00	\$11,750.00
11-401-100-100-03-0000-	SAL - CO-CURRICULAR	December Transfers	0037	11/30/2018	RSIPPLE	\$47,921.00	\$6,000.00	\$53,921.00
Total Current Appr.								\$0.00

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