

SOMERSET COUNTY VOCATIONAL BOARD OF EDUCATION

SOMERSET COUNTY VOCATIONAL & TECHNICAL SCHOOLS

North Bridge Street & Vogt Drive
Bridgewater, New Jersey 08807

Regular Meeting
October 23, 2006

The meeting was called to order at 5:30 p.m. with the following members:

Moncrieff I. Fisher, President
Dr. Alan P. Braun, Vice President
Anita Ventantonio
Theodore Smith
David Livingston

Also Present:

Michael A. Maddaluna, Superintendent of Schools
Diane Strober, School Business Administrator/Board Secretary
Edmund H. Jones, High School Principal
Dr. Charles Teryek, Interim Director of Post-Secondary Education Programs
Lisa Fittipaldi, Board Attorney

Others: Michael Kuschyk, Director of Building and Grounds; Diane Ziegler, Director of Curriculum and Instruction; Bernice Wicks, Director of Communications and Public Relations; Michael Herrera, High School Assistant Principal; Joseph Petrosino, Supervisor of Special Needs; Pamela Brink, School Based Program Director; Charles Bowers, Teacher/Coordinator of General Technologies; Margaret Fischer, SCVTEA President and Mathematics Teacher; Carene Jegou, Administrative Assistant to the Superintendent; and Sherman Harris, Supervisor of Special Projects (arrived at 5:45 p.m.).

Adequate notice of this meeting has been provided specifying time and place.

Pledge of Allegiance

Approval of Minutes

On motion by Dr. Braun, seconded by Mrs. Ventantonio, the minutes of the regular meeting held on September 25, 2006 were approved with the following correction: replace Addendum #3 (Instructional Salaries) with corrected salaries/steps.

Correspondence

- Letter from New Jersey School Boards Association congratulating the district for its outstanding entry in the Annual Workshop School Communications Competition. The Award of Merit was awarded to the district for the Academy for Health & Medical Sciences brochure.

Old or Unfinished Business

Student of the Month

- Sarah Wessel, a senior student in the Office Occupations program, was selected as the Student of the Month. She is a member of the Future Business Leaders of America Club and the NJ SkillsUSA organization. Sarah was the treasurer of SkillsUSA in her junior year; served as treasurer of the Student Council and received "Best in Shop" award in her second year at SCVTHS. In February, Sarah will be participating in the Office Occupations contests sponsored by SkillsUSA. After she graduates, she hopes to continue her education at a college of her choice.

Building and Grounds Report

- Mr. Kuschyk distributed the monthly Building and Grounds Report.

Report of the Attorney

- The "Getting Hired" program and arbitration matter will be discussed in closed session.

Superintendent's Report

A. Resignation

On recommendation of Mr. Maddaluna and motion by Dr. Braun, seconded by Mrs. Ventantonio and passed on roll call vote, the Board of Education accepted the resignation of Mrs. Maryann Gundlach, Assistant to Financial Aid Officer/Bookkeeper for the purpose of retirement, effective December 31, 2006.

<u>Roll Call</u>	<u>Yes</u>	<u>No</u>
Mr. Smith	X	
Mrs. Ventantonio	X	
Mr. Livingston	X	
Dr. Braun	X	
Mr. Fisher	X	

B. Employment of Part-Time Personnel - 2006-07 SY

On recommendation of Mr. Maddaluna and motion by Dr. Braun, seconded by Mrs. Ventantonio and passed on roll call vote, the Board of Education approved employment of the following part-time personnel for the 2006-07 school year:

High School

Robert Wolfe	Mathematics Instructor (NJ Regional Council of Carpenters Initiative)	\$31.00/hr
Matthew Vanzini	Vocal Music/Asst Musical Director	\$32.73/hr
Thomas Flynn	Substitute	\$90.00/day
Gail Keller	Substitute	\$90.00/day

Technology Institute

Shelby Pitts	Practical Nursing Clinical	\$35.20/hr
Sheila Chugani	Practical Nursing Clinical	\$35.20/hr
June Gabel	Cosmetology Assistant	\$21.46/hr

Adult Continuing Education

Marilyn Burtis	Secretary	\$25.71/hr
Carole Cardinale	Secretary	\$34.90/hr
Maryann Gundlach	Secretary	\$39.21/hr
Kathleen Gursky	Secretary	\$26.13/hr
Magali Rodriguez	Secretary	\$27.18/hr

Work Study - \$6.15/hr

Student names removed.

<u>Roll Call</u>	<u>Yes</u>	<u>No</u>
Mr. Smith	X	
Mrs. Ventantonio	X	
Mr. Livingston	X	
Dr. Braun	X	
Mr. Fisher	X	

C. Step/Guide Corrections

On recommendation of Mr. Maddaluna and motion by Dr. Braun, seconded by Mrs. Ventantonio and passed on roll call vote, the Board of Education approved the corrected step/guide placement for the following personnel for the 2006-07 school year:

<u>Name</u>	<u>Step/Guide</u>	<u>Base Salary</u>	<u>12%</u>	<u>Longevity</u>	<u>Total Salary</u>
Valerie Awender	10/D	\$52,118.22+	-	-	\$52,118.22
Pratima Patil	5-6/C	\$44,118.22+	-	-	\$44,118.22

Louise Tokarsky-Unda	5-6/E	\$47,118.22+	-	-	\$47,118.22
Martha Logan-Bieler***	9/D	\$60,521.13	-	-	\$60,521.13
Frank Vitelli	(*)29/E	\$84,256.00	\$10,110.72	\$1,650.00	\$96,016.72
+Masters stipend added to base					
*** 12-month					

<u>Roll Call</u>	<u>Yes</u>	<u>No</u>
Mr. Smith	X	
Mrs. Ventantonio	X	
Mr. Livingston	X	
Dr. Braun	X	
Mr. Fisher	X	

A. Lateral Move - Miranda McMahon

On recommendation of Mr. Maddaluna and motion by Dr. Braun, seconded by Mrs. Ventantonio and passed on roll call vote, the Board of Education approved Miranda McMahon's request for a lateral move from Step 3-4/A to Step 3-4/C on the salary guide in the amount of \$42,405.00, retroactive to September 1, 2006.

<u>Roll Call</u>	<u>Yes</u>	<u>No</u>
Mr. Smith	X	
Mrs. Ventantonio	X	
Mr. Livingston	X	
Dr. Braun	X	
Mr. Fisher	X	

B. Extra-Curricular Appointments - 2006-07 School Year

On recommendation of Mr. Maddaluna and motion by Dr. Braun, seconded by Mrs. Ventantonio and passed on roll call vote, the Board of Education approved the following for extra-curricular activities for the 2006-07 school year with the newly negotiated stipend amount:

George Byrd	Early Morning Monitor	\$ 15.00/day
Laurie Reader	Drama Coach	\$3,032.00
Linda Weber-Smith	Weightlifting Co-Advisor	\$1,365.50
Nick Meyers	Weightlifting Co-Advisor	\$1,365.50
Rachel Cooper	Cheerleading Advisor	\$1,517.00

<u>Roll Call</u>	<u>Yes</u>	<u>No</u>
Mr. Smith	X	
Mrs. Ventantonio	X	
Mr. Livingston	X	
Dr. Braun	X	
Mr. Fisher	X	

C. Application for Funds

On recommendation of Mr. Maddaluna and motion by Dr. Braun, seconded by Mrs. Ventantonio and passed on roll call vote, the Board of Education adopted the following resolution: The governing body of the Somerset County Vocational and Technical Schools at its October 23, 2006 meeting authorized application for funds for the following:

Somerset County United Way	P.E.A.C.E. Grants	\$ 5,000.00
	Ruth St. Denis Dance Project	
	Holiday X-Press	
	Images of Dance-Gallery Exhibit	
	Creative Arts - MAS Productions	
	In The Words of Miss Ruth-Young Actors Project	
NJ Department of State	V-Free Grant	\$ 1,700.00
Martin Luther King, Jr.	(2006-07 SY)	

Commemorative Commission		
United Way of Central Jersey	Twilight (summer 2007)	\$40,841.00
Anne E. Casey Foundation	Twilight	\$13,025.00
Sovereign Foundation	Twilight	\$13,025.00

<u>Roll Call</u>	<u>Yes</u> <u>No</u>
Mr. Smith	X
Mrs. Ventantonio	X
Mr. Livingston	abstain
Dr. Braun	X
Mr. Fisher	X

D. Acceptance of Funds

On recommendation of Mr. Maddaluna and motion by Dr. Braun, seconded by Mrs. Ventantonio and passed on roll call vote, the Board of Education adopted the following resolution: The governing body of the Somerset County Vocational and Technical Schools at its October 23, 2006 meeting authorized acceptance of funds for the following:

NJ Dept. of Education	Extraordinary Standards Incentive Program (ESIP) (9/1/06-4/30/07) (LPN)	\$ 8,333.00
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<u>Roll Call</u>	<u>Yes</u> <u>No</u>
Mr. Smith	X
Mrs. Ventantonio	X
Mr. Livingston	abstain
Dr. Braun	X
Mr. Fisher	X

E. Job Description - Entry Level Maintenance Worker (Category III)

On recommendation of Mr. Maddaluna and motion by Dr. Braun, seconded by Mrs. Ventantonio and passed on roll call vote, the Board of Education approved job description, Entry Level Maintenance Worker, as it appears on Addendum #1.

<u>Roll Call</u>	<u>Yes</u> <u>No</u>
Mr. Smith	X
Mrs. Ventantonio	X
Mr. Livingston	X
Dr. Braun	X
Mr. Fisher	X

F. Field Trips

On recommendation of Mr. Maddaluna and motion by Dr. Braun, seconded by Mrs. Ventantonio and passed on roll call vote, the Board of Education approved field trips for high school students as they appear on Addendum #2.

<u>Roll Call</u>	<u>Yes</u> <u>No</u>
Mr. Smith	X
Mrs. Ventantonio	X
Mr. Livingston	X
Dr. Braun	X
Mr. Fisher	X

G. Professional Seminars/Workshops

On recommendation of Mr. Maddaluna and motion by Dr. Braun, seconded by Mrs. Ventantonio and passed on

roll call vote, the Board of Education approved requests for district staff and Board of Education members to attend professional seminars, workshops, etc. as they appear on Addendum #3.

<u>Roll Call</u>	<u>Yes</u> <u>No</u>
Mr. Smith	X
Mrs. Ventantonio	X
Mr. Livingston	X
Dr. Braun	X
Mr. Fisher	X

- H. Renewal - Amendment to the Memorandum of Agreement between Education and Law Enforcement Officials
On recommendation of Mr. Maddaluna and motion by Dr. Braun, seconded by Mrs. Ventantonio and passed on roll call vote, the Board of Education renewed the Amendment to the Memorandum of Agreement between Education and Law Enforcement Officials, which remains unchanged, with no additional terms/provisions.

<u>Roll Call</u>	<u>Yes</u> <u>No</u>
Mr. Smith	X
Mrs. Ventantonio	X
Mr. Livingston	abstain
Dr. Braun	X
Mr. Fisher	X

- I. Home Instruction

On recommendation of Mr. Maddaluna and motion by Dr. Braun, seconded by Mrs. Ventantonio and passed on roll call vote, the Board of Education provided home instruction for an 11th grade student. Instruction will be provided from September 29, 2006 for approximately six (6) weeks for ten (10) hours per week.

On recommendation of Mr. Maddaluna and motion by Dr. Braun, seconded by Mrs. Ventantonio and passed on roll call vote, the Board of Education provided home instruction for a 12th grade student. Instruction will be provided from October 10, 2006 for approximately six (6) weeks for five (5) hours per week.

<u>Roll Call</u>	<u>Yes</u> <u>No</u>
Mr. Smith	X
Mrs. Ventantonio	X
Mr. Livingston	X
Dr. Braun	X
Mr. Fisher	X

- J. Superintendent's Update

- Ms. Ziegler presented the 2006 HSPA language arts and math results. She indicated that we did not meet the adequate yearly progress benchmark standard for 2005-06 in language arts and further discussed strategies to address such. In addition, Ms. Ziegler informed the board that the curriculum is being revised and will report on the revisions at the next board meeting.
- Mr. Herrera summarized the Violence and Vandalism Report as required by law. Mr. Fisher expressed his concern about those students who are suspended and how or what the district can do to provide instructional and support services. Discussion ensued on the different services that are offered through the high school and Linkages and that the differences depend on the severity of the offense and the length of suspension.
- Career/Technical Education Articles were included in the packet for the board's review along with a Power point presentation on career/technical education.
- Public Access Channel 22 (public access TV cable in Somerville) is currently airing a video highlighting the Performing Arts students and programs.
- The High School Enrollment/Career Clusters and Technology Institute Enrollment Figures were presented for the board's information. This information is being perpetually reviewed and analyzed by the administration in order to assess programs needs.

Submission of Bills

On motion by Dr. Braun, seconded by Mrs. Ventantonio and passed on roll call vote, the attached bills were approved for payment.

Fund 10	\$1,506,936.66
Fund 20	\$ 111,357.71
Fund 30	\$ 4,915.50
Fund 60	\$ 15,346.93
Fund 61	<u>\$ 2,888.70</u>
Total	\$1,641,445.50

<u>Roll Call</u>	<u>Yes</u>	<u>No</u>
Mr. Smith	X	
Mrs. Ventantonio	X	
Mr. Livingston	X	
Dr. Braun	X	
Mr. Fisher	X	

New Business

- Mr. Fisher inquired about the status of the Culinary Arts Program and the use of the newly renovated space. Mr. Kuschyk noted the space is being utilized for instruction and the ventilation system is working properly.
- Mr. Livingston discussed the responsibility of expulsion case hearings and is awaiting a response from the attorney general's office.

Report of the School Business Administrator/Board Secretary

A. Receipt of Monies for September 2006

<u>Fund 10</u>	
Appropriation Refund	\$ 118.86
County Tax Levy	\$ 963,130.00
State Aid	\$ 194,494.00
Interest	\$ 7,417.17
Miscellaneous	\$ 270.00
Adult Continuing Education	\$ 16,575.00
TI Tuition	\$ 90,322.25
Summer School	\$ 400.00
FICA	\$ 6,526.84
<u>Fund 20</u>	
United Way	\$ 2,166.67
VICA-Statewide	\$ 11,424.00
School Based-Linkages	\$ -
Juvenile Justice Grant	\$ -
<u>Fund 30</u>	
County Capital Project	\$ 595,194.67
<u>Fund 60</u>	
Interest	\$ 10.68
Lunches	\$ 9,452.08
State Aid Lunch	\$ -
Federal Aid Lunch	\$ -
<u>Fund 61</u>	
ETTC	\$ -
Total Receipts for September 2006	<u>\$ 1,897,502.22</u>

<u>Roll Call</u>	<u>Yes</u>	<u>No</u>
Mr. Smith	X	
Mrs. Ventantonio	X	
Mr. Livingston	X	
Dr. Braun	X	
Mr. Fisher	X	

B. Reports A-148 and A-149

On motion by Dr. Braun, seconded by Mrs. Ventantonio and passed on roll call vote, the Board of Education adopted the monthly financial statement reports for the School Business Administrator/Board Secretary for the month of September 2006 and the Treasurer of School Monies for the month of September 2006, 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. (See Addendum #4)

<u>Roll Call</u>	<u>Yes</u>	<u>No</u>
Mr. Smith	X	
Mrs. Ventantonio	X	
Mr. Livingston	X	
Dr. Braun	X	
Mr. Fisher	X	

C. 2007 Capital Request

On motion by Dr. Braun, seconded by Mrs. Ventantonio and passed on roll call vote, the Board of Education approved and authorized the submission of the 2007 capital allocation to the Board of Chosen Freeholders for the Somerset County Vocational and Technical School District in the amount of \$1,812,315.00 (Addendum #5).

<u>Roll Call</u>	<u>Yes</u>	<u>No</u>
Mr. Smith	X	
Mrs. Ventantonio	X	
Mr. Livingston	X	
Dr. Braun	X	
Mr. Fisher	X	

D. Twilight Program Tuition Rate – 2007-2008 SY

On motion by Dr. Braun, seconded by Mrs. Ventantonio and passed on roll call vote, the Board of Education approved the Twilight Program tuition rate as follows:

Summer 2007 \$1,500.00
 2007-08 SY \$1,500.00

<u>Roll Call</u>	<u>Yes</u>	<u>No</u>
Mr. Smith	X	
Mrs. Ventantonio	X	
Mr. Livingston	X	
Dr. Braun	X	
Mr. Fisher	X	

E. Alternative School Tuition Rate - 2007-08 SY

On motion by Dr. Braun, seconded by Mrs. Ventantonio and passed on roll call vote, the Board of Education approved the Alternative School tuition rate of \$14,500.00 for the 2007-08 school year.

<u>Roll Call</u>	<u>Yes</u>	<u>No</u>
Mr. Smith	X	
Mrs. Ventantonio	X	

Mr. Livingston	X
Dr. Braun	X
Mr. Fisher	X

F. Academy for Health and Medical Sciences Tuition Rate - 2007-08 SY

On motion by Dr. Braun, seconded by Mrs. Ventantonio and passed on roll call vote, the Board of Education approved the Academy for Health and Medical Sciences tuition rate for the 2007-08 school year as follows:

In County \$1,000.00

Out-of-County \$1,500.00

<u>Roll Call</u>	<u>Yes</u>	<u>No</u>
Mr. Smith	X	
Mrs. Ventantonio	X	
Mr. Livingston	X	
Dr. Braun	X	
Mr. Fisher	X	

G. Technology Institute Tuition Rate - 2007-08 SY

On motion by Dr. Braun, seconded by Mrs. Ventantonio and passed on roll call vote, the Board of Education approved the Technology Institute tuition rate of \$65.00/credit for county residents and \$130/credit for out-of-county residents for the 2007-08 school year.

<u>Roll Call</u>	<u>Yes</u>	<u>No</u>
Mr. Smith	X	
Mrs. Ventantonio	X	
Mr. Livingston	X	
Dr. Braun	X	
Mr. Fisher	X	

H. Three-Year Comprehensive Maintenance Plan

On motion by Dr. Braun, seconded by Mrs. Ventantonio and passed on roll call vote, the Board of Education granted approval to submit a Three-Year Comprehensive Maintenance Plan as required by the NJDOE as it appears on Addendum #6.

<u>Roll Call</u>	<u>Yes</u>	<u>No</u>
Mr. Smith	X	
Mrs. Ventantonio	X	
Mr. Livingston	X	
Dr. Braun	X	
Mr. Fisher	X	

Reorganization Meeting

On motion by Dr. Braun, seconded by Mrs. Ventantonio and passed, the reorganization meeting of the Somerset County Vocational Board of Education will be held:

November 1, 2006
5:30 p.m.
Somerset County Vocational & Technical Schools
North Bridge Street & Vogt Drive
Bridgewater, New Jersey 08807

November Meeting

On motion by Dr. Braun, seconded by Mrs. Ventantonio and passed, the next regular meeting of the Somerset County Vocational Board of Education will be held:

November 20, 2006
5:30 p.m.
Somerset County Vocational & Technical Schools
North Bridge Street & Vogt Drive
Bridgewater, New Jersey 08807

Remarks from the Public

- Mrs. Wicks reminded the board of the NJSBA convention in Atlantic City and noted that the Health Occupations and Cosmetology students will be providing manicures and blood pressure screenings at the NJSBA convention. Mrs. Wicks informed the board that we received an Award of Merit from the NJSBA for the Academy for Health and Medical Sciences' brochure. She also enclosed the Tech Talk newsletter for the board's review.
- Mr. Smith requested a note acknowledging the contributions of Freeholder Liaison, Ken Scherer. The board concurred and will revisit at the appropriate time.

Closed Session

On motion by Dr. Braun, seconded by Mrs. Ventantonio and passed on roll call vote, the Board of Education went into closed session at 6:48 p.m.

<u>Roll Call</u>	<u>Yes</u>	<u>No</u>
Mr. Smith	X	
Mrs. Ventantonio	X	
Mr. Livingston	X	
Dr. Braun	X	
Mr. Fisher	X	

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 arbitration - Frank Vitelli. 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.

Open Session

On motion by Dr. Braun, seconded by Mrs. Ventantonio and passed, the meeting reopened at 7:28 p.m.

Adjournment

On motion by Dr. Braun, seconded by Mrs. Ventantonio and passed, the meeting adjourned at 7:30 p.m.

Diane Strober
Business Administrator/Board Secretary