

SOMERSET COUNTY VOCATIONAL BOARD OF EDUCATION

SOMERSET COUNTY VOCATIONAL & TECHNICAL SCHOOLS

14 Vogt Drive
Bridgewater, New Jersey 08807

Regular Meeting
June 23, 2014

Call to Order

Mr. William Hyncik called the meeting to order at 5:00 p.m. in the Technology Center with the following board members:

William Hyncik, Jr., President
William Dudeck, Vice President
Theodore Smith
Sarah Brennan
Dr. Kathleen Serafino, absent

Also Present

Dr. Chrys Harttraft, Superintendent of Schools
Diane Strober, Assistant Superintendent for Business/Board Secretary
Diane Ziegler, High School Principal
Lisa Fittipaldi, Board Attorney
Robert Zaborowski, Somerset County Freeholder Liaison, absent
Others: Duane Wallace, Supervisor of Learning and Technology; Pat Pelliccia, Supervisor of Curriculum and Instruction; Teresa Morelli, Supervisor of Academics; Michael Kuschyk, Director of Buildings and Grounds; Richard D'Alessandro, Building and Grounds; and Carene Jegou, Administrative Assistant to the Superintendent.

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

Pledge of Allegiance

Approval of Minutes

On motion by Mr. Dudeck, seconded by Mr. Smith, the minutes of the regular meeting and executive session held on May 19, 2014 were approved.

Correspondence

- Thank you note from Ben and Gladys Pokrywa thanking the board for their beautiful retirement gifts.

Old or Unfinished Business

Student of the Month

- Emily Horta, a senior in the Culinary Arts program, has been selected as the Student of the Month for June 2014. Culinary Arts Instructor, Chef John Vingara, nominated Emily because, "She has been a super contributor and a pleasure to have in shop. Emily has worked very hard in fulfilling the needs of the school through her skills and the time she donates." At SCVTHS, Emily is an honor roll student who is also a member of SkillsUSA, the National Technical Honor Society, and the Prom Committee. In addition, over the past two years, Emily has placed 2nd in the New Jersey SkillsUSA competition. Outside of school, Emily holds a Cake Decorator position at A&P Bakery. In addition, Emily has volunteered at two Cuban bakeries and a Spanish restaurant. After graduating from SCVTHS, Emily plans on attending the Culinary Institute of America to major in Baking and Pastry Arts. Her dream is to own her own bakery.

Construction Projects – Update

- Fire/Emergency System Communication, Boiler/HVAC Replacement and Girls' Gym Locker Room Renovation projects are all under way and are anticipated to be complete prior to the start of school.

Report of the Attorney

- Ms. Fittipaldi attended the school law forum and reported they dedicated a section for vocational education combined with school choice. She also noted she was the only vocational board attorney there and that a significant focus was on the Career Technical Education area which she expects will continue to be a focus. She also reported that the All Clean Building Services, Inc. custodial cleaning service extension contract renewal and the SCVTS/RVCC Memorandum of Understanding were completed.

Committee Reports

- Board of School Estimate (Mr. Dudeck) - None
- Curriculum/Grants (Mr. Smith) - None
- NJSBA Delegate, State Convention Legislative Committee (Mr. Dudeck) - None
- SCSBA Delegate (Mr. Dudeck) - None
- SCESC Representative (Mr. Smith) Mr. Smith reported that the groundbreaking has begun at the Career Center and construction is moving along.
- SCJIF Commissioner (Mrs. Strober) - None, the next meeting will be held on July 23, 2014.
- Foundation (Mr. Hyncik) - None

School Communications Report

- Mr. Wallace reported on the upcoming SkillsUSA national competition and informed the board that a live feed of the ceremonies is available to all. Dr. Harttraft thanked Mr. Dudeck for attending the June 13th, Flag Day Celebration at which time Edward V. Danberry, who served in the United States Army, dedicated 60 American flags. Student, Jaqueline Gassler, received a gift card for placing first place in the Flag Day poster contest.

Superintendent's Report

On recommendation of Dr. Harttraft and motion by Mr. Dudeck, seconded by Ms. Brennan and on roll call vote, agenda items A through I as follows:

A. Resignation

The Board of Education accepted the resignation of Mr. James Easter, Small Engines Instructor, for the purpose of retirement, effective July 1, 2014.

The Board of Education accepted the resignation of Ms. Kristen Blanchard, LDT/C, effective September 1, 2014.

The Board of Education accepted the resignation of Ms. Cynthia Witthoeft, Administrative Secretary, for the purpose of retirement, effective October 1, 2014.

B. Restore Increment Withholding

The Board of Education restored the increment withholding to Mr. Eric Symborski's salary for 2012-13 and 2013-14.

2012-13 (adjusted/\$615 has been added to base)

<u>Base Salary</u>	<u>Black Seal</u>	<u>Carbon</u>	<u>Tech Univ</u>	<u>Total 2012-13 Salary</u>
\$52,791.12	\$800.00	\$300.00	\$300.00	\$54,191.12

2013-14 (adjusted raise increase 2.5% has been added to base)

<u>Base Salary</u>	<u>Black Seal</u>	<u>Carbon</u>	<u>Tech Univ</u>	<u>Total 2013-14 Salary</u>
\$54,110.90	\$800.00	\$300.00	\$300.00	\$55,510.90

C. Position Change

The Board of Education appointed Mr. John O'Neill to the position of Teacher of Physical Education/Athletic Coordinator (12-month), 22.5% additional compensation (\$63,194.00 to \$77,412.65) effective July 1, 2014.

D. Employment of Full-Time Personnel – 2014-15 School Year

The Board of Education appointed Mr. Philip Eng to the position of Diesel Instructor (UPC #TCH-HS-DIES-FL-01), at a salary of \$63,194.00, Step 17/A, effective September 1, 2014.

The Board of Education appointed Mr. Andrew Eberhardt to the position of Networks and Systems Administrator (UPC #TCN-HS-NET-NA-01), at a salary of \$106,000.00 (prorated), effective at a mutually agreed upon date.

The Board of Education appointed Ms. Sarah Williams to the position of English Instructor (UPC #TCH-HS-ENG0FL-01), at a salary of \$60,359.00 (masters stipend added to base), Step 9-10/C, effective September 2, 2014.

E. Employment of Part-Time Personnel – 2014-15 School Year

The Board of Education approved employment of the following part-time personnel for the 2014-15 school year:

Buildings & Grounds

John Maggs	Maintenance (on call, as needed)	\$10.00/hour
Robert Santiago	Maintenance (on call, as needed)	\$10.00/hour
Nicolas Sartori	Maintenance (on call, as needed)	\$10.00/hour

F. Employment of Part-Time Personnel – Summer 2014

The Board of Education approved employment of the following part-time personnel for summer 2014:

High School

Christopher Miller	Staff Development Co-Leader	\$1,400.00/month
Anna Murphy	Staff Development Co-Leader	\$1,400.00/month
Johanna Scholl	Staff Development Co-Leader	\$1,400.00/month
Irene Ives	Guidance Counselor (140 hours)	\$ 48.05/hour
Maureen Lawler	Guidance Counselor (15 days)	\$ 391.63/diem
Peggy Prezioso	Nursing Services (20 hours)	\$ 41.22/hour
Deborah Gichan	Curriculum (10 hours)	\$ 35.00/hour
Joseph Mancuso	Curriculum (90 hours)	\$ 35.00/hour
Alison Mingle	Curriculum (20 hours)	\$ 35.00/hour
Paul O'Connor	Curriculum (20 hours)	\$ 35.00/hour
Daysi Lakhilif	Curriculum (10 hours)	\$ 35.00/hour
Rachel Kinlan	Curriculum (5 hours)	\$ 35.00/hour
Matthew Poznanski	Curriculum (5 hours)	\$ 35.00/hour
Robert Setlock	Shop Maintenance (50 hours)	\$ 35.00/hour
Al Kopka	Assistant – Technical Repair/Clean-up (80 hours)	\$ 20.00/hour
Chris Ollo	Assistant – Technical Repair/Clean-up (80 hours)	\$ 20.00/hour
<u>Twilight (95 hours unless otherwise noted)</u>		
Diane Ziegler	Program Director	\$ 2,618.00 (stipend)
Valerie Hart	Accountant	\$ 680.00 (stipend)
Moysey Averbukh	Bus Driver (143 hours)	\$ 17.00/hour
Roberta Snead	Substitute Bus Driver	\$ 17.00/hour
Janet Blue	Cosmetology Instructor	\$ 35.00/hour
Alan Creveling	Auto Mechanics Instructor	\$ 35.00/hour
Krista Huebsch	Cosmetology Instructor	\$ 35.00/hour
Deborah Gichan	Photography Instructor	\$ 35.00/hour
Brendan Downey	Basic Skills Instructor	\$ 35.00/hour
Janeen Sortor	Basic Skills Instructor	\$ 35.00/hour
Rob Carrig	Lead Teacher	\$ 35.00/hour
Jaime Morales	Bus Monitor (57 hours)	\$ 17.00/hour
Matthew Poznanski	Healthy Fitness Instructor	\$ 35.00/hour
	Bus Monitor (57 hours)	\$ 17.00/hour

Erick Bowers	Bus Monitor (57 hours)	\$ 17.00/hour
Peggy Prezioso	Substitute	\$ 35.00/hour
Mary Behot	Substitute	\$ 35.00/hour
Dawnell Gerow	Substitute	\$ 35.00/hour
Victoria Fulmer	Substitute	\$ 35.00/hour
Zach Ciancia	Student Assistant-Photography	\$ 8.25/hour
Matt Feaster	Student Assistant-Auto Mechanics	\$ 8.25/hour
Katherine Ayala	Student Assistant-Cosmetology	\$ 8.25/hour
Patricia Zielaznicki	Student Assistant-Cosmetology	\$ 8.25/hour
Rodrigo Ramirez	Student Assistant-Healthy Fitness	\$ 8.25/hour

G. FMLA Leave – Unpaid Leave of Absence

The Board of Education approved the request of Ms. Hind Albana, Guidance Counselor, for an FMLA leave of absence beginning on September 8, 2014 through November 28th, 2014.

The Board of Education also approved the request of Ms. Hind Albana, for an unpaid leave of absence beginning on December 1, 2014 through December 12, 2014.

H. Extra-Curricular Appointments – 2014-15 School Year

The Board of Education approved the following for extra-curricular activities for the 2014-15 school year as follows:

Matthew Poznanski	9 th Grade Class Advisor	\$2,476.00
	Early Morning Duty Monitor	\$ 16.00/day
Edward Graf	10 th Grade Class Advisor	\$2,476.00
Julie Francis	11 th Grade Class Advisor	\$2,722.00
Sarah Morelli-Stutz	12 th Grade Class Advisor	\$2,722.00
Janet Cantore-Watson	Yearbook Co-Advisor	\$2,719.00
Deborah Gichan	Yearbook Co-Advisor	\$2,719.00
Joseph Mancuso	Drama Coach	\$3,298.00
Sheila Buttermore	Drama Coach	\$3,298.00
Erik Fargo	FFA Advisor	\$2,611.00
Kim Vasaturo	HOSA Advisor	\$2,476.00
Bryant Jefopoulos	National Honor Society Advisor	\$1,485.00
Irene Ives	National Technical Honor Society Advisor	\$1,485.00
Mary Behot	Rotary Interact Advisor	\$1,485.00
Stephen Boettger	Safety Committee Chairperson (shared position)	\$ 728.00
Michael McClain	Safety Committee Chairperson (shared position)	\$ 728.00
	Skills USA Co-Advisor	\$2,573.25
	Skills USA Advisor Co-Assistant	\$ 446.25
	JV Boys' Basketball Coach	\$2,971.00
Pratima Patil	Skills USA Co-Advisor	\$2,573.25
	Skills USA Advisor Co-Assistant	\$ 446.25
Michelle Fresco	Skills USA Co-Advisor	\$2,573.25
	Skills USA Advisor Co-Assistant	\$ 446.25
James Strickhart	Skills USA Co-Advisor	\$2,573.25
	Skills USA Advisor Co-Assistant	\$ 446.25
	Varsity Boys' Baseball Coach	\$4,619.00
	JV Boys' Soccer Coach	\$2,971.00
Jeffrey Donaldson	JV Girls' Soccer Coach	\$2,971.00
John O'Neill	Varsity Girls' Soccer Coach	\$4,619.00
	Varsity Girls' Softball Coach	\$4,619.00
John Heinbach	JV Boys' Baseball Coach	\$2,971.00
	Varsity Boys' Soccer Coach	\$4,619.00
Kristen McNerney	JV Girls' Softball Coach	\$2,971.00
Maura Gillooly	JV Girls' Basketball Coach	\$2,971.00

Ahmad Mackey	Varsity Boys' Basketball Coach	\$4,619.00
Patricia Morales	Early Morning Duty Monitor	\$ 16.00/day
Rachel Kinlan	Early Morning Duty Monitor	\$ 16.00/day
Jaime Morales	Early Morning Duty Monitor	\$ 16.00/day
Karen Morlock	Early Morning Duty Monitor	\$ 16.00/day
Rob Carrig	Early Morning Duty Monitor	\$ 16.00/day
Peggy Prezioso	Early Morning Duty Monitor Substitute	\$ 16.00/day
	After Hours Detention Monitor	\$ 41.00/hour
George Lee	Early Morning Duty Monitor Substitute	\$ 16.00/day
Amy Patryn	Early Morning Duty Monitor Substitute	\$ 16.00/day
Brendan Downey	After Hours Detention Monitor	\$ 41.00/hour
Linda Weber-Smith	After Hours Detention Monitor	\$ 41.00/hour
Margaret Cross	After Hours Detention Monitor	\$ 41.00/hour
Virginia Fanelli	After Hours Detention Monitor (Saturday's)	\$ 41.00/hour
Andrew Coslit	After Hours Detention Monitor (Saturday's)	\$ 41.00/hour
Victoria Fulmer	After Hours Detention Monitor (Saturday's)	\$ 41.00/hour
	Early Morning Duty Monitor Substitute	\$ 16.00/day

I. Professional Seminars/Workshops/Travel Reimbursements

The Board of Education approved requests for district staff and board of education members to attend professional seminars, workshops and travel reimbursements as they appear on Addendum #1.

<u>Roll Call</u>	<u>Yes</u>	<u>No</u>
Mr. Smith	X	
Ms. Brennan	X	
Mr. Dudeck	X	
Mr. Hyncik	X	
Dr. Serafino	absent	

J. Professional Seminars/Workshops/Travel Reimbursements

On recommendation of Dr. Harttraft and motion by Mr. Dudeck, seconded by Mr. Smith and on roll call vote, the Board of Education granted approval for William Hyncik, Jr. to attend the NJSBA Annual Workshop, October 28-30, 2014 in Atlantic City, New Jersey.

<u>Roll Call</u>	<u>Yes</u>	<u>No</u>
Mr. Smith	X	
Ms. Brennan	X	
Mr. Dudeck	X	
Mr. Hyncik	abstain	
Dr. Serafino	absent	

K. Professional Seminars/Workshops/Travel Reimbursements

On recommendation of Dr. Harttraft and motion by Mr. Smith, seconded by Ms. Brennan and on roll call vote, the Board of Education granted approval for William Dudeck to attend the NJSBA Annual Workshop, October 28-30, 2014 in Atlantic City, New Jersey.

<u>Roll Call</u>	<u>Yes</u>	<u>No</u>
Mr. Smith	X	
Ms. Brennan	X	
Mr. Dudeck	abstain	
Mr. Hyncik	X	
Dr. Serafino	absent	

L. Professional Seminars/Workshops/Travel Reimbursements

On recommendation of Dr. Harttraft and motion by Mr. Dudeck, seconded by Ms. Brennan and on roll call vote, the Board of Education granted approval for Theodore Smith to attend the NJSBA Annual Workshop, October 28-30, 2014 in Atlantic City, New Jersey.

<u>Roll Call</u>	<u>Yes</u>	<u>No</u>
Mr. Smith	abstain	
Ms. Brennan	X	
Mr. Dudeck	X	
Mr. Hyncik	X	
Dr. Serafino	absent	

M. Professional Seminars/Workshops/Travel Reimbursements

On recommendation of Dr. Harttraft and motion by Mr. Dudeck, seconded by Mr. Smith and on roll call vote, the Board of Education granted approval for Sarah Brennan to attend the NJSBA Annual Workshop, October 28-30, 2014 in Atlantic City, New Jersey.

<u>Roll Call</u>	<u>Yes</u>	<u>No</u>
Mr. Smith	X	
Ms. Brennan	abstain	
Mr. Dudeck	X	
Mr. Hyncik	X	
Dr. Serafino	absent	

N. Home Instruction

On recommendation of Dr. Harttraft and motion by Mr. Dudeck, seconded by Mr. Smith and on roll call vote, the Board of Education provided home instruction for an 11th grade student. Instruction will be provided beginning June 3, 2014 through the end of the school year at ten (10) hours per week.

Ms. Victoria Fulmer will be the instructor at a rate of \$40.00/hour.

<u>Roll Call</u>	<u>Yes</u>	<u>No</u>
Mr. Smith	X	
Ms. Brennan	X	
Mr. Dudeck	X	
Mr. Hyncik	X	
Dr. Serafino	absent	

O. Job Descriptions

On recommendation of Dr. Harttraft and motion by Mr. Dudeck, seconded by Mr. Smith and on roll call vote, the Board of Education approved the following job descriptions as they appear on Addendum #2.

Academic Teacher/Staff Development Leader
Networks and Systems Administrator

<u>Roll Call</u>	<u>Yes</u>	<u>No</u>
Mr. Smith	X	
Ms. Brennan	X	
Mr. Dudeck	X	
Mr. Hyncik	X	
Dr. Serafino	absent	

P. School Professional Development Plan

On recommendation of Dr. Harttraft and motion by Mr. Dudeck, seconded by Mr. Smith and on roll call vote, the Board of Education approved the School Professional Development Plan as it appears on Addendum #3.

Mr. Pelliccia informed the board that the professional development plans required by law are in compliance with state regulations.

<u>Roll Call</u>	<u>Yes</u>	<u>No</u>
Mr. Smith	X	
Ms. Brennan	X	
Mr. Dudeck	X	
Mr. Hyncik	X	
Dr. Serafino	absent	

On recommendation of Dr. Harttraft and motion by Mr. Dudeck, seconded by Mr. Smith and on roll call vote, agenda items Q and R as follows:

Q. New Board Policies – Second Reading

The Board of Education approved the following new board policies at this second reading.

1581	Victim of Domestic or Sexual Violence Leave
6511	Direct Deposit
8507	Breakfast Offer Versus Serve (OVS)
8508	Lunch Offer Versus Serve (OVS)

R. Revised Board Policies – Second Reading

The Board of Education approved the following revised board policies at this second reading.

3125	Employment of Teaching Staff Members
3230	Outside Activities
3240/R3240	Professional Development for Teachers and School Leaders
4125	Employment of Support Staff Members
4230	Outside Activities
6620	Petty Cash

<u>Roll Call</u>	<u>Yes</u>	<u>No</u>
Mr. Smith	X	
Ms. Brennan	X	
Mr. Dudeck	X	
Mr. Hyncik	X	
Dr. Serafino	absent	

On recommendation of Dr. Harttraft and motion by Mr. Dudeck, seconded by Mr. Smith and on roll call vote, agenda items S and T as follows:

S. Application for Funds

The Board of Education adopted the following resolution: The governing body of the Somerset County Vocational & Technical Schools at its June 23, 2014 meeting authorized application for funds for the following:

Somerset County Department of Human Services	Twilight Program (summer 2014)	\$ 98,800.00
NJ Department of Education	IDEA - Part B Basic (SFY 2015)	\$116,550.00
NJ Department of Education	Carl D. Perkins (FY 2015)	\$320,000.00
NJ Department of Education	NCLB (FY 2015)	\$ 70,864.00
	Title I	\$ 60,082.00
	Title II A	\$ 10,782.00

T. Refusal of Funding Application

The Board of Education adopted the following resolution: The governing body of the Somerset County Vocational & Technical Schools at its June 23, 2014 meeting hereby resolves not to apply for funds

allocated under NCLB (FY 2015) Title III in the amount of \$255.00.

U. Donation

On recommendation of Dr. Harttraft and motion by Mr. Dudeck, seconded by Mr. Smith and on roll call vote, the Board of Education accepted the following gift to the School Based Program (drop-in center):

<u>Item</u>	<u>Donor</u>
Nintendo Wii System	Anonymous

Dr. Harttraft noted that a student donated this Nintendo Wii System and that she received a beautiful note from the mother sharing that her child found the drop-in center as a respite and the student wanted to give back to the program.

<u>Roll Call</u>	<u>Yes</u>	<u>No</u>
Mr. Smith	X	
Ms. Brennan	X	
Mr. Dudeck	X	
Mr. Hyncik	X	
Dr. Serafino	absent	

V. Superintendent's Update

- HIB-0 submitted; 1 YTD case
- HSPA Results- Mr. Pelliccia provided an overview to the board.
- Introduction of new administrator, Mario Peluso, Career and Technical Education Supervisor
- SCESC Career Center ground breaking took place on May 21, 2014.
- Advisory dinner for business partners was held in Trade Wins on May 22, 2014.
- On June 11, 2014 we held our first legislative meeting with the Somerset County educational leaders, Assembly and Senate. Present were Senator Michael Dougherty, Assemblymen Jack Ciattarelli, and Erik Petersen, Assemblyman Bucco's Chief of staff, four superintendents, Amy Tibbs from the Legislative Committee on Education and the NJASA's legislative director, Melanie Shultz.
- On June 12, 2014 a package of education bills were introduced and approved in the Assembly. The intent of the bills was to help expand the capacity of New Jersey's county vocational schools and increase financial support for state aid and facilities funding. The same is expected to reach the Senate floor in the next few weeks.
- TOPS closing ceremony took place on June 18, 2014.
- A meeting was held with the new President of RVCC, Dr. Michael McDonough, to orient him to the various partnerships within the county and to enlist his support for future joint endeavors and topics that would expand the existing partnerships between the Vocational School, Education Services Commission, the County Education Office (DOE), and the County Freeholders.

Submission of Bills

On motion by Mr. Dudeck, seconded by Mr. Smith the Board of Education approved the bills list for June 2014 which was included in the board packet and is attached to the regular meeting minutes.

Fund 10	\$1,289,148.90
Fund 20	\$ 82,296.65
Fund 30	\$ 125,284.24
Fund 60	\$ 20,585.73
Fund 90	\$ 288,953.20
Fund 95	<u>\$ 82,130.13</u>
Total	\$1,888,398.85

<u>Roll Call</u>	<u>Yes</u>	<u>No</u>
Mr. Smith	X	
Ms. Brennan	X	
Mr. Dudeck	X	
Mr. Hyncik	X	
Dr. Serafino	absent	

New Business

- Mike Kuschyk, Director of Buildings and Grounds attended the Governor's Occupational Safety and Health Awards area dinner and received on behalf of the NJ State Industrial Safety Committee, the Commissioner of Labor and Workforce Development Award for three consecutive years without lost time from a work-related injury or illness.
- Somerset County Joint Insurance Fund Safety Award – 1st Place (second consecutive year) - \$1,000.00 which will be used for safety related equipment for the Buildings and Grounds employees.
- Mr. Hyncik reminded the board of its responsibility to complete the superintendent and board self-evaluations and he also noted it is the 100 year anniversary for NJSBA.

Report of the Assistant Superintendent for Business/Board Secretary

A. Reports A-148 and A-149

On motion by Mr. Dudeck, seconded by Ms. Brennan and on roll call vote, the Board of Education adopted the monthly financial statement reports for the Assistant Superintendent for Business/Board Secretary for the month of May 2014 and the Treasurer of School Monies for the month of May 2014, 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)

<u>Roll Call</u>	<u>Yes</u>	<u>No</u>
Mr. Smith	X	
Ms. Brennan	X	
Mr. Dudeck	X	
Mr. Hyncik	X	
Dr. Serafino	absent	

On motion by Mr. Dudeck, seconded by Mr. Smith and on roll call vote, agenda items B through D as follows:

B. Budget Transfers – 2013-14 School Year

The Board of Education approved budget transfers for the 2013-14 school year as they appear on Addendum #5.

C. Budget Transfers – 2013-14 School Year

The Board of Education approved the following budget transfers for the 2013-14 school year:

From: 20-008-100-800-14-0000 (\$1,510.00) To: 20-008-100-610-14-0000 \$1,510.00

(Special revenue grant funds transferred from miscellaneous to supplies)

<u>Roll Call</u>	<u>Yes</u>	<u>No</u>
Mr. Smith	X	
Ms. Brennan	X	
Mr. Dudeck	X	
Mr. Hyncik	X	
Dr. Serafino	absent	

D. County Capital Allocation – 2014

On motion by Mr. Dudeck, seconded by Mr. Smith and on roll call vote, the Board of Education approved the 2014 County Capital projects in the amount of \$2,500,000.00 as submitted to the Somerset County Freeholders; it is anticipated the Somerset County Freeholders will approve at their June 24, 2014 meeting. The 2014 County Capital allocation will be ratified by the Board of Education at the July 28, 2014 Board of Education meeting.

<u>Roll Call</u>	<u>Yes</u>	<u>No</u>
Mr. Smith	X	
Ms. Brennan	X	
Mr. Dudeck	X	
Mr. Hyncik	X	
Dr. Serafino	absent	

On motion by Mr. Dudeck, seconded by Mr. Smith and on roll call vote, agenda items E and F as follows:

E. Authorization Petty Cash Accounts – 2014-15 School Year

The Board of Education granted approval to authorize the establishment of petty cash accounts for the 2014-15 school year in the amount of \$400 for the district office; \$800 for the high school office; and \$1,000.00 for the performing arts department.

F. Facility Use Fee Schedule – 2014-15 School Year

The Board of Education approved the 2014-15 school year facility use fee schedule as it appears on Addendum #6.

<u>Roll Call</u>	<u>Yes</u>	<u>No</u>
Mr. Smith	X	
Ms. Brennan	X	
Mr. Dudeck	X	
Mr. Hyncik	X	
Dr. Serafino	absent	

On motion by Mr. Dudeck, seconded by Mr. Smith and on roll call vote, agenda items G through I as follows:

G. Vision Service Plan – 2014-15 School Year

The Board of Education entered into year two (2) of a two (2) agreement with VSP (Vision Service Plan) to provide vision coverage from July 1, 2014 through June 30, 2015 at a rate of \$19.29 per employee/month. (No increase from 2013-14 school year.)

H. Delta Dental of New Jersey 2014-15 School Year

The Board of Education entered into year two (2) of a two (2) year agreement with Delta Dental of New Jersey, Inc. to provide dental coverage from July 1, 2014 through June 30, 2015 as listed below. (No increase from 2013-14 school year.)

<u>Coverage</u>	<u>01(Active Employee) and 04 (COBRA) Policy</u>
Composite	\$ 95.52/month
	<u>03 Policy(Retiree)</u>
One Party	\$ 45.45
Two Party	\$ 77.49
Three Party	\$128.40

I. Student Interscholastic Sports Insurance Policy – 2014-15 School Year

The Board of Education authorized obtaining a student interscholastic sports medical and accident insurance policy.

<u>Roll Call</u>	<u>Yes</u>	<u>No</u>
Mr. Smith	X	
Ms. Brennan	X	
Mr. Dudeck	X	
Mr. Hyncik	X	
Dr. Serafino	absent	

On motion by Mr. Dudeck, seconded by Mr. Smith and on roll call vote, agenda items J through L as follows:

- J. Purchase of Goods and Services/Qualified Purchasing Agent – 2014-15 School Year
The Board of Education adopted Resolution 2013-14/6-A as it appears on Addendum #7.
- K. Public Agency Compliance Officer (PACO) – 2014-15 School Year
The Board of Education appointed the Assistant Superintendent for Business/Board Secretary (Ms. Diane Strober) as the Public Agency Compliance Officer (PACO) for the 2014-15 school year (as required annually by law).
- L. Open Public Records Act (OPRA) Officer – 2014-15 School Year
The Board of Education appointed the Assistant Superintendent for Business/Board Secretary (Ms. Diane Strober) as the primary custodian of records and Superintendent (Dr. Chrys Harttraft) as the secondary custodian of records for the 2014-15 school year.

<u>Roll Call</u>	<u>Yes</u>	<u>No</u>
Mr. Smith	X	
Ms. Brennan	X	
Mr. Dudeck	X	
Mr. Hyncik	X	
Dr. Serafino	absent	

- M. SCVTS/RVCC Memorandum of Understanding – 2014-15 School Year
On motion by Mr. Dudeck, seconded by Mr. Smith and on roll call vote, the Board of Education approved the Memorandum of Understanding for the 2014-15 school year between SCVTS and RVCC as prepared by board attorney. (The years were changed and historic language was retained.)

<u>Roll Call</u>	<u>Yes</u>	<u>No</u>
Mr. Smith	X	
Ms. Brennan	X	
Mr. Dudeck	X	
Mr. Hyncik	X	
Dr. Serafino	absent	

On motion by Mr. Dudeck, seconded by Mr. Smith and on roll call vote, agenda items N through T as follows:

- N. Cooperative Purchasing Agreement – Middlesex Regional Educational Services Commission 2014-15 School Year
The Board of Education authorized continued membership for a cooperative pricing system with the Middlesex Regional Educational Services Commission.
- O. Cooperative Purchasing Agreement – Hunterdon County Educational Services Commission 2014-15 School Year
The Board of Education entered into year five (5) of a five (5) year Cooperative Pricing Agreement with the Hunterdon County Educational Services Commission.
- P. Maintenance Contract Agreements – 2014-15 School Year
The Board of Education approved the Maintenance Contract Agreements for the 2014-15 school year, effective July 1, 2014 through June 30, 2015 as they appear on Addendum #9.
- Q. Technology/Contract Maintenance Software Agreements – 2014-15 School Year
The Board of Education approved the Technology/Contract Maintenance Software Agreements for the 2014-15 school year, effective July 1, 2014 through June 30, 2015 as they appear on Addendum #10.

R. Custodial Cleaning Services Contract – 2014-15 School Year

The Board of Education entered into year two (2) of a two (2) one (1) year Extension Contract renewal with All Clean Building Services, Inc. in the amount of \$361,018.80. (Contract extension to be prepared by the board attorney.)

S. Award Purchases in Excess of Bid Threshold in Compliance with NJSA 18A:18A - 2013-14 School Year

The Board of Education awarded the following purchases in excess of the bid threshold which are year to date amounts and are in compliance with law:

Hutchins HVAC, Inc.	CTE/HS building renovations & repairs	On-Call Bid	\$64,112.00
DPR Electric, Inc.	CTE /HS building renovations & repairs	On-Call Bid	\$54,380.00

T. Award Purchases in Excess of Bid Threshold in Compliance with NJSA 18A:18A - 2014-15 School Year

The Board of Education awarded the following purchases in excess of the bid threshold which are year to date amounts and are in compliance with law:

DPR Electric, Inc.	Electrical upgrades/energy backup power	On-Call Bid	\$46,270.00
Nickerson Co	Girls' Gym Locker Room Renovations	Middlesex Reg ESC CoOp	\$55,000.00

<u>Roll Call</u>	<u>Yes</u>	<u>No</u>
Mr. Smith	X	
Ms. Brennan	X	
Mr. Dudeck	X	
Mr. Hyncik	X	
Dr. Serafino	absent	

Next Meeting

- The next regular meeting of the Somerset County Vocational Board of Education will be held:

July 28, 2014

5:00 p.m.

Somerset County Vocational & Technical Schools

14 Vogt Drive

Bridgewater, New Jersey 08807

August Meeting

- Change August 25, 2014 Board of Education meeting to August 18, 2014 at 3:00 p.m. in the Tech Center.

Remarks from the Public

- None

BE IT RESOLVED by the Vocational Board of Education of the County of Somerset that:

- This Board will go into closed session with the Board Counsel for the purpose of discussing matters within the provisions of 7A(11)c231.
- The general nature of matters to be discussed relates to litigation and superintendent contract.
- 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.
- It is anticipated that the items discussed will be made public when the matters discussed are resolved.

Closed Session

On motion by Mr. Dudeck, seconded by Mr. Smith and on roll call vote, the Board of Education went into closed session at 5:45 p.m.

<u>Roll Call</u>	<u>Yes</u>	<u>No</u>
Mr. Smith	X	
Ms. Brennan	X	
Mr. Dudeck	X	
Mr. Hyncik	X	
Dr. Serafino	absent	

Open Session

On motion by Mr. Dudeck, seconded by Mr. Smith and on roll call vote, the Board of Education went into open session at 6:48 p.m.

<u>Roll Call</u>	<u>Yes</u>	<u>No</u>
Mr. Smith	X	
Ms. Brennan	X	
Mr. Dudeck	X	
Mr. Hyncik	X	
Dr. Serafino	absent	

Chief School Administrator Contract – 2014-2019 School Years

On motion by Mr. Dudeck, seconded by Mr. Smith and on roll call vote, the Board of Education approved the Chief School Administrator Contract for Dr. Chrys Harttraft for the 2014-2019 school years as prepared by the board attorney and approved by the Executive County Superintendent as it appears on Addendum #11.

<u>Roll Call</u>	<u>Yes</u>	<u>No</u>
Mr. Smith	X	
Ms. Brennan	X	
Mr. Dudeck	X	
Mr. Hyncik	X	
Dr. Serafino	absent	

Dr. Harttraft thanked the board of education for their renewal of her contract.

Adjournment

On motion by Mr. Smith, seconded by Mr. Dudeck and passed, the meeting adjourned at 6:50 p.m.

Diane Strober

Assistant Superintendent for Business/Board Secretary

Professional Seminars/Workshops/Travel Reimbursements
June 2014

	DATE(S)	PARTICIPANTS	REG. FEE	EXPENSES	WORKSHOP DESCRIPTION	LOCATION
1	June 24, 2014	Alan Creveling	NA	NA	Automotive Technology Workshop	Suffern, NY
2	July 1 st and 2 nd , 2014	George Lee Mario Peluso	NA	\$58.78/mileage \$13.45/mileage and \$20.00/tolls	NJ Green Program of Study	Bordentown, NJ
3	July 30, 2014	Anna Murphy	NA	NA	Financial Education Boot Camp	Branchburg, NJ
4	August 5-7, 2014	Bryant Jefopoulos	\$495.00	\$22.88/mileage	Algebra Institute –CCSS and Assessment in Algebra	Piscataway, NJ
5	May 28, 2014	Peggy Prezioso	NA	\$18.60/mileage	Genesis/School Site Visit	Manalapan, NJ
6	June 28, July 5, July 12, July 19, July 26	Richard D'Alessandro	\$479.00	NA	. Financial Mgt. & Purchasing for Educational Facility Mgt.	New Brunswick, NJ
7	October 28-30, 2014	Chrys Harttraft	\$1,200 (group registration)	Hotel-\$92.00/night Meals-\$165.00	NJSBA Workshop 2014	Atlantic City, NJ
8	October 28-30, 2014	Diane Strober	\$1,200.00 (group registration)	Hotel - \$92.00/night	NJSBA Workshop 2014	Atlantic City, NJ
9	July 31, 2014	Jaime Morales Maria Johnson Diane Ziegler	\$20.00 \$20.00 \$20.00	\$8.71/mileage \$8.71/mileage \$8.71/mileage	An Introduction to Teasing & Bullying: A Training for School Safety and Climate Teams	New Brunswick, NJ
10	July 15 & July 16, 2014	Michele Sartori	\$290.00	NA	Labor & Employment Law Institute	New Brunswick, NJ
11	*Prior approval given by Superintendent					

SOMERSET COUNTY VOCATIONAL BOARD OF EDUCATION JOB DESCRIPTION

CATEGORY: FACULTY

ADOPTED:

TITLE: ACADEMIC TEACHER/STAFF DEVELOPMENT LEADER

QUALIFICATIONS:

1. Valid and appropriate New Jersey Teacher Certificate.
2. Master's Degree.
3. Minimum of five (5) years of successful teaching.
4. Two (2) to three (3) years of administrative experience preferred.
5. Working knowledge of staff development activities and curriculum development integration and communications.
6. Excellent human relations skills.
7. Such alternatives to the above qualifications as the Board may find appropriate and acceptable.

REPORTS TO: High School Principal or designee.

SUPERVISES: No direct supervisory responsibilities.

JOB GOAL: Faculty members shall provide effective instruction and be responsible for the academic and professional requirements within their instructional areas. Staff Development Leader shall focus on fostering good teaching practice aligned with the Core Standards, assisting certificated staff in developing collaborative Professional Learning Communities (PLC's) to nurture teacher talent and improve student learning.

PERFORMANCE RESPONSIBILITIES:

1. Prepares assignments and examinations for all students in assigned classes.
2. Maintains classroom records including attendance records and grades.
3. Prepares daily lesson plans designed to incorporate Core Standards.
4. Maintains current course content outlines.
5. Provides academic counseling, establishes and maintains clearly-stated expectations.
6. Prepares and conducts relevant laboratory/classroom experiences, as applicable.
7. Carries out assigned duties of enforcing student discipline according to school policies and regulations.
8. Advises appropriate administrator when student referral appears necessary.
9. Assists in preparation of instructional supplies/equipment requisitions and assists with inventory procedures.
10. Maintains professional competence through in-service education provided by the district, and/or in self-selected professional growth activities.
11. Assists in selection of all instructional materials, i.e., textbooks, workbooks, etc.
12. Remains abreast of current trends and technological advances in education and within content area.
13. Serves on in-school committees.
14. Arranges field trips.
15. Assists in Open House, Graduation and other school functions that promote student recruitment.
16. Demonstrates professionalism at all times, contributing to a positive learning environment and culture.
17. Identifies and utilizes multiple measures of student growth and progress.
18. Establishes student growth objectives based on national, state, local and industry standards, in collaboration with supervisor.
19. Participates in Professional Learning Communities to enhance instructional practice and measure student achievement through quality student growth objectives (SGO's).
20. Maintains appropriate communication with students, parents and colleagues to enhance student growth and development and ensure quality educational experiences.
21. Complies with policies and district procedures when necessary in performance of duties.
22. Provides well-managed, healthy, safe and organized learning environment.
23. Provides directions, information and appropriate lesson plans for substitute teachers.
24. Selects appropriate channels for resolving professional concerns.
25. Maintains contact, effective communication and works collaboratively with Administration and staff members.
26. Reviews student records and implements individual educational plans, instructional guides and related materials and modifications in accordance with State and district regulations, policies and procedures.

27. Acts as a resource person for staff development opportunities in the district and the state.
28. Engages teaching staff in developing a culture that fosters professional learning communities.
29. Creates professional development opportunities relating to: evidence of student learning, instructional best practices, collaborative team planning, individual professional growth and individual professional development plan.
30. Collaborates with a variety of groups and/or individuals for the purpose of improving the quality of student outcomes, developing solutions and planning school improvement.
31. Demonstrates high expectations and modeling effective strategies for continuous school improvement.
32. Develops and implements staff training programs for the purpose of providing a variety of teaching strategies to enhance student success.
33. Maintains files and/or records for the purpose of ensuring compliance with related requirements/regulations.
34. Assists individual teachers to self-monitor their professional growth needs.
35. Maintains a library of resource materials to share with staff; disseminates articles to staff on curriculum and current educational topics.
36. Delivers staff development workshops when appropriate and requested.
37. Participates on the District Evaluation Advisory Committee (DEAC) and develops, implements and evaluates the district staff development plan.
38. Schedules and delivers the Opening Day activities and assists in coordinating the additional staff days' activities and schedules.
39. Assists administrators and the curriculum and instruction department in staff development planning.
40. Assists in the grants coordination in planning and maintaining a staff development budget from grant resources.
41. Develops, implements and evaluates the district's mentoring and induction plans in coordination with the high school principal.
42. Coordinates evaluation of the district professional development and mentoring plans.
43. Trains new mentors and facilitates mentor support sessions as proscribed in the district mentoring plan.
44. Supports new and current teachers for the purpose of implementing quality instructional plans and assist in developing Student Growth Objectives (SGO's) in academic and CTE courses.
45. Prepares reports and documents related to areas of responsibility as deemed necessary.
46. Assists in the development and monitoring of systems that track staff development events and activities.
47. Cooperates with the administration and professional staff in activities that enhance the operation of the program.
48. Performs such other tasks and assumes such other responsibilities as may be assigned by the Superintendent or immediate supervisor.

TERMS OF EMPLOYMENT: Ten-month year. In accordance with negotiated agreement.

EVALUATION: Job performance will be evaluated annually in accordance with provisions of the Board of Education's policy on evaluation of Professional personnel.

SOMERSET COUNTY VOCATIONAL BOARD OF EDUCATION JOB DESCRIPTION

Page 1 of 1

CATEGORY: INFORMATION TECHNOLOGY ADOPTED: June 23, 2014

TITLE: NETWORKS & SYSTEMS ADMINISTRATOR

**NON
CERTIFIED**

QUALIFICATIONS:

1. Bachelor's Degree in computer science, networking, engineering or equivalent.
2. Microsoft certified systems engineer, Network+, A+ and Macintosh certifications.
3. Experience in IT support management, server management, networking and security.
4. Such alternatives to the above qualifications as the Board may find appropriate and acceptable.

REPORTS TO: Superintendent of Schools or designee

SUPERVISES: Technology department personnel as identified by the Superintendent.

JOB GOAL: To research and implement best practices and industry standards in technology.

PERFORMANCE RESPONSIBILITIES:

1. Operates domain servers including DNS, DHCP, Active Directory and Exchange email.
2. Manages the remote access server, email spam filtering appliance, firewall, website filter, anti-virus and spyware, server update service.
3. Maintains the district's database systems including but not limited to; secondary student records, payroll, accounting and personnel.
4. Responsible for securing, accessing and collecting pertinent documents relative to the collective negotiations process.
5. Renews software licensing, maintenance contracts and domain name/hosting registration.
6. Ensures the functionality of the district's audio-visual, security (Buildings & Grounds) and photo ID systems.
7. Oversees the network infrastructure including cabling, hardware and wireless networking capabilities.
8. Coordinates the technological aspect of the district's telephone operating system.
9. Prepares and submits list for Board approval of all software maintenance contracts on an annual basis.
10. Evaluates the district's technology needs and when applicable recommends the purchase of equipment, software, etc.
11. Completes NJDOE mandated Three-Year Technology Plan for the district.
12. Coordinates, plans and prioritizes district technology capital projects.
13. Responsible for the Disaster Recovery Plan for technology.
14. Maintains the privacy and confidentiality of information, protect the assets of the organization, acts with ethics and integrity, report non-compliance, and adheres to applicable federal, state and local laws and regulations, accreditations and licensure requirements (if applicable), and district policy and procedures.
15. Performs such other tasks and assumes such other responsibilities as may be assigned by the Superintendent or immediate supervisor.

TERMS OF EMPLOYMENT: Twelve-month year. 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 Policy on Evaluation of Professional Personnel.

**School Professional Development Plan (PDP)**

District Name	School Name	Principal Name	Plan Begin/End Dates
Somerset	Somerset County Vocational and Technical High School	Diane Ziegler	July 2014 – June 2015

1: Professional Learning Goals

No.	Goal	Identified Group	Rationale/Sources of Evidence
1	Support teachers in aligning their curriculum with the NJ Core Content Curriculum Standards and the Common Core.	All	- Review of curriculum documents show that they need to be revised by teachers to bring them in alignment with new state and national standards. - The PARCC Assessment starts next year and re-aligning our curriculum will help prepare teachers and students for it.
2	Support teachers in developing strategies to help prepare students for the new PARCC assessment.	All	- Discussion at our In-service day revealed that most of our teachers know little about the test. - The field test conducted by the school showed that we need to develop strategies to help prepare the students.
3	Support teachers in creating and implementing high quality Student Growth Objectives (SGOs).	All	- Teacher representatives at the DEAC reported that most teachers are not comfortable with creating SGOs. - SGOs are a requirement of the new evaluation system for all teachers.
4	Train all new teachers in the Danielson Framework and Professional Learning Communities.	New Teachers	- New teachers to the school do not have experience in the Danielson Framework and need to be taught the system. - New teachers need to join a Professional Learning Community as part of their employment.
5	Train all teachers on the Genesis, the new student information system.	All	- SCVTHS is always working to improve the way it stays in contact with students and parents. - Genesis is new to the district so no one has experience using the system.



2: Professional Learning Activities

PL Goal No.	Initial Activities	Follow-up Activities (as appropriate)
1	- Have teachers form Professional Learning Communities based on departments. - PLCs will develop a strategy for updating the department's curriculum. - Teachers will update the curriculum and present the changes to the supervisor.	- Teachers will align lesson plans to the new curriculum. - Teachers will develop department wide assessments to measure how well the students are learning the curriculum.
2	- Teachers will attend an In-service Day in which updates will be provided on the PARCC assessment. - Teachers will take the PARCC tutorials about how the testing will look for the students. - Teachers will work with the students on how to test on-line	- Teachers will develop their own on-line assessments to help students get used to testing on a computer. - Surveys will be conducted with the students to determine if they are comfortable testing on-line.
3	- Teachers will attend an In-service Day workshop on SGOs and will be able to attend NJ Department of Education workshops if available. - Teachers will develop a common department wide assessment in their PLC that can be used as a SGO. - Supervisors will discuss with teachers the lessons learned from doing SGOs last school year.	Supervisors and teacher leaders will provide support and guidance on how to develop a high quality SGO.
4	- New teachers will be introduced to the Danielson Framework as part of a new teacher orientation. - Supervisors and teacher leaders will work with the new teachers on becoming comfortable with the Danielson Framework.	Supervisors will conduct observations for the new teachers and explain how the evidence fits into the Danielson framework.
5	- The Genesis implementation committee will create a schedule for trainings for all staff. - Outside presenters will be brought in to conduct trainings and additional webinars will be set up. - A core group of teachers will learn the system this year so they can turnkey their training and experience to everyone else.	Additional follow up webinars and trainings will be set up as needed.



3: Essential Resources

PL Goal No.	Resources	Other Implementation Considerations
1	- Supervisors to work with teachers in forming PLCs and developing curriculum. - Curriculum resources provided to the teachers including the Departments of Education's Model Curriculum.	
2	- Professional Development workshop to discuss the PARCC assessment. - Internet access to work on the PARCC tutorial.	Memos from the state and Pearson concerning updates to the PARCC test.
3	- Professional Development workshop to discuss SGOs. - Samples of best practices from SGOs done the previous year. - Time to meet with supervisor and work in PLC on creating a common assessment.	
4	- New Teacher Orientation schedule. - Danielson Framework rubrics and sample videos. - Teacher leaders, mentors and supervisors to work with the teachers.	
5	- Professional Development workshop to discuss Genesis. - Outside presenters available to conduct trainings. - Beta testers available to work with teachers.	

4: PD Required by Statute or Regulation

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



5: Progress Summary

PL Goal No.	Notes on Plan Implementation	Notes on Goal Attainment
1		
2		
3		

Signature:

Principal Signature

Date

Somerset County Vocational Board of Ed.

Monthly Transfer Report

ADDENDUM #5

va_s1701
06/19/2014

Budget Category	Accounts	Original Budget	Revenues Allowed + Pr Yr Reserve	Orig + Rvnues Allowed + Pr Yr Reserve	Maximum Transfer Out Allowed	YTD Net Transfers	% change of Transfers	Remaining Transfers Out Allowed	Account Balance
Regular Programs	11-1XX-100-XXX 12-1XX-100-XXX 13-1XX-100-XXX 15-1XX-100-XXX 18-1XX-100-XXX	1,340,449.00	86,868.00	1,427,317.00	142,731.70	141,060.76	9.88	283,792.46	403.77
Special Education, Basic Skills/Remedial and Bilingual Instruction and Speech/OT/PT and Extraordinary Services	1X-2XX-100-XXX 1X-000-216-XXX 1X-000-217-XXX	155,758.00	2,987.80	158,745.80	15,874.58	(14,002.61)	-8.82	1,871.97	12,511.93
Vocational Programs-Local	1X-3XX-100-XXX	3,589,392.00	169,622.76	3,759,014.76	375,901.48	(12,891.02)	-0.34	363,010.46	198,349.65
School-Spon. Co/Extra-Curr. Activities, School Sponsored Athletics, and Other Instructional Programs	11-4XX-100-XXX 11-4XX-200-XXX 12-4XX-100-XXX	109,637.00	0.00	109,637.00	10,963.70	4,013.20	3.66	14,976.90	9,786.87
Community Services Programs/Operations	1X-800-330-XXX	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
UNDISTRIBUTED EXPENDITURES		5,195,236.00	259,478.56	5,454,714.56					221,052.22
Tuition	11-000-100-XXX 16-000-100-XXX 17-000-100-XXX 18-000-100-XXX	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Attendance and Social Work, Health, Guidance, Child Study Teams, Education Media Services/School Library	1X-000-211-XXX 1X-000-213-XXX 1X-000-218-XXX 1X-000-219-XXX 1X-000-222-XXX	1,105,646.00	20,427.76	1,126,073.76	112,607.38	(91,348.31)	-8.11	21,259.07	30,306.23
Improvement of Instruction Services and Instructional Staff Training Services	1X-000-221-XXX 1X-000-223-XXX	369,637.00	1,805.42	371,442.42	37,144.24	21,038.19	5.66	58,182.43	13,282.76
General Administration	1X-000-230-XXX	534,809.00	885.50	535,694.50	53,569.45	1,779.07	0.33	55,348.52	841.90
School Administration	1X-000-240-XXX	551,672.00	3,213.62	554,885.62	55,488.56	6,772.24	1.22	62,260.80	1,674.55
Central Svcs & Admin Info Technology	1X-000-25X-XXX	680,091.00	9,472.75	689,563.75	68,956.38	45,549.80	6.61	114,506.18	1,032.24
Operation and Maintenance of Plant Services	1X-000-26X-XXX	2,472,533.00	236,140.84	2,708,673.84	270,867.38	182,606.38	6.74	453,473.76	2,899.31
Student Transportation Services	1X-000-270-XXX	119,892.00	699.06	120,591.06	12,059.11	(11,558.62)	-9.58	500.49	15,785.31
Personal Services-Employee Benefits	1X-XXX-XXX-2XX	2,748,047.00	0.00	2,748,047.00	274,804.70	(274,342.83)	-9.98	461.87	103,539.51
Transfer Property Sale Proceedes to Debt Service Reserve	11-000-520-934	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Food Services	11-000-310-XXX	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00

REPORT OF THE SECRETARY
 TO THE BOARD OF EDUCATION
 Somerset County Vocational Board of Ed.
 General Fund - Fund 10 (including 16, 17 & 18)
 Interim Balance Sheet
 For 12 Month Period Ending 06/30/2014

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

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

101	Cash in bank		\$1,427,112.54
	Accounts receivable:		
132	Interfund	\$18,926.00	
141	Intergovernmental - State	\$159,734.03	
142	Intergovernmental - Federal	\$4,236.52	
143	Intergovernmental - Other	(\$1,775.82)	
			\$181,120.73

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

Total assets and resources

\$1,608,233.27

=====

REPORT OF THE SECRETARY
TO THE BOARD OF EDUCATION
Somerset County Vocational Board of Ed.
General Fund - Fund 10 (including 16, 17 & 18)
Interim Balance Sheet
For 12 Month Period Ending 06/30/2014

=====

LIABILITIES AND FUND EQUITY

=====

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

421	Accounts Payable	\$94,041.68
	Other current liabilities	\$3,050.00
	TOTAL LIABILITIES	\$97,091.68

=====

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	\$925.50
	Reserved fund balance:	
760	Reserved Fund Balance	\$546,053.84
	Total Appropriated	\$546,979.34

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

770	Fund Balance	\$964,162.25
	TOTAL FUND BALANCE	\$1,511,141.59
	TOTAL LIABILITIES AND FUND EQUITY	\$1,608,233.27

=====

RECAPITULATION OF FUND BALANCE:

	Budgeted	Actual	Variance
	-----	-----	-----
Less: Adjust for prior year encumb.	(\$553,895.80)	(\$553,895.80)	
Budgeted Fund Balance	(\$553,895.80)	(\$553,895.80)	\$0.00
	=====	=====	=====

Recapitulation of Budgeted Fund Balance by Subfund

	Budgeted	Actual	Variance
	-----	-----	-----
Fund 10 (includes 10, 11, 12, and 13)	(\$553,895.80)	(\$553,895.80)	\$0.00
Fund 16 (Restricted ARRA-ESF)	\$0.00	\$0.00	\$0.00
Fund 17 (Restricted ARRA-GSF)	\$0.00	\$0.00	\$0.00
Fund 18 (Restricted ED JOBS)	\$0.00	\$0.00	\$0.00
TOTAL Budgeted Fund Balance	(\$553,895.80)	(\$553,895.80)	\$0.00
	=====	=====	=====

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 12 Month Period Ending 06/30/2014

		BUDGETED ESTIMATED	ACTUAL TO DATE	NOTE: OVER OR (UNDER)	UNREALIZED BALANCE
*** REVENUES/SOURCES OF FUNDS ***					
1XXX	From Local Sources	\$12,553,104.00	\$12,439,812.75		\$113,291.25
3XXX	From State Sources	\$1,413,902.00	\$1,413,902.00		.00
TOTAL REVENUE/SOURCES OF FUNDS		\$13,967,006.00	\$13,853,714.75		\$113,291.25
		=====	=====	=====	=====
		APPROPRIATIONS	EXPENDITURES	ENCUMBRANCES	AVAILABLE BALANCE
--- CURRENT EXPENSE ---					
11-1XX-100-XXX	Regular Programs - Instruction	\$1,568,377.76	\$1,566,956.28	.00	\$1,421.48
11-230-X00-XXX	Basic Skills - Remedial Instruction	\$82,157.70	\$71,316.97	.00	\$10,840.73
11-240-X00-XXX	Bilingual Education - Instruction	\$62,585.49	\$62,585.49	.00	.00
11-3XX-100-XXX	Voc. Programs - Local - Instruction	\$3,746,123.74	\$3,541,026.93	.00	\$205,096.81
11-401-100-XXX	School-Spon. Cocurr. Acti-Instr	\$49,244.80	\$39,515.38	.00	\$9,729.42
11-402-100-XXX	School-Spons. Athletics - Instruction	\$64,405.40	\$64,347.95	.00	\$57.45
--- UNDISTRIBUTED EXPENDITURES ---					
11-800-330-XXX	Community Services Programs-				
11-000-213-XXX	Health Services	\$181,523.93	\$175,523.57	.00	\$6,000.36
11-000-218-XXX	Guidance	\$549,623.99	\$524,178.51	.00	\$25,445.48
11-000-219-XXX	Child Study Teams	\$160,303.54	\$159,537.62	.00	\$765.92
11-000-221-XXX	Improvement Of Inst./Other Support				
	Improvement of Inst. Serv.	\$283,341.21	\$276,218.22	.00	\$7,122.99
11-000-222-XXX	Educational Media Serv/School Library	\$143,273.99	\$141,760.10	.00	\$1,513.89
11-000-223-XXX	Instructional Staff Training Services	\$109,139.40	\$102,989.03	.00	\$6,150.37
11-000-230-XXX	Supp. Serv.-General Administration	\$537,473.57	\$534,904.99	\$644.22	\$1,924.36
11-000-240-XXX	Supp. Serv.-School Administration	\$561,657.86	\$559,983.31	.00	\$1,674.55
11-000-25X-XXX	Central Serv & Admin. Inform. Tech.	\$735,113.55	\$730,808.86	\$281.28	\$4,023.41
11-000-261-XXX	Allowable Maint. for School Facilities	\$1,479,362.81	\$1,477,756.33	.00	\$1,606.48
11-000-262-XXX	Custodial Services	\$1,291,779.58	\$1,289,384.95	.00	\$2,394.63
11-000-263-XXX	Care and Upkeep of Grounds	\$10,730.29	\$10,440.12	.00	\$290.17
11-000-266-XXX	Security	\$109,407.54	\$109,407.54	.00	.00
11-000-270-XXX	Student Transportation Services	\$109,032.44	\$92,830.63	.00	\$16,201.81
11-000-291-XXX	Allocated and Unallocated Benefits	\$2,473,704.17	\$2,455,474.77	.00	\$18,229.40
TOTAL GENERAL CURRENT EXPENSE					
EXPENDITURES/USES OF FUNDS		\$14,308,362.76	\$13,986,947.55	\$925.50	\$320,489.71
		=====	=====	=====	=====

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 12 Month Period Ending 06/30/2014

*** EXPENDITURES - cont'd ***	APPROPRIATIONS	EXPENDITURES	ENCUMBRANCES	AVAILABLE BALANCE
	_____	_____	_____	_____
*** CAPITAL OUTLAY ***				
12-XXX-XXX-73X Equipment	\$5,500.00	\$5,418.19	\$0.00	\$81.81
12-000-4XX-XXX Facilities acquisition & constr. serv.	\$194,381.00	\$157,718.35	.00	\$36,662.65
	_____	_____	_____	_____
 TOTAL CAP OUTLAY EXPEND./USES OF FUNDS	 \$199,881.00	 \$163,136.54	 \$0.00	 \$36,744.46
	=====	=====	=====	=====
 *** SPECIAL SCHOOLS ***				
13-422-100-XXX Summer school -instruction	\$57,221.04	\$57,221.04	.00	.00
	_____	_____	_____	_____
 TOTAL SPECIAL SCHOOLS EXPENDITURES/USES OF FUNDS	 \$57,221.04	 \$57,221.04	 \$0.00	 \$0.00
	=====	=====	=====	=====
 TOTAL GENERAL FUND EXPENDITURES	 \$14,565,464.80	 \$14,207,305.13	 \$925.50	 \$357,234.17
	=====	=====	=====	=====

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 12 Month Period Ending 06/30/2014

		ESTIMATED	ACTUAL	UNREALIZED
		-----	-----	-----
--- LOCAL SOURCES ---				
1210	Local Tax Levy	\$11,452,904.00	\$11,452,904.00	.00
1310	Tuition- From LEA's	\$592,800.00	\$570,451.95	\$22,348.05
1XXX	Miscellaneous	\$507,400.00	\$416,456.80	\$90,943.20
		-----	-----	-----
	TOTAL	\$12,553,104.00	\$12,439,812.75	\$113,291.25
		=====	=====	=====
--- STATE SOURCES ---				
3132	Categorical Special Education Aid	\$293,914.00	\$293,914.00	.00
3176	Equalization	\$580,221.00	\$580,221.00	.00
3177	Categorical Security	\$64,725.00	\$64,725.00	.00
3178	Adjustment Aid	\$366,426.00	\$366,426.00	.00
3XXX	Other State Aids	\$108,616.00	\$108,616.00	\$0.00
		-----	-----	-----
	TOTAL	\$1,413,902.00	\$1,413,902.00	\$0.00
		=====	=====	=====
	TOTAL REVENUES/SOURCES OF FUNDS	\$13,967,006.00	\$13,853,714.75	\$113,291.25
		=====	=====	=====

REPORT OF THE SECRETARY
TO THE BOARD OF EDUCATION
Somerset County Vocational Board of Ed.
GENERAL FUND - FUND 10 (including 16, 17 & 18)
STATEMENT OF APPROPRIATIONS
COMPARED WITH EXPENDITURES AND ENCUMBRANCES
For 12 Month Period Ending 06/30/2014

	Appropriations	Expenditures	Encumbrances	Available Balance
*** GENERAL CURRENT EXPENSE ***				
--- REGULAR PROGRAMS - INSTRUCTION ---				
11-140-100-101 Salaries of Teachers	\$1,350,819.92	\$1,350,540.75	\$0.00	\$279.17
11-140-100-106 Other Salaries for Instruction	\$39,699.80	\$39,699.80	.00	.00
11-140-100-320 Purchased Prof.-Ed. Services	\$7,076.50	\$7,076.50	.00	.00
11-140-100-500 Other Purchased Services	\$5,584.00	\$5,456.58	.00	\$127.42
11-140-100-610 General Supplies	\$157,091.96	\$156,077.07	.00	\$1,014.89
11-140-100-640 Textbooks	\$3,654.40	\$3,654.40	.00	.00
11-140-100-800 Other Objects	\$3,071.18	\$3,071.18	.00	.00
--- Regular programs - Home Instruction ---				
11-150-100-101 Salaries of Teachers	\$1,380.00	\$1,380.00	\$0.00	\$0.00
TOTAL	\$1,568,377.76	\$1,566,956.28	\$0.00	\$1,421.48
--- Basic skills/remedial-Instruction ---				
11-230-100-101 Salaries of Teachers	\$78,157.70	\$68,945.35	\$0.00	\$9,212.35
11-230-100-610 General Supplies	\$4,000.00	\$2,371.62	.00	\$1,628.38
TOTAL	\$82,157.70	\$71,316.97	\$0.00	\$10,840.73
--- Bilingual education-Instruction ---				
11-240-100-101 Salaries of Teachers	\$62,585.49	\$62,585.49	\$0.00	\$0.00
TOTAL	\$62,585.49	\$62,585.49	\$0.00	\$0.00
--- Regular Vocational Programs - Instruction ---				
11-310-100-101 Salaries of Teachers	\$2,715,167.70	\$2,715,167.70	\$0.00	\$0.00
11-310-100-106 Other Salaries for Instruction	\$45,542.88	\$45,340.72	.00	\$202.16
11-310-100-320 Purchased Prof.-Ed. Services	\$203,020.00	\$5,679.00	.00	\$197,341.00
11-310-100-500 Other Purchased Services	\$52,491.97	\$49,363.51	.00	\$3,128.46
11-310-100-610 General Supplies	\$405,221.43	\$400,796.24	.00	\$4,425.19
11-310-100-640 Textbooks	\$27,537.17	\$27,537.17	.00	.00
11-310-100-800 Other Objects	\$13,521.22	\$13,521.22	.00	.00
Total	\$3,462,502.37	\$3,257,405.56	\$0.00	\$205,096.81
--- Special Vocational Programs - Instruction ---				
11-320-100-101 Salaries of Teachers	\$275,620.39	\$275,620.39	\$0.00	\$0.00
11-320-100-500 Other Purchased Services	\$661.89	\$661.89	.00	.00
11-320-100-610 General Supplies	\$7,339.09	\$7,339.09	.00	.00

REPORT OF THE SECRETARY
TO THE BOARD OF EDUCATION
Somerset County Vocational Board of Ed.
GENERAL FUND - FUND 10 (including 16, 17 & 18)
STATEMENT OF APPROPRIATIONS
COMPARED WITH EXPENDITURES AND ENCUMBRANCES
For 12 Month Period Ending 06/30/2014

	Appropriations	Expenditures	Encumbrances	Available Balance
Total	\$283,621.37	\$283,621.37	\$0.00	\$0.00
--- School spons.cocurricular activities-Instruction ---				
11-401-100-100 Salaries	\$36,547.80	\$26,851.11	.00	\$9,696.69
11-401-100-600 Supplies and Materials	\$12,697.00	\$12,664.27	.00	\$32.73
TOTAL	\$49,244.80	\$39,515.38	\$0.00	\$9,729.42
--- School sponsored athletics-Instruct. ---				
11-402-100-100 Salaries	\$43,499.00	\$43,499.00	.00	.00
11-402-100-500 Purchased Services	\$15,465.40	\$15,465.40	.00	.00
11-402-100-600 Supplies and Materials	\$5,441.00	\$5,383.55	.00	\$57.45
TOTAL	\$64,405.40	\$64,347.95	\$0.00	\$57.45
--- UNDISTRIBUTED EXPENDITURES ---				
--- Health services ---				
11-000-213-100 Salaries	\$153,153.39	\$152,687.55	.00	\$465.84
11-000-213-300 Purchased Prof. & Tech. Svc.	\$16,743.54	\$11,340.02	.00	\$5,403.52
11-000-213-600 Supplies and Materials	\$11,221.00	\$11,221.00	.00	.00
11-000-213-800 Other Objects	\$406.00	\$275.00	.00	\$131.00
TOTAL	\$181,523.93	\$175,523.57	\$0.00	\$6,000.36
--- Guidance ---				
11-000-218-104 Salaries Other Prof. Staff	\$375,055.57	\$351,541.03	.00	\$23,514.54
11-000-218-105 Sal Sec. & Clerical Asst.	\$135,553.42	\$134,312.70	.00	\$1,240.72
11-000-218-500 Other Purchased Services	\$38,000.00	\$37,320.00	.00	\$680.00
11-000-218-600 Supplies and Materials	\$1,015.00	\$1,004.78	.00	\$10.22
TOTAL	\$549,623.99	\$524,178.51	\$0.00	\$25,445.48
--- Child Study Teams ---				
11-000-219-104 Salaries Other Prof. Staff	\$54,810.50	\$54,810.50	.00	.00
11-000-219-105 Sal Sec. & Clerical Asst.	\$96,081.04	\$96,081.04	.00	.00
11-000-219-390 Other Purch. Prof. & Tech Svc.	\$5,076.00	\$4,513.00	.00	\$563.00
11-000-219-500 Other Purchased Services	\$1,015.00	\$949.80	.00	\$65.20
11-000-219-600 Supplies and Materials	\$2,030.00	\$1,892.28	.00	\$137.72

REPORT OF THE SECRETARY
TO THE BOARD OF EDUCATION
Somerset County Vocational Board of Ed.
GENERAL FUND - FUND 10 (including 16, 17 & 18)
STATEMENT OF APPROPRIATIONS
COMPARED WITH EXPENDITURES AND ENCUMBRANCES
For 12 Month Period Ending 06/30/2014

	Appropriations	Expenditures	Encumbrances	Available Balance
11-000-219-800 Other Objects	\$1,291.00	\$1,291.00	.00	.00
TOTAL	\$160,303.54	\$159,537.62	\$0.00	\$765.92
--- Improvement of instr.serv/other supp serv-inst staff ---				
11-000-221-102 Salaries Superv. of Instr.	\$90,417.38	\$90,417.38	.00	.00
11-000-221-104 Salaries Other Prof. Staff	\$78,462.24	\$78,462.24	.00	.00
11-000-221-105 Sal Secr. & Clerical Asst.	\$103,802.59	\$97,454.19	.00	\$6,348.40
11-000-221-500 Other Purchased Services	\$4,874.99	\$4,586.93	.00	\$288.06
11-000-221-600 Supplies and Materials	\$2,739.01	\$2,739.01	.00	.00
11-000-221-800 Other Objects	\$3,045.00	\$2,558.47	.00	\$486.53
TOTAL	\$283,341.21	\$276,218.22	\$0.00	\$7,122.99
--- Educational media serv./sch.library ---				
11-000-222-100 Salaries	\$29,960.31	\$29,960.31	.00	.00
11-000-222-177 Salaries of Technology Coordinators	\$89,078.32	\$89,078.32	.00	.00
11-000-222-500 Other Purchased Services	\$4,060.00	\$3,398.10	.00	\$661.90
11-000-222-600 Supplies and Materials	\$16,115.36	\$16,043.01	.00	\$72.35
11-000-222-800 Other Objects	\$4,060.00	\$3,280.36	.00	\$779.64
TOTAL	\$143,273.99	\$141,760.10	\$0.00	\$1,513.89
--- Instructional Staff Training Services ---				
11-000-223-104 Salaries Other Prof. Staff	\$50,400.00	\$50,400.00	.00	.00
11-000-223-390 Other Purch. Prof. & Tech Svc.	\$37,863.40	\$37,412.50	.00	\$450.90
11-000-223-500 Other Purchased Services	\$18,846.00	\$13,146.53	.00	\$5,699.47
11-000-223-600 Supplies and Materials	\$2,030.00	\$2,030.00	.00	.00
TOTAL	\$109,139.40	\$102,989.03	\$0.00	\$6,150.37
--- Support services-general administration ---				
11-000-230-100 Salaries	\$301,858.59	\$301,782.51	\$0.00	\$76.08
11-000-230-331 Legal Services	\$71,593.64	\$70,949.42	\$644.22	.00
11-000-230-332 Audit Fees	\$33,500.00	\$33,493.64	.00	\$6.36
11-000-230-339 Other Purchased Prof. Svc.	\$3,045.00	\$3,045.00	.00	.00
11-000-230-530 Communications/Telephone	\$66,914.52	\$65,500.89	.00	\$1,413.63
11-000-230-590 Other Purchased Services	\$9,537.81	\$9,457.81	\$0.00	\$80.00
11-000-230-61X General Supplies	\$11,166.00	\$11,161.07	.00	\$4.93
11-000-230-630 BOE In-House Training/Meeting Supplies	\$3,553.00	\$3,485.70	.00	\$67.30
11-000-230-890 Misc. Expenditures	\$29,555.26	\$29,279.20	.00	\$276.06

REPORT OF THE SECRETARY
TO THE BOARD OF EDUCATION
Somerset County Vocational Board of Ed.
GENERAL FUND - FUND 10 (including 16, 17 & 18)
STATEMENT OF APPROPRIATIONS
COMPARED WITH EXPENDITURES AND ENCUMBRANCES
For 12 Month Period Ending 06/30/2014

	Appropriations	Expenditures	Encumbrances	Available Balance
11-000-230-895 BOE Membership Dues and Fees	\$6,749.75	\$6,749.75	.00	.00
TOTAL	\$537,473.57	\$534,904.99	\$644.22	\$1,924.36
--- Support services-school administration ---				
11-000-240-103 Salaries Princ./Asst. Princ.	\$343,520.64	\$343,520.64	.00	.00
11-000-240-105 Sal Secr. & Clerical Asst.	\$170,197.22	\$170,197.22	.00	.00
11-000-240-11X Other Salaries	\$7,022.93	\$6,092.51	.00	\$930.42
11-000-240-500 Other Purchased Services	\$26,704.00	\$26,214.00	.00	\$490.00
11-000-240-600 Supplies and Materials	\$9,668.07	\$9,627.71	.00	\$40.36
11-000-240-800 Other Objects	\$4,545.00	\$4,331.23	.00	\$213.77
TOTAL	\$561,657.86	\$559,983.31	\$0.00	\$1,674.55
--- Central Services ---				
11-000-251-100 Salaries	\$334,937.85	\$334,594.39	.00	\$343.46
11-000-251-330 Purchased Prof. Svcs.	\$29,000.00	\$28,988.28	.00	\$11.72
11-000-251-340 Purchased Technical Svcs.	\$17,000.00	\$16,718.72	\$281.28	.00
11-000-251-600 Supplies and Materials	\$13,489.69	\$13,489.69	.00	.00
11-000-251-890 Other Objects	\$3,995.48	\$2,976.35	.00	\$1,019.13
TOTAL	\$398,423.02	\$396,767.43	\$281.28	\$1,374.31
--- Admin. Info. Technology ---				
11-000-252-100 Salaries	\$232,595.01	\$232,595.01	.00	.00
11-000-252-500 Other Pur Serv. (400-500 series)	\$87,095.52	\$87,095.52	.00	.00
11-000-252-600 Supplies and Materials	\$17,000.00	\$14,350.90	.00	\$2,649.10
TOTAL	\$336,690.53	\$334,041.43	\$0.00	\$2,649.10
--- Allowable Maint.for School Facilities ---				
11-000-261-100 Salaries	\$633,081.55	\$632,918.21	.00	\$163.34
11-000-261-420 Cleaning, Repair & Maint. Svc.	\$795,759.59	\$794,316.45	.00	\$1,443.14
11-000-261-610 General Supplies	\$42,417.31	\$42,417.31	.00	.00
11-000-261-800 Other Objects	\$8,104.36	\$8,104.36	.00	.00
TOTAL	\$1,479,362.81	\$1,477,756.33	\$0.00	\$1,606.48
11-000-262-420 Cleaning, Repair & Maint. Svc.	\$360,000.00	\$358,767.50	.00	\$1,232.50
11-000-262-490 Other Purchased Property Svc.	\$60,546.79	\$60,546.79	.00	.00
11-000-262-520 Insurance	\$201,709.00	\$200,709.00	.00	\$1,000.00
11-000-262-621 Energy (Natural Gas)	\$184,369.85	\$184,369.85	.00	.00
11-000-262-622 Energy (Electricity)	\$485,153.94	\$484,991.81	.00	\$162.13

REPORT OF THE SECRETARY
TO THE BOARD OF EDUCATION
Somerset County Vocational Board of Ed.
GENERAL FUND - FUND 10 (including 16, 17 & 18)
STATEMENT OF APPROPRIATIONS
COMPARED WITH EXPENDITURES AND ENCUMBRANCES
For 12 Month Period Ending 06/30/2014

	Appropriations	Expenditures	Encumbrances	Available Balance
	-----	-----	-----	-----
TOTAL	\$1,291,779.58	\$1,289,384.95	\$0.00	\$2,394.63
--- Care and Upkeep of Grounds ---				
11-000-263-420 Cleaning, Repair, & Maintenance Serv.	\$10,730.29	\$10,440.12	.00	\$290.17
TOTAL	\$10,730.29	\$10,440.12	\$0.00	\$290.17
--- Security ---				
11-000-266-100 Salaries	\$109,407.54	\$109,407.54	.00	.00
TOTAL	\$109,407.54	\$109,407.54	\$0.00	\$0.00
--- Student transportation services ---				
11-000-270-162 Sal.pupil trans(Other than Bet Home & Sch)	\$40,775.66	\$40,239.04	.00	\$536.62
11-000-270-420 Cleaning, Repair & Maint. Svc.	\$2,568.90	\$923.38	.00	\$1,645.52
11-000-270-512 Contr Svc(other btw home & sch)-vendors	\$26,091.00	\$26,043.40	.00	\$47.60
11-000-270-514 Contract Svc (spec.ed.)-vendors	\$3,045.00	.00	.00	\$3,045.00
11-000-270-517 Contract Svc (reg std) - ESCs	\$25,016.66	\$16,204.41	.00	\$8,812.25
11-000-270-593 Misc. Purchased Svc.- Transp.	\$7,330.40	\$7,330.40	.00	.00
11-000-270-610 General Supplies	\$2,030.00	\$2,030.00	.00	.00
11-000-270-800 Misc. Expenditures	\$2,174.82	\$60.00	.00	\$2,114.82
TOTAL	\$109,032.44	\$92,830.63	\$0.00	\$16,201.81
--- Benefits ---				
11-XXX-XXX-220 Social Security Contributions	\$262,024.43	\$262,024.43	.00	.00
11-XXX-XXX-241 Other Retirement Contrb. - PERS	\$173,569.24	\$173,569.24	.00	.00
11-XXX-XXX-250 Unemployment Compensation	\$38,429.00	\$37,685.71	.00	\$743.29
11-XXX-XXX-260 Workman's Compensation	\$180,688.00	\$180,688.00	.00	.00
11-XXX-XXX-270 Health Benefits	\$1,694,969.37	\$1,681,107.01	.00	\$13,862.36
11-XXX-XXX-280 Tuition Reimbursement	\$30,000.00	\$26,376.25	.00	\$3,623.75
11-XXX-XXX-290 Other Employee Benefits	\$94,024.13	\$94,024.13	.00	.00
TOTAL	\$2,473,704.17	\$2,455,474.77	\$0.00	\$18,229.40
Total Undistributed expenditures	\$8,735,467.87	\$8,641,198.55	\$925.50	\$93,343.82
*** TOTAL CURRENT EXPENSE EXPENDITURES ***	\$14,308,362.76	\$13,986,947.55	\$925.50	\$320,489.71
*** TOTAL CURRENT EXPENSE EXPENDITURES & TRANSFERS ***	\$14,308,362.76	\$13,986,947.55	\$925.50	\$320,489.71
	=====	=====	=====	=====

REPORT OF THE SECRETARY
TO THE BOARD OF EDUCATION
Somerset County Vocational Board of Ed.
GENERAL FUND - FUND 10 (including 16, 17 & 18)
STATEMENT OF APPROPRIATIONS
COMPARED WITH EXPENDITURES AND ENCUMBRANCES
For 12 Month Period Ending 06/30/2014

	Appropriations	Expenditures	Encumbrances	Available Balance
*** CAPITAL OUTLAY ***				
Undistributed expenses				
12-000-100-730 Instruction	\$5,500.00	\$5,418.19	.00	\$81.81
Undistributed exp. - student transportation				
12-XXX-X00-730 Special schools (all programs)	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL	\$5,500.00	\$5,418.19	\$0.00	\$81.81
--- Facilities acquisition and construction services ---				
12-000-400-334 Architectural/Engineering Services	\$7,000.00	\$7,000.00	.00	.00
12-000-400-450 Construction services	\$155,943.00	\$150,718.35	.00	\$5,224.65
12-000-400-800 Other objects	\$31,438.00	.00	.00	\$31,438.00
Facilits. Acqstn. Const. Sevr. -- TOTAL --	\$194,381.00	\$157,718.35	\$0.00	\$36,662.65
TOTAL	\$194,381.00	\$157,718.35	\$0.00	\$36,662.65
TOTAL CAPITAL OUTLAY EXPENDITURES	\$199,881.00	\$163,136.54	\$0.00	\$36,744.46
*** SPECIAL SCHOOLS ***				
--- Summer school - Instruction ---				
13-422-100-101 Salaries of Teachers	\$55,000.00	\$55,000.00	\$0.00	\$0.00
13-422-100-610 General supplies	\$2,221.04	\$2,221.04	.00	.00
TOTAL	\$2,221.04	\$2,221.04	\$0.00	\$0.00
TOTAL SUMMER SCHOOL	\$57,221.04	\$57,221.04	\$0.00	\$0.00
TOTAL SPECIAL SCHOOLS EXPENDITURES	\$57,221.04	\$57,221.04	\$0.00	\$0.00
*** EDUCATION STABILIZATION FUND **				
*** GOVERNMENT SERVICES FUND **				
*** EDUCATION JOBS FUND **				
TOTAL GENERAL FUND EXPENDITURES	\$14,565,464.80	\$14,207,305.13	\$925.50	\$357,234.17

For 12 Month Period Ending 06/30/2014

June 30, 2014

Date

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

ACCOUNT NUMBER	DESCRIPTION	APPROPRIATION	EXPENDITURE	ENCUMBERANCES	AVAILABLE BALANCE
11-999-999-999-00-0000	PAYROLL NET PAY ADJ	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00

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ASSETS AND RESOURCES

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Total assets and resources	\$59,194.05
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REPORT OF THE SECRETARY
TO THE BOARD OF EDUCATION
Somerset County Vocational Board of Ed.
Special Revenue Fund - Fund 20
Interim Balance Sheet
For 12 Month Period Ending 06/30/14

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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	\$40,268.05
	Other current liabilities	\$18,926.00
	TOTAL LIABILITIES	\$59,194.05
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F U N D B A L A N C E

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

TOTAL LIABILITIES AND FUND EQUITY	\$59,194.05
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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 12 Month Period Ending 06/30/14

	BUDGETED ESTIMATED	ACTUAL TO DATE	NOTE: OVER OR (UNDER)	UNREALIZED BALANCE
	_____	_____	_____	_____
*** REVENUES/SOURCES OF FUNDS ***				
1XXX From Local Sources	\$115,000.00	\$115,000.00		.00
3XXX From State Sources	\$492,977.00	\$492,977.00		.00
4XXX From Federal Sources	\$429,027.00	\$429,027.00		.00
	_____	_____	_____	_____
TOTAL REVENUE/SOURCES OF FUNDS	\$1,037,004.00	\$1,037,004.00		\$0.00
	=====	=====	=====	=====
*** EXPENDITURES ***				
	APPROPRIATIONS	EXPENDITURES	ENCUMBRANCES	AVAILABLE BALANCE
	_____	_____	_____	_____
LOCAL PROJECTS:	\$115,000.00	\$115,000.00	.00	.00
STATE PROJECTS:				
Vocational education	\$146,500.00	\$146,500.00	.00	.00
Other special projects	\$346,477.00	\$346,477.00	\$0.00	\$0.00
	_____	_____	_____	_____
TOTAL STATE PROJECTS	\$492,977.00	\$492,977.00	\$0.00	\$0.00
FEDERAL PROJECTS:				
NCLB Title I	\$63,027.00	\$63,027.00	.00	.00
NCLB Title II - Part A/D	\$10,290.00	\$10,290.00	.00	.00
I.D.E.A. Part B (Handicapped)	\$105,710.00	\$105,710.00	.00	.00
Vocational Education	\$250,000.00	\$250,000.00	.00	.00
	_____	_____	_____	_____
TOTAL FEDERAL PROJECTS	\$429,027.00	\$429,027.00	\$0.00	\$0.00
*** TOTAL EXPENDITURES ***	\$1,037,004.00	\$1,037,004.00	\$0.00	\$0.00
	=====	=====	=====	=====

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 12 Month Period Ending 06/30/14

	ESTIMATED	ACTUAL	UNREALIZED
	-----	-----	-----
--- LOCAL SOURCES ---			
1XXX Other Revenue from Local Sources	\$115,000.00	\$115,000.00	\$0.00
	-----	-----	-----
Total Revenues from Local Sources	\$115,000.00	\$115,000.00	\$0.00
	=====	=====	=====
--- STATE SOURCES ---			
3XXX Other State Aids	\$492,977.00	\$492,977.00	\$0.00
	-----	-----	-----
Total Revenue from State Sources	\$492,977.00	\$492,977.00	\$0.00
	=====	=====	=====
--- FEDERAL SOURCES ---			
4411-16 Title I	\$63,027.00	\$63,027.00	.00
4451-55 Title II	\$10,290.00	\$10,290.00	.00
4420-29 I.D.E.A. Part B (Handicapped)	\$105,710.00	\$105,710.00	.00
4430-39 Vocational Education	\$250,000.00	\$250,000.00	.00
	-----	-----	-----
Total Revenues from Federal Sources	\$429,027.00	\$429,027.00	\$0.00
	=====	=====	=====
 TOTAL REVENUES/SOURCES OF FUNDS	 \$1,037,004.00	 \$1,037,004.00	 \$0.00
	=====	=====	=====

For 12 Month Period Ending 06/30/14

June 30, 2014

Board Secretary/Business Administrator

Date

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

7/23 8:24am

REPORT OF THE SECRETARY
 TO THE BOARD OF EDUCATION
 Somerset County Vocational Board of Ed.
 Capital Projects Fund - Fund 30
 Interim Balance Sheet
 For 12 Month Period Ending 06/30/14

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

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

101	Cash in bank	(\$616,930.10)
	Accounts receivable:	
140	Intergovernmental - Accts. Recvble.	\$351,977.61
		\$351,977.61

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

Total assets and resources	(\$264,952.49)
	=====

REPORT OF THE SECRETARY
 TO THE BOARD OF EDUCATION
 Somerset County Vocational Board of Ed.
 Capital Projects Fund - Fund 30
 Interim Balance Sheet
 For 12 Month Period Ending 06/30/14

=====

LIABILITIES AND FUND EQUITY

=====

FUND BALANCE

--- Appropriated ---

753	Reserve for encumbrances - Current Year	\$1,687,405.50
751,752,76X	Other reserves	\$31,853.51
	Total Appropriated	\$1,719,259.01

--- Unappropriated ---

770	Fund balance	(\$1,984,211.50)
-----	--------------	------------------

TOTAL FUND BALANCE	(\$264,952.49)
--------------------	----------------

TOTAL LIABILITIES AND FUND EQUITY	(\$264,952.49)
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=====

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 12 Month Period Ending 06/30/14

	BUDGETED ESTIMATED	ACTUAL TO DATE	NOTE: OVER OR (UNDER)	UNREALIZED BALANCE
	_____	_____	_____	_____
*** REVENUES/SOURCES OF FUNDS ***				
Other	\$3,325,227.12	\$423,089.07		\$2,902,138.05
	_____	_____	_____	_____
TOTAL REVENUE/SOURCES OF FUNDS	\$3,325,227.12	\$423,089.07		\$2,902,138.05
	=====	=====	=====	=====
*** EXPENDITURES ***				
	APPROPRIATIONS	EXPENDITURES	ENCUMBRANCES	AVAILABLE BALANCE
	_____	_____	_____	_____
--- Facilities acquisition and constr. serv. ---				
30-000-4XX-450 Construction services	\$3,357,831.12	\$1,071,872.68	\$1,687,405.50	\$598,552.94
	_____	_____	_____	_____
Total fac.acq.and constr. serv.	\$3,357,831.12	\$1,071,872.68	\$1,687,405.50	\$598,552.94
	=====	=====	=====	=====
TOTAL EXPENDITURES	\$3,357,831.12	\$1,071,872.68	\$1,687,405.50	\$598,552.94
*** TOTAL EXPENDITURES AND TRANSFERS	\$3,357,831.12	\$1,071,872.68	\$1,687,405.50	\$598,552.94
	=====	=====	=====	=====

For 12 Month Period Ending 06/30/14

Board Secretary/Business Administrator

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: June 30, 2014

CASH REPORT

FUNDS	(1)	(2)	(3)	(4)
Governmental Funds	Adjusted Beginning Balance	Deposits	Disbursements	Ending Balance
General Fund (10)	\$1,378,757.86	\$1,317,553.25	-\$1,269,198.57	\$1,427,112.54
ARRA-ESF Fund (16)	\$0.00	\$0.00	\$0.00	\$0.00
ARRA-GSF Fund (17)	\$0.00	\$0.00	\$0.00	\$0.00
Fund (18)	\$0.00	\$0.00	\$0.00	\$0.00
Special Revenue Fund (20)	\$114,254.87	\$20,743.00	-\$91,125.82	\$43,872.05
Capital Project Fund (30)	-\$491,645.86	\$0.00	-\$125,284.24	-\$616,930.10
Debt Services Fund (40)	\$0.00	\$0.00	\$0.00	\$0.00
Total Governmental Funds	\$1,001,366.87	\$1,338,296.25	-\$1,485,608.63	\$854,054.49
Summer Savings	\$97,399.70	\$8,579.21	-\$105,978.91	\$0.00
Enterprise Fund (60) Cafeteria	\$25,849.50	\$11,457.09	-\$20,585.73	\$16,720.86
Payroll Fund (70)	\$0.00	\$615,445.09	-\$615,445.09	\$0.00
Agency Fund (90)	\$0.00	\$288,953.20	-\$288,953.20	\$0.00
Total Trust & Agency	\$123,249.20	\$924,434.59	-\$1,030,962.93	\$16,720.86
Grand Total for all Funds	\$1,124,616.07	\$2,262,730.84	-\$2,516,571.56	\$870,775.35
				\$870,775.35

Prepared and submitted by:

Michelle Fresco, Treasurer of School Moneys

7/10/2014

Somerset County Vocational Board of Ed.

Monthly Transfer Report

Budget Category	Accounts	Original Budget	Revenues Allowed + Pr Yr Reserve	Orig + Rvnues Allowed + Pr Yr Reserve	Maximum Transfer Out Allowed	YTD Net Transfers	% change of Transfers	Remaining Transfers Out Allowed	Account Balance
TOTAL GENERAL CURRENT EXPENSE		8,582,327.00	272,644.95	8,854,971.95					169,361.81
Equipment	1X-XXX-XXX-73X	0.00	0.00	0.00	0.00	5,500.00	0.00	5,500.00	81.81
Facilities Acquisition and Construction Services	1X-000-4XX-XXX	174,006.00	20,375.00	194,381.00	0.00	0.00	0.00	0.00	36,662.65
Capital Reserve-Transfer to Capital Expend. Fund	12-000-4XX-931	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Capital Reserve-Transfer to Repayment of Debt	12-000-4XX-933	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL CAPITAL EXPENDITURES		174,006.00	20,375.00	194,381.00					36,744.46
TOTAL SPECIAL SCHOOLS	11-XXX-XXX-XXX	60,000.00	1,397.29	61,397.29	6,139.73	(4,176.25)	-6.80	1,963.48	0.00
	12-XXX-XXX-XXX								
	13-XXX-XXX-XXX								
	15-XXX-XXX-XXX								
	16-XXX-XXX-XXX								
	17-XXX-XXX-XXX								
	18-XXX-XXX-XXX								
Transfer of Funds to Charter Schools	10-000-100-56X	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
General Fund Contribution to School Based Budgets	10-000-520-930	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
OPERATING BUDGET GRAND TOTAL		14,011,569.00	553,895.80	14,565,464.80					427,158.49

School Business Administrator Signature

Date

Somerset County Vocational Board of Ed.

Expense Account Adjustment Analysis By Adjustment#

va_exaa2.082406

06/19/2014

All Cycles

Adj #	Description	Account#	Account Description	Date	User	Old Amount	Adjustment	New Balance
Current Appropriation Adjustments								
0066	2014 YE TFR	11-000-291-220-00-0601	EMPL BEN - SOC SEC	04/30/2014	DSTROBER	\$200,000.00	\$44,709.16	\$244,709.16
	2014 YE TFR	11-000-291-241-00-0602	OTHER RETIRE CONT-OTHER	04/30/2014	DSTROBER	\$253,691.27	(\$24,709.16)	\$228,982.11
	2014 YE TFR	11-000-291-290-00-0610	EMPLOYEE BENEFITS	04/30/2014	DSTROBER	\$50,000.00	(\$20,000.00)	\$30,000.00
Total for Adjustment # 0066							\$0.00	
0073	2014 YE TFR	20-009-100-610-14-0000	GENERAL SUPPLIES	05/22/2014	DSTROBER	\$1,905.00	\$2,382.50	\$4,287.50
	2014 YE TFR	20-009-100-800-14-0000	JUVENILE JUSTICE-STIPEND	05/22/2014	DSTROBER	\$4,560.00	(\$2,382.50)	\$2,177.50
Total for Adjustment # 0073							\$0.00	
0074	2014 YE TFR	11-000-261-420-02-0221	MAINT CONTR-B&G	05/22/2014	DSTROBER	\$222,555.74	\$10,688.44	\$233,244.18
	2014 YE TFR	11-000-270-517-00-0000	CONTRACT. SERV.(REG. STU	05/22/2014	DSTROBER	\$23,347.00	(\$5,329.84)	\$18,017.16
	2014 YE TFR	11-000-270-593-00-0000	MISC. PURCHASED SERVICES	05/22/2014	DSTROBER	\$12,689.00	(\$5,358.60)	\$7,330.40
Total for Adjustment # 0074							\$0.00	
0076	2014 YE TFR	11-000-261-420-02-0216	R&M-BLDG HS	05/22/2014	DSTROBER	\$88,244.94	\$9,546.64	\$97,791.58
	2014 YE TFR	11-000-261-610-02-0349	MAINT SUPPL - B&G	05/22/2014	DSTROBER	\$39,893.00	\$1,000.00	\$40,893.00
	2014 YE TFR	11-000-261-800-02-0709	MISC EXP - B&G	05/22/2014	DSTROBER	\$10,151.00	(\$2,046.64)	\$8,104.36
	2014 YE TFR	11-310-100-101-10-0111	PERF ARTS P-T SALARY	05/22/2014	DSTROBER	\$201,500.00	(\$8,500.00)	\$193,000.00
Total for Adjustment # 0076							\$0.00	
0078	2014 YE TFR	11-000-219-104-00-0117	SAL-STUDENT SERV SP ED	05/31/2014	DSTROBER	\$74,000.00	(\$3,908.74)	\$70,091.26
	2014 YE TFR	11-000-219-105-00-0000	SALARIES OF SECRETARIAL	05/31/2014	DSTROBER	\$90,365.00	\$3,908.74	\$94,273.74
	2014 YE TFR	11-000-221-102-07-0118	ALT SCH-DIRECTOR	05/31/2014	DSTROBER	\$90,300.00	\$117.38	\$90,417.38
	2014 YE TFR	11-000-221-104-00-0000	SAL OF OTHER PROFESSIONA	05/31/2014	DSTROBER	\$76,900.00	\$1,562.24	\$78,462.24
	2014 YE TFR	11-000-221-105-00-0119	SALARIES - CLERICAL	05/31/2014	DSTROBER	\$90,300.00	(\$3,355.43)	\$86,944.57
	2014 YE TFR	11-000-221-105-07-0119	ALT SCH - CLERK	05/31/2014	DSTROBER	\$40,955.00	\$1,675.81	\$42,630.81
	2014 YE TFR	11-000-222-100-00-0120	SALARIES	05/31/2014	DSTROBER	\$65,000.00	(\$2,318.32)	\$62,681.68
	2014 YE TFR	11-000-222-177-16-0000	SALARY-TECH COORDINATORS	05/31/2014	DSTROBER	\$86,760.00	\$2,318.32	\$89,078.32
	2014 YE TFR	11-000-230-100-01-0122	SALARY - SUP'T OFFICE	05/31/2014	DSTROBER	\$275,779.07	\$21,003.52	\$296,782.59
	2014 YE TFR	11-000-230-331-01-0502	LEGAL SERVICES	05/31/2014	DSTROBER	\$76,133.00	(\$7,779.78)	\$68,353.22
	2014 YE TFR	11-000-230-530-16-0000	ONLINE/PROVIDER SERVICES	05/31/2014	DSTROBER	\$31,468.00	(\$9,667.48)	\$21,800.52
	2014 YE TFR	11-000-230-890-01-0704	MISC. EXP.-BOARD OF ED.	05/31/2014	DSTROBER	\$16,242.00	(\$2,571.01)	\$13,670.99
	2014 YE TFR	11-000-230-895-00-0000	NJSBA DUES	05/31/2014	DSTROBER	\$7,735.00	(\$985.25)	\$6,749.75
Total for Adjustment # 0078							\$0.00	
0079	2014 YE TFR	11-000-222-600-16-0000	SUPPLIES AND MATERIALS	05/31/2014	DSTROBER	\$9,136.00	(\$5,020.64)	\$4,115.36
	2014 YE TFR	11-000-223-390-00-0000	OTHER PURCHASED PROF. AN	05/31/2014	DSTROBER	\$41,847.00	(\$3,983.60)	\$37,863.40
	2014 YE TFR	11-000-240-103-00-0124	SALARIES - PRINCIPALS	05/31/2014	DSTROBER	\$338,500.00	\$5,020.64	\$343,520.64
	2014 YE TFR	11-000-240-105-00-0125	SALARIES - SEC/CLER.	05/31/2014	DSTROBER	\$163,000.00	\$3,983.60	\$166,983.60
	2014 YE TFR	11-000-240-600-00-0348	OFFICE SUPPL-SPECIAL ED.	05/31/2014	DSTROBER	\$1,775.15	(\$782.12)	\$993.03
	2014 YE TFR	11-000-251-100-01-0000	SALARIES-BUSINESS OFFICE	05/31/2014	DSTROBER	\$334,155.73	\$782.12	\$334,937.85
	2014 YE TFR	11-000-261-610-02-0349	MAINT SUPPL - B&G	05/31/2014	DSTROBER	\$40,893.00	\$323.39	\$41,216.39
	2014 YE TFR	11-000-262-490-02-0225	WATER & SEWER - HS	05/31/2014	DSTROBER	\$60,000.00	\$546.79	\$60,546.79

Somerset County Vocational Board of Ed.

Expense Account Adjustment Analysis By Adjustment#

va_exaa2.082406

06/19/2014

All Cycles

Adj #	Description	Account#	Account Description	Date	User	Old Amount	Adjustment	New Balance
Current Appropriation Adjustments								
0079	2014 YE TFR	11-000-270-800-00-0000	MISCELLANEOUS EXP.	05/31/2014	DSTROBER	\$3,045.00	(\$870.18)	\$2,174.82
Total for Adjustment # 0079							\$0.00	
0080	2014 YE TFR	11-000-261-420-01-0224	MAINT CONT - CENTRAL OFF	05/31/2014	DSTROBER	\$96,734.25	(\$7,369.85)	\$89,364.40
	2014 YE TFR	11-000-262-621-02-0000	ENERGY - NATURAL GAS	05/31/2014	DSTROBER	\$170,000.00	\$14,369.85	\$184,369.85
	2014 YE TFR	11-000-262-622-02-0000	ENERGY - ELECTRICITY	05/31/2014	DSTROBER	\$495,000.00	\$4,769.71	\$499,769.71
	2014 YE TFR	11-000-263-420-02-0000	UE C&UG CLN, RPR, MNT SV	05/31/2014	DSTROBER	\$15,500.00	(\$4,769.71)	\$10,730.29
	2014 YE TFR	11-000-270-162-00-0000	SALARY FOR PUPILS TRANS.	05/31/2014	DSTROBER	\$40,000.00	\$76.60	\$40,076.60
	2014 YE TFR	11-000-270-420-03-0232	CLEANING, REPAIR & MAINT	05/31/2014	DSTROBER	\$3,045.00	(\$476.10)	\$2,568.90
	2014 YE TFR	11-000-270-517-00-0000	CONTRACT. SERV.(REG. STU	05/31/2014	DSTROBER	\$18,017.16	\$399.50	\$18,416.66
	2014 YE TFR	11-000-291-290-00-0610	EMPLOYEE BENEFITS	05/31/2014	DSTROBER	\$30,000.00	(\$7,000.00)	\$23,000.00
Total for Adjustment # 0080							\$0.00	
0081	2014 YE TFR	11-320-100-101-00-0112	SALARIES - INSTRUCTION	05/31/2014	DSTROBER	\$254,000.00	\$16,125.59	\$270,125.59
	2014 YE TFR	11-320-100-101-00-0113	SALARIES - SUBSTITUTES	05/31/2014	DSTROBER	\$10,151.00	(\$9,651.00)	\$500.00
	2014 YE TFR	11-320-100-500-05-0206	OTHER PURCH SRVC-TRAVEL	05/31/2014	DSTROBER	\$1,015.00	(\$353.11)	\$661.89
	2014 YE TFR	11-320-100-610-05-0328	SUPPL-SPEC ED. RES CTR	05/31/2014	DSTROBER	\$5,076.00	(\$2,615.59)	\$2,460.41
	2014 YE TFR	11-320-100-610-05-0335	SUPPLIES-COMMUNITY SVC	05/31/2014	DSTROBER	\$3,045.00	(\$1,072.48)	\$1,972.52
	2014 YE TFR	11-320-100-610-05-0336	SUPPLIES-TECHNOLOGY	05/31/2014	DSTROBER	\$3,045.00	(\$138.84)	\$2,906.16
	2014 YE TFR	11-401-100-100-03-0114	SAL - CO-CURRICULAR	05/31/2014	DSTROBER	\$42,209.00	(\$2,294.57)	\$39,914.43
	2014 YE TFR	11-401-100-610-00-0000	SUPPLIES AND MATERIALS	05/31/2014	DSTROBER	\$13,196.00	(\$499.00)	\$12,697.00
	2014 YE TFR	11-402-100-100-03-0000	SAL- ATHLETICS	05/31/2014	DSTROBER	\$43,000.00	\$499.00	\$43,499.00
Total for Adjustment # 0081							\$0.00	
0082	2014 YE TFR	11-140-100-101-00-0101	SALARIES - REG INSTRUC	05/31/2014	DSTROBER	\$877,600.00	\$34,045.25	\$911,645.25
	2014 YE TFR	11-140-100-610-03-0000	SUPPLIES - ENGLISH	05/31/2014	DSTROBER	\$3,980.86	(\$3,047.86)	\$933.00
	2014 YE TFR	11-140-100-610-03-0301	SUPPLIES - PHYSICAL ED	05/31/2014	DSTROBER	\$45,441.14	\$220.63	\$45,661.77
	2014 YE TFR	11-140-100-610-03-3333	SUPPLIES - SOC. STUDIES	05/31/2014	DSTROBER	\$12,511.00	(\$2,552.18)	\$9,958.82
	2014 YE TFR	11-140-100-610-03-3335	SUPPLIES - MATH	05/31/2014	DSTROBER	\$14,655.00	(\$2,948.79)	\$11,706.21
	2014 YE TFR	11-140-100-610-07-0307	SUPPLIES - ALT. SCHOOL	05/31/2014	DSTROBER	\$6,000.00	\$91.87	\$6,091.87
	2014 YE TFR	11-140-100-640-03-0401	TEXTBOOKS - REG INSTRUC	05/31/2014	DSTROBER	\$10,000.00	(\$7,143.74)	\$2,856.26
	2014 YE TFR	11-140-100-640-07-0000	TEXTBOOKS	05/31/2014	DSTROBER	\$3,000.00	(\$2,863.36)	\$136.64
	2014 YE TFR	11-140-100-800-07-0000	OTHER OBJECTS	05/31/2014	DSTROBER	\$18,103.00	(\$15,031.82)	\$3,071.18
	2014 YE TFR	11-150-100-101-00-0105	SALARIES	05/31/2014	DSTROBER	\$2,030.00	(\$770.00)	\$1,260.00
Total for Adjustment # 0082							\$0.00	
0083	2014 YE TFR	11-230-100-101-00-0106	SALARIES - INSTRUCTION	05/31/2014	DSTROBER	\$91,359.00	(\$15,000.00)	\$76,359.00
	2014 YE TFR	11-310-100-101-00-0108	SAL - INSTRUCTION - HS	05/31/2014	DSTROBER	\$1,784,400.00	\$85,796.83	\$1,870,196.83
	2014 YE TFR	11-310-100-101-00-0109	SAL - SUBS/MISC. - HS	05/31/2014	DSTROBER	\$99,263.00	\$6,729.88	\$105,992.88
	2014 YE TFR	11-310-100-101-07-0000	SALARIES OF TEACHERS	05/31/2014	DSTROBER	\$33,032.00	(\$23,912.00)	\$9,120.00
	2014 YE TFR	11-310-100-101-10-0111	PERF ARTS P-T SALARY	05/31/2014	DSTROBER	\$193,000.00	(\$52,904.33)	\$140,095.67
	2014 YE TFR	11-310-100-101-60-0000	ACADEMY SALARIES-TEACHER	05/31/2014	DSTROBER	\$522,000.00	\$24,551.89	\$546,551.89

Somerset County Vocational Board of Ed.

Expense Account Adjustment Analysis By Adjustment#

va_exaa2.082406

06/19/2014

All Cycles

Adj #	Description	Account#	Account Description	Date	User	Old Amount	Adjustment	New Balance
Current Appropriation Adjustments								
0083	2014 YE TFR	11-310-100-106-00-0000	OTHER SALARIES FOR INSTR	05/31/2014	DSTROBER	\$54,900.00	(\$9,357.12)	\$45,542.88
	2014 YE TFR	11-310-100-500-60-0000	ACADEMY OTHER PURCH SERV	05/31/2014	DSTROBER	\$1,780.00	(\$140.00)	\$1,640.00
	2014 YE TFR	11-310-100-610-00-0316	SUPPLIES - CIE	05/31/2014	DSTROBER	\$6,169.21	(\$1,068.41)	\$5,100.80
	2014 YE TFR	11-310-100-610-03-0310	SUPPLIES - CULINARY ARTS	05/31/2014	DSTROBER	\$63,825.00	\$3,291.14	\$67,116.14
	2014 YE TFR	11-310-100-610-03-0314	SUPPLIES-BEAUTY II	05/31/2014	DSTROBER	\$10,151.00	(\$115.00)	\$10,036.00
	2014 YE TFR	11-310-100-610-03-0315	SUPPLIES - CARPENTRY	05/31/2014	DSTROBER	\$8,501.00	(\$2,380.46)	\$6,120.54
	2014 YE TFR	11-310-100-610-03-0320	SUPPLIES - ELECTRICAL	05/31/2014	DSTROBER	\$18,922.92	(\$498.00)	\$18,424.92
	2014 YE TFR	11-310-100-610-03-0325	SUPPL-CISCO	05/31/2014	DSTROBER	\$17,495.78	(\$128.20)	\$17,367.58
	2014 YE TFR	11-310-100-610-03-0327	SUPPL-HEALTH OCCUPATIONS	05/31/2014	DSTROBER	\$4,100.00	(\$72.83)	\$4,027.17
	2014 YE TFR	11-310-100-610-03-0330	SUPPLIES-HORTICULTURE	05/31/2014	DSTROBER	\$6,045.19	(\$759.59)	\$5,285.60
	2014 YE TFR	11-310-100-610-03-0334	SUPPLIES-LAW&PUBLIC SAFE	05/31/2014	DSTROBER	\$8,121.00	(\$1,068.97)	\$7,052.03
	2014 YE TFR	11-310-100-610-07-0313	SUPPL-VARIOUS	05/31/2014	DSTROBER	\$7,769.00	(\$339.00)	\$7,430.00
	2014 YE TFR	11-310-100-610-10-0324	SUPPL - PERFORMING ARTS	05/31/2014	DSTROBER	\$20,302.00	(\$3,979.75)	\$16,322.25
	2014 YE TFR	11-310-100-610-10-0329	SUPPLIES-CREATIVE ARTS	05/31/2014	DSTROBER	\$3,045.00	(\$415.70)	\$2,629.30
	2014 YE TFR	11-310-100-610-60-0000	ACADEMY SUPPLIES	05/31/2014	DSTROBER	\$1,719.69	(\$732.17)	\$987.52
	2014 YE TFR	11-310-100-640-03-0404	TEXTBOOKS	05/31/2014	DSTROBER	\$1,606.00	(\$544.95)	\$1,061.05
	2014 YE TFR	11-310-100-800-10-0000	OTHER OBJECTS-PERF ARTS	05/31/2014	DSTROBER	\$3,045.00	\$908.97	\$3,953.97
	2014 YE TFR	11-310-100-800-10-0001	OTHER-CREATIVE ARTS	05/31/2014	DSTROBER	\$2,030.00	(\$380.00)	\$1,650.00
	2014 YE TFR	11-401-100-100-03-0114	SAL - CO-CURRICULAR	05/31/2014	DSTROBER	\$39,914.43	(\$7,482.23)	\$32,432.20
Total for Adjustment # 0083							\$0.00	
0084	2014 YE TFR	11-140-100-101-00-0101	SALARIES - REG INSTRUC	05/31/2014	DSTROBER	\$911,645.25	\$8,957.37	\$920,602.62
	2014 YE TFR	11-140-100-101-00-0102	SALARIES - SUBS/MISC.	05/31/2014	DSTROBER	\$49,982.00	\$13,641.68	\$63,623.68
	2014 YE TFR	11-140-100-101-07-0103	SAL-ALT SCHOOL-REG	05/31/2014	DSTROBER	\$245,640.00	\$10,324.45	\$255,964.45
	2014 YE TFR	11-140-100-320-00-0000	REG INSTR-PURCH PROF ED	05/31/2014	DSTROBER	\$40,000.00	(\$32,923.50)	\$7,076.50
	2014 YE TFR	11-310-100-610-03-0311	SUPPLIES - AUTO BODY	05/31/2014	DSTROBER	\$18,402.00	(\$323.09)	\$18,078.91
	2014 YE TFR	11-310-100-610-03-0317	SUPPLIES - PRINTING	05/31/2014	DSTROBER	\$21,296.81	\$323.09	\$21,619.90
Total for Adjustment # 0084							\$0.00	
0085	2014 YE TFR	11-000-213-300-07-0000	PURCHASED PROFESSIONAL A	05/31/2014	DSTROBER	\$8,250.00	(\$6,225.46)	\$2,024.54
	2014 YE TFR	11-000-218-104-00-0116	SAL - GUIDANCE	05/31/2014	DSTROBER	\$411,640.00	(\$63,258.20)	\$348,381.80
	2014 YE TFR	11-000-219-104-00-0117	SAL-STUDENT SERV SP ED	05/31/2014	DSTROBER	\$70,091.26	(\$16,734.14)	\$53,357.12
	2014 YE TFR	11-000-219-800-05-0000	OTHER OBJECTS	05/31/2014	DSTROBER	\$3,553.00	(\$2,262.00)	\$1,291.00
	2014 YE TFR	11-140-100-101-00-0101	SALARIES - REG INSTRUC	05/31/2014	DSTROBER	\$920,602.62	\$88,479.80	\$1,009,082.42
Total for Adjustment # 0085							\$0.00	
0086	2014 YE TFR	11-000-221-105-00-0119	SALARIES - CLERICAL	05/31/2014	DSTROBER	\$86,944.57	(\$27,578.21)	\$59,366.36
	2014 YE TFR	11-000-222-100-00-0120	SALARIES	05/31/2014	DSTROBER	\$62,681.68	(\$33,270.52)	\$29,411.16
	2014 YE TFR	11-000-252-100-16-0000	SALARIES-TECHNOLOGY	05/31/2014	DSTROBER	\$249,153.00	\$8,386.35	\$257,539.35
	2014 YE TFR	11-000-261-100-02-0127	BUILDING & GROUND DIR.	05/31/2014	DSTROBER	\$93,578.17	\$229.46	\$93,807.63
	2014 YE TFR	11-000-261-100-02-0128	SALARY - MAINT. STAFF	05/31/2014	DSTROBER	\$446,534.55	\$11,857.80	\$458,392.35
	2014 YE TFR	11-000-261-420-02-0216	R&M-BLDG HS	05/31/2014	DSTROBER	\$97,791.58	\$18,217.29	\$116,008.87

Somerset County Vocational Board of Ed.

Expense Account Adjustment Analysis By Adjustment#

va_exaa2.082406

06/19/2014

All Cycles

Adj #	Description	Account#	Account Description	Date	User	Old Amount	Adjustment	New Balance
Current Appropriation Adjustments								
0086	2014 YE TFR	11-000-266-100-02-0000	UE S SALS OF SEC G & INV	05/31/2014	DSTROBER	\$87,184.94	\$20,824.48	\$108,009.42
	2014 YE TFR	11-140-100-106-07-0000	OTHER SAL-ALT SCHOOL	05/31/2014	DSTROBER	\$38,592.00	\$335.96	\$38,927.96
	2014 YE TFR	11-240-100-101-00-0000	BILINGUAL SALARY	05/31/2014	DSTROBER	\$60,399.00	\$997.39	\$61,396.39
Total for Adjustment # 0086							\$0.00	
0087	2014 YE TFR	11-000-218-104-00-0116	SAL - GUIDANCE	05/31/2014	DSTROBER	\$348,381.80	\$20,095.25	\$368,477.05
	2014 YE TFR	11-000-261-100-02-0129	SALARY - MAINT. O/T/MISC	05/31/2014	DSTROBER	\$70,465.45	(\$6,500.00)	\$63,965.45
	2014 YE TFR	11-000-261-420-01-0224	MAINT CONT - CENTRAL OFF	05/31/2014	DSTROBER	\$89,364.40	(\$14,000.00)	\$75,364.40
	2014 YE TFR	11-401-100-100-03-0114	SAL - CO-CURRICULAR	05/31/2014	DSTROBER	\$32,432.20	\$4,581.00	\$37,013.20
	2014 YE TFR	13-422-100-610-10-0374	SUPPLIES - SS - PA	05/31/2014	DSTROBER	\$4,827.03	(\$4,176.25)	\$650.78
Total for Adjustment # 0087							\$0.00	
0088	2014 YE TFR	11-000-218-105-00-0116	SAL - GUIDANCE SEC	05/31/2014	DSTROBER	\$103,635.00	\$29,927.40	\$133,562.40
	2014 YE TFR	11-000-252-100-16-0000	SALARIES-TECHNOLOGY	05/31/2014	DSTROBER	\$257,539.35	(\$29,927.40)	\$227,611.95
Total for Adjustment # 0088							\$0.00	
0089	2014 YE TFR	11-000-230-331-01-0502	LEGAL SERVICES	06/18/2014	DSTROBER	\$68,353.22	\$3,240.42	\$71,593.64
	2014 YE TFR	11-000-230-500-00-0001	OTHER PURCH SERV (400-50	06/18/2014	DSTROBER	\$12,550.00	(\$3,012.19)	\$9,537.81
	2014 YE TFR	11-000-230-890-01-0704	MISC. EXP.-BOARD OF ED.	06/18/2014	DSTROBER	\$13,670.99	(\$228.23)	\$13,442.76
	2014 YE TFR	11-000-251-890-01-0000	OTHER OBJECTS	06/18/2014	DSTROBER	\$6,091.00	(\$2,095.52)	\$3,995.48
	2014 YE TFR	11-000-252-500-16-0000	OTHER PURCHASED SERVICES	06/18/2014	DSTROBER	\$85,000.00	\$2,095.52	\$87,095.52
	2014 YE TFR	11-000-261-420-02-0223	SNOW REMOVAL - HS	06/18/2014	DSTROBER	\$5,529.03	\$12,015.77	\$17,544.80
	2014 YE TFR	11-000-262-622-02-0000	ENERGY - ELECTRICITY	06/18/2014	DSTROBER	\$499,769.71	(\$12,015.77)	\$487,753.94
	2014 YE TFR	11-140-100-101-00-0102	SALARIES - SUBS/MISC.	06/18/2014	DSTROBER	\$63,623.68	(\$268.29)	\$63,355.39
	2014 YE TFR	11-140-100-610-07-0307	SUPPLIES - ALT. SCHOOL	06/18/2014	DSTROBER	\$6,091.87	\$148.29	\$6,240.16
	2014 YE TFR	11-150-100-101-00-0105	SALARIES	06/18/2014	DSTROBER	\$1,260.00	\$120.00	\$1,380.00
Total for Adjustment # 0089							\$0.00	
0090	2014 YE TFR	11-310-100-101-10-0111	PERF ARTS P-T SALARY	06/18/2014	DSTROBER	\$140,095.67	\$381.30	\$140,476.97
	2014 YE TFR	11-310-100-500-10-0206	OTHER PUR SVC PERF ARTS	06/18/2014	DSTROBER	\$11,416.00	\$299.97	\$11,715.97
	2014 YE TFR	11-310-100-610-03-0310	SUPPLIES - CULINARY ARTS	06/18/2014	DSTROBER	\$67,116.14	(\$790.02)	\$66,326.12
	2014 YE TFR	11-310-100-610-03-0315	SUPPLIES - CARPENTRY	06/18/2014	DSTROBER	\$6,120.54	\$108.75	\$6,229.29
	2014 YE TFR	11-401-100-100-03-0114	SAL - CO-CURRICULAR	06/18/2014	DSTROBER	\$37,013.20	(\$465.40)	\$36,547.80
	2014 YE TFR	11-402-100-500-00-0000	PURCHASED SERVICES (300-	06/18/2014	DSTROBER	\$15,000.00	\$465.40	\$15,465.40
Total for Adjustment # 0090							\$0.00	
0091	2014 YE TFR	11-000-261-100-02-0129	SALARY - MAINT. O/T/MISC	06/18/2014	DSTROBER	\$63,965.45	(\$1,372.51)	\$62,592.94
	2014 YE TFR	11-000-261-420-01-0224	MAINT CONT - CENTRAL OFF	06/18/2014	DSTROBER	\$75,364.40	\$1,372.51	\$76,736.91
	2014 YE TFR	11-000-291-220-00-0601	EMPL BEN - SOC SEC	06/18/2014	DSTROBER	\$244,709.16	\$17,315.27	\$262,024.43
	2014 YE TFR	11-000-291-241-00-0602	OTHER RETIRE CONT-OTHER	06/18/2014	DSTROBER	\$228,982.11	(\$17,315.27)	\$211,666.84
Total for Adjustment # 0091							\$0.00	
0092	2014 YE TFR	11-000-221-500-16-0000	OTHER PURCH SERVICES (40	06/19/2014	DSTROBER	\$5,076.00	(\$201.01)	\$4,874.99

Somerset County Vocational Board of Ed.

Expense Account Adjustment Analysis By Adjustment#

va_exaa2.082406

06/19/2014

All Cycles

Adj #	Description	Account#	Account Description	Date	User	Old Amount	Adjustment	New Balance
Current Appropriation Adjustments								
0092	2014 YE TFR	11-000-221-600-16-0000	SUPPLIES AND MATERIALS	06/19/2014	DSTROBER	\$2,538.00	\$201.01	\$2,739.01
	2014 YE TFR	11-000-261-420-02-0221	MAINT CONTR-B&G	06/19/2014	DSTROBER	\$233,244.18	(\$1,200.92)	\$232,043.26
	2014 YE TFR	11-000-261-610-02-0349	MAINT SUPPL - B&G	06/19/2014	DSTROBER	\$41,216.39	\$1,200.92	\$42,417.31
Total for Adjustment # 0092							\$0.00	
0094	2014 YE TFR	11-000-261-420-02-0216	R&M-BLDG HS	06/19/2014	DSTROBER	\$116,008.87	\$2,600.00	\$118,608.87
	2014 YE TFR	11-000-262-622-02-0000	ENERGY - ELECTRICITY	06/19/2014	DSTROBER	\$487,753.94	(\$2,600.00)	\$485,153.94
Total for Adjustment # 0094							\$0.00	
Total Current Appropriation Adjustments							\$0.00	

**Somerset County Vocational Technical Schools
Calculation for Facility Use Charges
2014-15**

1. overhead costs <u>ROOMS*</u>		PER SF	(8		
		SQ FT	hr day)	MINIMUM	PER HR
				(4 HOURS)	(1 HOUR)
**	auditorium/studio/lobby	18100	\$0.11	\$995.50	\$248.88
***	restaurant/new kitchen/cafeteria/kitchen	19200	\$0.10	\$960.00	\$240.00
	cafeteria/kitchen (not including new kitchen /restaurant)	17400	\$0.07	\$609.00	\$152.25
	technology center/amphitheater	14000	\$0.07	\$490.00	\$122.50
	gymnasium	16400	\$0.07	\$574.00	\$143.50
	vocational shops	1500	N/A	\$234.00	\$58.50
	classroom	750	N/A	\$234.00	\$58.50
	athletic field	N/A	N/A	\$234.00	\$58.50
				(8 HOURS)	(1 HOUR)
	building B-total	32959	\$0.07	\$2,307.13	\$288.39
	building B-RVCC*	27275	\$0.07	\$1,909.25	\$238.66
	* building B annual fee calculated per MOU with RVCC (8 hrs rate of \$1909.25 x 180 days)			\$343,665.00	
	* building B annual fee calculated per MOU with RVCC (27,275/212,836 or 13% x \$2,696,672.43 subtotal			\$350,567.42	
<u>2012-13 AUDIT</u>					
	total support services - central services 251		\$372,335.02		
	total operations and maintenance of plant 261		\$1,057,023.80		
	total operations and maintenance of plant 262		\$1,174,299.82		
	total operations and maintenance of plant 263		\$13,550.00		
	total operations and maintenance of plant 266		\$88,132.93		
	subtotal cost		\$2,705,341.57		
	divided by total SF (212,836)		212,836		
	daily cost per sq ft (180)		\$0.07		
	** theater expenditures		\$236,500.79		
	add'l cost per 18100 sq ft (365-18 holidays=347)		\$0.04		
***	culinary expenditures		\$227,299.00		
	add'l cost per 19200 sq ft (365-18 holidays=347)		\$0.03		
				(6 HOURS)	(1 HOUR)
2. labor costs*	technical sound and lighting rates (a)			\$240.00	\$40.00
	culinary arts personnel rates (b)			\$300.00	\$50.00
	maintenance overtime rates (c)				
3. other costs	late fees (d)			TBD	TBD

(a) Technical sound and lighting staff is required for equipment use; technical fees will be charged accordingly.

(b) Culinary Arts program personnel is required for restaurant/kitchen facility use; personnel fees will be charged accordingly.

(c) Maintenance personnel is required during non operating hours for facility use; maintenance fees will be charged accordingly.

(d) Any additional time beyond the approved hours will be billed in one hour increments (not prorated).

Note: Refundable security deposit of \$250.00 is due after approval with required documents.

*Labor costs include an additional two hours (one hour before requested time and one hour after requested time).

2014-15 Purchase of Goods and Services/Qualified Purchasing Agent
Resolution 2013-14/6-A

Recommend the Board approve the following resolution:

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 \$36,000 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 \$5,400 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 \$5,400 but less than the bid threshold of \$36,000; 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.

ADDENDUM #8

SCVTS/RVCC Agreement – Annual Renewal

Addendum is being prepared by the Board attorney and will be distributed at Monday night's Board meeting.

**Somerset County Vocational Technical Schools
Maintenance Contract Agreements
2014-2015 SY**

Vendor	Amount	Description of Services
ATC Services Inc	\$ 16,046.00	Maintenance & Service on Pneumatic Control Systems
Newwave	\$ 1,000.00	Asbestos Management Services FALL & SPRING
C-K Air Conditioning	\$ 5,620.00	Inspection and Maintenance on York Chillers
County of Somerset Treas	\$ 19,500.00	Gas, Fuel, and repairs of Vehicles- Estimated Per MK
Federal Fire Protection	\$ 4,045.00	Service of Portable Extinguishers, Kitchen Fire Suppression and Sprinklers systems
Ingersoll Rand	\$ 4,832.79	Preventive Maintenance & Inspections for the Compressed Air Systems
Schindler Elevator Corp.	\$ 10,800.00	Service & Maintenance of Elevators
Active Disposal	\$ 18,500.00	Trash Removal-2 Compactors/dumpster \$ 150.00 per ton\$ 76.00 per haul-Est. Annual
Safety Kleen Corp.	\$ 5,343.00	Maintenance of fluid cleaning systems in A Shops
Newwave	\$ 7,000.00	Right to Know/PEOSHA Compliance Services Records/Documents
TRUGREEN	\$ 24,181.74	Lawn Maintenance- July-Jun. 2014 Billing 33 Cuts @ \$732.78 per cut
Vent-Tech	\$ 3,635.00	Degreasing of Cafeteria Exhaust Systems Winter @ \$1,650 & Summer@\$1,985
Warshshauer Generator	\$ 1,250.00	Preventive Maintenance Program for Emergency Generator
Water Management	\$ 1,634.00	Water Treatment for Closed Water Systems-.
Stank	\$ 2,580.00	Pest Control Service

Software Contract Agreements - 2014 -2015

Vendor	Amount	Description of Services
Aesop	\$2,400.00	Substitute Calling
Aspire	\$18,529.50	Meraki 50 - 5 yr License Wireless
Computer Resources, Inc.	\$5,962.00	HS Student Database - MMS
Edline	\$2,150.00	SCVTHS.org Website
Edline	\$666.00	Teacher Sites
Ednet Technologies	\$2,150.00	IEP Planner Software - Special Ed.
E-Rate Exchange	\$3,350.00	E-Rate Funding Services
Extreme Networks	\$4,790.00	Network Switches
Food Services Solutions	\$1,290.00	Point of Sale for Cafeteria
Glencom Systems, Inc.	\$6,218.00	Checkpoint Firewall and Support
CDWG	\$9,344.50	McAfee Anti-Virus Endpoint ADV
CDWG	\$3,021.05	Annual Site License for MS Office 2013
Glencom Systems, Inc.	\$1,463.04	VmWare basic support 4 processors
Glencom Systems, Inc.	\$2,876.00	VMWare vSphere 5 Ent
Glencom Systems, Inc.	\$ 556.62	Basic Support vCenter Server 5
Glencom Systems, Inc.	\$ 250.00	ProLiant DL120 G7 2Yr Support
Glencom Systems, Inc.	\$ 2,241.00	P4300 G2 Storage ! YR Storage Care Service
Glencom Systems, Inc.	\$2,400.00	McAfee Cloud Email Security
Graphics Factory	\$50.00	Graphic Comm. Fonts
Honeywell, Rapid Alert Notification	\$2,500.00	Emergency Communication
Klogic	\$16,440.00	Websense
Lightpath	\$2,850.00	Internet and Phone
Moodle	\$3,000.00	Moodle Rooms
NACR Technologies	\$11,450.88	Phone System Definity G3
Naviance	\$8,000.00	Student College and Career Readiness
Nuance	\$2,199.80	Speech Attendant for Phone System
Pitney Bowes	\$4,668.00	Postage and Mailing
School Dude	\$1,990.00	Work Order Request System
Strauss Esmay Associates, LLP	\$4,370.00	Board Policy Updates
Systems 3000	\$15,640.00	Financial / Accounting Software
Teachscape	\$14,000.00	Teachscape
Veritime	\$1,925.00	Veritime Attendance
Virtual School Courses, New Jersey	\$10,000.00	Virtual School Course
Visix	\$400.00	Visual Communication System
Network Solutions		
scvts.net	\$ 15.99	Private Registration
scvts.net	\$ 37.99	Domain Name
scvths.net	\$ 37.99	Domain Name
scvths.net	\$ 15.99	Web Forwarding
GoDaddy.com		
scvtad.scvts.net	\$ 69.99	Standard SSL (Per Year)
scvtad2.scvts.net	\$ 69.99	Standard SSL (Per Year)
scvtmail.scvts.net	\$ 134.99	Standard UCC SSL (Per Year)
scvtmms.scvts.net	\$ 69.99	Standard SSL (Per Year)
scvtps.scvts.net	\$ 69.99	Standard SSL (Per Year)

SUPERINTENDENT EMPLOYMENT AGREEMENT

WHEREAS, The Board of Education and the Superintendent want to enter into a new contract with the Superintendent to replace the original 2011 Contract; and,

WHEREAS, the Board of Education desires to rescind the 2011 Contract; and,

WHEREAS, the parties have agreed to enter into a five year contract with the Superintendent.

IT IS on this 23rd day of June, 2014, hereby agreed by and between the BOARD OF EDUCATION OF THE SOMERSET COUNTY VOCATIONAL & TECHNICAL SCHOOLS, located at 14 Vogt Drive, in the Township of Bridgewater, in Somerset County, in the State of New Jersey (hereinafter the Board), and Chrys Harttraft, Ed. D., residing at 322 Worthington Mill Road, Richboro, Pennsylvania (hereinafter the Superintendent) that the said Board has and does hereby employ Chrys Harttraft, Ed. D., as Superintendent of the Somerset County Vocational & Technical Schools for the period commencing July 1, 2014 and ending June 30, 2019. Both parties agree that the said employee shall perform the duties of the Superintendent in and for the schools in said District as prescribed by the laws, codes, rules and regulations of the State of New Jersey and by the rules, regulations and procedures established by the Board and through the direction of the Board.

- 1) The parties agree that in consideration for performing the duties described herein the Superintendent shall be paid One Hundred Sixty One Thousand Six Hundred and Twenty Four Dollars (\$161,624) to be paid for the period of July 1, 2014 through June 30, 2015. The Superintendent will receive a 2.0% increase on July 1, 2015 to One Hundred Sixty Four Thousand Eight Hundred Fifty Six Dollars (\$164,856) and again on July 1, 2016 to One Hundred Sixty Eight Thousand One Hundred Fifty Eight Dollars (\$168,158). Beginning July 1, 2017 she will receive a 2.0% raise to One Hundred Seventy One Thousand Five Hundred Seventeen Dollars (\$171,517). Beginning on July 1, 2018 she will receive a 2% raise or One Hundred Seventy Four Thousand Nine Hundred Forty Seven Dollars (\$174,947.) The Superintendent agrees to perform faithfully the duties of Superintendent of Schools for the District as prescribed by the laws of the State of New Jersey, and by rules and regulations of said Board and the directions of the said Board as aforesaid, and in accordance with any amendments to said statutes, or said rules and regulations that may become effective during the period of this Employment Agreement. The annual salary shall be paid in equal installments in accordance with the policy of the Board presently prevailing, or prevailing in the future, governing the payment of professional staff members in the District.
- 2) The Superintendent shall furnish effective throughout the life of this Employment Agreement, a valid and appropriate professional certificate as

defined in the New Jersey Statutes and/or the New Jersey State Administrative Code, to act as a School Superintendent in the State of New Jersey. In the event the Superintendent's Certificate is revoked, this contract shall be null and void effective as of the date of revocation of the Certificate. The Superintendent hereby agrees to devote her full time, skill, labor and attention to said employment during the term of this Employment Agreement, provided, however, that the Superintendent, by specific agreement with the Board, may undertake paid consultative work, speaking engagements, writing, lecturing, or other professional duties and obligations so long as such activities do not interfere with her ability to manage the District.

3) The Board shall evaluate the performance of the Superintendent at least once each year of this Employment Agreement in accordance with the requirements of N.J.S.A. 18A:17-20.3. The evaluations shall be in writing, a copy shall be provided to the Superintendent and the Board shall meet to discuss the findings. However, if the Board deems necessary, other evaluations of the performance of the Superintendent may occur. The subsequent evaluations may be in writing or not, at the Board's option. The evaluations shall be based upon the goals and objectives of the District, the responsibilities of the Superintendent and such other criteria as the State Board of Education shall, by regulation, prescribe and any other criteria which the Board may develop.

On or before June 30th of each year of this Employment Agreement, the Board and Superintendent shall meet for the purpose of evaluation of the performance of the Superintendent. The Board shall supply the Superintendent with a copy of its written evaluation of her.

- 4) The Superintendent shall organize, reorganize and arrange her supervisory staff in such a manner to best serve the highest interests of the schools in the District (subject to any agreements entered into by the Board and the Teachers Association and/or the Principal and Supervisors Association and further subject to the Board's approval). The administration of instruction and business affairs, subject to law, shall be lodged with the Superintendent and administered by her with the assistance of her staff and the approval of the Board. The responsibility for the placement and transfer of personnel shall be vested in the Superintendent, subject to the Board's approval. The Board, individually and collectively, will promptly refer all criticisms, complaints and suggestions called to its attention to the Superintendent for study and recommendation.
- 5) The Superintendent shall be entitled to receive all benefits and participate in any benefit program of whatever nature presently exists for the benefit of the school's professional supervisory staff members and whatever benefits or benefit programs the Board may adopt during the term of this Employment Agreement.

- 6) The Board will reimburse the Superintendent for work related calls on her personal cell phone.
- 7) The Board will provide, at its cost, a laptop computer and internet service for the Superintendent's use at home for school business.
- 8) The Board will provide, at its cost, membership in up to three (3) professional educational associations to the Superintendent. The memberships will be approved by the Board.
- 9) The Superintendent will receive twenty-two (22) vacation days, fifteen (15) sick days, and three (3) personal days each year.
- 10) The Superintendent shall be entitled to five (5) days of leave, without loss of pay due to the death of her father, mother, husband, partners in a civil union, brother, sister, father-in-law, mother-in-law, son, daughter, grandchild, or any personal permanently living with the Superintendent. The Superintendent shall be entitled to two (2) days of leave, per incident, without loss of pay due to the death of a sister-in-law, brother-in-law, aunt, uncle or other near relative.
- 11) Upon the termination of the term of this Employment Agreement, and upon retirement the Superintendent having worked the full term hereof, the Superintendent shall receive payment for accumulated unused sick time on the basis of one per diem day for every two sick days accumulated up to a maximum of ninety (90) days of compensation. Payment for accumulated sick days will be at the calculated per diem rate of 1/260. This payment shall not

exceed \$15,000. The Superintendent shall be paid for any unused vacation time accumulated and not used by her at the end of this Employment Agreement up to a maximum of twenty-two (22) days at per diem rate.

12) The Board shall reimburse the Superintendent for expenses incurred to attend up to two (2) education related conventions per year. The locations of the same being subject to the Board's approval.

13) This Employment Agreement may be terminated by:

- a) Mutual agreement of the parties.
- b) Disability of the Superintendent:

In the event of disability by illness or incapacity after the Superintendent's sick leave has been exhausted, compensation from the Board shall cease. Compensation shall be reinstated after the Superintendent has returned to employment and undertaken the full discharge of her duties. If a question exists concerning the capacity of the Superintendent to return to her duties, the Board may require the Superintendent to submit to a medical examination, to be performed by a physician licensed to practice medicine. The said physician shall be selected by the Board. The examination shall be done at the expense of the Board. The physician shall limit his or her report as to those factors that prohibit the Superintendent from performing her duties. Once it has been determined that the Superintendent is disabled to a point where she can no longer perform her job, all of the District's obligations hereunder will cease.

c) Unilateral Termination by the Superintendent:

The Superintendent may terminate this Employment Agreement upon one hundred twenty (120) days written notice to the Board.

d) Superintendent's Actions:

This Agreement may be terminated prior to the end of the term of this contract by the Board for inefficiency, incapacity or conduct unbecoming a superintendent or other just cause pursuant to N.J.S.A. 18A:17-20.2 or where the Board documents that separation is in the best interest of the students of the Districts and in accordance with the provisions of N.J.A.C. 6A:23A-3.2.

- 14) This Employment Agreement embodies the entire agreement between the parties hereto and cannot be varied except by written agreement of the parties and with prior review and approval of the Executive County Superintendent..
- 15) In the event of any conflict between the terms, conditions and provisions of this Employment Agreement and the provisions of the Board's policies, or any permissive state or federal law, then, unless otherwise prohibited by law, the terms of this Employment Agreement shall take precedence over the contrary provisions of the Board's policies or any such permissive law during the term of the Employment Agreement.
- 16) If, during the term of this Employment Agreement, it is found that a specific clause of the Employment Agreement is illegal in federal or state law, the

remainder of the Employment Agreement will not be affected by such a ruling and shall remain in force.

- 17) The Superintendent shall fulfill all aspects of this Employment Agreement, any exception thereto to be by mutual written consent of the Board and the Superintendent.
- 18) The Board has approved the terms and conditions of this Employment Agreement and has been advised that Superintendent has the right to have the same reviewed by an attorney of her choice before she executes the same.
- 19) The Superintendent has approved the terms and conditions of this Employment Agreement and has been advised that the Board has the right to have the same reviewed by an attorney of its choice before it executes the same.

IN WITNESS WHEREOF, they set their hands and seals to this Employment Agreement effective on the day and year first above written.

ATTEST:

BOARD OF EDUCATION OF THE SOMERSET
COUNTY VOCATIONAL & TECHNICAL SCHOOLS

Diane B. Strober, Board Secretary

William G. Hyncik, Jr., Board President

WITNESS:

Dr. Chrys Harttraft

APPROVED:

Dr. Kathleen C. Serafino
Executive County Superintendent

(A0799858)