

SOMERSET COUNTY VOCATIONAL BOARD OF EDUCATION

SOMERSET COUNTY VOCATIONAL & TECHNICAL SCHOOLS

14 Vogt Drive
Bridgewater, New Jersey 08807

Regular Meeting
March 26, 2012

- I. Call to Order
- II. Roll Call of Members

William Hyncik, Jr., President
William Dudeck, Vice President
Dr. Alan P. Braun
Theodore Smith
Dr. Kathleen Serafino

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
Mark Caliguire, Somerset County Freeholder Liaison
Members of the Press: The Courier News, The Star Ledger and the Messenger Gazette
Others:

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

Pledge of Allegiance

- III. Approval of Minutes of the Regular Meeting and Executive Session held on February 27, 2012.
 - A. Corrections

On motion of _____, seconded by _____, the minutes of the Regular Meeting and Executive Session held on February 27, 2012 were approved.

IV. Correspondence

V. Old or Unfinished Business

A. Presentation of Student of the Month – Daniel Marcinek/AHMS/Grade 10

B. Child Advocate – Overview – Erick Bowers

C. Construction Projects – Update

Somerset County Renewable Energy Initiative

It is recommended the Board of Education approve the redesign of the Somerset County Renewable Energy Initiative as presented by representatives of the County from Birdsall Services Group, Sunlight General Capital and Wanzek.

Motion_____ Second_____

Discussion

Call the Roll

<u>Roll Call</u>	<u>Yes</u>	<u>No</u>
Mr. Smith	___	___
Dr. Braun	___	___
Mr. Dudeck	___	___
Mr. Hyncik	___	___
Dr. Serafino	___	___

VI. Report of the Attorney

VII. Committee Reports

- Board of School Estimate – Dr. Braun, Mr. Dudeck
- Curriculum/Grants – Mr. Smith
- NJSBA (Delegate, State Convention Legislative Committee) – Mr. Dudeck
- SCSBA (Delegate) – Mr. Dudeck
- SCESC (Representative) – Mr. Smith
- SCJIF – Dr. Braun

VIII. Superintendent's Report

A. Employment of Full-Time Personnel – 2012-13 School Year

The Superintendent recommends that the Board of Education appoint Mr. Christopher Lemongelli to the position of Supervisor of Alternative Education Program (TOPS), (UPC #SUP-HS-ALT-FL-01), Step B4 at a salary of \$88,000.00 (based on 2011-12 salary guide), effective July 1, 2012.

B. Employment of Part-Time Personnel – 2011-12 School Year

The Superintendent recommends that the Board of Education approve employment of the following part-time personnel for the 2011-12 school year:

High School

Jaime Morales	School Anti-Bullying Specialist (10-month) (Maximum 30 hrs/month) (Retroactive to November 1, 2011)	\$35.00/hr
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Motion_____ Second_____

Discussion

Call the Roll

<u>Roll Call</u>	<u>Yes</u>	<u>No</u>
Mr. Smith	___	___
Dr. Braun	___	___
Mr. Dudeck	___	___
Mr. Hyncik	___	___
Dr. Serafino	___	___

C. Home Instruction

The Superintendent recommends that the Board of Education provide home instruction for a 10th grade student. Instruction will be provided from March 14, 2012 through May 31, 2012 for five (5) hours per week.

Mr. Andrew Coslit and Mr. Robert Carrig will be the instructors at a rate of \$37.00/hr.

D. Field Trips

The Superintendent recommends that the Board of Education approve field trips for high school students as they appear on Addendum #1.

E. Calendar 2012-2013 School Year

The Superintendent recommends that the Board of Education adopt the High School calendar for the 2012-2013 school year as it appears on Addendum #2.

F. Professional Seminars/Workshops

The Superintendent recommends that the Board of Education approve requests for district staff and Board of Education members to attend professional seminars, workshops, etc. as they appear on Addendum #3.

Motion_____ Second_____

Discussion

Call the Roll

<u>Roll Call</u>	<u>Yes</u>	<u>No</u>
Mr. Smith	___	___
Dr. Braun	___	___
Mr. Dudeck	___	___
Mr. Hyncik	___	___
Dr. Serafino	___	___

G. Donation

The Superintendent recommends that the Board of Education accept the following donation:

<u>Item</u>	<u>Donor</u>
14 New Double-Hung Replacement Windows	Chet Conlon Hillsborough, NJ

Motion_____ Second_____

Discussion

Call the Roll

<u>Roll Call</u>	<u>Yes</u>	<u>No</u>
Mr. Smith	___	___
Dr. Braun	___	___
Mr. Dudeck	___	___
Mr. Hyncik	___	___
Dr. Serafino	___	___

H. Revised Board Policies and Regulations – Second Reading

The Superintendent recommends that the Board of Education approve the following revised Board policies and regulation at this second reading. (5511/R5511 revisions from first reading as it appears on Addendum #4)

2421 – Vocational-Technical Education (proposed Career & Technical Education)
5511/R5511 – Eligibility of Resident/Nonresident Pupils

Motion_____ Second_____

Discussion

Call the Roll

<u>Roll Call</u>	<u>Yes</u>	<u>No</u>
Mr. Smith	___	___
Dr. Braun	___	___
Mr. Dudeck	___	___
Mr. Hyncik	___	___
Dr. Serafino	___	___

I. Application for Funds

The Superintendent recommends that the Board of Education adopt the following resolution: The governing body of the Somerset County Vocational and Technical Schools at its March 26, 2012 meeting authorized application for funds for the following:

NJ Department of Agriculture	CASE	\$6,000.00
	(Curriculum for Agricultural Science Education)	
	4/1/12-8/30/12	

Motion_____ Second_____

Discussion

Call the Roll

<u>Roll Call</u>	<u>Yes</u>	<u>No</u>
Mr. Smith	___	___
Dr. Braun	___	___
Mr. Dudeck	___	___
Mr. Hyncik	___	___
Dr. Serafino	___	___

J. Superintendent's Update

- Harassment/Intimidation/Bullying Report
- ACTE Conference – Update
- RVCC Partnership
- Relocation of Classrooms

IX. Submission of Bills

It is recommended the Board of Education approve the bills list for March 2012 which is included in the Board packet and will be attached to the regular meeting minutes.

Motion_____ Second_____

Discussion

Call the Roll

<u>Roll Call</u>	<u>Yes</u>	<u>No</u>
Mr. Smith	___	___
Dr. Braun	___	___
Mr. Dudeck	___	___
Mr. Hyncik	___	___
Dr. Serafino	___	___

X. New Business

A. The Somerset County Vocational Board of School Estimate meeting will be held on Tuesday, March 27, 2012 at 3:00 p.m. in the Freeholder Conference Room at the Somerset County Administration Building.

XI. Report of the Assistant Superintendent for Business/Board Secretary

A. Reports A148 and A149

It is recommended the Board of Education adopt the monthly financial statement reports for the Assistant Superintendent for Business/Board Secretary for the month of February 2012 and the Treasurer of School Monies for the month of February 2012, after review of the secretary's monthly financial report (appropriations section), and upon consultation with the appropriate district officials, to the best of our knowledge no major fund has been overextended in violation to N.J.A.C. 6:20-2A.10(b) and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year. (Addendum #5)

Motion_____ Second_____

Discussion

Call the Roll

<u>Roll Call</u>	<u>Yes</u>	<u>No</u>
Mr. Smith	___	___
Dr. Braun	___	___
Mr. Dudeck	___	___
Mr. Hyncik	___	___
Dr. Serafino	___	___

B. 2012-2013 Annual School District Budget

It is recommended the proposed budget of \$14,809,288.00, approved by the Executive County Superintendent and supported by county taxes in the amount of \$11,228,340.00 be adopted for the 2012-2013 school year.

Motion_____ Second_____

Discussion

Call the Roll

<u>Roll Call</u>	<u>Yes</u>	<u>No</u>
Mr. Smith	___	___
Dr. Braun	___	___
Mr. Dudeck	___	___
Mr. Hyncik	___	___
Dr. Serafino	___	___

C. 2012 County Capital Allocation

It is recommended the proposed 2012 county capital allocation of \$902,000.00 be adopted contingent upon county funding.

Motion_____ Second_____

Discussion

Call the Roll

<u>Roll Call</u>	<u>Yes</u>	<u>No</u>
Mr. Smith	___	___
Dr. Braun	___	___
Mr. Dudeck	___	___
Mr. Hyncik	___	___
Dr. Serafino	___	___

D. Contract Award – Underground Heating Distribution Lines

It is recommended the Board of Education award the contract for the Underground Heating Distribution Lines project to Mechanical Preservation Associates of Hillsborough, New Jersey as recommended by the architect and reviewed by the Board attorney. (Contingent upon the final approval for funding by the County at which time the Board attorney will prepare the contract.)

Base Bid	\$ 563,496.00
Alternate Bid #2, “Pre-Insulated Steel Piping”	\$(197,452.00)
Alternate Bid #3, “Unit Ventilator Replacement”	<u>\$ 385,900.00</u>
Total Award	\$751,944.00

Motion_____ Second_____

Discussion

Call the Roll

<u>Roll Call</u>	<u>Yes</u>	<u>No</u>
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Mr. Smith	___	___
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Dr. Braun	___	___
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Mr. Dudeck	___	___
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Mr. Hyncik	___	___
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Dr. Serafino	___	___
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E. Reject Bids and Rebid – Building A Roof (completion)

It is recommended the Board of Education reject all bids received at the bid opening on March 15, 2012 for the Building A Roof (completion) project as the bids exceeded the County approved funding as recommended by the architect; and further recommend authorization to rebid the project. (It is anticipated that this rebid, and subsequent award by the Board, will not delay the start date of June 1, 2012 for the installation of the Somerset County Solar Energy Initiative project.)

Motion_____ Second_____

Discussion

Call the Roll

<u>Roll Call</u>	<u>Yes</u>	<u>No</u>
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Mr. Smith	___	___
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Dr. Braun	___	___
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Mr. Dudeck	___	___
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Mr. Hyncik	___	___
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Dr. Serafino	___	___
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XII. April Meeting

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

April 23, 2012

5:00 p.m.

Somerset County Vocational & Technical Schools

14 Vogt Drive

Bridgewater, New Jersey 08807

XIII. Remarks from the Public

XIV. Resolution

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

- A. This Board will go into closed session with the Board Counsel for the purpose of discussing matters within the provisions of 7A(11)c231.
- B. The general nature of matters to be discussed relates to Extended Sick Leave Request-C. Perrone, Litigation-E. Nelson and Negotiations-SCVTEA.
- C. Under the provisions of the above stated laws, the public shall be excluded from attendance at the portion of the meeting relating to the above matters.
- D. It is anticipated that the items discussed will be made public when the matters discussed are resolved.

XV. On motion of _____, seconded by _____and passed, the meeting adjourned at _____ P.M.

3/30/2012	Select students: Health Occupations, Cosmetology, Graphic Communications, Theater Arts, Culinary Arts, Plumbing and Carpentry (Recruitment)	Bridgewater Middle School Bridgewater NJ	\$0.00/student paid	Bd. of Ed.
4/17/2012	Culinary Arts	Hudson County Community College Jersey City, NJ	\$0.00/student paid	Kensington Bus Co.
4/19/2012	FFA Horticulture	Rutgers University New Brunswick, NJ	\$95.00 total/student paid busing	Kensington Bus Co./Bd. of Ed.
4/21/2012	Rotary Interact Club	Sandy Hook-Beach 6 Highlands, NJ	\$0.00/student paid	Bd. of Ed.
4/24/2012	Select 11 & 12 grade students (College Visit)	RVCC Branchburg, NJ	\$0.00/student paid	Transportation provided by RVCC
4/27/2012	Rotary Interact Club	Mt. Allamuchy Scout Reservation Stanhope, NJ	\$385.00 total/student paid busing	Kensington Bus Co.
4/30/2012	Freshman Class Trip	Bridgewater Sports Arena Bridgewater, NJ	\$8.00/student paid tickets	Bd. of Ed.
5/16/2012	Culinary Arts	The Restaurant School at Walnut Hill Philadelphia, PA	\$0.00/student paid	Kensington Bus Co.
5/24/2012	US History II Students	Ellis Island, Jersey City, NJ	\$10.00/student paid busing \$5.00/student paid ticket	Kensington Bus Co./Bd. of Ed.
6/27/2012	Linkages/Middle Earth	Six Flags Great Adventure Jackson, NJ	Grant Funded	Bd. of Ed.

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Somerset County Vocational & Technical Schools - 2012-2013 School Calendar

Events and Holidays

Addendum #2

2012:

07/04 Independence Day-Offices Closed
 09/03 Labor Day-Offices Closed
 09/04 In-Service Day-First Day for Teachers
 09/05 First Day for Students
 09/13 Back-To -School Night-1/2 Day for Students
 09/17 Rosh Hashanah-School Closed-Offices Open
 09/26 Yom Kippur-School Closed-Offices Open
 10/08 In-Service Day-School Closed-Teachers & Staff Present
 11/08 NJEA Convention-School & Offices Closed
 11/09 NJEA Convention-School & Offices Closed
 11/21 Holiday Recess-1/2 Day for Students & Teachers
 11/22 Thanksgiving Holiday-School & Offices Closed
 11/23 Thanksgiving Holiday-School & Offices Closed
 12/21 Holiday Recess-1/2 Day for Students & Teachers
 12/24 Holiday Recess-School & Offices Closed
 12/25 Holiday Recess-School & Offices Closed
 12/26 Holiday Recess-School & Offices Closed
 12/27 Holiday Recess-School Closed-Offices Open
 12/28 Holiday Recess-School Closed-Offices Open
 12/31 Holiday Recess-School & Offices Closed

2013:

1/01 Holiday Recess-School & Offices Closed
 1/21 Martin Luther King Day-School & Offices Closed
 2/02 HS Open House/Teachers Present/HS Office Staff Present
 2/14 School Closed/HS Office Closed/District Office Open
 2/15 Mid-Winter Recess-School & Offices Closed
 2/18 Mid-Winter Recess-School & Offices Closed
 3/22 Spring Recess-1/2 day for Students & Teachers
 3/25 Spring Recess-School Closed-Offices Open
 3/26 Spring Recess-School Closed-Offices Open
 3/27 Spring Recess-School Closed-Offices Open
 3/28 Spring Recess-School & Offices Closed
 3/29 Spring Recess-School & Offices Closed
 4/01 Spring Recess-School & Offices Closed
 5/27 Memorial Day-School & Offices Closed
 6/21 **LAST DAY OF SCHOOL**

183 DAYS

Any days lost to emergency closing beyond 3 will be added to the end of the school year.

July 2012							August 2012							September 2012							October 2012							
S	M	T	W	T	F	S	S	M	T	W	T	F	S		S	M	T	W	T	F	S	S	M	T	W	T	F	S
1	2	3	4	5	6	7				1	2	3	4								1		⁺ 1	2	3	4	5	6
8	9	10	11	12	13	14	5	6	7	8	9	10	11		2	3	△	5	6	7	8	7	△	9	10	11	12	13
15	16	17	18	19	20	21	12	13	14	15	16	17	18		9	10	11	12	~~13~~	14	15	14	15	16	17	18	19	20
22	23	24	25	26	27	28	19	20	21	22	23	24	25		16	⊗	18	19	20	21	22	21	22	23	24	25	26	27
29	30	31					26	27	28	29	30	31			23	24	25	⊗	27	28	29	28	29	30	31			
															30													
														16							22							
November 2012							December 2012							January 2013							February 2013							
S	M	T	W	T	F	S	S	M	T	W	T	F	S		S	M	T	W	T	F	S	S	M	T	W	T	F	S
				1	2	3							1				1	2	3	4	5						1	☆
4	⁺ 5	6	7	8	9	10	2	⁺ 3	4	5	6	7	8		6	⁺ 7	8	9	10	11	12	3	⁺ 4	5	6	7	8	9
11	12	13	14	15	16	17	9	10	11	12	13	14	15		13	14	15	16	17	18	19	10	11	12	13	⊗	15	16
18	19	20	~~21~~	22	23	24	16	17	18	19	20	~~21~~	22		20	21	22	23	24	25	26	17	18	19	20	21	22	23
25	26	27	28	29	30		23	24	25	26	⊗	⊗	29		27	28	29	30	31			24	25	26	27	28		
							30	31																				
18							15							21							17							
March 2013							April 2013							May 2013							June 2013							
S	M	T	W	T	F	S	S	M	T	W	T	F	S		S	M	T	W	T	F	S	S	M	T	W	T	F	S
					1	2		1	2	3	4	5	6					1	2	3	4							1
3	⁺ 4	5	6	7	8	9	7	8	9	10	11	12	13		5	⁺ 6	7	8	9	10	11	2	⁺ 3	4	5	6	7	8
10	11	12	13	14	15	16	14	15	16	17	18	19	20		12	13	14	15	16	17	18	9	10	11	12	13	14	15
17	18	19	20	21	~~22~~	23	21	22	23	24	25	26	27		19	20	21	22	23	24	25	16	17	18	19	20	😊	22
24	⊗	⊗	⊗	28	29	30	28	29	30						26	27	28	29	30	31		23	24	25	26	27	28	29
31																						30						
16							21							22							15							

⊗ = School Closed/Offices Open
 \ = 1/2 Day 12 p.m. Dismissal

☆ = HS Open House/Teachers Present/HS Office Staff Present
 + = Faculty Meetings

△ = School Closed/Teachers & Staff Present

⊗ = School Closed/HS Office Closed/District Office Open

■ = School & Offices Closed

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PROFESSIONAL DEVELOPMENT REQUESTS
March BOARD MEETING

ADDENDUM #3

	DATE(S)	PARTICIPANTS	REG. FEE	EXPENSES	WORKSHOP DESCRIPTION	LOCATION
1	April 26, 2012	Cathy Bladt	\$79.99	\$11.16/mileage	CMI Education Institute* Personality Disorders	Edison, NJ
2	March 28-30, 2012	George Lee	\$110.00	\$36.58/mileage \$15.00/parking	Atlantic Coast Builders Convention	Atlantic City, NJ
3	March 28-29, 2012	Ben Pokrywa	N/A	\$94.24/mileage	Atlantic Coast Builders Convention	Atlantic City, NJ
4	March 30, 2012	Chrys Harttraft Dr. Alan P. Braun William Hyncik, Jr. William Dudeck	\$75.00/pp	N/A	Somerset County Business Partnership – Fifth Friday Friars Seminar	Bedminster, NJ
5	April 3 & 4, 2012	Michael Kuschyk	\$100.00	\$114.27/mileage	NJ Building & Grounds Conference	Atlantic City, NJ
6	April 11, 2012	Michelle Fresco Michele Sartori	206.00/pp	\$10.00/mileage \$6.82/mileage	Public School Bidding	New Brunswick, NJ
7	April 19, 2012	Michele Sartori	N/A	\$22.01/mileage	Systems 3000	Eatontown, NJ
8	April 25, 2012 and May 16, 2012	Valerie Hart	N/A	\$43.40/mileage	Systems 3000	Eatontown, NJ
9	May 31, 2012	Margaret Cross Miranda McMahon	\$159.00/pp	N/A	NJ Bilingual Educators, Inc.* NJ Teachers of English to Speakers of Other Languages	New Brunswick, NJ
10	*in workshop column indicates funding through grant monies					

POLICY

ADDENDUM #4

SOMERSET COUNTY
VOCATIONAL AND TECHNICAL
BOARD OF EDUCATION

PUPILS

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5111 ELIGIBILITY OF RESIDENT/NONRESIDENT PUPILS

The Somerset County Vocational-Technical School does not discriminate on the basis of race, creed, color, national origin, ancestry, age, marital status, affectional or sexual orientation, gender, religion, disability or socioeconomic status.

The Somerset County Vocational & Technical Schools Board of Education is dedicated to providing an adaptable program in ~~vocational~~ ^{career} and technical education, to prepare Somerset County secondary school pupils, ~~post-secondary school pupils~~ ^{and} out-of-school youth, ~~and adults to enter~~ ^{entrance into} an appropriate occupation, when ready and able to do so.

The schools shall institute a vigorous program of student recruitment to assure pupil enrollment of a size in keeping with the extent of the school plant and facilities. Recruitment shall include:

1. Alerting the administration and staff of middle schools, ~~junior high schools~~ ^{and} high schools in the county of the programs and opportunities for pupils offered in the Vocational and Technical High School;

~~2. Alerting graduating seniors, and counseling staff members, of the local district high schools of the programs offered by the Technology Institute;~~

~~3. Informing parent(s) and/or legal guardian(s) and the public about the programs of both the above divisions; and~~ ^{offered; and}

~~3. 4. Informing the public, business, industry, non-profit organizations, and the Department of Labor of the various offerings and programs, provided through the evening school.~~ ^{and}

4. Informing students of the district's career and technical program first-hand during school hours at their respective schools. ~~through all means of communication including~~ ^{but not limited to school assemblies, presentations etc.}

Recruitment literature shall include ~~catalogs~~ ^{information} for the high school ^{regarding various} and Technology Institute; ~~brochures for Institute programs, and evening school courses.~~ Recruitment activities shall include working closely with ~~guidance counselors at junior and senior~~ ^{middle and} high schools in Somerset County, participation in college and career-planning activities,

School



POLICY

SOMERSET COUNTY
VOCATIONAL AND TECHNICAL
BOARD OF EDUCATION

PUPILS

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ELIGIBILITY OF RESIDENT/NONRESIDENT PUPILS

public appearances before community groups, newspaper releases, paid advertising, and exhibits of various types.

All members of the professional staff shall be asked to assist with recruitment under the general leadership of the Superintendent and under specific direction of division administrators and department supervisors and coordinators.

Non-resident pupils are defined as those whose parent(s) and/or legal guardian(s) reside outside the school district. *5 Catchment area.*

all students
sending
~~Pupils who are not residents~~ of Somerset County will be accepted into the district's programs provided that they qualify under *admission criteria* ~~admissions policies~~, that they pay the required tuition/fees for non-residents, and that there is space in the programs or courses for which they apply.

Standardized test scores
Eligible students must participate in the admission process and meet the acceptance criteria which include consideration of academic progress, attendance and discipline records, and evidence of a commitment to a particular career program. Students enrolled in the district must remain in good standing in order to continue their enrollment.

Nothing in N.J.A.C.6A:22-4.3 or this policy shall preclude the board from seeking to identify, through further investigation or periodic requests for current validation of previously determined eligibility status, pupils enrolled in the district who may be ineligible for continued attendance due to error in initial assessment, changed circumstances or newly discovered information.

N.J.S.A. 18A:38-1 et seq.

N.J.A.C. 6A:14-3.3; 6A:17-2.1 et seq.;

6A:22-2.1 et seq.; 6A:22-4.3 et seq.

Adopted: 25 June 2007



REGULATION

SOMERSET COUNTY VOCATIONAL & TECHNICAL SCHOOLS

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Eligibility of Resident/Nonresident Pupils
M

R 5111 ELIGIBILITY *Acceptance* OF RESIDENT/NONRESIDENT PUPILS

High School

To qualify for high school admission, it is necessary for a pupil to:

1. Have completed the eighth, ninth, tenth or eleventh grade successfully (admission at eleventh or twelfth grade level shall be permitted only in unusual circumstances);
2. Complete a formal application packet (with all necessary documentation and paperwork included at time of application);
3. Have parent(s) or legal guardian(s) permission;
4. *Achieve* Minimum grade seven reading and math levels;
5. Be compliant with all State immunization and health records required for public school enrollment;

The application review process is to determine appropriate placement in share or full time programs. **This process includes consideration of attendance and discipline information to ensure the student's commitment to a career program. Interests in extra-curricular, achievements or special awards may also be considered.**

An admissions committee reviews all applications. Under special circumstances, placement exceptions may be made on an individual basis and are considered conditional for the first 90 (ninety) days. Pupils denied a placement in share or full time programs may appeal by submitting a letter to the Principal requesting an administrative review.

High School Academy for Medical and Health Sciences

A. Application Process

1. Applications for admission will be received after October 1 of the applicant's eighth grade school year.
2. All applications must be complete including all required signatures.
3. The following supporting materials are required:
 - a. Academic transcript from grade seven;
 - b. Academic transcript from 1st and 2nd quarter of grade eight;
 - c. Standardized test scores from grade seven.



REGULATION

SOMERSET COUNTY VOCATIONAL & TECHNICAL SCHOOLS

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B. Acceptance Criteria

1. Applicants will be ranked according to the following:

Criteria	Rating
Grade Point Average - Grade Seven	0 - 10
Grade Point Average - Grade Eight	0 - 10
Standardized Test - Grade Seven	0 - 20
Entrance Exam	
Mathematics	0 - 10
Writing	0 - 10
Total Possible Points	60
Minimum Score for Admission	~~40~~ 52

2. Ratings will be determined as follows:

a. GPA Rating

Number Grade	Letter Grade	Rating
97 - 99	A+	10
94 - 96	A	9
92 - 93	A-	8
90 - 91	B+	7
87 - 89	B	6
85 - 86	B-	5
83 - 84	C+	4
80 - 82	C	3
77 - 79	C-	2
70 - 76	D	1

b. Standardized Test Ratings

National Percentile	Ratings
95 - 99	20
90 - 94	18
85 - 89	16
75 - 84	14
65 - 74	12
55 - 64	10
45 - 54	8
35 - 44	6
25 - 34	4
15 - 24	2



REGULATION

SOMERSET COUNTY VOCATIONAL & TECHNICAL SCHOOLS

PUPILS

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Eligibility of Resident/Nonresident Pupils

c. Entrance Examination

An entrance examination will be administered in February of each year. It will consist of mathematics and a written essay. Each part will be scored on a scale of 0-10.

d. Attendance at a parental information session is mandatory.

C. Pupil Acceptance

If space does not permit acceptance of all qualified applicants who meet the acceptance criteria, selection will be made according to a formula that will insure an equal number of spaces for each resident district in Somerset and Hunterdon Counties. Qualified applicants will be defined as those meeting the minimum standards as defined in the acceptance criteria.

If appropriate, the Superintendent will establish a committee to assess qualitative criteria as an additional consideration for acceptance. The criteria will include, but not limited to, projects submitted or activities in which the applicant participated. The Superintendent will determine annually the number of pupils who will be admitted under this provision.

Technology Institute

A candidate seeking admission to the Technology Institute (except for Licensed Practical Nursing Program) must:

1. Be a high school graduate or GED with a background of subjects appropriate to the desired program (with occasional exceptions);
2. Submit a recommendation from his/her former high school Principal along with a transcript of grades;
3. Receive satisfactory scores on an aptitude test administered by the New Jersey State Employment Service and the Technology Institute Administrator.

Candidates seeking admission to the Practical Nursing Program must:

1. Be at least seventeen years of age;
2. Have completed two years of high school or the equivalent thereof;



REGULATION

SOMERSET COUNTY VOCATIONAL & TECHNICAL SCHOOLS

PUPILS

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Eligibility of Resident/Nonresident Pupils

3. ~~Present evidence of desirable personal characteristics and attitudes as shown in a personal interview, supported by character references;~~
4. ~~Receive satisfactory scores on an aptitude test administered by the New Jersey State Employment Service and the Technology Institute Administrator;~~
5. ~~Present evidence of physical well-being on the basis of recent physical and dental examinations.~~

~~Evening School~~

~~Prerequisites for various programs and courses will vary in accordance with the background required for successful completion of the program or course.~~

Home Schooled Child's Eligibility to Attend Somerset County Vocational & Technical Schools

1. A child being educated at home may apply on an annual basis, to attend the Somerset County Vocational & Technical Schools ("School"), ~~on a share time basis~~. The school may permit the child being educated at home to attend its shared time vocational program provided that there is space available in the same.
2. As required by New Jersey Administrative Code, to the extent that space is available, each type of vocational training program offered by Somerset County Vocational & Technical Schools shall be made available to all pupils residing in the district served by the school. Once enrolled in the share time vocational school program, the home schooler becomes a public school pupil and is entitled to transportation services in accordance with New Jersey State statutes and the rules and policies of the pupil's local Board of Education. Transportation being to and from the local Board of Education designated facility where other pupils are transported to and from the school.

Issued: 25 June 2007



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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 8 Month Period Ending 02/29/2012

ASSETS AND RESOURCES

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

101	Cash in bank		\$1,952,340.39
121	Tax levy receivable		\$3,735,687.00
	Accounts receivable:		
141	Intergovernmental - State	\$315,515.95	
143	Intergovernmental - Other	\$7,274.83	
			\$322,790.78

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

301	Estimated Revenues	\$14,088,011.00	
302	Less Revenues	(\$13,163,758.05)	
			\$924,252.95
	Total assets and resources		\$6,935,071.12

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 8 Month Period Ending 02/29/2012

LIABILITIES AND FUND EQUITY

--- LIABILITIES ---

Other current liabilities	\$1,037,539.00
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TOTAL LIABILITIES	\$1,037,539.00
-------------------	----------------

FUND BALANCE

--- Appropriated ---

753	Reserve for encumbrances - Current Year	\$4,144,581.44
	Reserved fund balance:	
760	Reserved Fund Balance	\$207,216.00
601	Appropriations	\$14,351,511.00
602	Less : Expenditures	\$8,725,685.63
603	Encumbrances	\$4,144,581.44 (\$12,870,267.07)
		\$1,481,243.93
	Total Appropriated	\$5,833,041.37

--- Unappropriated ---

770	Fund Balance	\$264,490.75
303	Budgeted Fund Balance	(\$200,000.00)

TOTAL FUND BALANCE	\$5,897,532.12
TOTAL LIABILITIES AND FUND EQUITY	\$6,935,071.12

RECAPITULATION OF FUND BALANCE:

	Budgeted	Actual	Variance
Appropriations	\$14,351,511.00	\$12,870,267.07	\$1,481,243.93
Revenues	(\$14,088,011.00)	(\$13,163,758.05)	(\$924,252.95)
	\$263,500.00	(\$293,490.98)	\$556,990.98
Less: Adjust for prior year encumb.	(\$63,500.00)	(\$63,500.00)	
Budgeted Fund Balance	\$200,000.00	(\$356,990.98)	\$556,990.98

Recapitulation of Budgeted Fund Balance by Subfund

	Budgeted	Actual	Variance
Fund 10 (includes 10, 11, 12, and 13)	\$200,000.00	(\$356,990.98)	\$556,990.98
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	\$200,000.00	(\$356,990.98)	\$556,990.98

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 8 Month Period Ending 02/29/2012

	BUDGETED ESTIMATED	ACTUAL TO DATE	NOTE: OVER OR (UNDER)	UNREALIZED BALANCE
*** REVENUES/SOURCES OF FUNDS ***				
1XXX From Local Sources	\$12,862,206.00	\$11,937,953.05		\$924,252.95
3XXX From State Sources	\$1,225,805.00	\$1,225,805.00		.00
 TOTAL REVENUE/SOURCES OF FUNDS	 \$14,088,011.00	 \$13,163,758.05		 \$924,252.95
 *** EXPENDITURES ***				
	APPROPRIATIONS	EXPENDITURES	ENCUMBRANCES	AVAILABLE BALANCE
--- CURRENT EXPENSE ---				
11-1XX-100-XXX Regular Programs - Instruction	\$1,245,173.00	\$779,886.93	\$372,444.18	\$92,841.89
11-230-X00-XXX Basic Skills - Remedial Instruction	\$94,000.00	\$55,920.09	\$36,880.06	\$1,199.85
11-240-X00-XXX Bilingual Education - Instruction	\$59,500.00	\$35,673.00	\$23,782.00	\$45.00
11-3XX-100-XXX Voc. Programs - Local - Instruction	\$3,474,000.00	\$1,909,292.68	\$1,125,866.83	\$438,840.49
11-401-100-XXX School-Spon. Cocurr. Acti-Instr	\$51,000.00	\$40,311.61	\$5,601.62	\$5,086.77
11-402-100-XXX School-Spons. Athletics - Instruction	\$53,360.00	\$35,419.01	\$15,987.04	\$1,953.95
--- UNDISTRIBUTED EXPENDITURES ---				
11-800-330-XXX Community Services Programs-				
11-000-213-XXX Health Services	\$168,900.00	\$106,620.06	\$55,149.79	\$7,130.15
11-000-218-XXX Guidance	\$490,000.00	\$380,992.88	\$107,643.23	\$1,363.89
11-000-219-XXX Child Study Teams	\$179,500.00	\$124,820.85	\$51,700.69	\$2,978.46
11-000-221-XXX Improvement Of Inst./Other Support Improvement of Inst. Serv.	\$364,500.00	\$256,347.78	\$94,691.65	\$13,460.57
11-000-222-XXX Educational Media Serv/School Library	\$215,050.00	\$140,523.55	\$67,146.00	\$7,380.45
11-000-223-XXX Instructional Staff Training Services	\$15,000.00	\$12,280.34	\$2,719.66	.00
11-000-230-XXX Supp. Serv.-General Administration	\$497,620.00	\$391,178.03	\$53,891.30	\$52,550.67
11-000-240-XXX Supp. Serv.-School Administration	\$636,500.00	\$432,745.88	\$198,950.91	\$4,803.21
11-000-25X-XXX Central Serv & Admin. Inform. Tech.	\$665,000.00	\$443,321.71	\$175,926.07	\$45,752.22
11-000-261-XXX Allowable Maint. for School Facilities	\$916,400.00	\$674,236.14	\$224,682.17	\$17,481.69
11-000-262-XXX Custodial Services	\$1,400,045.00	\$904,819.64	\$290,925.61	\$204,299.75
11-000-263-XXX Care and Upkeep of Grounds	\$14,500.00	\$10,895.50	\$3,604.50	.00
11-000-266-XXX Security	\$109,000.00	\$73,054.26	\$29,925.74	\$6,020.00
11-000-270-XXX Student Transportation Services	\$107,100.00	\$39,357.38	\$25,566.40	\$42,176.22
11-000-291-XXX Allocated and Unallocated Benefits	\$3,114,955.00	\$1,548,780.63	\$1,163,568.67	\$402,605.70
 TOTAL GENERAL CURRENT EXPENSE EXPENDITURES/USES OF FUNDS	 \$13,871,103.00	 \$8,396,477.95	 \$4,126,654.12	 \$1,347,970.93

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 8 Month Period Ending 02/29/2012

*** EXPENDITURES - cont'd ***	APPROPRIATIONS	EXPENDITURES	ENCUMBRANCES	AVAILABLE BALANCE
	<u> </u>	<u> </u>	<u> </u>	<u> </u>
*** CAPITAL OUTLAY ***				
12-000-4XX-XXX Facilities acquisition & constr. serv.	\$413,408.00	\$291,194.00	\$15,032.00	\$107,182.00
	<u> </u>	<u> </u>	<u> </u>	<u> </u>
TOTAL CAP OUTLAY EXPEND./USES OF FUNDS	\$413,408.00	\$291,194.00	\$15,032.00	\$107,182.00
	<u> </u>	<u> </u>	<u> </u>	<u> </u>
*** SPECIAL SCHOOLS ***				
13-422-100-XXX Summer school -instruction	\$67,000.00	\$38,013.68	\$2,895.32	\$26,091.00
	<u> </u>	<u> </u>	<u> </u>	<u> </u>
TOTAL SPECIAL SCHOOLS EXPENDITURES/USES OF FUNDS	\$67,000.00	\$38,013.68	\$2,895.32	\$26,091.00
	<u> </u>	<u> </u>	<u> </u>	<u> </u>
 TOTAL GENERAL FUND EXPENDITURES	 \$14,351,511.00	 \$8,725,685.63	 \$4,144,581.44	 \$1,481,243.93
	<u> </u>	<u> </u>	<u> </u>	<u> </u>

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 8 Month Period Ending 02/29/2012

		ESTIMATED	ACTUAL	UNREALIZED
		<u> </u>	<u> </u>	<u> </u>
--- LOCAL SOURCES ---				
1210	Local Tax Levy	\$11,526,740.00	\$11,526,740.00	.00
1310	Tuition- From LEA's	\$805,476.00	\$114,336.20	\$691,139.80
1XXX	Miscellaneous	\$529,990.00	\$296,876.85	\$233,113.15
	TOTAL	<u>\$12,862,206.00</u>	<u>\$11,937,953.05</u>	<u>\$924,252.95</u>
--- STATE SOURCES ---				
3132	Categorical Special Education Aid	\$266,810.00	\$266,810.00	.00
3176	Equalization	\$603,031.00	\$603,031.00	.00
3177	Categorical Security	\$63,317.00	\$63,317.00	.00
3178	Adjustment Aid	\$292,647.00	\$292,647.00	.00
	TOTAL	<u>\$1,225,805.00</u>	<u>\$1,225,805.00</u>	<u>\$0.00</u>
	TOTAL REVENUES/SOURCES OF FUNDS	<u>\$14,088,011.00</u>	<u>\$13,163,758.05</u>	<u>\$924,252.95</u>

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 8 Month Period Ending 02/29/2012

	Appropriations	Expenditures	Encumbrances	Available Balance
*** GENERAL CURRENT EXPENSE ***				
--- REGULAR PROGRAMS - INSTRUCTION ---				
11-140-100-101 Salaries of Teachers	\$1,178,996.00	\$734,932.38	\$365,259.04	\$78,804.58
11-140-100-106 Other Salaries for Instruction	\$1,350.00	\$1,350.00	.00	.00
11-140-100-500 Other Purchased Services	\$5,500.00	\$2,665.79	\$2,651.50	\$182.71
11-140-100-610 General Supplies	\$48,327.00	\$33,717.42	\$3,368.64	\$11,240.94
11-140-100-640 Textbooks	\$7,000.00	\$7,000.00	.00	.00
11-140-100-800 Other Objects	\$2,000.00	\$221.34	\$1,165.00	\$613.66
--- Regular programs - Home Instruction ---				
11-150-100-101 Salaries of Teachers	\$2,000.00	\$0.00	\$0.00	\$2,000.00
TOTAL	\$1,245,173.00	\$779,886.93	\$372,444.18	\$92,841.89
--- Basic skills/remedial-Instruction ---				
11-230-100-101 Salaries of Teachers	\$90,000.00	\$53,961.00	\$35,974.00	\$65.00
11-230-100-610 General Supplies	\$4,000.00	\$1,959.09	\$906.06	\$1,134.85
TOTAL	\$94,000.00	\$55,920.09	\$36,880.06	\$1,199.85
--- Bilingual education-Instruction ---				
11-240-100-101 Salaries of Teachers	\$59,500.00	\$35,673.00	\$23,782.00	\$45.00
TOTAL	\$59,500.00	\$35,673.00	\$23,782.00	\$45.00
--- Regular Vocational Programs - Instruction ---				
11-310-100-101 Salaries of Teachers	\$2,691,000.00	\$1,479,022.83	\$1,005,854.08	\$206,123.09
11-310-100-320 Purchased Prof.-Ed. Services	\$200,000.00	\$23,840.00	.00	\$176,160.00
11-310-100-500 Other Purchased Services	\$21,000.00	\$12,945.79	\$2,395.78	\$5,658.43
11-310-100-610 General Supplies	\$275,000.00	\$211,794.53	\$34,703.28	\$28,502.19
11-310-100-640 Textbooks	\$9,000.00	\$9,000.00	.00	.00
11-310-100-800 Other Objects	\$7,000.00	\$4,247.05	\$2,102.00	\$650.95
Total	\$3,203,000.00	\$1,740,850.20	\$1,045,055.14	\$417,094.66
--- Special Vocational Programs - Instruction ---				
11-320-100-101 Salaries of Teachers	\$217,000.00	\$129,567.00	\$77,433.00	\$10,000.00
11-320-100-500 Other Purchased Services	\$2,000.00	\$565.41	\$462.64	\$971.95
11-320-100-610 General Supplies	\$45,000.00	\$31,310.07	\$2,916.05	\$10,773.88
11-320-100-640 Textbooks	\$7,000.00	\$7,000.00	.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 8 Month Period Ending 02/29/2012

	Appropriations	Expenditures	Encumbrances	Available Balance
Total	\$271,000.00	\$168,442.48	\$80,811.69	\$21,745.83
--- School spons.cocurricular activities-Instruction ---				
11-401-100-100 Salaries	\$38,000.00	\$36,167.05	\$1,832.95	.00
11-401-100-600 Supplies and Materials	\$13,000.00	\$4,144.56	\$3,768.67	\$5,086.77
TOTAL	\$51,000.00	\$40,311.61	\$5,601.62	\$5,086.77
--- School sponsored athletics-Instruct. ---				
11-402-100-100 Salaries	\$38,000.00	\$20,158.00	\$15,987.04	\$1,854.96
11-402-100-500 Purchased Services	\$10,000.00	\$9,991.00	.00	\$9.00
11-402-100-600 Supplies and Materials	\$5,360.00	\$5,270.01	.00	\$89.99
TOTAL	\$53,360.00	\$35,419.01	\$15,987.04	\$1,953.95
--- UNDISTRIBUTED EXPENDITURES ---				
--- Health services ---				
11-000-213-100 Salaries	\$148,000.00	\$93,518.60	\$54,234.17	\$247.23
11-000-213-300 Purchased Prof. & Tech. Svc.	\$14,500.00	\$8,720.23	\$849.63	\$4,930.14
11-000-213-600 Supplies and Materials	\$6,000.00	\$4,033.44	\$65.99	\$1,900.57
11-000-213-800 Other Objects	\$400.00	\$347.79	.00	\$52.21
TOTAL	\$168,900.00	\$106,620.06	\$55,149.79	\$7,130.15
--- Guidance ---				
11-000-218-104 Salaries Other Prof. Staff	\$389,000.00	\$314,625.68	\$74,374.32	.00
11-000-218-105 Sal Sec. & Clerical Asst.	\$100,000.00	\$66,367.20	\$33,183.60	\$449.20
11-000-218-600 Supplies and Materials	\$1,000.00	.00	\$85.31	\$914.69
TOTAL	\$490,000.00	\$380,992.88	\$107,643.23	\$1,363.89
--- Child Study Teams ---				
11-000-219-104 Salaries Other Prof. Staff	\$75,000.00	\$53,056.11	\$21,943.89	.00
11-000-219-105 Sal Sec. & Clerical Asst.	\$93,000.00	\$63,243.20	\$29,756.80	.00
11-000-219-390 Other Purch. Prof. & Tech Svc.	\$5,000.00	\$3,584.26	.00	\$1,415.74
11-000-219-500 Other Purchased Services	\$1,000.00	\$1,000.00	.00	.00
11-000-219-600 Supplies and Materials	\$2,000.00	\$1,901.03	.00	\$98.97
11-000-219-800 Other Objects	\$3,500.00	\$2,036.25	.00	\$1,463.75

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 8 Month Period Ending 02/29/2012

	Appropriations	Expenditures	Encumbrances	Available Balance
TOTAL	\$179,500.00	\$124,820.85	\$51,700.69	\$2,978.46
--- Improvement of instr.serv/other supp serv-inst staff ---				
11-000-221-102 Salaries Superv. of Instr.	\$164,000.00	\$117,019.63	\$46,980.37	.00
11-000-221-104 Salaries Other Prof. Staff	\$152,000.00	\$106,499.84	\$45,500.16	.00
11-000-221-105 Sal Secr. & Clerical Asst.	\$38,000.00	\$26,647.14	.00	\$11,352.86
11-000-221-500 Other Purchased Services	\$5,000.00	\$2,968.65	\$2,031.35	.00
11-000-221-600 Supplies and Materials	\$2,500.00	\$2,488.52	\$4.77	\$6.71
11-000-221-800 Other Objects	\$3,000.00	\$724.00	\$175.00	\$2,101.00
TOTAL	\$364,500.00	\$256,347.78	\$94,691.65	\$13,460.57
--- Educational media serv./sch.library ---				
11-000-222-100 Salaries	\$101,050.00	\$59,640.00	\$39,760.00	\$1,650.00
11-000-222-177 Salaries of Technology Coordinators	\$85,000.00	\$54,333.28	\$27,166.64	\$3,500.08
11-000-222-500 Other Purchased Services	\$4,000.00	\$3,999.09	.00	\$0.91
11-000-222-600 Supplies and Materials	\$21,000.00	\$19,938.21	\$184.36	\$877.43
11-000-222-800 Other Objects	\$4,000.00	\$2,612.97	\$35.00	\$1,352.03
TOTAL	\$215,050.00	\$140,523.55	\$67,146.00	\$7,380.45
--- Instructional Staff Training Services ---				
11-000-223-500 Other Purchased Services	\$13,000.00	\$10,280.34	\$2,719.66	.00
11-000-223-600 Supplies and Materials	\$2,000.00	\$2,000.00	.00	.00
TOTAL	\$15,000.00	\$12,280.34	\$2,719.66	\$0.00
--- Support services-general administration ---				
11-000-230-100 Salaries	\$255,000.00	\$218,373.76	\$1,666.64	\$34,959.60
11-000-230-331 Legal Services	\$75,000.00	\$33,450.42	\$25,330.40	\$16,219.18
11-000-230-332 Audit Fees	\$33,500.00	\$33,380.00	.00	\$120.00
11-000-230-339 Other Purchased Prof. Svc.	\$3,000.00	\$2,750.00	.00	\$250.00
11-000-230-530 Communications/Telephone	\$75,000.00	\$51,594.91	\$23,404.09	\$1.00
11-000-230-590 Other Purchased Services	\$3,000.00	\$3,000.00	\$0.00	\$0.00
11-000-230-61X General Supplies	\$11,000.00	\$9,332.60	\$1,667.40	.00
11-000-230-630 BOE In-House Training/Meeting Supplies	\$3,500.00	\$3,378.26	\$121.74	.00
11-000-230-890 Misc. Expenditures	\$31,000.00	\$29,168.33	\$1,701.03	\$130.64
11-000-230-895 BOE Membership Dues and Fees	\$7,620.00	\$6,749.75	.00	\$870.25
TOTAL	\$497,620.00	\$391,178.03	\$53,891.30	\$52,550.67

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 8 Month Period Ending 02/29/2012

	Appropriations	Expenditures	Encumbrances	Available Balance
--- Support services-school administration ---				
11-000-240-103 Salaries Princ./Asst. Princ.	\$460,000.00	\$290,349.97	\$169,650.03	.00
11-000-240-105 Sal Secr. & Clerical Asst.	\$129,000.00	\$103,467.21	\$25,532.79	.00
11-000-240-11X Other Salaries	\$20,000.00	\$14,290.78	\$1,475.43	\$4,233.79
11-000-240-500 Other Purchased Services	\$16,500.00	\$16,107.64	\$392.36	.00
11-000-240-600 Supplies and Materials	\$8,000.00	\$5,970.33	\$1,731.65	\$298.02
11-000-240-800 Other Objects	\$3,000.00	\$2,559.95	\$168.65	\$271.40
TOTAL	\$636,500.00	\$432,745.88	\$198,950.91	\$4,803.21
--- Central Services ---				
11-000-251-100 Salaries	\$390,000.00	\$237,594.02	\$118,288.11	\$34,117.87
11-000-251-330 Purchased Prof. Svcs.	\$28,000.00	\$24,009.46	\$2,196.06	\$1,794.48
11-000-251-340 Purchased Technical Svcs.	\$16,000.00	\$3,875.00	\$7,605.60	\$4,519.40
11-000-251-600 Supplies and Materials	\$7,000.00	\$7,000.00	.00	.00
11-000-251-890 Other Objects	\$6,000.00	\$1,909.22	\$30.64	\$4,060.14
TOTAL	\$447,000.00	\$274,387.70	\$128,120.41	\$44,491.89
--- Admin. Info. Technology ---				
11-000-252-100 Salaries	\$171,000.00	\$127,390.96	\$43,609.04	.00
11-000-252-500 Other Pur Serv. (400-500 series)	\$31,000.00	\$28,786.00	\$2,214.00	.00
11-000-252-600 Supplies and Materials	\$16,000.00	\$12,757.05	\$1,982.62	\$1,260.33
TOTAL	\$218,000.00	\$168,934.01	\$47,805.66	\$1,260.33
--- Allowable Maint.for School Facilities ---				
11-000-261-100 Salaries	\$565,000.00	\$399,192.78	\$165,803.75	\$3.47
11-000-261-420 Cleaning, Repair & Maint. Svc.	\$315,400.00	\$248,502.28	\$52,220.65	\$14,677.07
11-000-261-610 General Supplies	\$26,000.00	\$21,159.86	\$4,272.46	\$567.68
11-000-261-800 Other Objects	\$10,000.00	\$5,381.22	\$2,385.31	\$2,233.47
TOTAL	\$916,400.00	\$674,236.14	\$224,682.17	\$17,481.69
11-000-262-420 Cleaning, Repair & Maint. Svc.	\$332,545.00	\$221,852.71	\$110,668.68	\$23.61
11-000-262-490 Other Purchased Property Svc.	\$67,000.00	\$51,726.52	\$7,002.48	\$8,271.00
11-000-262-520 Insurance	\$207,500.00	\$147,504.50	.00	\$59,995.50
11-000-262-621 Energy (Natural Gas)	\$170,000.00	\$39,532.23	\$108,408.13	\$22,059.64
11-000-262-622 Energy (Electricity)	\$623,000.00	\$444,203.68	\$64,846.32	\$113,950.00
TOTAL	\$1,400,045.00	\$904,819.64	\$290,925.61	\$204,299.75
--- Care and Upkeep of Grounds ---				
11-000-263-420 Cleaning, Repair, & Maintenance Serv.	\$14,500.00	\$10,895.50	\$3,604.50	.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 8 Month Period Ending 02/29/2012

	Appropriations	Expenditures	Encumbrances	Available Balance
	<u> </u>	<u> </u>	<u> </u>	<u> </u>
TOTAL	\$14,500.00	\$10,895.50	\$3,604.50	\$0.00
--- Security ---				
11-000-266-100 Salaries	\$109,000.00	\$73,054.26	\$29,925.74	\$6,020.00
TOTAL	\$109,000.00	\$73,054.26	\$29,925.74	\$6,020.00
--- Student transportation services ---				
11-000-270-162 Sal.pupil trans (Other than Bet Home & Sch)	\$35,000.00	\$23,706.98	\$11,293.02	.00
11-000-270-420 Cleaning, Repair & Maint. Svc.	\$3,000.00	\$1,800.22	.00	\$1,199.78
11-000-270-512 Contr Svc (other btw home & sch)-vendors	\$19,000.00	\$5,574.00	\$12,878.00	\$548.00
11-000-270-514 Contract Svc (spec.ed.)-vendors	\$3,000.00	.00	.00	\$3,000.00
11-000-270-517 Contract Svc (reg std) - ESCs	\$29,600.00	\$402.50	\$1,028.00	\$28,169.50
11-000-270-593 Misc. Purchased Svc.- Transp.	\$12,500.00	\$6,250.00	.00	\$6,250.00
11-000-270-610 General Supplies	\$2,000.00	\$1,623.68	\$367.38	\$8.94
11-000-270-800 Misc. Expenditures	\$3,000.00	.00	.00	\$3,000.00
TOTAL	\$107,100.00	\$39,357.38	\$25,566.40	\$42,176.22
--- Benefits ---				
11-XXX-XXX-220 Social Security Contributions	\$190,000.00	\$127,946.74	\$59,070.09	\$2,983.17
11-XXX-XXX-241 Other Retirement Contrb. - PERS	\$417,455.00	.00	\$417,455.00	.00
11-XXX-XXX-250 Unemployment Compensation	\$61,500.00	\$9,595.42	\$44,198.04	\$7,706.54
11-XXX-XXX-260 Workman's Compensation	\$178,000.00	\$178,000.00	.00	.00
11-XXX-XXX-270 Health Benefits	\$2,098,000.00	\$1,151,711.04	\$639,179.54	\$307,109.42
11-XXX-XXX-280 Tuition Reimbursement	\$30,000.00	\$30,000.00	.00	.00
11-XXX-XXX-290 Other Employee Benefits	\$140,000.00	\$51,527.43	\$3,666.00	\$84,806.57
TOTAL	\$3,114,955.00	\$1,548,780.63	\$1,163,568.67	\$402,605.70
Total Undistributed expenditures	\$8,894,070.00	\$5,539,974.63	\$2,546,092.39	\$808,002.98
*** TOTAL CURRENT EXPENSE EXPENDITURES ***	\$13,871,103.00	\$8,396,477.95	\$4,126,654.12	\$1,347,970.93
*** TOTAL CURRENT EXPENSE EXPENDITURES & TRANSFERS ***	\$13,871,103.00	\$8,396,477.95	\$4,126,654.12	\$1,347,970.93

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 8 Month Period Ending 02/29/2012

	Appropriations	Expenditures	Encumbrances	Available Balance
*** CAPITAL OUTLAY ***				

Facilities acquisition and construction services ---				
12-000-400-334 Architectural/Engineering Services	\$35,000.00	\$35,000.00	.00	.00
12-000-400-450 Construction services	\$378,408.00	\$256,194.00	\$15,032.00	\$107,182.00
Facilitis. Acqstn. Const. Sevr. -- TOTAL --	\$413,408.00	\$291,194.00	\$15,032.00	\$107,182.00
TOTAL	\$413,408.00	\$291,194.00	\$15,032.00	\$107,182.00
TOTAL CAPITAL OUTLAY EXPENDITURES	\$413,408.00	\$291,194.00	\$15,032.00	\$107,182.00
*** SPECIAL SCHOOLS ***				

Summer school - Instruction ---				
13-422-100-101 Salaries of Teachers	\$62,000.00	\$35,909.00	\$0.00	\$26,091.00
13-422-100-610 General supplies	\$5,000.00	\$2,104.68	\$2,895.32	.00
TOTAL	\$5,000.00	\$2,104.68	\$2,895.32	\$0.00
TOTAL SUMMER SCHOOL	\$67,000.00	\$38,013.68	\$2,895.32	\$26,091.00
TOTAL SPECIAL SCHOOLS EXPENDITURES	\$67,000.00	\$38,013.68	\$2,895.32	\$26,091.00
*** EDUCATION STABILIZATION FUND **				
*** GOVERNMENT SERVICES FUND **				
*** EDUCATION JOBS FUND **				
TOTAL GENERAL FUND EXPENDITURES	\$14,351,511.00	\$8,725,685.63	\$4,144,581.44	\$1,481,243.93

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

For 8 Month Period Ending 02/29/2012

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



Board Secretary/Business Administrator

2/29/2012

Date

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

ACCOUNT NUMBER	DESCRIPTION	APPROPRIATION	EXPENDITURE	ENCUMBERANCES	AVAILABLE BALANCE
11-000-262-620	ENERGY-GAS/ELECTRIC-	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00

3/22 1:41pm

REPORT OF THE SECRETARY
TO THE BOARD OF EDUCATION
Somerset County Vocational Board of Ed.
Special Revenue Fund - Fund 20
Interim Balance Sheet
For 8 Month Period Ending 02/29/12

ASSETS AND RESOURCES

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

101	Cash in bank		(\$141,782.06)
	Accounts receivable:		
141	Intergovernmental - State	\$51,237.83	
			\$51,237.83
	Other Current Assets		(\$70,487.83)

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

301	Estimated Revenues	\$985,240.00	
302	Less Revenues	(\$500,419.75)	
			\$484,820.25
	Total assets and resources		\$323,788.19

REPORT OF THE SECRETARY
TO THE BOARD OF EDUCATION
Somerset County Vocational Board of Ed.
Special Revenue Fund - Fund 20
Interim Balance Sheet
For 8 Month Period Ending 02/29/12

LIABILITIES AND FUND EQUITY

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

421	Accounts Payable	(\$2,789.23)
481	Deferred revenues	(\$19,250.00)
	Other current liabilities	\$2,789.23
	TOTAL LIABILITIES	(\$19,250.00)

FUND BALANCE

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

753	Reserve for encumbrances - Current Year			\$219,725.93
601	Appropriations		\$985,240.00	
602	Less: Expenditures	\$642,201.81		
603	Encumbrances	\$219,725.93	(\$861,927.74)	
				\$123,312.26
	TOTAL FUND BALANCE			\$343,038.19
	TOTAL LIABILITIES AND FUND EQUITY			\$323,788.19

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 8 Month Period Ending 02/29/12

	BUDGETED ESTIMATED	ACTUAL TO DATE	NOTE: OVER OR (UNDER)	UNREALIZED BALANCE
*** REVENUES/SOURCES OF FUNDS ***				
1XXX From Local Sources	\$189,830.00	\$153,863.75		\$35,966.25
3XXX From State Sources	\$346,477.00	\$259,857.00		\$86,620.00
4XXX From Federal Sources	\$448,933.00	\$86,699.00		\$362,234.00
TOTAL REVENUE/SOURCES OF FUNDS	\$985,240.00	\$500,419.75		\$484,820.25
				AVAILABLE
*** EXPENDITURES ***	APPROPRIATIONS	EXPENDITURES	ENCUMBRANCES	BALANCE
LOCAL PROJECTS:	\$189,830.00	\$114,174.94	\$9,584.50	\$66,070.56
STATE PROJECTS:				
Other special projects	\$346,477.00	\$210,569.61	\$120,795.17	\$15,112.22
TOTAL STATE PROJECTS	\$346,477.00	\$210,569.61	\$120,795.17	\$15,112.22
FEDERAL PROJECTS:				
NCLB Title I	\$44,057.00	\$13,129.38	\$3,278.98	\$27,648.64
NCLB Title II - Part A/D	\$10,812.00	\$3,959.21	\$2,774.00	\$4,078.79
I.D.E.A. Part B (Handicapped)	\$109,274.00	\$70,612.61	\$30,891.49	\$7,769.90
Vocational Education	\$284,790.00	\$229,756.06	\$52,401.79	\$2,632.15
TOTAL FEDERAL PROJECTS	\$448,933.00	\$317,457.26	\$89,346.26	\$42,129.48
*** TOTAL EXPENDITURES ***	\$985,240.00	\$642,201.81	\$219,725.93	\$123,312.26

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

For 8 Month Period Ending 02/29/12

I, Diane Strober, Board Secretary/Business Administrator
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which in total exceed the line item appropriation in violation of N.J.A.C. 6A:23A-16.10(c)3.



Board Secretary/Business Administrator

2/29/2012

Date

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

REPORT OF THE SECRETARY
TO THE BOARD OF EDUCATION
Somerset County Vocational Board of Ed.
Capital Projects Fund - Fund 30
Interim Balance Sheet
For 8 Month Period Ending 02/29/12

ASSETS AND RESOURCES

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

101	Cash in bank		(\$268,566.48)
	Accounts receivable:		
140	Intergovernmental - Accts. Recvble.	\$1,553,467.85	
			\$1,553,467.85

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

301	Estimated Revenues	\$1,000,000.00	
302	Less Revenues	(\$977,329.44)	
			\$22,670.56
	Total assets and resources		\$1,307,571.93

REPORT OF THE SECRETARY
TO THE BOARD OF EDUCATION
Somerset County Vocational Board of Ed.
Capital Projects Fund - Fund 30
Interim Balance Sheet
For 8 Month Period Ending 02/29/12

LIABILITIES AND FUND EQUITY

FUND BALANCE

--- Appropriated ---

753	Reserve for encumbrances - Current Year		\$408,337.44
754	Reserve for encumbrances - Prior Year		\$1,131.00
601	Appropriations	\$2,658,722.37	
602	Less : Expenditures	\$1,351,150.44	
603	Encumbrances	\$409,468.44	(\$1,760,618.88)
			\$898,103.49
	Total Appropriated		\$1,307,571.93

--- Unappropriated ---

770	Fund balance	\$616,975.92
303	Budgeted Fund Balance	(\$616,975.92)

TOTAL FUND BALANCE \$1,307,571.93

TOTAL LIABILITIES AND FUND EQUITY \$1,307,571.93

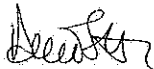
REPORT OF THE SECRETARY
TO THE BOARD OF EDUCATION
Somerset County Vocational Board of Ed.
Capital Projects Fund - Fund 30
INTERIM STATEMENTS COMPARING
BUDGET REVENUE WITH ACTUAL TO DATE AND
APPROPRIATIONS WITH EXPENDITURES AND ENCUMBRANCES TO DATE
For 8 Month Period Ending 02/29/12

	BUDGETED ESTIMATED	ACTUAL TO DATE	NOTE: OVER OR (UNDER)	UNREALIZED BALANCE
	<u> </u>	<u> </u>	<u> </u>	<u> </u>
*** REVENUES/SOURCES OF FUNDS ***				
Other	\$1,000,000.00	\$977,329.44		\$22,670.56
	<u> </u>	<u> </u>	<u> </u>	<u> </u>
TOTAL REVENUE/SOURCES OF FUNDS	\$1,000,000.00	\$977,329.44		\$22,670.56
	<u> </u>	<u> </u>	<u> </u>	<u> </u>
*** EXPENDITURES ***				
	APPROPRIATIONS	EXPENDITURES	ENCUMBRANCES	AVAILABLE BALANCE
	<u> </u>	<u> </u>	<u> </u>	<u> </u>
--- Facilities acquisition and constr. serv. ---				
30-000-4XX-450 Construction services	\$2,658,722.37	\$1,351,150.44	\$409,468.44	\$898,103.49
	<u> </u>	<u> </u>	<u> </u>	<u> </u>
Total fac.acq.and constr. serv.	\$2,658,722.37	\$1,351,150.44	\$409,468.44	\$898,103.49
	<u> </u>	<u> </u>	<u> </u>	<u> </u>
TOTAL EXPENDITURES	\$2,658,722.37	\$1,351,150.44	\$409,468.44	\$898,103.49
	<u> </u>	<u> </u>	<u> </u>	<u> </u>
*** TOTAL EXPENDITURES AND TRANSFERS	\$2,658,722.37	\$1,351,150.44	\$409,468.44	\$898,103.49
	<u> </u>	<u> </u>	<u> </u>	<u> </u>

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

For 8 Month Period Ending 02/29/12

I, Diane Strober, Board Secretary/Business Administrator
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Board Secretary/Business Administrator

2/29/2012

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

District of Somerset County Vocational
All Funds
For Month Ended: February 29, 2012

CASH REPORT

FUNDS	(1)	(2)	(3)	(4)
Governmental Funds	Adjusted Beginning Balance	Deposits	Disbursements	Ending Balance
General Fund (10)	\$1,136,666.55	\$2,038,295.32	-\$1,222,621.48	\$1,952,340.39
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)	-\$0.01	\$0.01	\$0.00	\$0.00
Special Revenue Fund (20)	-\$51,716.86	\$49,548.00	-\$139,613.20	-\$141,782.06
Capital Project Fund (30)	\$15,559.52	\$61,236.00	-\$345,362.00	-\$268,566.48
Debt Services Fund (40)	\$0.00	\$0.00	\$0.00	\$0.00
Enterprise Fund (61)	\$78,813.49	\$0.00	\$0.00	\$78,813.49
Total Governmental Funds	\$1,179,322.69	\$2,149,079.33	-\$1,707,596.68	\$1,620,805.34
Summer Savings	\$44,303.02	\$8,829.70	\$0.00	\$53,132.72
Enterprise Fund (60) Cafeteria	\$60,856.56	\$14,163.62	-\$14,081.95	\$60,938.23
Payroll Fund (70)	\$0.00	\$466,275.72	-\$466,275.72	\$0.00
Agency Fund (90)	\$0.00	\$296,447.00	-\$296,447.00	\$0.00
Total Trust & Agency	\$105,159.58	\$785,716.04	-\$776,804.67	\$114,070.95
Grand Total for all Funds	\$1,284,482.27	\$2,934,795.37	-\$2,484,401.35	\$1,734,876.29
				\$1,734,876.29

Prepared and submitted by:

Michelle Fresco, Treasurer of School Moneys

3/9/2012

Date

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