

SOMERSET COUNTY VOCATIONAL BOARD OF EDUCATION
14 Vogt Drive
Bridgewater, New Jersey 08807

Reorganization Meeting
November 1, 2017
5:00 p.m.

The New Jersey Statutes Annotated 18A stated under 18A:54-18 that the County Vocational Boards of Education shall organize annually on November 1st by the election of a President and Vice President, unless November 1st shall fall on a Sunday, in which case the Board shall organize the following day. The law was amended in 1970 and became effective December 3, 1970, by adding the following: If the organization meeting cannot take place on the day hereinabove provided for by reason of a lack of a quorum or for any other reason, said meeting shall be held within three days thereafter.

Ms. Catterson called the meeting to order at 5:00 p.m. with the following board members present:

William Hyncik, Jr., President
Sarah Costa, Vice President, absent
Steve Rodzinak
Gregory Burchette
Roger Jinks, Executive County Superintendent, absent

Also Present:

Dr. Chrys Harttraft, Superintendent of Schools
Raelene Catterson, Business Administrator/Board Secretary
Lisa Fittipaldi, Board Attorney
Patricia L. Walsh, Somerset County Freeholder Liaison, absent

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

Pledge of Allegiance

Code of Ethics

- Each board of education member has received and read a copy of the Code of Ethics.

A. Board of Education President

Ms. Catterson asked for nominations for the position of President.

On motion by Mr. Burchette, seconded by Mr. Rodzinak, Mr. Hyncik was nominated for the position of President.

Are there any other nominations? No

On motion by Mr. Burchette, seconded by Mr. Rodzinak, the nominations for President were closed.

A roll call vote for Mr. Hyncik as President was taken.

<u>Roll Call</u>	<u>Yes</u>	<u>No</u>
Mr. Hyncik	X	
Ms. Costa	absent	
Mr. Rodzinak	X	
Mr. Burchette	X	
Mr. Jinks	absent	

B. Board of Education Vice President

Mr. Hyncik assumed the President's chair and called for nominations for the position of Vice President.

On motion by Mr. Burchette, seconded by Mr. Rodzinak, Ms. Costa was nominated for the position of Vice President.

Are there any other nominations? No

On motion by Mr. Burchette, seconded by Mr. Rodzinak, the nominations for Vice President were closed.

A roll call vote for Ms. Costa as Vice President was taken.

<u>Roll Call</u>	<u>Yes</u>	<u>No</u>
Mr. Hyncik	X	
Ms. Costa		absent
Mr. Rodzinak	X	
Mr. Burchette	X	
Mr. Jinks		absent

C. Secretary to the Board of Education

On motion by Mr. Rodzinak, seconded by Mr. Burchette and on roll call vote, the Board of Education appointed Ms. Catterson to serve as Secretary to the Board of Education until the reorganization meeting to be held in November 2018.

<u>Roll Call</u>	<u>Yes</u>	<u>No</u>
Mr. Hyncik	X	
Ms. Costa		absent
Mr. Rodzinak	X	
Mr. Burchette	X	
Mr. Jinks		absent

On motion by Mr. Rodzinak, seconded by Mr. Burchette and on roll call vote, agenda items. D through R as follows:

D. Treasurer of School Monies

The Board of Education appointed Michelle Fresco to serve as Treasurer of School Monies at a salary of \$5,000 until the reorganization meeting to be held in November 2018.

E. Legal Services

The Board of Education appointed DiFrancesco, Bateman, Coley, Yospin, Kunzman, Davis, Lehrer and Flaum to provide legal services as per their proposal and fee of \$208 per hour not to exceed \$76,000 until the reorganization meeting to be held in November 2018.

F. Audit/Consulting Services

The Board of Education appointed the firm of Suplee, Clooney & Company to provide audit/consulting services as per their proposal and fee of \$36,720 for the school year July 1, 2017 to June 30, 2018.

G. Architectural Services

The Board of Education appointed USA Architects, Planners + Interior Designers, P.A. to provide architectural services as per their proposal and fee schedule not to exceed \$232,000 until the reorganization meeting to be held in November 2018.

H. Health and Medical Services

The Board of Education appointed American Family Care-Doctor's Express to provide health and medical services as per their proposal and fee schedule not to exceed \$8,000 until the reorganization meeting to be held in November 2018.

I. Broker of Record for Employee Medical, Dental and Vision Benefit Plans

The Board of Education appointed Conner Strong & Buckelew to provide health insurance brokerage services for employee medical, dental and vision benefit plans as per their proposal and fee not to exceed \$49,000 until the reorganization meeting to be held in November 2018. Pursuant to N.J.S.A. 40A:11-5(1)(a)(ii) and N.J.A.C. 5:34-2.3(b) the award of this contract is without the receipt of formal bids as an Extraordinary Unspecifiable Service and is in compliance with law.

J. Board of Education Meeting Dates - 2018

The Board of Education approved the following regular meeting dates of the Somerset County Vocational Board of Education:

- January 22, 2018
- February 26, 2018
- March 26, 2018
- April 23, 2018
- May 21, 2018
- June 25, 2018
- July 23, 2018
- August 27, 2018
- September 24, 2018
- October 22, 2018
- November 19, 2018
- December 17, 2018

Time: 5:00 p.m.
 Place: Somerset County Vocational & Technical Schools
 14 Vogt Drive, Bridgewater, New Jersey

K. Banking Institution

The Board of Education approved Fulton Bank of New Jersey as the banking institution to hold the following accounts:

Operating	Account #000011199
Payroll	Account #019306
Agency	Account #019311
Cafeteria	Account #011253
Scholarship	Account #210100656
Student Activity	Account #000061043
Flexible Spending Account	Account #1101035189
Summer Savings	Account #1101036028
Foundation	Account #1101343390

L. Check Signature Authorization

The Board of Education authorized the following to sign all checks and pay all bills from these accounts when properly audited:

Operating #000011199	Board of Education President Treasurer of School Monies Business Administrator
Payroll #019306	Treasurer of School Monies
Agency #019311	Treasurer of School Monies
Cafeteria #011253	Superintendent Business Administrator
Scholarship #210100656	Superintendent Business Administrator
Student Activity #000061043	Superintendent Business Administrator
Flexible Spending #1101035189	Treasurer of School Monies

Summer Savings #1101036028	Business Administrator
	Bookkeeper/Accountant (Payroll)
Foundation	Superintendent
	Business Administrator

M. Official Newspapers

The Board of Education authorized the *Courier News*, *Somerset Messenger Gazette*, *The Home News Tribune* and *The Star Ledger* as the official newspapers circulating in Somerset County. All legal advertisements requesting bids, etc. may be placed in the *Courier News*, *Messenger Gazette*, *The Home News Tribune* or *The Star Ledger*.

N. Rules of Order

The Board of Education approved that the meetings of the Somerset County Vocational Board of Education be governed by our “Rules of Order” supplemented by *Robert’s Rules of Order*. In the event of a conflict, our rules would take precedence over those of *Robert’s Rules of Order*.

O. Board Policies and Regulations

The Board of Education adopted the policies and regulations of the Somerset County Vocational Board of Education.

P. Purchasing Manual

The Board of Education adopted the Purchasing Manual of the Somerset County Vocational Board of Education

Q. Job Descriptions

The Board of Education adopted the job descriptions of the Somerset County Vocational Board of Education.

R. Curriculum, Textbooks and State Mandated Programs – 2017-18 SY

The Board of Education approved the curriculum, textbooks and state mandated programs and services for the 2017-18 school year as they appear on Addendum #1.

<u>Roll Call</u>	<u>Yes</u>	<u>No</u>
Mr. Hyncik	X	
Ms. Costa	absent	
Mr. Rodzinak	X	
Mr. Burchette	X	
Mr. Jinks	absent	

On motion by Mr. Rodzinak, seconded by Mr. Burchette and on roll call vote, agenda items S through BB as follows:

S. IRS Code Section 125 Plan

The Board of Education adopted IRS Code Section 125 Plan (document effective June 1, 2009) as required by law.

T. Section 457(b) Deferred Compensation Plan

The Board of Education adopted Section 457(b) Deferred Compensation Plan (document effective November 1, 2015) as required by law.

U. Section 403(b) Tax Shelter Annuity

The Board of Education adopted Section 403(b) Tax Shelter Annuity (document revised November 1, 2015) as required by law.

- V. Somerset County Joint Insurance Fund Membership – 2015-2018
The Board of Education renewed membership in the Somerset County Joint Insurance Fund for year three (3) of a three (3) year period, beginning January 1, 2015 and ending January 1, 2018.
- W. Commissioner and Alternate Commissioner to the Somerset County Joint Insurance Fund
The Board of Education appointed Ms. Catterson as commissioner and Mr. Rodzinak as alternate commissioner to the Somerset County Joint Insurance Fund until the reorganization meeting to be held in November 2018.
- X. Somerset County Insurance Commission Membership – 2017-2019
The Board of Education renewed membership in the Somerset County Insurance Commission for year two (2) of a three (3) year period, beginning January 1, 2017 and ending December 31, 2019.
- Y. Voting Member of the New Jersey Schools Boards Association
The Board of Education appointed Mr. Burchette as a voting member of the New Jersey School Boards Association until the reorganization meeting to be held in November 2018.
- Z. Board of School Estimate
The Board of Education appointed Mr. Hyncik and Ms. Costa as members of the Board of School Estimate until the reorganization meeting to be held in November 2018.
- AA. Somerset County Educational Services Commission Representative Assembly
The Board of Education appointed Ms. Costa as representative and Chrys Harttraft as alternate representative of the Somerset County Educational Services Commission Representative Assembly until the reorganization meeting to be held in November 2018.
- BB. Organizational Chart
The Board of Education approved the district’s Organizational Chart as it appears on Addendum #2.

<u>Roll Call</u>	<u>Yes</u>	<u>No</u>
Mr. Hyncik	X	
Ms. Costa	absent	
Mr. Rodzinak	X	
Mr. Burchette	X	
Mr. Jinks	absent	

- CC. New Jersey Quality Single Accountability Continuum (NJQSAC) – Revised
On recommendation of Dr. Harttraft and motion by Mr. Burchette, seconded by Mr. Rodzinak and on roll call vote, the Board of Education approved submission of the revised NJQSAC District’s Statement of Assurances (SOA) for the School Year 2017-18.

<u>Roll Call</u>	<u>Yes</u>	<u>No</u>
Mr. Hyncik	X	
Ms. Costa	absent	
Mr. Rodzinak	X	
Mr. Burchette	X	
Mr. Jinks	absent	

President’s Update

- None

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 litigation. Action may or may not be taken.
- C. Under the provisions of the above stated laws, the public shall be excluded from attendance at the portion of the meeting relating to the above matters.
- D. It is anticipated that the items discussed will be made public when the matters discussed are resolved.

Closed Session

On motion by Mr. Rodzinak, seconded by Mr. Burchette and on roll call vote, the Board of Education went into closed session at 5:18 p.m.

<u>Roll Call</u>	<u>Yes</u>	<u>No</u>
Mr. Hyncik	X	
Ms. Costa	absent	
Mr. Rodzinak	X	
Mr. Burchette	X	
Mr. Jinks	absent	

Open Session

On motion by Mr. Rodzinak, seconded by Mr. Burchette and on roll call vote, the Board of Education went into open session at 5:47 p.m.

<u>Roll Call</u>	<u>Yes</u>	<u>No</u>
Mr. Hyncik	X	
Ms. Costa	absent	
Mr. Rodzinak	X	
Mr. Burchette	X	
Mr. Jinks	absent	

Adjournment

On motion by Mr. Rodzinak, seconded by Mr. Burchette and passed, the meeting adjourned at 5:48 p.m.

Raelene Catterson
Business Administrator/Board Secretary

**Somerset County Vocational Technical Schools
High School Vocational Course Books
2017-2018 SY**

Course Title	Textbook Title	Publisher	Year
Agricultural Science	Agriscience Fundamentals and Applications 3rd, 4th and 6th ed.	Delmar Cengage Learning	2002/2007/2015
	Plant Soil and Science Fundamentals and Applications	Delmar Cengage Learning	2010
	Biotechnology a Laboratory Skills Course	BioRad/Walsworth Print Group	2011
	Research Methods for Science	Cambridge University Press	2011
Auto Body	Collision Repair and Refinishing	Delmar Cengage Learning	2010
	Auto Collision Repair and Refinishing	Goodheart-Wilcox Publisher	2014
Auto and Diesel Technology	CDX Global-on line, text, presentations, and assessments		2009
	All DATA online subscription		
	Automotive Service-Inspection, Maintenance, and Repair 5th ed.	Cengage Learning	2016
	Total Automotive Technology- 4th edition	Thomas Delmar Learning	2016
	Modern Diesel Technology: Diesel Engines 2nd ed.	Delmar Cengage Learning	2015
Carpentry	Carpentry 1, 5th ed.	Pearson	2013
	Carpentry Framing and Finishing, Level II, 4th ed	Pearson	2007
	Modern Carpentry	Goodheart-Wilcox Company Inc.	2003
Cosmetology	Milady Standard Cosmetology	Cengage Learning	2016
Culinary Arts	Restaurant Service Basics	People's Education	2008
	Dining Room/Banquet Management	Cengage Learning	
	Culinary Calculations	People's Education	2008
	Presenting Service	People's Education	
	Culinary Essentials	Glencoe	2010
	Sersafe Manager 6th ed	National Restaurant Association Guide	2014
	The Culinary Professional	Goodheart-Willcox Publisher	2010
	Food Preparation	American Technical Publishers	2006
	On Cooking	Pearson Education	2011
	Remarkable Service	John Wiley and Sons	2009
Electrical Construction	Modern Residential Wiring Textbook/Workbook	Goodheart-Willcox Publisher	2008/2011/2014
	Modern Commercial Wiring Textbook/Workbook	Goodheart-Willcox Publisher	2008/2011/2014
	Electircal Wiring Residential	Delmar Learning	2005
	National Electric Code Book	National Fire Protection Association	2002/2005/2008/2011/2017
	AC/DC Principles Textbook/Workbook	American Technical Publishers, Inc.	2007
	Transformer Principles and Applications	American Technical Publishers, Inc.	2006

**Somerset County Vocational Technical Schools
High School Vocational Course Books
2017-2018 SY**

	Conduit Bending and Fabrication	American Technical Publishers, Inc.	2007
	Electrical Motor Controls for Integrated Systems Textbook/Manual	American Technical Publishers, Inc.	2009
	Electrical Motors and Motor Controls	Delmar Learning	
	Troubleshooting Electric Motors Textbook	American Technical Publishers, Inc.	2010
	Electrical Grounding and Bonding Textbook	Cengage Delmar Learning	2008
	Photovoltaic Systems	American Technical Publishers, Inc.	2010
	Wind Power	Chelsea Green Publishing Company	2004
	Electrical Systems	American Technical Publishers, Inc.	2008
	Electrical Principles and Practices Textbook/Workbook	American Technical Publishers, Inc.	2007
Graphic Commuations: Commercial Art	Pratical Problems in Mathematics for Graphic	Delmar Publishing	1983
	Graphic Layout and Design	Delmar Publishing	1981
	Graphic Design Solutions	Delmar Publishing	1997
	Basics of Design: Layout and Typography for Beginners	Cengage Learning	2006
	Comp It Up: A sStudio Skills Foundation	Cengage Learning	2011
	Making Art: Form and Meaning	Amazon	2010
Graphics Communications: Printing	Graphic Communications 5th ed	Goodheart-Wilcox	2010
	Offset Lithographic Technology TB 4th ed	Goodheart-Wilcox	2010
	Offset Lithographic Technology WB 4th ed	Goodheart-Wilcox	2010
	Graphic Arts-Orientation, Composition and Paste-up	MAVCC	2000
	Graphic Arts- The Press and Finishing Process	MAVCC	2000
	Graphic Arts- Basics of Desktop Publishing 2nd edition	MAVCC	2000
Health Occupations	Nursing Assistant 10th edition	Thomson Delmar Learning	2008
	Intro. To Medical Terminology workbook	Thomson Delmar Learning	2004
	Dynamics of Health Care in Society	Lippincott	2013
Integrated Technology Systems	Electricity and Electronics	Goodheart-Wilcox	1999
	NCEER Core Curriculum	Pearson	2009
	NCEER Electronic Systems Techncian 1	Pearson	2010
	NCEER Electronic Systems Techncian 2	Pearson	2011
	NCEER Electronic Systems Technician 3	Pearson	2011
	NCEER Electronic Systems Technician 4	Pearson	2012
Law and Public Safety	Emergency Telecommunicator Course Manual, 3rd ed.	Priority Press	2012
	The Police in America	McGraw Hill	2011
	Criminalistics, 9th ed	Pearson	2007
	Military Drill	Department of Army	1986

**Somerset County Vocational Technical Schools
High School Vocational Course Books
2017-2018 SY**

	Administration of Justice CD Program		2009
	First Responder 4e	Jones and Bartlett	
Mechatronics, Engineering and Advanced Manufacturing	Precision Machining Technology 2nd edition	Cengage Learning	2015
Performing Arts: Dance	Ballet Basics	McGraw Hill	2004
	Ballet Beyond the Basics	Waveland Press	1982
	Dance Technique and Injury Prevention	Routledge	1992
	Choreographing From Within	Human Kinetics	2010
	Nutrition For the Dancer	Dance Books LTD	2009
	Dance Composition Basics	Human Kinetics	2006
	Inside Ballet Technique	Dance Horizons	1994
	The Vision of Modern Dance	Princeton Book	1979
	Conversations with Choreographers	Heinemann	1996
	Jazz Dance	University Press of Florida	
Plumbing Technology	Modern Plumbing	Goodheart-Wilcox	2010
	National Standard Plumbing Code	Plumbing Heating Cooling Contractors Nat. Assoc.	
	Plumbing Design and Installation	American Technical	2012
	Modern Refrigeration and Air Conditioning	Goodheart-Wilcox	2015
	Mathematic for Plumbers		1990
Welding Technology	Welding	Pearson/Prentice Hall	2003

Somerset County Vocational Technical Schools
High School Academics Course Books
2017-2018 SY

Course Title	Textbook Title	Publisher	Year
Art	Comp It Up: A sStudio Skills Foundation	Delmar Cengage Learning	2011
	Basics of Design	Delmar Cengage Learning	2005
	Graphic Communications	The Goodheart-Wilcox Co.	2010
<i>English Department</i>			
English 9	Literature---The Human Experience	Bedford/St. Matrin's	2013
	Of Mice and Men		
	Romeo and Juliet		
	West Side Story		
	Night		
	On writing: A memoir of the craft by Stephen King	Baker and Taylor	
	Brainology online course student subscriptions	Brainology	
English 10	Literature---The Human Experience	Bedford/St. Matrin's	2013
	Holt Warriner's Handbook	Holt McDougal	2008
	The Crucible		
	A Child Called It		
	To Kill a Mockingbird		
	The Chocolate War		
English 11	Literature---The Human Experience	Bedford/St. Matrin's	2013
	A Separate Peace		
	Animal Farm		
	Antigone		
	Ordinary People		
	Hamlet		
	Lord of the Flies		
English 12	Literature---The Human Experience	Bedford/St. Matrin's	2013
	Mythology	Walch Publisher	2003
	Holt Warriner's Handbook	Holt McDougal	2008
	Inherit the Wind		
	A Walk to Remember		
	The Time Machine		
	The Old Man and the Sea		
Johnny Got His Gun			

Somerset County Vocational Technical Schools
High School Academics Course Books
2017-2018 SY

	Death of a Salesman		
	Lovely Bones		
	A Man Named Dave		
	Anthology of American Short Stories		
	Heart of Darkness		
	Frankenstein		
<i>Mathematics Department</i>			
Algebra I	Algebra I: Common Core	Pearson	2015
Geometry	Common Core Geometry + Geometry Digital Courseware + Math XL	Pearson	2016
Algebra 2	Algebra II: Concepts and Skills	McDougal Littell	2005
Precalculus	Precalculus 7th ed.	McDougal Littell	
Calculus	Calculus I with Precalculus 2nd ed	Holt McDougall	2006
Photography	The Art of Digital Photographgy	Darling Kinesley	2006
	Classroom in a Book The official training workbook from Adobe Systems	Adobe Press	2007
	The Adobe Photoshop CS3 Book for Digital Photographers	New Riders	2008
<i>Science Department</i>			
Intro. to Anatomy & Physiology	The Human Body in Health and Disease	Prentice Hall	2000
Anatomy and Physiology I	Human Anatomy and Physiology Lab Manual	Pearson	
Anatomy and Physiology II	The Human Body in Health and Disease	Evolve	2005
Biology	The Human Body in Health and Disease	Evolve	2005
Chemistry	Biology/Chemistry/Physics/Earth Science E-book Subscriptions	Discovery Education	2016
Physics			
Forensics			
Marine Biology			
<i>Social Studies Department</i>			
World History	Modern WH: Patterns of Interaction	Holt McDougall	2009
U.S. History I	Pearson: United States History	Pearson	2010
U.S. History II	Pearson: United States History	Pearson	2010
Financial Literacy	Personal Finance w/ Connect Plus 1 User 6 yr subscription	McGraw-Hill Education	2012
Current Social Issues			

**Somerset County Vocational Technical Schools
High School Academics Course Books
2017-2018 SY**

<i>Physical Education Department</i>			
Driver Education	NJ Driver's Ed Manual		
Family Living	Prentice Hall Health	Prentice Hall	2007
Current Health Issues			
Total Wellness Education	Reading and Notetaking Guide	Prentice Hall	2007
Physical Education	Health Teacher's Book of Lists	Jossey-Bass	1999
	Performance Based Assessment for Middle and High School PE	Human Kinetics	2002
	Physical Education Assessment Toolkit	Human Kinetics	2006
	Complete Physical Education Plans	Human Kinetics	2009
	Teaching Self Defense	Human Kinetics	2009
	The Sports Rules Books	Human Kinetics	2009
	The Physical Education Teacher's Book of Lists	Jossey-Bass	2001
	Adventure Curriculum for Physical Education	Project Adventure	2003
	Ultimate Homeschool Physical Education	Educators Press	2003
	Physical Education Technology Playbook	Human Kinetics	
Spanish 1	Avancemos Level 1 High School	McDougal Littell	2007
Spanish 2	Avancemos Level 2 High School	McDougal Littell	2007
Spanish 3	Avancemos Level 3 High School	McDougal Littell	2007

**Somerset County Vocational Technical Schools
Health and Medical Science Academy Course Books
2017-2018 SY**

Course Title	Textbook Title	Publisher	Year
<i>English Department</i>			
English 9	Riverside Anthology of Literature 3rd ed	Mcdougal Littell	
	A Separate Peace		
	Romeo and Juliet		
	The Curious Incident of the Dog in the Night-Time		
	To Kill a Mockingbird		
English 10	Riverside Anthology of Literature 3rd ed	Mcdougal Littell	
	Lord of the Flies		
	Hamlet		
	The Merchant of Venice		
	The Chocolate War		
	Ordinary People		
	The Bell Jar		
	A Connecticut Yankee in King Arthur's Court		
	The Glass Castle		
English 11/English I (RVCC)	Fields of Reading: Motives for Writing 8th ed	Bedford/St. Martins	2007
	They Say, I Say: The Moves that Matter in Academic Writing	W.W. Norton and Co. Inc.	2006
English 12/English II (RVCC)			
<i>Mathematics Department</i>			
Combined Algebra	Beginning and Intermediate Algebra with Applications and Visualization	Pearson	2005
	Algebra for College Students 6th Ed	Pearson	2009
Advanced Geometry	Geometry	Pearson	
Pre Calculus I (RVCC)			
Pre Calculus II (RVCC)			
Calculus I (RVCC)			
Calculus II (RVCC)			
<i>Science Department</i>			
Biology	Biology Concepts and Connections 5th ed.		
Anatomy & Physiology I (RVCC)	Anatomy and Physiology 3rd ed		
Anatomy & Physiology II (RVCC)			
General Biology Lecture & Lab I (RVCC)			
General Biology Lecture & Lab II (RVCC)			
General Chemistry Lecture & Lab I (RVCC)			
General Chemistry Lecture & Lab II (RVCC)			

**Somerset County Vocational Technical Schools
Health and Medical Science Academy Course Books
2017-2018 SY**

General Physics Lecture & Lab I (RVCC)			
General Physics Lecture & Lab II (RVCC)			
<i>Social Studies Department</i>			
World History	World Civilizations, Vol 1 and 2 , 4th ed, Adler and Pouwells	Holt McDougal	
US History I	American History- A Survey 13th ed.	Glencoe	2008
US History II	American History- A Survey 13th ed.	Glencoe	2008
Cultural Anthropolog (RVCC)	Cultural Anthropology Ember-Ember 12ed.	Prentice Hall	2007
	The Forest People		
Human Origins (RVCC)	Essentials of Physical Anthropology---	W.W. Norton	2010
	Discovering Our Origins		
Current Moral & Social Issues (RVCC)			
Financial Literacy	Personal Finance w/ Connect Plus 1 User 6 yr subscription	McGraw-Hill Education	2012
<i>Physical Education Department</i>			
Driver Education	NJ Driver's Ed Manual		
Family Living			
Current Health Issues	Prentice Hall Health	Prentice Hall	2007
	Reading and Notetaking Guide	Prentice Hall	2007
Total Wellness Education			
<i>World Languages Department</i>			
Spanish I	Avancemos Level I High School	McDougal Littel	2007
Spanish II	Avancemos Level 2 High School	McDougal Littel	2007
Spanish III	Avancemos Level 3 High School	McDougal Littel	
Spanish IV			
Spanish V			
<i>Other</i>			
Introduction to Computers (RVCC)	Microsoft Go and Technology in Action	Pearson	
	My ItLab		

Somerset County Vocational Technical Schools
Software
2017-2018 SY

Course Title	Textbook Title	Publisher	Year
Auto Mechanics	All DATA online subscription		2016
Cosmetology	Discovery Pro		2017
MEAM	Solidworks 3 year license	Design Point	2016
	Solid Professor	Solid Professor	2016

