

SOMERSET COUNTY VOCATIONAL BOARD OF EDUCATION

SOMERSET COUNTY VOCATIONAL & TECHNICAL SCHOOLS

North Bridge Street & Vogt Drive

Bridgewater, New Jersey 08807

Regular Meeting
February 26, 2007

The meeting was called to order at 5:35 p.m. with the following members present:

Moncrieff I. Fisher, President

Dr. Alan P. Braun, Vice President, absent

Anita Ventantonio

Theodore Smith

David Livingston

Also Present:

Michael A. Maddaluna, Superintendent of Schools

Diane Strober, School Business Administrator/Board Secretary

Edmund H. Jones, High School Principal

Dr. Michael Illuzzi, Director of Post-Secondary Education Programs

Lisa Fittipaldi, Board Attorney

Jack Ciattarelli, Somerset County Freeholder

Others: Michael Kuschyk, Director of Building and Grounds; Bernice Wicks, Director of Communications and Public Relations; Michael Herrera, High School Assistant Principal; Joseph Petrosino, Supervisor of Special Needs; Carene Jegou, Administrative Assistant to the Superintendent; Ray Esler, Auto Body Instructor; Joseph Maimone, CIE Coordinator; Helen Mikulak, Manager of Student Financial Services/Human Resources; Students of the Month and families; and Jay Perantoni, SSP Architectural Group.

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

Pledge of Allegiance

Approval of Minutes

On motion by Mr. Smith, seconded by Mrs. Ventantonio, the minutes of the Regular Meeting and Executive Session held on January 22, 2007 were approved.

Correspondence

- Note from Mrs. Fisher thanking the Board for the lovely basket of plants sent during her recovery.
- Note from Michael Maddaluna thanking the Board for their expression of sympathy.

Old or Unfinished Business

Students of the Month

- Matthew Burtis, a first year Electrical Construction student is the February Student of the Month. In addition to his studies, Matthew works part-time for the Shop Rite in Branchburg and enjoys spending time weight lifting and playing football. Matthew is looking forward to being a member of the SCVTHS baseball team.
- Joe Bush, a fourth year letter winner, captain and starter on the basketball team became the fourth person in the school's history to score over 1,000 points. Joe is a plumbing student and a member of the Peer Leadership Club.

Building and Grounds Report

- The monthly Building and Grounds Status Report was included in the packet for the Board's review.

Lighting Project and Athletic Field Restoration (SSP Architectural Group)

- Mr. Perantoni, SSP Architectural Group, discussed the exterior site lighting project and athletic field restoration.

Mr. Fisher asked for a schedule documenting the timeframe for these projects and the site drawings for the exterior site lighting identifying locations for lights.

Board Policies

- The final revisions were completed on the policy manual. CDs of the policy manual were distributed to the Board members and the Board attorney for their review. The administration is looking for a resolution for the first reading of the policy manual at the May Board meeting and a resolution for the second reading of the policy manual at the June Board meeting. It was noted that Strauss Esmay will forward to the district, when necessary, any changes or additions to the Board policy manual in compliance with law.

Report of the Attorney

- Ms. Fittipaldi will report to the Board during Executive Session.

Superintendent's Report

A. Employment of Full-Time Personnel - 2006-07 SY

On recommendation of Mr. Maddaluna and motion by Mrs. Ventantonio, seconded by Mr. Livingston and passed on roll call vote, the Board of Education appointed Ms. Susan Santiago to the position of Secretary - Category II at a salary of \$29,777.00 (prorated), effective February 1, 2007.

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

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

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

High School

Kimberly Castello	Substitute	\$90.00/day
Stacey Walder	Substitute	\$90.00/day

Performing Arts

Rodger Gonzales	Photography Instructor	\$32.73/hr
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Twilight

Tamica Herron	Outreach Worker	\$18.00/hr
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Work Study - \$7.15/hr

Technology Institute

Karen Sebastian	Computer Technology	\$35.56/hr
Nancy Mattei	Technology Office Professional	\$39.11/hr
Brenda Fisher	Office Administration	\$39.11/hr

Adult Continuing Education

Paul Vetter	Welding	\$34.67/hr
Michael McClain	Electrical Trades	\$35.56/hr

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

C. Title Change - TOPS Classroom Aide

On recommendation of Mr. Maddaluna and motion by Mrs. Ventantonio, seconded by Mr. Smith and passed on roll call vote, the Board of Education approved a change of title for Ms. Karen Morlock from TOPS Classroom Aide to Senior TOPS Classroom Aide at a salary of \$32,334.00 (prorated from March 1, 2007). (Note: this will add a new salary range to the Instructional Aides Category in the SCVTEA Contract for a Senior Instructional Aide.)

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

D. Reclassification - Director of Public Relations and School Communications

On recommendation of Mr. Maddaluna and motion by Mrs. Ventantonio, seconded by Mr. Smith and passed on roll call vote, the Board of Education approved the reclassification of the job title Director of Public Relations and School Communications from the collective bargaining unit of Principal/Supervisors Association to Exempt status, effective February 27, 2007.

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

E. Home Instruction

On recommendation of Mr. Maddaluna and motion by Mrs. Ventantonio, seconded by Mr. Smith and passed on roll call vote, the Board of Education approved to provide home instruction for an 11th grade student. Instruction will be provided from approximately March 30, 2007 for six (6) weeks for five (5) hours per week.

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

F. Field Trips

On recommendation of Mr. Maddaluna and motion by Mrs. Ventantonio, seconded by Mr. Smith and passed on roll call vote, the Board of Education approved field trips for high school students as they appear on Addendum #1.

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

G. Application for Funds

On recommendation of Mr. Maddaluna and motion by Mrs. Ventantonio, seconded by Mr. Smith and passed on roll call vote, the Board of Education adopted the following resolution: The governing body of the Somerset County Vocational & Technical Schools at its February 26, 2007 meeting authorized application for funds for the following:

NJ Council for the Humanities	Ruth St. Denis: Passing it on ... (4/16/07-10/13/07)	\$ 3,000.00
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<u>Roll Call</u>	<u>Yes</u>	<u>No</u>
Mr. Smith	X	
Mrs. Ventantonio	X	
Mr. Livingston	X	
Dr. Braun	absent	
Mr. Fisher	X	

H. Acceptance of Funds

On recommendation of Mr. Maddaluna and motion by Mrs. Ventantonio, seconded by Mr. Smith and passed on roll call vote, the Board of Education adopted the following resolution: The governing body of the Somerset County Vocational & Technical Schools at its February 26, 2007 meeting authorized acceptance of funds for the following:

NJ Department of Labor & Workforce Development	Youth Transition to Work Carpenter Apprentice Program (10/1/06-9/30/07)	\$187,428.00
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<u>Roll Call</u>	<u>Yes</u>	<u>No</u>
Mr. Smith	X	
Mrs. Ventantonio	X	
Mr. Livingston	X	
Dr. Braun	absent	
Mr. Fisher	X	

I. Professional Seminars/Workshops

On recommendation of Mr. Maddaluna and motion by Mrs. Ventantonio, seconded by Mr. Smith and passed on roll call vote, the Board of Education approved requests for district staff and Board of Education members to attend professional seminars, workshops, etc. as they appear on Addendum #2.

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

J. Affiliation Agreement

On recommendation of Mr. Maddaluna and motion by Mrs. Ventantonio, seconded by Mr. Smith and passed on roll call vote, the Board of Education approved continuation of the affiliation agreement with Matheny Medical & Educational Center for the 2006-07 school year.

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

K. Personnel Background Check

On recommendation of Mr. Maddaluna and motion by Mrs. Ventantonio, seconded by Mr. Smith and passed on roll call vote, the Board of Education approved application for emergent hiring and applicant's attestation that he/she has not been convicted of any disqualifying crime pursuant to the provisions of NJSA 18A:6-7.1 et seq., NJSA 18A:39-17 et seq., or NJSA 18A:6-4.13 et seq. as application for the following:

Moysey Averbukh (Bus Driver)

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

L. Superintendent's Update

- Proposed Criminal Justice Program – Mr. Maddaluna updated the Board on the program. Mr. Fisher requested additional information on the costs of the program in terms of salaries, supplies and equipment. Mr. Maddaluna will report back to the Board on the status of this program.
- TI Fiscal Analysis – Mr. Maddaluna briefly discussed the recommendations to improve the operations at the Technology Institute. Ms. Strober, Ms. Mikulak and Dr. Illuzzi elaborated on recommendations as reported by Mr. Maddaluna, i.e. time cards, out of county chargebacks, and teacher evaluations, respectively. Mr. Smith commented that in addition to the cost factors, the analysis also discussed and addressed program, instructional program and administrative concerns in terms of class size, curriculum revision, technology and support services. The administration is working closely with Raritan Valley Community College to expand shared services between the entities. Mr. Smith also complimented Mr. Maddaluna and the administrative staff on the positive direction the district is moving.

Submission of Bills

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

Fund 10	\$1,375,981.33
Fund 20	\$ 51,840.15
Fund 60	\$ 8,248.08
Fund 61	\$ 3,987.60
Fund 90	<u>\$ 17,388.78</u>
Total	\$1,457,445.94

Mr. Fisher asked how the instructional camera equipment is controlled. Mr. Jones responded the administration approves the usage of such equipment in writing.

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

New Business

- Mr. Smith noted the New Jersey School Board Association in its recent publication mentioned the Superintendent's evaluation must be completed prior to April 30, 2007 to meet state law; he suggested the Board follow the same procedure as last year and make plans to prepare the evaluation for the March meeting.
- State aid figures were released today and have been included in the budget to be adopted by the Board.
- Ms. Strober informed the Board of the exemplary efforts of Michelle Fresco and Valerie Hart in organizing, preparing and submitting the necessary support documentation for the two grant applications to the School

Construction Corporation. The district received the entire \$474,312 for the horticulture/media center project and \$1,882,000.00 for the performing arts project.

Report of the School Business Administrator/Board Secretary

A. Receipt of Monies for January 2007

Fund 10

Appropriation Refund	\$	4,961.65
County Tax Levy	\$	963,130.00
State Aid	\$	174,159.90
Interest	\$	7,419.74
Adult Continuing Education	\$	15,460.00
TI Tuition	\$	139,569.03
Alternative School	\$	21,749.50
Performing Arts Tuition	\$	2,452.50
FICA	\$	31,417.53

Fund 20

United Way	\$	2,666.67
VICA-Statewide	\$	18,607.00
United Way of Central Jersey	\$	3,528.00
IDEA	\$	10,828.00
Title I A	\$	5,221.80
Title II A	\$	1,822.00
Title IV	\$	1,564.00
Title VI	\$	527.00
Instructional Supplement Aid	\$	1,586.10
EMT Training	\$	120.00
Juvenile Justice Commission	\$	10,000.00
School Base Linkages	\$	83,263.00

Fund 30

County Capital Project	\$	1,968,458.51
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Fund 60

Interest	\$	14.95
Lunches	\$	12,091.10
State Aid Lunch	\$	139.26
Federal Aid Lunch	\$	2,496.92

Fund 61

ETTC	\$	<u>69.00</u>
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Total Receipts for January 2007	\$	<u><u>3,483,323.16</u></u>
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<u>Roll Call</u>	<u>Yes</u>	<u>No</u>
Mr. Smith	X	
Mrs. Ventantonio	X	
Mr. Livingston	X	
Dr. Braun		absent
Mr. Fisher	X	

B. Reports A148 and A149

On motion by Mrs. Ventantonio, seconded by Mr. Smith and passed on roll call vote, the Board of Education adopted the monthly financial statement reports for the School Business Administrator/Board Secretary for the month of January 2007 and the Treasurer of School Monies for the month of January 2007, after review of the secretary's monthly financial report (appropriations section), and upon consultation with the appropriate district officials, to the best of our knowledge no major fund has been overextended in violation to N.J.A.C.6:20-2A.10(b) and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year. (See Addendum #3)

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

C. 2007-08 School District Budget

On motion by Mrs. Ventantonio, seconded by Mr. Smith and passed on roll call vote, the Board of Education adopted the 2007-08 annual school district budget for the General Fund in the amount of \$15,882,660 and the Special Revenue Funds of \$851,044 for a total of \$16,733,704. It was noted that the actual State aid amounts were provided by the State today and therefore, the County tax levied will be adjusted to reflect the additional State aid received; the adjusted tax levy is \$12,222,567. The additional State aid reported on the State of New Jersey Department of Education website for the district totaled \$73,161 which represents a 4.1% increase over prior year State aid.

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

D. Budget Transfer - 2006-07 SY

On motion by Mrs. Ventantonio, seconded by Mr. Smith and passed on roll call vote, the Board of Education approved the following budget transfer:

From: 20-432-200-330-21-0000 (\$9,720.00) To: 20-432-200-104-21-0000 \$9,720.00

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

E. Authorization to Rebid Exterior Site Lighting Project

On motion by Mrs. Ventantonio, seconded by Mr. Smith and passed on roll call vote, the Board of Education granted approval to rebid the exterior site lighting project as recommended by the Board attorney and SSP Architectural Group.

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

F. Authorization to Bid Athletic Field Restoration

On motion by Mrs. Ventantonio, seconded by Mr. Smith and passed on roll call vote, the Board of Education granted approval to bid the athletic field restoration project.

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

March Meeting

On motion by Mrs. Ventantonio, seconded by Mr. Smith, the next regular meeting of the Somerset County Vocational Board of Education will be held on the date below and include an executive session for the purpose of the Superintendent's evaluation

March 26, 2007

5:30 p.m.

Somerset County Vocational & Technical Schools
North Bridge Street & Vogt Drive
Bridgewater, New Jersey 08807

Remarks from the Public

- Mr. Wicks updated the Board on the current activities included in the Board packet.
- Mr. Jones commended the efforts of the staff of the Building and Grounds Department and Business Department in particular, Ms. Fresco, on the preparation and use of the facility, specifically the new Technology Center Classrooms.

Closed Session

On motion by Mrs. Ventantonio, seconded by Mr. Smith and passed on roll call vote, the Board of Education went into closed session at 6:55 p.m.

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

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 PSA negotiations and PERC mediation and outstanding litigation, F. Vitelli. Action may or may not be taken.
- 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.

Open Session

On motion by Mrs. Ventantonio, seconded by Mr. Smith and passed on roll call vote, the meeting reopened at 7:43 p.m.

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

Settlement Agreement and General Release – Frank Vitelli

On motion by Mrs. Ventantonio, seconded by Mr. Smith and passed on roll call vote, the Board of Education approved the Settlement Agreement and General Release with Frank Vitelli as per the terms and conditions of the Agreement as prepared by the Board attorney.

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

PSA Contract – 2006-07, 2007-08 and 2008-09

On recommendation of Mr. Maddaluna and motion by Mr. Smith, seconded by Mrs. Ventantonio and passed on roll call vote, the Board of Education approved the PSA Contract for the 2006-07, 2007-08 and 2008-09 school years.

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

Principal/Supervisors Salaries – 2006-07 SY

On recommendation of Mr. Maddaluna and motion by Mr. Smith, seconded by Mrs. Ventantonio and passed on roll call vote, that in accordance with the Contract Agreement previously approved the Board of Education approved the salaries of principal/supervisors for the 2006-07 school year as listed below:

<u>Name</u>	<u>Step</u>	<u>2006-07 Salary</u>
Peter Carey	B-11	\$107,450.00
Sherman Harris	B-12	\$110,850.00
Michael Herrera+	B-4	\$ 83,875.00
Michael Illuzzi*	A-3	\$ 98,384.00
Edmund Jones	A-10	\$129,000.00
Carole Koenig	C-1	\$ 59,670.00++
Helen Mikulak	C-2	\$ 62,238.00
Joseph Petrosino	B-7	\$ 93,850.00
Elizabeth Savage*	C-4	\$ 67,706.00
Elizabeth Stitley	B-11	\$107,450.00
Charles Teryek	B-1	\$ 74,763.00
Arleen Urban	B-13	\$119,090.00
Diane Ziegler	B-5	\$ 87,100.00

+ Gained tenure during 2006-07 SY

* Non-tenured

++ Effective 8/1/106

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

Adjournment

On motion by Mrs. Ventantonio, seconded by Mr. Smith and passed, the meeting adjourned at 7:45 p.m.

Diane Strober
Business Administrator/Board Secretary