

SOMERSET COUNTY VOCATIONAL BOARD OF EDUCATION

SOMERSET COUNTY VOCATIONAL & TECHNICAL SCHOOLS

North Bridge Street & Vogt Drive  
Bridgewater, New Jersey 08807

Regular Meeting  
March 26, 2007

The meeting was called to order at 5:40 p.m. with the following members present:

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

Also Present:

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

Others: Michael Kuschyk, Director of Building and Grounds; Bernice Wicks, Director of Communications and Public Relations; Michael Herrera, Assistant High School Principal; Joseph Petrosino, Supervisor of Special Needs; Carene Jegou, Administrative Assistant to the Superintendent; Helen Mikulak, Manager of Student Financial Services/Human Resources; Meg Fischer, Mathematics Teacher; Mary Jane Salvato, Foundation member; John Healey, Foundation member; Chip Hughes; Foundation; Students of the Month and public.

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

Pledge of Allegiance

Approval of Minutes

On motion by Dr. Braun, seconded by Mrs. Ventantonio, the minutes of the Regular Meeting and Executive Session held on February 26, 2007 were approved.

Correspondence

- Note from Camille Bowman thanking the Board for their expression of sympathy.
- No Child Left Behind information provided by National School Board Association.

Old or Unfinished Business

*Students of the Month*

- Carmen Cervantes, a cosmetology student from Hillsborough is the Student of the Month for March. Carmen is a member of the SkillsUSA organization and has competed in the skills contests. For two years, she has worked part-time in a salon as a receptionist and cosmetology assistant. After she graduates she intends to work in the cosmetology field for a year and then go to college to study physical therapy.
- Matthew Dealaman, a senior student in the Plumbing Program was also selected as the Student of the Month for March. He is a member of the SkillsUSA organization and has participated in the skills contests in which he has placed first in the plumbing contests for the past two years. He will represent the high school in the NJ SkillsUSA Championships that will be held in May. As a Cooperative Industrial Education Student, Matt works part-time as a plumbing assistant. He is a member of the National Vocational Honor Society. In his spare time he enjoys driving race cars. His long term goal is to become a master plumber.

*Building and Grounds Report*

- Mr. Kuschyk presented the monthly Building and Grounds Status Report.
- The exterior site lighting project bid opening date is scheduled for April 18, 2007; awarding the contract is scheduled for the April 23, 2007 Board meeting.
- Ms. Strober will follow-up with the Department of Environmental Protection with regard to the well drilling and subsequent water testing. PMK Associates will also be requested to follow up and advise the district on moving forward.
- The sewer grate in the administrative parking area has collapsed and is scheduled to be repaired by the Somerset County Roads and Bridges Department next week.

## Report of the Attorney

- No report this month.

## Superintendent's Report

## A. Resignation

On recommendation of Mr. Maddaluna and motion by Dr. Braun, seconded by Mrs. Ventantonio and passed on roll call vote, the Board of Education accepted the resignation of Mr. Frank Vitelli, for the purpose of retirement, effective August 1, 2007.

Roll Call	Yes	No
Mr. Smith	X	
Mrs. Ventantonio	X	
Mr. Livingston	X	
Dr. Braun	X	
Mr. Fisher	X	

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

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

High SchoolTwilight

Amanda Matlee	Recruiter/Outreach Worker	\$18.00/hr
---------------	---------------------------	------------

Technology Institute

Jon Polinsky	Welding Substitute	\$34.67/hr
Lori Blitzer	Cosmetology Substitute	\$31.29/hr

Roll Call	Yes	No
Mr. Smith	X	
Mrs. Ventantonio	X	
Mr. Livingston	X	
Dr. Braun	X	
Mr. Fisher	X	

## C. Salary Adjustment

On recommendation of Mr. Maddaluna and motion by Dr. Braun, seconded by Mrs. Ventantonio and passed on roll call vote, the Board of Education approved a salary adjustment for Mr. Frank Vitelli for the 2006-07 school year (retroactive to 9/1/06) and change to an 11-month contract from a 10-month contract as follows:

<u>Step Guide</u>	<u>Base Salary</u>	<u>12%</u>	<u>Longevity</u>	<u>2006-07 Total Salary</u>
29/E	\$103,507.20	\$12,420.86	\$1,650.00	\$117,578.06

Roll Call	Yes	No
Mr. Smith	X	
Mrs. Ventantonio	X	

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

D. Exempt Personnel Salary - 2006-2007 School Year

On recommendation of Mr. Maddaluna and motion by Dr. Braun, seconded by Mrs. Ventantonio and passed on roll call vote, the Board of Education approved the salary for the following exempt personnel for the 2006-2007 school year (retroactive to July 1, 2006) as follows:

<u>Name</u>	<u>2006-07 Salary</u>
Bernice Wicks	\$76,607.00

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

E. Field Trips

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

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

F. Calendar 2007-08 School Year

On recommendation of Mr. Maddaluna and motion by Dr. Braun, seconded by Mrs. Ventantonio and passed on roll call vote, the Board of Education adopted the High School, Technology Institute and Adult Continuing Education calendars for the 2007-08 school year as they appear on Addendum #2.

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

G. Acceptance of Funds

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

NJ Department of Labor & Workforce Development	County Apprentice Coordinator (FY 2007)	\$ 23,655.00
Foundation/United Way of Central Jersey	Twilight (2006-07)	\$ 14,112.00

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

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

#### H. Acceptance of Funds

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

NJ Department of Education	Carl D. Perkins - Secondary (7/1/06-6/30/07)	\$203,374.00
----------------------------	---	--------------

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

#### I. Three-Year Comprehensive Equity Plan Authorization

On recommendation of Mr. Maddaluna and motion by Dr. Braun, seconded by Mrs. Ventantonio and passed on roll call vote, the Board of Education authorized Mr. Joseph Petrosino to develop the district's Three-Year Comprehensive Equity Plan.

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

#### J. Three-Year Comprehensive Equity Plan - 2007/08-2009/10

On recommendation of Mr. Maddaluna and motion by Dr. Braun, seconded by Mrs. Ventantonio and passed on roll call vote, the Board of Education adopted the district's Three-Year Comprehensive Equity Plan.

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

#### K. Home Instruction

On recommendation of Mr. Maddaluna and motion by Dr. Braun, seconded by Mrs. Ventantonio and passed on roll call vote, the Board of Education approved home instruction for a 12th grade student. Instruction will be provided from January 26, 2007 for approximately twenty-one (21) weeks for five (5) hours per week. Ms. Valerie Awender will be the instructor at a rate of \$34.00/hr.

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

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

L. Job Description - Supervisor of Recruitment, Testing and Job Placement

On recommendation of Mr. Maddaluna and motion by Dr. Braun, seconded by Mrs. Ventantonio and passed on roll call vote, the Board of Education approved Job Description - Supervisor of Recruitment, Testing and Job Placement as it appears on Addendum #3.

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

M. Professional Seminars/Workshops

On recommendation of Mr. Maddaluna and motion by Dr. Braun, seconded by Mrs. Ventantonio and passed on roll call vote, the Board of Education approved requests for district staff and Board of Education members to attend professional seminars, workshops, etc. as they appear on Addendum #4.

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

N. Superintendent's Update

- The Technology Institute Programmatic Changes/New Direction - Dr. Illuzzi presented his visions for the future of the Technology Institute in terms of global technology, reengineering teaching and learning strategies, and sharing services with businesses, colleges, municipalities and counties.
- Horticulture Program – Mr. Herrera updated the Board on the Horticulture Program. He reported the indoor HVAC units and irrigation systems are up and running. Students will not only take part in the formal exit exam currently in place but will be involved in the implementation of the exit exam which will be correlated with the new curriculum. He discussed where the district is heading with the environmental component of the program. He informed the Board of the available student internships with Trump National Golf Club and the articulation agreement with Morris County Community College. Mr. Fisher asked how this program will be marketed. Mr. Herrera responded that marketing will be through communications at public meetings and school activities in addition to our current marketing practices. Mr. Jones also discussed other opportunities to aggressively recruit and publicize this program, one of which will be the 4-H Fair. Mary Jane Salvato, Foundation Member, added that the Professional Landscape Alliance of New Jersey is also involved and supporting this program. Mr. Fisher asked how many students we anticipate will enroll in this program next year. Mr. Maddaluna noted the Guidance Department will be putting these numbers together shortly. Mr. Maddaluna will provide this information when available. Mr. Smith would like to see an aggressive effort to promote this program, similar to the efforts made for the Academy. Mr. Herrera requested the new instructor be approved to begin prior to September 2007.

Submission of Bills

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

Fund 10	\$1,461,290.41
Fund 20	\$ 63,911.09
Fund 30	\$ 3,696.75
Fund 60	\$ 10,389.87
Fund 61	\$ 3,002.67
Fund 90	<u>\$ 17,702.73</u>
Total	\$1,559,993.52

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

#### New Business

- The Ethics Disclosure Forms are due to the Board office no later than April 4, 2007.
- The Board of School Estimate Meeting will be held on Tuesday, March 27, 2007 at 4:00 p.m. in the County Administration Building.
- Mr. Fisher requested an update on the status of the Culinary Arts program. Dr. Braun noted that "Emerill" has established a Foundation; the instructor will be informed.

#### Report of the School Business Administrator/Board Secretary

##### A. Receipt of Monies for February 2007

###### Fund 10

Appropriation Refund	\$ 8,428.16
County Tax Levy	\$ 963,130.00
State Aid	\$ 174,159.90
Miscellaneous	\$ 821.87
Interest	\$ 5,472.11
Adult Continuing Education	\$ 8,870.00
TI Tuition	\$ 160,510.58
Special Education	\$ 3,750.00
Alternative School	\$ 27,000.00
Performing Arts Tuition	\$ 10,474.50
FICA	\$ -

###### Fund 20

United Way	\$ 2,666.67
VICA-Statewide	\$ 11,423.00
Instructional Supplement Aid	\$ 1,586.10

###### Fund 30

County Capital Project	\$ -
------------------------	------

###### Fund 60

Interest	\$	13.49
Lunches	\$	10,116.81
State Aid Lunch	\$	192.88
Federal Aid Lunch	\$	3,440.61
<u>Fund 61</u>		
ETTC	\$	<u>          -</u>
Total Receipts for February 2007		<u>\$ 1,392,056.68</u>

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

B. Reports A-148 and A-149

On motion by Dr. Braun, seconded by Mrs. Ventantonio and passed on roll call vote, the Board of Education adopted the monthly financial statement reports for the School Business Administrator/Board Secretary for the month of February 2007 and the Treasurer of School Monies for the month of February 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 #5)

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

C. Budget Transfer

On motion by Dr. Braun, seconded by Mrs. Ventantonio and passed on roll call vote, the Board of Education approved the following budget transfers

From:	20-432-200-330-21-0000	(\$13,593.00)
To:	20-432-200-104-21-0000	\$ 6,765.00
	20-432-200-340-21-0000	\$ 1,457.00
	20-432-200-600-21-0000	\$ 3,623.00
	20-432-200-516-21-0000	\$ 1,748.00

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

April Meeting

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

April 23, 2007  
 5:30 p.m.  
 Somerset County Vocational & Technical Schools  
 North Bridge Street and Vogt Drive  
 Bridgewater, New Jersey 08807

Remarks from the Public

- Mary Jane Salvato will work on marketing the Horticulture Program; Mr. Hughes will discuss the integration of curriculum and resources between the Horticulture and Culinary Arts Programs. Mr. Maddaluna acknowledged the Foundation for bringing in businesses and other resources to our school.
- Mrs. Wicks provided the Board with the new “Tech Talk” and the media coverage packet.
- Mr. Jones discussed a composite picture of the partnering opportunities students enrolled in the Horticulture Program will have and how this will be a successful advertising venue to further promote this program.

Closed Session

On motion by Dr. Braun, seconded by Mrs. Ventantonio and passed on roll call vote, the Board of Education went into closed session at 6:45 p.m.

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

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

- A. This Board will go into closed session with the Board Counsel for the purpose of discussing matters within the provisions of 7A(11)c231.
- B. The general nature of matters to be discussed relates to the Superintendent’s evaluation. Action may or may not be taken.
- C. Under the provisions of the above stated laws, the public shall be excluded from attendance at the portion of the meeting relating to the above matters.
- D. It is anticipated that the items discussed will be made public when the matters discussed are resolved.

Open Session

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

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

Adjournment

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

Diane Strober  
Business Administrator/Board Secretary