

SOMERSET COUNTY VOCATIONAL BOARD OF EDUCATION

SOMERSET COUNTY VOCATIONAL & TECHNICAL SCHOOLS

North Bridge Street and Vogt Drive
Bridgewater, New Jersey 08807

Regular Meeting
August 27, 2007

The meeting was called to order at 5:30 p.m. with the following members present:

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

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

Others: Michael Kuschyk, Director of Building and Grounds; Bernice Wicks, Director of Communications and Public Relations; Elizabeth Stitley, Supervisor, Allied Health; Joseph Petrosino, Supervisor of Special Needs; Carene Jegou, Administrative Assistant to the Superintendent; and Mary Jane Salvato, Foundation Member.

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 July 24, 2007 were approved.

Correspondence

- Note from Carole Cardinale and family thanking the Board for their kind expression of sympathy.
- Note from Bonnie DeFazio thanking the Board for their kind expression of sympathy.
- Training session information from Omni Publishing Company.
- Information regarding the passing of Dr. Thomas Boyle.

Old or Unfinished Business

Building and Grounds Report

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

New Construction

- The exterior site lighting project is underway.

Change Order – Exterior Site Lighting Project (SSP Architectural Group)

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 Change Order No. 1 (no change in contract amount), Beaver Electric Co., Inc. shall order and furnish all materials and equipment to change, add and replace fixtures as recommended by the architect and superintendent.

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

Report of the Attorney

- Ms. Fittipaldi reviewed the athletic renovation bid and two affiliation agreements.

Superintendent's Report

A. Resignations

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 Ms. Carole Koenig, Manager of Student Information Services/Registrar, for the purpose of retirement, effective October 1, 2007.

On recommendation of Mr. Maddaluna and motion by Dr. Braun, seconded by Mrs. Ventantonio and passed on roll call vote, the Board of Education also accepted the resignation of Ms. Marilyn Burtis, Secretary II, effective August 29, 2007.

On recommendation of Mr. Maddaluna and motion by Dr. Braun, seconded by Mrs. Ventantonio and passed on roll call vote, the Board of Education further accepted the resignation of Ms. Ashley Welsh, Administrative Assistant to the Director of Twilight, effective August 31, 2007.

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

Although Dr. Braun reluctantly moved the above resolutions, he and Mr. Fisher wished them well.

B. Employment of Full-Time Personnel - 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 appointed the following full-time personnel for the 2007-08 school year:

<u>Name</u>	<u>Position</u>	<u>Step/Guide</u>	<u>07-08 Salary</u>	<u>Effective</u>
Christopher Miller	English Instructor	6-7/A	\$43,105.00	9/1/07
Jaime Morales	Law Enforcement Instructor	10/A	\$47,605.00	9/1/07
Thomas D'Alessandro	Security Guard (Category III-12 mos)	-	\$29,372.00*	8/28/07
Carita Wallace	Teacher Aide-TOPS (10 mos)	-	\$29,212.00	9/1/07
Cynthia Hynes	Manager of Student Information Services/Registrar	C-1(PSA)	\$59,670.00	(mutually agreed upon date)
Jeffrey Prudente	Entry Level Utility Worker (Category III)	-	\$29,372.00*	9/1/07

*Prorated

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

C. Employment of Part-Time Personnel - Summer 2007

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 summer 2007:

Work Study - \$7.15/hr
Rodney Conaway

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

D. Employment of Part-Time Personnel - 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 approved the employment of the following part-time personnel for the 2007-08 school year:

High School

Judith Brock	Job Coach	\$30.00/hr
Carol Trapp	Curriculum Assistant	\$45.58/hr
Jeanine Breslin	Substitute Bus Driver	\$17.00/hr
Daniel Hendrix	Substitute Bus Driver	\$15.00/hr
Desaree Wallace	Teacher Aide-Cosmetology	\$21.13/hr
Eleanor Krogh	Substitute Secretary	\$20.20/hr

Performing Arts

Andrea Arden	Acting	\$34.15/hr
Laurie Reader	Technical Director/Production	\$39.82/hr
Roger Gonzalez	Assistant Technical Director	\$25.60/hr
Catherine Allworthy	Costumier	\$25.60/hr
Jim Gallagher	Set Construction	\$34.15/hr
Evan Lewis	Set Designer	\$34.15/hr
Carol Czyzewski	Dance	\$34.15/hr
Maureen Glennon	Dance	\$34.15/hr
Mary Lynn McAnally	Dance	\$34.15/hr
Deborah Gichan	Dance	\$34.15/hr
	Photography (Elective)	\$34.15/hr
Svetlana Volf	Accompanist	\$25.60/hr
	Creative Arts	\$34.15/hr
J. Anthony Kennette	Video Arts (Elective)	\$34.15/hr
	Accompanist	\$25.60/hr
	Creative Arts	\$34.15/hr
Sarah Carothers	Dance	\$34.15/hr
Janet Cantore-Watson	Creative Arts	\$34.15/hr
Camelia Drew-Slade	Creative Arts	\$34.15/hr
Margaret Guerrero	Creative Arts	\$34.15/hr

Sheila Buttermore	Creative Arts (Adult Dance)	\$41.72/hr
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Twilight/TOPS

Dana Wilson	Temporary Administrative Asst.	\$18.00/hr
Erick Bowers	Security Guard	\$14.00/hr
Karen Sebastian	Office Occupations Instructor	\$36.00/hr

Substitutes - \$90.00/day

Mary Behot	Susan Ehlbeck	Sheldon Melcer
Rick Musser	Tony Pang	Tom Flynn
Kim Hart	Bernard Seigel	Gail Keller
Barbara Liedl	Clifford Bowen	Beth Kovacs
Geneva Hall	Bob Wolf	

Work Study - \$7.15/hr

Alan Brown-Goebler	Samantha Carmean	Caitlin Danovsky
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Technology Institute

See Addendum #1

Adult Continuing Education

See Addendum #2

Business Office

Carlie Dunay	Clerical	\$	7.15/hr
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<u>Roll Call</u>	<u>Yes</u>	<u>No</u>
Mr. Smith	X	
Mrs. Ventantonio	X	
Dr. Braun	X	
Mr. Fisher	X	

E. 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 Ms. Maria Johnson for the 2007-08 school year as follows:

<u>Step/Guide</u>	<u>2007-08 Base Salary</u>	<u>Longevity</u>	<u>2007-08 Total Salary</u>
19/C	\$64,968.22#	\$950.00	\$65,918.22

#Masters Stipend added to base.

On recommendation of Mr. Maddaluna and motion by Dr. Braun, seconded by Mrs. Ventantonio and passed on roll call vote, the Board of Education also approved a salary adjustment for Ms. Sheila Buttermore for the 2007-08 school year as follows:

<u>7/1/07-6/30/08 (12-month) — Step/Base</u>	<u>8% Memorandum Agreement</u>	<u>Longevity</u>	<u>2007-08 Total Salary</u>
21-E \$88,083.63	\$7,046.69	\$950.00	\$96,080.32*

*Prorated (9/1/07)

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

F. Extra-Curricular Appointments

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 extra-curricular activities for the 2007-08 school year:

Laurie Reader	Drama Coach	\$3,162.38
J. Anthony Kennette	Rotary Interact Club Advisor	\$1,423.70
George Byrd	Early Morning Duty Monitor	\$ 15.50/day

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

G. Job Description

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 - Law Enforcement Instructor as it appears on Addendum #3.

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

H. 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 #4.

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

I. Vacation and Sick Leave Balance

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 vacation and sick leave, accumulated as of June 30, 2007, be recorded as part of the official record of the school district. (See Addendum #5)

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

J. Application for 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 August 27, 2007 meeting authorized application for funds for the following:

NJ Department of Education	Extraordinary Standards Incentive Program (ESIP) 9/1/07-4/30/08	\$ 7,894.00
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<u>Roll Call</u>	<u>Yes</u>	<u>No</u>
Mr. Smith	X	
Mrs. Ventantonio	X	
Dr. Braun	X	
Mr. Fisher	X	

K. 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 August 27, 2007 meeting authorized acceptance of funds for the following:

NJ Department of Children & Families	School Based Program 7/1/07-6/30/08	\$336,385.00
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<u>Roll Call</u>	<u>Yes</u>	<u>No</u>
Mr. Smith	X	
Mrs. Ventantonio	X	
Dr. Braun	X	
Mr. Fisher	X	

L. Superintendent Update

- None

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.

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

New Business

- The future of the Foundation and the current transition were discussed.

M. Amend Resolution – 2007-08/7-A Foundation Independent Operation

On recommendation of Mr. Maddaluna and motion by Dr. Braun, seconded by Mrs. Ventantonio and passed on roll call vote, the Board of Education amended the Resolution extending the Foundation's dissolution date from September 1, 2007 to December 31, 2007 in order to permit the Foundation to complete the transition activities.

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

Report of the School Business Administrator/Board Secretary

A. Receipt of Monies for July 2007

Fund 10

Appropriation Refund	\$	835.45
County Tax Levy	\$	1,018,546.00
State Aid	\$	87,078.95
Miscellaneous	\$	8,298.50
Interest	\$	6,539.31
Adult Continuing Education	\$	3,790.00
Special Education	\$	625.00
TI Tuition	\$	86,004.05
Alternative School	\$	12,150.00
Academy School Tuition	\$	2,500.00
Summer School Tuition	\$	3,462.50
FICA	\$	46,735.98

Fund 20

United Way	\$	2,666.67
VICA-Statewide	\$	11,424.00
School Base Linkage	\$	3,331.00
NCLB	\$	980.00
Ex Standards Incentive Program	\$	7,797.10
Human Services	\$	104,000.00
Instructional Supplement Aid	\$	793.05

Fund 30

County Capital Project	\$	149,509.74
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Fund 60

Interest	\$	17.28
Lunches	\$	7,324.40
State Aid Lunch	\$	66.74

Federal Aid Lunch	\$	1,121.28
<u>Fund 61</u>		
ETTC	\$	-
Total Receipts for July 2007	\$	<u>1,565,597.00</u>

<u>Roll Call</u>	<u>Yes</u>	<u>No</u>
Mr. Smith	X	
Mrs. Ventantonio	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 August 2007 and the Treasurer of School Monies for the month of August 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 #6)

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

C. Public Agency Compliance Officer - 2007-08 School Year

On motion by Dr. Braun, seconded by Mrs. Ventantonio and passed on roll call vote, the Board of Education appointed Ms. Diane Strober as the Public Agency Compliance Officer (PACO) for the 2007-08 school year as required annually by law.

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

D. Alternative School - Tuition Contracts - 2007-08 SY

On motion by Dr. Braun, seconded by Mrs. Ventantonio and passed on roll call vote, the Board of Education approved the following tuition contract agreements for the 2007-08 school year:

Bound Brook	4 slots	\$ 58,000.00
Bridgewater	11 slots	\$159,500.00
Franklin	10 slots	\$145,000.00
Hillsborough	2 slots	\$ 29,000.00
Montgomery	2 slots	\$ 29,000.00
South Bound Brook	2 slots	\$ 29,000.00
Somerville	5 slots	\$ 72,500.00

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

E. Contract Award - Upper Playing Field Restoration

On motion by Dr. Braun, seconded by Mrs. Ventantonio and passed on roll call vote, the Board of Education awarded the contract for the upper playing field restoration project to Country View, Inc. of Somerset, New Jersey in the amount of \$132,288.23 as recommended by the superintendent, architect and Board attorney.

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

September Meeting

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

September 24, 2007

5:30 p.m.

Somerset County Vocational & Technical Schools

North Bridge Street and Vogt Drive

Bridgewater, New Jersey 08807

Remarks from the Public

- Mrs. Wicks reported there were two successful days and one rainy day at the 4-H Fair. She also noted that registration for the Technology Institute will be held tonight; miscellaneous information on student enrollment will be forthcoming at the next Board meeting.
- Mr. Jones informed the Board that he introduced the freshmen orientation barbeque ten years ago. Currently there are 250-300 students, parents, faculty and staff planning on attending this year's barbeque which will be held on August 28th from 6:00-8:00 p.m.
- Ms. Salvato updated the Board on the initiatives of the Foundation. The Foundation is currently working with the Business Partnership and corporate sponsorships to train teachers over the summer. More information will be forthcoming. Ms. Salvato requested the Board approve a class trip for the automotive vocational shops to Odessa Car Auction in Manville. She also noted the ongoing fundraising efforts.
- Mr. Fisher is pleased to see that the administrative doors are locked after hours; he acknowledged the new interior signage and inquired about the status of the exterior signage.

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 contract related issues. 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.

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 6:10 p.m.

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

Open Session

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

6:40 pm.

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

F. Terminate Participation under the New Jersey State Health Benefits Program

On motion by Dr. Braun, seconded by Mrs. Ventantonio and passed on roll call vote, the Board of Education hereby resolved to terminate participation under the New Jersey State Health Benefits Program (which includes Prescription Drug Program and/or Dental Plan) thereby canceling coverage provided by the New Jersey State Health Benefits Program (N.J.S.A. 52:14-17.25 et seq.) for all its active and retired employees. We shall notify all active employee of the date of their termination of coverage under the program. We understand that the Division of Pensions and Benefits will notify retired employees of the cancellation of their coverage. We understand that all COBRA participants will be notified by the Division of Pensions and Benefits and advised to contact our office concerning a possible alternative health, prescription drug, and dental insurance program. We understand that this resolution shall take effect the first of the month following a 60-day period beginning with the receipt of the resolution by the State Health Benefits Commission.

G. Authorize Broker of Record and Accept Health Benefit Proposal

On motion by Dr. Braun, seconded by Mrs. Ventantonio and passed on roll call vote, the Board of Education authorized Commerce Banc Insurance Services as broker of record and accepted the Employee Benefits Proposal presented to Somerset County Vocational & Technical Schools by Commerce Banc Insurance Services.

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

Adjournment

On motion by Dr. Braun, seconded by Mrs. Ventantonio and passed, the meeting adjourned at 6:45 p.m.

Diane Strober
Business Administrator/Board Secretary