

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

Regular Meeting  
February 25, 2008

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

Dr. Alan P. Braun, President  
Anita Ventantonio, Vice President  
Theodore Smith  
William Hyncik, Jr.  
Trudy Doyle

Swearing in of Board of Education member, Trudy Doyle, by board attorney, Lisa Fittipaldi.

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 Buildings and Grounds; Bernice Wicks, Director of Communications and Public Relations; Diane Ziegler, Director of Curriculum and Instruction; Michael Herrera, Assistant Principal/Director of Career & Technical Educational and Workforce Development; Sherman Harris, Supervisor of Special Projects; Joseph Petrosino, Supervisor of Special Needs; Carene Jegou, Administrative Assistant to the Superintendent; SkillsUSA students, parents and advisors.

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

Pledge of Allegiance

Approval of Minutes

On motion by Mrs. Ventantonio, seconded by Mr. Hyncik, the minutes of the regular meeting and executive session held on January 28, 2008 were approved.

Correspondence

- An email correspondence was received from Ms. Gloria Inzano, a parent of an auto body program student who graduated SCVTHS in 2004, informing the school that her son is beginning a program for BMW in a highly skilled auto body and painting program. Ms. Inzano also updated the school that her oldest son attended our school 7 years earlier and is now a 911 dispatcher for the Green Brook Police Department and thanked us for providing him with a work ethic and people skills that are needed for success in the working world. Ms. Inzano especially thanked Mr. Esler, Mr. Jones, the VICA program and all the faculty, guidance counselors and office staff for contributing to the success of her sons.
- A letter of congratulations was received announcing that the Academy for Health & Medical Sciences- Teams 1 and 2 have qualified to compete in the 2008 Panasonic Creative Design Challenge finals competition on Tuesday, April 8, 2008.

Old or Unfinished Business

*Student of the Month*

- A representative group of students from the local SkillsUSA competition were presented to the board in lieu of the Student of Month.

*Buildings and Grounds Report*

- The monthly Buildings and Grounds Report was included in the packet for the board’s review.

Report of the Attorney

- Ms. Fittipaldi reviewed the Memorandum of Agreement and personnel related issues.

Superintendent's Report

A. Resignation

On recommendation of Mr. Maddaluna and motion by Mrs. Ventantonio, seconded by Mr. Smith and passed on roll call vote, the Board of Education accepted the resignation of Ms. Kathleen Gursky, Secretary II/T.I., for the purpose of retirement, effective August 1, 2008.

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

B. Salary Adjustment

On recommendation of Mr. Maddaluna and motion by Mrs. Ventantonio, seconded by Mr. Hyncik and passed on roll call vote, the Board of Education approved a salary adjustment for Mr. David Reynolds, Security Guard, retroactive to February 1, 2008 as follows:

<u>Base Salary</u>	<u>Boiler Operators Stipend</u>	<u>Total Salary</u>
\$29,372.00	\$749.74	\$30,121.74*
*prorated		

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

C. Employment of Full-Time Personnel - 2007-08 SY

On recommendation of Mr. Maddaluna and motion by Mr. Hyncik, seconded by Mrs. Ventantonio and passed on roll call vote, the Board of Education appointed Mr. Sheldon Melcer to the temporary position of Career Education Programs/Related Instructor, retroactive to January 2, 2008 at a salary of \$42,021.21\* (67% Base), Step 15D.

\*Prorated (masters stipend added to base)

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

## D. Employment of Part-Time Personnel - 2007-08 SY

On recommendation of Mr. Maddaluna and motion by Mrs. Ventantonio, seconded by Mrs. Doyle 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

David Jones	Substitute-Teacher Aide (NJ Carpenters Initiative)	\$31.00/hr
-------------	---	------------

Work Study - \$7.15/hr

Michael Finnegan		
------------------	--	--

Twilight

James Easter	Substitute	\$36.00/hr
--------------	------------	------------

Technology Institute

Geraldine Mosca	Practical Nursing Instructor	\$38.28/hr
-----------------	------------------------------	------------

Irene Delacruz	Practical Nursing Instructor	\$38.28/hr
----------------	------------------------------	------------

Anjubala Wadhwan	Practical Nursing Instructor	\$38.28/hr
------------------	------------------------------	------------

Adult Continuing Education

Jack Gilbert	Outboard Repair/Maint. Instructor	\$36.16/hr
--------------	-----------------------------------	------------

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

## E. Revised Job Description

On recommendation of Mr. Maddaluna and motion by Mrs. Ventantonio, seconded by Mrs. Doyle and passed on roll call vote, the Board of Education approved revised job description - District Receptionist/Communication Console System Manager as it appears on Addendum #1.

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

## F. Memorandum of Understanding UMDNJ Health Science Careers

On recommendation of Mr. Maddaluna and motion by Mrs. Ventantonio, seconded by Mr. Hyncik and passed on roll call vote, the Board of Education renewed the Memorandum of Understanding between UMDNJ Health Science Careers Program and SCTI.

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

## G. Field Trips

On recommendation of Mr. Maddaluna and motion by Mrs. Ventantonio, seconded by Mrs. Doyle and passed on roll call vote, the Board of Education approved field trips for high school students as they appear on Addendum #2.

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

#### H. 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 #3.

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

#### I. Acceptance of Funds

On recommendation of Mr. Maddaluna and motion by Mrs. Ventantonio, seconded by Mrs. Doyle and passed on roll call vote, the Board of Education adopted the following resolution: The governing body of the Somerset County Vocational and Technical Schools at its February 25, 2008 meeting authorized acceptance of funds for the following:

NJ Department of Education	Carl D. Perkins	\$83,454.00
	(FY 2008) Post-Secondary	

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

#### J. Superintendent's Update

- Mr. Maddaluna reported on the success of the High School Open House. Among the guests who celebrated Career & Technical Education Week at the Open House were Dr. Alan Braun, board president, Anita Ventantonio, board vice-president; Trudy Doyle, Executive County Superintendent and board member; Jack Ciattarelli, Somerset County Freeholder; Patricia Walsh, Somerset County Freeholder; Christopher Bateman, New Jersey Senator; Denise Coyle, Assemblywoman; and Frank Provenzano, Sheriff of Somerset County.
- Mr. Maddaluna updated the board on the proposed shared services project with the Somerset County Educational Services Commission. Mr. Maddaluna noted that the Educational Services Commission must be assured that prior to moving forward on this project, any debt incurred will be sustained through tuition revenues from the sending districts. Mrs. Doyle, newly appointed Executive County Superintendent and Somerset County Vocational board member, will be working with the superintendents from the sending districts to further expand the concept of shared services in this county and in particular, the terms of this project and the opportunities this program will afford.
- Mr. Maddaluna noted the Board of School Estimate will be held on Tuesday, March 25<sup>th</sup> at 4:00 p.m. at the county administration building conference room. The budget was revised as requested by the Freeholders. Mr. Maddaluna also distributed and discussed an e-mail from Judy Savage on the status of future State aid funding for post-secondary education.
- Mr. Maddaluna asked Dr. Illuzzi to report on the Technology Institute graduation for 2008. Dr. Illuzzi

responded that Mr. Fred Hill, Jr., head basketball coach at Rutgers University would be the commencement speaker for the Technology Institute on May 15, 2008. He also noted that this year's rules and regulations for attire would be exactly the same as last year with faculty and students wearing caps and gowns. He concluded that Coach Hill would be an outstanding speaker as he is humorous as well as poignant.

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	\$1,505,998.26
Fund 20	\$ 73,452.25
Fund 30	\$ 28,180.00
Fund 60	\$ 11,908.36
Fund 61	\$ 4,383.24
Fund 95	<u>\$ 7,361.24</u>
Total	\$1,631,283.35

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

New Business

- The ethics disclosure statements are available on the State of New Jersey Department of Education web site at [www.nj.gov/education/ethics/fdform.htm](http://www.nj.gov/education/ethics/fdform.htm). The completed forms are due back to the business office by April 4, 2008.

## Report of the School Business Administrator/Board Secretary

## A. Receipt of Monies for January 2008

Fund 10

Appropriation Refund	\$	48,638.89
County Tax Levy	\$	1,018,546.00
State Aid	\$	179,488.40
Miscellaneous	\$	21,730.00
Interest	\$	7,588.17
Adult Continuing Education	\$	5,747.00
Special Education	\$	-
TI Tuition	\$	69,114.10
Alternative School	\$	127,600.00
Academy School Tuition	\$	4,100.00
Creative Arts Tuition	\$	686.25
FICA	\$	54,820.39

Fund 20

United Way	\$	2,666.63
VICA-Statewide	\$	10,938.00
Tara Target at Risk Aid	\$	1,987.50
Instructional Supplement Aid	\$	1,586.10
Juvenile Justice	\$	9,999.00
United Way Creative Arts Grant	\$	1,000.00

Fund 30

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

Fund 60

Interest	\$	18.28
Lunches	\$	9,155.65
State Aid Lunch	\$	186.60
Federal Aid Lunch	\$	3,379.58

Fund 61

ETTC	\$	
Total Receipts for December 2007	\$	<u>1,578,976.54</u>

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

## B. Reports A-148 and A-149

On motion by Mrs. Ventantonio, seconded by Mrs. Doyle 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 2008 and the Treasurer of School Monies for the month of January 2008, 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 #4)

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

C. 2008-09 Annual School District Budget

On motion by Mrs. Ventantonio, seconded by Mr. Hyncik and passed on roll call vote, the Board of Education adopted the 2008-09 annual school district budget for the General Fund in the amount of \$16,750,765.00 and the Special Revenue Fund of \$883,000.00 for a total of \$17,633,765.00. This budget includes a tax levy in the amount of \$12,478,567.00.

Discussion ensued on the TOPS alternative program and the commitments from the sending districts to date. Mr. Harris informed the board he would be continuing to communicate with the sending districts to finalize the commitments. Mrs. Strober was directed to adjust the budget to include these commitments. Mrs. Doyle inquired about the submission and approval process for the budget to the Board of School Estimate. Mr. Maddaluna explained the budget meetings with the Freeholders have already taken place and as required by law the Board of School Estimate will approve the budget presented at the annual meeting to be held on Tuesday, March 25, 2008.

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

March Meeting

On motion by Mrs. Ventantonio, seconded by Mr. Smith and passed on roll call vote, the next regular meeting of the Somerset County Vocational Board of Education will be held:

March 17, 2008

5:30 p.m.

Somerset County Vocational & Technical Schools

14 Vogt Drive

Bridgewater, New Jersey 08807

Remarks from the Public

- Mrs. Wicks informed the board that tickets are available for the Performing Arts production, "Voices" which will be presented this weekend. She also reported that the press coverage received for the Open House is included in the press release packet.

Adjournment

On motion by Mrs. Ventantonio, seconded by Mr. Smith and passed, the meeting adjourned at 6:05 p.m.