

SOMERSET COUNTY VOCATIONAL BOARD OF EDUCATION

SOMERSET COUNTY VOCATIONAL & TECHNICAL SCHOOLS

North Bridge Street and Vogt Drive
Bridgewater, New Jersey 08807

Regular Meeting
July 24, 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, absent
David Livingston

Also Present:

Michael A. Maddaluna, Superintendent of Schools
Diane Strober, School Business Administrator/Board Secretary, absent
Edmund H. Jones, High School Principal
Dr. Michael Illuzzi, Director of Post-Secondary Education Programs
Harry Yospin, Board Attorney
Jack Ciattarelli, Somerset County Freeholder, absent
Others: Michael Kuschyk, Director of Building and Grounds; Bernice Wicks, Director of Communications and Public Relations; Joseph Petrosino, Supervisor of Special Needs; Carene Jegou, Administrative Assistant to the Superintendent; and Helen Mikulak, Manager of Student Financial Services/Human Resources.

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 held on June 25, 2007 were approved.

Correspondence

- Letter from William King, NJ Department of Education, thanking Mr. Maddaluna for his role in the recruiting of the Executive County Superintendents.
- Note from Denise Katula, Assistant Director, Leadership Somerset Committee, thanking the district for hosting their June meeting.
- Letter from SkillsUSA recognizing the school's success at the SkillsUSA Championship.
- Letter from Financial Literacy Partnership regarding symposium for teaching financial literacy.
- American Trainco training session notifications.
- Note from David Livingston thanking the administration and the Board of Education for the retirement gift. Mr. Fisher thanked Mr. Livingston for his input over the years and his being instrumental in various projects.

Old or Unfinished Business

Building and Grounds Report

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

SSP Architectural Group

- Mr. Fisher questioned the status of the roof replacements and the exterior signage. Mr. Kuschyk and Mr. Maddaluna deferred to Jay Perantoni, SSP Architectural Group, who prepared for the Board a Capital Improvement Project History and Updates. Mr. Perantoni noted the successful closeouts of recent projects and proceeded to review the current projects underway, in particular, the two projects that are currently out to bid, the exterior site lighting project and the athletic field restoration project. With reference to the lighting project,

Twilight

Evangeline Byrd	Basic Skills Instructor	\$35.00/hr
M. Cristina Perrone	TOPS Instructor	\$33.00/hr

Technology Institute

Carlie Dunay	Clerical	\$ 7.15/hr
Ashley Jiles	Clerical	\$ 7.15/hr

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

Performing Arts

Paul O'Connor	Drama	\$34.14/hr
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<u>Roll Call</u>	<u>Yes</u>	<u>No</u>
Mr. Smith		absent
Mrs. Ventantonio	X	
Mr. Livingston	X	
Dr. Braun	X	
Mr. Fisher	X	

E. Extra-Curricular Appointments - 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 extra-curricular activities for the 2007-08 school year:

Marvin Gordon	Athletic Director	\$2,730.57
	Head Basketball Coach	\$4,428.58
Michael McClain	Head Soccer Coach	\$4,428.58
	Assistant Baseball Coach	\$2,848.43
	Early Morning Duty Monitor	\$ 15.50/day
John Heinbach	Assistant Soccer Coach	\$2,848.43
Ahmed Mackey	Assistant Basketball Coach	\$2,848.43
Stephen Boettger	Head Baseball Coach	\$4,428.58
Anthony Pang	Assistant Baseball Coach	\$2,848.43
Rachel Cooper	Varsity Softball Coach	\$4,428.43
	Cheerleading Advisor/Coach	\$1,582.23
Linda Weber-Smith	Co-Weightlifting Coach	\$1,424.21
	9th Grade Class Advisor	\$2,373.97
	12th Grade Class Advisor	\$2,609.59
John O'Neill	Co-Weightlifting Coach	\$1,424.21
	Early Morning Duty Monitor	\$ 15.50/day
Wallace Shackell	Bowling Club Advisor/Coach	\$1,582.23
James Easter	Golf Club Advisor/Coach	\$1,582.23
Helen Mikulak	Substitute Caller	\$4,982.41
Margaret Fischer	10th Grade Class Advisor	\$2,373.97
	11th Grade Class Advisor	\$2,609.59
	After-Hours Suspension Monitor	\$ 34.00/hr
Maureen Stivala	FBLA Advisor	\$2,503.20
Janeen Sortor	Yearbook Advisor	\$5,215.00

Teresa Morelli	Newspaper Co-Advisor	\$1,186.94
Miranda McMahon	Newspaper Co-Advisor	\$1,186.94
Donald Smith	American Welding Society Advisor	\$2,373.87
Kim Vasaturo	Health Occ. Students of America Club Advisor	\$2,373.87
Catherine Fortunato	National Vocational Technical Honor Society Advisor	\$1,423.70
Karen Hart	SkillsUSA Advisor	\$3,293.79
Robert Hahn	SkillsUSA Advisor	\$3,293.79
Evangeline Byrd	SkillsUSA Advisor	\$3,293.79
Adrienne Willard	After-Hours Suspension Monitor	\$ 34.00/hr
Benjamin Pokrywa	SkillsUSA Advisor Assistant	\$1,711.70
John Vingara	Safety Committee Chairperson	\$1,395.53
Helen Bolha	After-Hours Suspension Monitor	\$ 34.00/hr
Thomas Heinbach	Early Morning Duty Monitor	\$ 15.50/day

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

F. 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		absent
Mrs. Ventantonio	X	
Mr. Livingston	X	
Dr. Braun	X	
Mr. Fisher	X	

G. Textbooks - Technology Institute

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 textbooks for the Technology Institute fall 2007 semester as they appear on Addendum #2. Mrs. Ventantonio questioned the dates of some of the textbooks. Dr. Illuzzi replied that the dates listed were original publication dates.

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

H. 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 July 24, 2007 meeting authorized application for funds for the following:

NJ Department of Labor & Workforce Development	Youth Transitions to Work Partnership (YTTW)(2008)	\$150,000.00
NJ Department of Education	IDEA - Part B-Basic (FY 2008)	\$ 91,544.00
NJ Department of Education	TARA (Targeted At-Risk Aid for Low-Income Students)	\$ 19,875.00

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

I. 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 July 24, 2007 meeting authorized acceptance of funds for the following:

United Way of Central Jersey	Twilight (summer 2007)	\$ 5,500.00
NJ Department of Education	Career & Technical Student Organizations (YR. 3/3) (7/1/07-6/30/08)	\$142,424.00

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

J. Educational Technology Training Center (ETTC) Memorandum of Understanding

On recommendation of Mr. Maddaluna and motion by Dr. Braun, seconded by Mrs. Ventantonio and passed on roll call vote, the Board of Education renewed the Memorandum of Understanding with the New Jersey Department of Education which demonstrates commitment to the ETTC mission and program components. Mr. Fisher asked if the ETTC is still funded by the State. Mr. Maddaluna explained that although it is no longer funded by the State, it serves the County in terms of professional development opportunities for all county employees and residents. He also noted that from a marketing standpoint it is a valuable tool.

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

K. 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 adopted Resolution 2007-08/7-A Foundation Independent Operation as it appears on Addendum #3. Discussion ensued on the Board's control over the future Foundation operations and that future operations would be independent from Board operations.

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

L. Resolution 2007-08/7-B State Aid Support Vocational Education

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 Resolution 2007-08/7-B State Aid Support Vocational Education as it appears on Addendum #4. Mr. Fisher questioned if the other vocational districts are also adopting such a resolution. Mr. Maddaluna noted that all 21 vocational schools were passing this resolution in order to show the unified support of the vocational schools with regard to how the State legislature will enact a new school funding formula.

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

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 #5.

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

N. Superintendent's Update

- Somerset County Career Center Update- Mr. Petrosino updated the Board on the status of the shared services between Somerset County Vocational & Technical Schools and Somerset County Educational Services Commission in order to educate low functioning special education students. He provided the Board with copies of the draft proposal, survey and power point presentation from his meeting with Brian Newman. Dr. Braun was concerned with the typos and grammatical errors on the service; Mr. Petrosino explained that the Board received only the draft copy and not the one that went public. More information to follow after a meeting with Brian Newman to further discuss this shared survey and the funding of it. Mr. Livingston noted the value of this program for the students as the students will learn employable skills. He also noted that a lot of research was done for this venture. The Board looks forward to more information and updates on the success of this project.
- SCTI Accreditation Process-Dr. Illuzzi explained that currently the Technology Institute is accredited by two institutions, Middle States Association and Council on Occupational Education (COE). Dr. Illuzzi discussed that we will no longer seek accreditation again by COE. The rationale for this decision is that the COE accreditation is superfluous and does not affect our ability to operate as an educational institution. Dr. Illuzzi assured Mr. Fisher and the Board that the critical accreditation was Middle States. Mr. Fisher requested a committee be formed now to be better prepared for the Middle States accreditation process.
- *Courier News* Article (Vocational Graduates)-Discussion ensued on the *Courier News* article wherein it was noted that graduates of vocational schools are choosing to continue to further their education. Further discussion ensued regarding the importance of career counseling.

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. Mr. Fisher requested clarification with regard to the district's insurance.

Fund 10	\$906,105.29
Fund 20	\$ 34,737.13
Fund 30	<u>\$ 30,250.00</u>
Total	\$971,092.42

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

Report of the School Business Administrator/Board Secretary

A. Receipt of Monies for June 2007

Fund 10

Appropriation Refund	\$	50,211.70
County Tax Levy	\$	963,120.00
State Aid	\$	87,079.95
Miscellaneous	\$	10,852.29
Interest	\$	6,012.03
Adult Continuing Education	\$	6,893.00
TI Tuition	\$	46,896.30
Twilight Program	\$	24,000.00
Alternative School	\$	43,200.00
Academy School Tuition	\$	3,000.00
Performing Arts Tuition	\$	3,305.79
Summer School Tuition	\$	177,728.00
FICA	\$	39,097.11

Fund 20

United Way	\$	2,666.67
VICA-Statewide	\$	11,424.00
School Base Linkage	\$	40,000.00
IDEA	\$	5,414.00
Title I A	\$	2,610.90
Title II A	\$	800.00
Apprenticeship Training Program	\$	23,655.00
Instructional Supplement Aid	\$	793.05

Fund 30

County Capital Project	\$	-
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Fund 60

Interest	\$	21.84
Lunches	\$	5,848.15
State Aid Lunch	\$	201.10
Federal Aid Lunch	\$	3,613.30

Fund 61

ETTC	\$	1,604.36
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Total Receipts for June 2007	\$	<u>1,560,048.54</u>
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<u>Roll Call</u>	<u>Yes</u>	<u>No</u>
Mr. Smith		absent
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 June 2007 and the Treasurer of School Monies for the month of June 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		absent
Mrs. Ventantonio	X	
Mr. Livingston	X	
Dr. Braun	X	
Mr. Fisher	X	

C. Academy Tuition Contracts

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

Basking Ridge	1 student	\$ 1,000.00
Bedminster	1 student	\$ 1,000.00
Branchburg	2 students	\$ 2,000.00
Bridgewater	7 students	\$ 7,000.00
Franklin	14 students	\$14,000.00
Frenchtown	1 student	\$ 1,500.00
Green Brook	2 students	\$ 2,000.00
Hillsborough	7 students	\$ 7,000.00
Holland Township	5 students	\$ 7,500.00
Manville	3 students	\$ 3,000.00
Montgomery	1 student	\$ 1,000.00
N. Plainfield	10 students	\$10,000.00
Readington	2 students	\$ 3,000.00
Somerville	1 student	\$ 1,000.00
South Bound Brook	1 student	\$ 1,000.00
Three Bridges	1 student	\$ 1,500.00
Warren	1 student	\$ 1,000.00
Watchung	1 student	\$ 1,000.00

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

D. Budget Transfers

On motion by Dr. Braun, seconded by Mrs. Ventantonio and passed on roll call vote, the Board of Education approved the budget transfers for the 2006-07 and 2007-08 school years as they appear on Addendum #7. Mr. Fisher acknowledged the new format required by law for the year end budget transfers.

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

E. Authorization Petty Cash Accounts

On motion by Dr. Braun, seconded by Mrs. Ventantonio and passed on roll call vote, the Board of Education granted approval to authorize the establishment of petty cash accounts in the amount of \$400.00 each for the district office, high school, Alternative High School and Technology Institute.

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

F. Maintenance Contract Agreements - 2007-08 School Year

On motion by Dr. Braun, seconded by Mrs. Ventantonio and passed on roll call vote, the Board of Education approved the following maintenance contract agreements for the 2007-08 school year effective July 1, 2007 through June 30, 2008.

<u>Vendor</u>	<u>Amount</u>
Strategic Environmental Services	\$3,400.00
PMK Group	\$2,500.00

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

G. North America Power Partners and ENERActive Solutions Agreement

On motion by Dr. Braun, seconded by Mrs. Ventantonio and passed on roll call vote, the Board of Education tabled the motion to enter into an agreement with North America Power Partners (NAPP) through their agent affiliation with ENERActive Solutions to provide a detailed load reduction assessment to identify load reduction strategies to maximize the value of the demand response revenue stream. ENERActive Solutions will provide these services for a fixed fee of \$9,000.00; the cost will be deducted from the Demand Response revenues. This agreement to be reviewed and approved by the Board attorney. The Board requested more information on this agreement and discussed the interests of the parties to this agreement. Mr. Yospin explained the Board could save money on such energy conservation initiatives. More information will be provided to the Board on this particular agreement.

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

August 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:

August 27, 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 all good press and noted we have accepted our first student into the Law and Public Safety program. She also noted there will a Twilight open house tomorrow from 9:00-11:00 a.m. She also wished Mr. Livingston a wonderful retirement.
- The Board expressed their gratitude to Mr. Livingston. Dr. Braun thanked Mr. Livingston for all his years of service and the wonderful experiences they shared. Mrs. Ventantonio thanked Mr. Livingston for his friendship. Mr. Livingston thanked the Board for the great years they shared together.

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 7:05 p.m.

<u>Roll Call</u>	<u>Yes</u>	<u>No</u>
Mr. Smith		absent
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:

- 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 Policy No. 0163-Quorum. 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 Dr. Braun, seconded by Mrs. Ventantonio and passed on roll call vote, the meeting reopened at 7:35 p.m.

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

Revised Board Policy Bylaws

On recommendation of Mr. Maddaluna and motion by Dr. Braun, seconded by Mrs. Ventantonio, the Board of Education did not pass on roll call vote the revised Board Policy Bylaws #1063-Quorum at this first reading as it appears on Addendum #8. The Board did not approve changing the quorum from four members to three members.

<u>Roll Call</u>	<u>Yes</u>	<u>No</u>
Mr. Smith		absent
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 7:40 p.m.

Michael Maddaluna
Superintendent of Schools