

SOMERSET COUNTY VOCATIONAL BOARD OF EDUCATION

SOMERSET COUNTY VOCATIONAL & TECHNICAL SCHOOLS

North Bridge Street and Vogt Drive
Bridgewater, New Jersey 08807

Regular Meeting
October 22, 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
Theodore Smith
Anita Ventantonio

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 Herrera, Assistant High School Principal; Joseph Petrosino, Supervisor of Special Needs; Diane Ziegler, Director of Curriculum and Instruction; Sherman Harris, Supervisor of Special Projects; Bernice Wicks, Director of Communications and Public Relations; Michael Kuschyk, Director of Building and Grounds; Helen Mikulak, Manager of Student Financial Services/Human Resources for the Technology Institute; Maureen Stivala, Office Occupations Instructor; Evangeline Byrd, Career Education Instructor; David D'Alonzo, retired Somerset County Vocational & Technical Schools Superintendent; Toni Quagliato; Michelle Quagliato; Michael Quagliato; Chip Hughes, Foundation Member; John Graf, Jr.; Pete Wright; Alexandria Barnes; and Adrienne Willard, Administrative Secretary, High School Principal.

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 September 24, 2007 were approved.

Correspondence

- Letter from NJSBA informing the district that the district's entry, *Tech Talk*, received Honorable Mention in the 2007 Annual School Communications Competition.
- Letter from NJSBA informing the district that the district's program, *Information Guides*, received the Award of Excellence in the 2007 Annual School Communications Competition.
- Note from Carole Koenig thanking the Board of Education and administration for the beautiful retirement gift.

Old or Unfinished Business

Student of the Month

- Mr. Jones introduced the first student of the month for the school year, Toni Quagliato. Toni is a third year student in the Office Occupations program. She is an active member of the Future Business Leaders of American and the SkillsUSA organizations. In addition to being an exemplary student, she enjoys participating in extra curricular activities. Toni also received the Best in Shop award last year.

Building and Grounds Report

- The monthly Building and Grounds Report was included in the packet for the Board’s review.
- Mr. Kuschyk distributed the PMK Summary Report on the water test to be submitted to the DEP. He noted that although the PMK report indicated no further action needs to be taken; the district must await a formal response from the DEP on this matter. Mr. Kuschyk also reported the exterior signage and exterior handrails projects have been completed.

Report of the Attorney

- Ms. Fittipaldi is currently communicating with the appropriate parties in an effort to bring closure and finalize the terms and conditions of the Sungard contract between the district, Raritan Valley Community College and the software vendor.

Superintendent's Report

A. 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 of Education approved the employment of the following part-time personnel for the 2007-08 school year:

High School

Karen Kaye	Cosmetology Substitute	\$90.00/day
Charles Delaney	Substitute	\$90.00/day

Twilight

Jaime Morales	Security Guard	\$14.00/hr
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Creative Arts

Bonita DeFazio	Assistant	\$25.60/hr
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NLSkillsUSA

See Addendum #1

Work Study - \$7.15/hr

Peter Barboe	Marc Borelli	Matthew Burtis
Leona Callahan	Brianna Dachisen	Matthew Fayette
Dane Hammond	Suzanna Montano	Samantha Mulvihill
Candace Neidlinger	Emily Parker	Gina Rhodes
Jeffrey Santora	Kristin Sarboukh	Julianne Sanchez
Cody Sobel	Hillary Stein	Dean Watson
Kira Woods	Michelle Croll	Stephanie DeFrancesco

Victoria Richards

Technology Institute

Brett Rowland	Computer Intern	\$ 7.15/hr
Thomas Heinbach	Automotive Instructor	\$40.79/hr

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

B. 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 #2.

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

C. Job Descriptions

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 following job descriptions as they appear on Addendum #3:

Academic Coordinator
Bursar

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

D. 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 October 22, 2007 meeting authorized application for funds for the following:

NJ Department of Labor & Workforce Development	Youth Transitions to Work (YTTW - FY 2008)	\$187,500.00
United Way of Central Jersey	Twilight Program (2008-09 SY)	\$ 15,000.00

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

E. 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 October 22, 2007 meeting authorized acceptance of funds for the following:

NJ Department of Labor & Workforce Development	Youth Transitions to Work (YTTW - FY 2008)	\$187,500.00
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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	

F. District Nursing Services Plan - 2006-07 and 2007-08 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 adopted the district's Nursing Services Plan for the 2006-07 and 2007-08 school years pursuant to NJAC 6A:16-2.1(f)3 and NJAC 6:2.1(a)10.

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

G. Quality Assurance Annual Report

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 Quality Assurance Annual Report (QAAR) including the 2007-08 School-Wide Objectives and the High School Proficiency Assessment (HSPA) results. (Addendum #4)

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

H. 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	X	
Mrs. Ventantonio	X	
Dr. Braun	X	
Mr. Fisher	X	

I. Renewal - Amendment to the Memorandum of Agreement Between Education and Law Enforcement Officials

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 Amendment to the Memorandum of Agreement Between Education and Law Enforcement Officials, which remains unchanged, with no additional terms/provisions.

<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 Approval to Operate Alternative School Program - 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 application for approval to operate Alternative School Program for the 2007-08 school year.

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

K. New Jersey State Interscholastic Athletic Association Membership

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 membership renewal into the New Jersey Interscholastic Athletic Association (NJSIAA) athletic program.

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

L. Superintendent's Update

- Ms. Ziegler summarized and highlighted for the Board the Quality Annual Assurance Report (QAAR) and the High School Proficiency Assessment (HSPA) results. The public was given an opportunity for questions. There were no comments or questions.
- Mr. Herrera presented the Violence & Vandalism Report and noted that the early intervention program and other coordinated efforts of our staff have had a direct impact on the number of reportable incidents. The public was given an opportunity for questions. There were no comments or questions.
- Mr. Maddaluna provided the Board with a copy of the memo responding to Freeholder Jack Ciattarelli's request for information on the district's (a County Taxpayer-Funded operation). Mr. Ciattarelli summarized what transpired at the meeting. He was pleased with the level of support documentation provided by Mr. Maddaluna and Ms. Strober on the district's operational policies and procedures. Mr. Ciattarelli was comfortable with the district's conformance to laws, policies and regulations and informed the Board he will put the same in writing.
- Dr. Illuzzi updated the Board on the status of the Middle States approval process for the Technology Institute. There will be a self study and assemblance of data efficiency and affectivity.
- Mr. Maddaluna reported on Legislator's Day 2007 at which time the school funding formula was discussed. Presentations were given by our law enforcement and performing arts students.
- Mr. Herrera and Mr. Wright, Somerset County Business Partnership Shared Services Administrator, discussed the development of a program to educate educators in coordination with local businesses throughout Somerset County. They are looking to offer the program next summer which would pay teachers to attend a two week program during the summer.
- Mr. Maddaluna attended a board meeting of the Somerset County Educational Services Commission. The purpose of the meeting was to discuss the design and cost of the renovations to the warehouse which will accommodate low functioning special education students. The Career Center project is expected to commence September 2009.

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	\$1,457,124.04
Fund 20	\$ 84,255.28
Fund 30	\$ 83,734.12
Fund 61	\$ 4,569.00
Fund 95	\$ <u>17,492.46</u>
Total	\$1,647,174.90

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

New Business

- Mr. Smith noted the special recognition given to the district from the New Jersey School Boards Association and acknowledged Bernice Wicks' efforts. He also complimented Mary Jane Salvato on her *Courier News* special advertising section.
- Mrs. Ventantonio attended the Somerset County School Boards Association and distributed the summary to the Board for review as required by law.

Report of the School Business Administrator/Board Secretary

A. Receipt of Monies for September 2007

<u>Fund 10</u>	
Appropriation Refund	\$ 2,949.19
County Tax Levy	\$ 1,018,546.00
State Aid	\$ 198,236.40
Miscellaneous	\$ 280.00
Interest	\$ 7,864.45
Adult Continuing Education	\$ 7,700.00
Special Education	\$ -
TI Tuition	\$ 101,851.20
Alternative School	\$ -
Academy School Tuition	\$ 2,000.00
Creative Arts Tuition	\$ 2,341.00
FICA	\$ 6,324.90
<u>Fund 20</u>	
United Way	\$ 2,666.67
VICA-Statewide	\$ 10,937.00
Juvenile Justice	\$ 10,000.00
Tara Target at Risk Aid	\$ 1,987.50
Instructional Supplement Aid	\$ 1,586.10
<u>Fund 30</u>	
County Capital Project	\$ 170,663.46
<u>Fund 60</u>	
Interest	\$ 19.09
Lunches	\$ 14,441.16
State Aid Lunch	\$ -
Federal Aid Lunch	\$ -
<u>Fund 61</u>	
ETTC	\$ _____
Total Receipts for September 2007	<u>\$ 1,560,394.12</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 September 2007 and the Treasurer of School Monies for the month of September 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. Resolution 2007-08/10-A - A-5 School District Accountability

On motion by Dr. Braun, seconded by Mrs. Ventantonio and passed on roll call vote, the Board of Education approved Resolution 2007-08/10-A - A-5 School District Accountability as it appears on Addendum #7 (as required by law).

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

Dr. Braun informed the Board there will need to be discussion prior to the adoption of the Do Not Resuscitate policy.

D. Three-Year Comprehensive Maintenance Plan

On motion by Dr. Braun, seconded by Mrs. Ventantonio and passed on roll call vote, the Board of Education granted approval to submit a Three-Year Comprehensive Maintenance Plan as required by the NJDOE as it appears on Addendum #8.

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

E. Tuition Rates - 2008-2009 School Year

On motion by Dr. Braun, seconded by Mrs. Ventantonio and passed on roll call vote, the Board of Education approved tuition rates for the 2008-09 school year as follows:

	Tuition Charged In-County		Tuition Charged Out-of-County	
	Full Time	Shared Time	Full Time	Shared Time
Alternative School	\$16,440	NA	\$16,440	NA
Academy for Health and Medical Sciences	\$2,000	NA	\$2,500	NA
Somerset County Career Center	NA	\$5,000	\$13,000	\$6,500
Special Education	\$0	\$0	\$13,000	\$6,500
Technology Institute	\$68/credit	\$68/credit	\$136/credit	\$136.00/credit
Twilight Program (includes summer 2008)	\$1,500	NA	\$1,500	NA
Vocational Programs	\$0	\$0	\$10,000	\$5,000

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

F. Technology Institute Tuition Rate - 2008-09 School Year

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

approved the Technology Institute tuition rate of \$68/credit for county residents and \$136/credit for out-of-county residents for the 2008-09 school year.

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

G. Obsolete Equipment

On motion by Dr. Braun, seconded by Mrs. Ventantonio and passed on roll call vote, the Board of Education approved the following excess property as obsolete and no longer needed for educational purposes:

<u>Item</u>	<u>Asset #</u>	<u>Serial #</u>
Hunter D111 Wheel Alignment Analyzer	00193	DA11797
1988 John Deere Tractor w/Backhoe	02782	014163W

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

Reorganization Meeting

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

November 1, 2007

5:30 p.m.

Somerset County Vocational & Technical Schools
North Bridge Street and Vogt Drive
Bridgewater, NJ 08807

November Meeting

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

November 19, 2007

5:30 p.m.

Somerset County Vocational & Technical Schools
North Bridge Street and Vogt Drive
Bridgewater, NJ 08807

Remarks from the Public

- Dr. Braun stated this is an historic, monumental and sentimental moment for the Board as this is the last meeting for our Board president, Mr. Moncrieff Fisher, who is retiring after thirty years of service.
- Mr. Jones noted what a positive influence Mr. Fisher had on our students, and at this time introduced cosmetology senior, treasurer of SkillsUSA, who on behalf of the entire student body presented Mr. Fisher with a wall plaque and placed around Mr. Fisher's neck a gold medal representing his achievements as a Board member.
- Mr. D'Alonzo, retired Superintendent, heard the "rumor" that Mr. Moncrieff Fisher was retiring and this meeting was to be his last meeting. Mr. D'Alonzo was compelled to be present at this last meeting as Mr. D'Alonzo was present at Mr. Fisher's first meeting. He also thanked Mr. Fisher for his support over the years.
- Mr. Graf who had also been employed in the district during Mr. Fisher's presidency shared Mr. D'Alonzo's sentiments. He informed the Board and those present at the meeting that there will be a retirement celebration on Wednesday, December 5th at The Imperia from 5-8 p.m. in honor of Mr. Fisher. More information will be

forthcoming.

- Mr. Jones wished Mr. Fisher and his family much health and happiness during his retirement.
- Mr. Harris noted Mr. Fisher was a positive role model and a blessing to the district.
- Mr. Kuschyk on behalf of the Building and Grounds department expressed his appreciation and stated without Mr. Fisher's support we wouldn't be sitting here (in the recently constructed technology center addition where the monthly Board meetings are held) right now.
- At this time, Mr. Maddaluna presented Mr. Fisher with the gavel and block Mr. Fisher used to preside over the meetings the past years as President. Also presented was the engraved plaque that will be mounted on the block.
- Mr. Ciattarelli, on behalf of the Freeholders, said Mr. Fisher set a precedent in terms of outstanding performance as President of the Somerset County Vocational Board of Education. As a result, it will be a challenge for the Freeholders to find his replacement.
- Mr. Fisher said it was an honor to serve the district, the students, the parents, the residents and the County as a Somerset County Vocational Board member over the last thirty years. It was a pleasant run. He enjoyed working with the nine County Superintendents, the five district Superintendents, the administration and the support staff. Mr. Fisher made special mention of George Meyer, past district Superintendent who passed away over twenty years ago, and recognized Mr. Meyer's important contributions to the district. He also thanked Ms. Jegou who he referenced as "the boss of the bosses". He also acknowledged Mr. Jones, Mr. Maddaluna, and Ms. Strober and their efforts. He thanked everyone for their support over the years and felt he was leaving at a time when the district is making progress to improve and expand instructional programs. He also wanted to pass onto the Board his belief of the importance for educating much needed skilled workers in the trades. Mr. Fisher is proud of what we have all done together and again thanked everyone.

Adjournment

On motion by Dr. Braun, seconded by Mrs. Ventantonio and passed, the meeting adjourned at 6:30 p.m.

Diane Strober
Business Administrator/Board Secretary