

SOMERSET COUNTY VOCATIONAL BOARD OF EDUCATION

SOMERSET COUNTY VOCATIONAL & TECHNICAL SCHOOLS

14 Vogt Drive
Bridgewater, New Jersey 08807

Regular Meeting
January 26, 2009

The meeting was called to order at 6:00 p.m. with the following board members present:

Dr. Alan P. Braun, President
Anita Ventantonio, Vice President
Theodore Smith
William Hyncik, Jr.
Trudy Doyle, arrived at 6:05 p.m.

Ms. Fittipaldi, board attorney, swore in Dr. Alan P. Braun as board of education member.

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: Bernice Wicks, Director of Communications; Diane Ziegler, Director of Curriculum and Instruction; Peter Carey, Director of Student Services; Michael Kuschyk, Director of Buildings and Grounds; Dr. Joseph Petrosino, Director of Special Needs; Michael Herrera, Assistant High School Principal/Director of Career & Technical Education and Workforce Development; Sherman Harris, Supervisor of Special Projects; Pamela Brink, Director of School Based Program; Dr. Arleen Urban, Supervisor of Office Administration Programs; Carene Jegou, Administrative Assistant to the Superintendent; James Strickhart, Secretary; Adrienne Willard, Administrative Secretary; Margaret Fischer, Mathematics Teacher; Student of the Month and parent; Maria Bender, Central Jersey Regional President, SkillsUSA; and Clarissa Lin, Somerset County Vocational & Technical Schools Chapter President, SkillUSA.

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

Pledge of Allegiance

Approval of Minutes

On motion by Mr. Hyncik, seconded by Mrs. Ventantonio, the minutes of the regular meeting held on December 15, 2008 were approved.

Correspondence

- Note from Kathy Gursky thanking the board for the retirement gift.

Old or Unfinished Business

Student of the Month

- Kelly Fuske, a third year student in the musical theater program was selected as Student of the Month for January. In addition to maintaining a good academic record, Kelly is involved in a number of extra-curricular activities, including the National Technical Honor Society. She was most recently featured in the musical theater production, *A Funny Thing Happened on the Way to the Forum*. After she graduates she intends to enroll in college and continue her education in performing arts.

Change Order – Technology Institute Window Replacement (SSP Architectural Group)

On recommendation of Mr. Maddaluna and motion by Mr. Hyncik, seconded by Mrs. Ventantonio and passed on roll call vote, the Board of Education approved the change order as it appears below:

- Change Order No. 1, add \$3,020.44, Automatic Door Systems, Inc. shall supply and install two (2) fixed over project out dark bronze anodized aluminum windows for the new athletic office.

	<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		

Report of the Attorney

- Ms. Fittipaldi reviewed and approved the Jewish Vocational Services and Princeton Healthcare Systems contracts.

Superintendent's Report

A. Resignation

On recommendation of Mr. Maddaluna and motion by Mr. Hyncik, seconded by Mrs. Ventantonio and passed on roll call vote, the Board of Education accepted the resignation of Mr. Peter Adams, Social Studies Instructor (TOPS), effective January 21, 2009.

	<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. Employment of Part-Time Personnel - 2008-09 School Year

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 2008-09 school year:

High School

Sanford (Sandy) Boyar	Substitute	\$90.00/day
Robert Hahn	Bus Driver	\$16.00/hr
Kristen McNerney	Bus Driver	\$16.00/hr
Performing Arts		
Robert Graham	Technical Director (480 hrs - 1/09-6/09)	\$26.59/hr

TOPS

Mary Behot	Substitute	\$37.00/hr
------------	------------	------------

Work Study - \$7.15/hr

Jessica Crawford	Hannah Jennings	Emily Meeks	Jonathan Rodriguez
Brandon Rogers			

Technology Institute

Charles Koch, Jr.	Graphic Design Instructor	\$42.54/hr
John Pearson	Interior Design Instructor	\$34.03/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		

On recommendation of Mr. Maddaluna and motion by Mr. Hyncik, seconded by Mrs. Doyle and passed on roll call vote, agenda items C, D and E as follows:

C. Title Change

On recommendation of Mr. Maddaluna and motion by Mr. Hyncik, seconded by Mrs. Doyle and passed on roll call vote, the Board of Education approved a title change for Elizabeth Savage to Manager of Corporate & Community Outreach & Developmental Planning.

D. Salary Correction - 2008-09 SY

The Board of Education approved a salary correction for Ms. Karen Hart as follows:

	<u>Base</u>	<u>Longevity</u>	<u>Total 2008-09 Salary</u>
From:	\$91,393.85	\$950.00	\$92,343.85 (12 month)
To:	\$91,614.35	\$950.00	\$92,564.35 (12 month)

E. Field Trips

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		
Mr. Hyncik		X	
Mrs. Doyle		X	
Mrs. Ventantonio		X	
Dr. Braun	X		

F. Acceptance of Funds

On recommendation of Mr. Maddaluna and motion by Mr. Hyncik, 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 January 26, 2009 meeting authorized acceptance of funds for the following:

NJ Department of Education	NCLB - FY 2009	\$63,963.00
	Title I Part A	\$48,835
	Title II Part A	\$13,500
	Title II Part D	\$ 407
	Title IV	\$ 1,221

	<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		

On recommendation of Mr. Maddaluna and motion by Mr. Hyncik, seconded by Mrs. Ventantonio and passed on roll call vote, agenda items G, H and I as follows:

G. Employee Assistance Program

The Board of Education renewed its agreement with Charles Nechtem Associates, Inc. to provide short-term counseling services for the employees of Somerset County Vocational & Technical Schools, effective February 1, 2009 through January 31, 2010.

H. Professional Seminars/Workshops

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 #2.

I. Board Policies and Regulations - First Reading

The Board of Education approved the following board policies and regulations at this first reading as they appear on Addendum #3.

0142.1 Nepotism
0174 Legal Services

0177 Professional Services
 1570/R1570 Internal Controls
 1620 Administrative Employment Contracts
 6111/R6111 Special Education Medicaid Initiative (SEMI) Program
 6362 Contributions to Board Members and Contract Awards
 6423 Expenditures for Non-Employee Activities, Meals & Refreshments
 6831 Withholding or Recovering State Aid
 7650/R7650 School Vehicle Assignment, Use, Tracking, Maintenance and Accounting
 9120 Public Relations Program

	<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. Revised Board Policies and Regulations - First Reading

On recommendation of Mr. Maddaluna and motion by Mr. Hyncik, seconded by Mrs. Ventantonio and passed on roll call vote, the Board of Education approved the following revised board policies and regulations at this first reading as they appear on Addendum #4.

6320 Purchases Subject to Bid
 6360 Political Contribution
 6470/R6470 Payment of Claims
 6510 Payroll Authorization
 7410/R7410 Maintenance and Repair
 5512.01 Harassment, Intimidation and Bullying
 9541 Student Teachers/Interns

	<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		

K. Agreement - Storr Tractor Company

On recommendation of Mr. Maddaluna and motion by Mrs. Ventantonio, seconded by Mr. Hyncik and passed on roll call vote, the Board of Education entered into an agreement with Storr Tractor Company that the district will allow Storr Tractor Company to use its training facilities in exchange for Storr Tractor Company to teach SCVTS students when providing training to its dealer base and employees effective January 1, 2009 through December 31, 2009.

	<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		

L. Waiver of Requirements - Special Education Medicaid Initiative (SEMI) Program

On recommendation of Mr. Maddaluna and motion by Mr. Hyncik, seconded by Mrs. Ventantonio and passed on roll call vote, the Board of Education authorized the Chief School Administrator to submit to the Executive County Superintendent of Schools an appropriate waiver of the requirements of NJAC 6A:23A-5.3 for the 2009-10 school year.

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

M. Superintendent's Update

- Mrs. Willard presented Maria Bender and Clarissa Lin, SkillsUSA representatives, who discussed, “Quarters for the Cure” a fundraiser benefiting cancer research.
- Mr. Maddaluna updated the board that members of the New Jersey Council of County Vocational – Technical Schools were testifying before the New Jersey Commissioner of Education regarding the High School Redesign. More information will be forthcoming.
- Mr. Maddaluna, Mrs. Strober and Mr. Kuschyk reviewed and screened 12 consultant proposals for the feasibility study multi-purpose athletic facility. Three consultants were interviewed and The RBA Group, Inc. was awarded the contract by the Regional Center Partnership of Somerset County.
- The mid-review district action plans were presented to the board.
 - Mr. Carey discussed the High School Redesign marketing theme for attracting college prep students.
 - Ms. Ziegler reported on the New Jersey Quality Single Accountability Continuum (NJQSAC) process. Mr. Maddaluna noted the summer administrator retreat will focus on the NJQSAC, district performance review (DPR).
 - Mr. Herrera reported on the Literacy Action Committee. He discussed the four goals of the committee.
 - Mr. Ciattarelli reported that 24 of the 25 EMT squads in the county are volunteer programs. The Somerset County Board of Freeholders, in partnership with the Somerset County Vocational & Technical Schools, Raritan Valley Community College, Somerset Medical Center and the Somerset County EMS Chief Officers Association will soon make available at the school an Emergency Medical Technician (EMT) program. Mr. Ciattarelli thanked Mr. Maddaluna and Mr. Herrera for instituting this pilot EMT program. Mr. Ciattarelli also noted that the medical center approved our site within less than two months. The EMT training program will meet two days a week and on Saturday.
 - Ms. Ziegler discussed the type of tools necessary for student achievement.
 - Dr. Petrosino explained the 9th grade career exploratory program.
 - Mr. Harris and Mrs. Brink shared with the board their “Make a Difference” campaign wherein the overall goal is to enhance the teacher’s capacity to foster student self-esteem and cooperation, improve classroom attendance, decrease disruptive behaviors in and outside the classroom and enhance the overall positive atmosphere in the school.
 - Mr. Maddaluna expressed that he was proud of the professionalism of the presenters.

Submission of Bills

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

Fund 10	\$1,719,706.05
Fund 20	\$ 89,898.07
Fund 30	\$ 1,568.40
Fund 60	\$ 12,465.81
Fund 61	\$ 5,250.50
Fund 95	<u>\$ 1,311.42</u>
Total	\$1,830,200.25

New Business

- None

Report of the School Business Administrator/Board Secretary

A. Reports A-148 and A-149

On motion by Mr. Hyncik, 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 December 2008 and the Treasurer of School Monies for the month of December 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 #5)

	<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. Academy Tuition Contract Agreements - 2008-09 SY

On motion by Mr. Hyncik, seconded by Mrs. Ventantonio and passed on roll call vote, the Board of Education approved the following Academy Tuition Contract Agreements prorated for the 2008-09 school year.

Hunterdon Central	1 student	\$1,600.00 (11/3/08)
Bridgewater-Raritan	1 student	\$1,200.00 (1/1/09)

	<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. SCESC Transportation

On motion by Mr. Hyncik, seconded by Mrs. Ventantonio and passed on roll call vote, the Board of Education entered into a contract agreement with SCESC for the purpose of providing transportation for the Twilight Program. The cost will be \$60.00/day for a total of 72 days.

	<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. County Energy Audit Grants Program

On motion by Mr. Hyncik, seconded by Mrs. Ventantonio and passed on roll call vote, the Board of Education authorized the submission of the county energy audit grants program application. (See attached)

	<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. Medical and Prescription Drug Renewal - 1/1/09-12/31/09

On motion by Mr. Hyncik, seconded by Mrs. Ventantonio and passed on roll call vote, the Board of Education approved the renewals for the medical and prescription drug programs both administered by Horizon Blue Cross Blue Shield of New Jersey for the January 1, 2009 through December 31, 2009 contract period as negotiated by Conner Strong, Broker of Record.

	<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. Revised Facility Use Fee Schedule - 2008-09 SY

On motion by Mr. Hyncik, seconded by Mrs. Ventantonio and passed on roll call vote, the Board of Education approved the revised Facility Use Fee Schedule for the 2008-09 school year as it appears on Addendum #6.

	<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		

February 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:

February 23, 2009

6:00 p.m.

Somerset County Vocational & Technical Schools

14 Vogt Drive

Bridgewater, New Jersey 08807

Remarks from the Public

- Mrs. Wicks updated the board on the Open House being held at the Technology Institute and High School on Saturday, February 7th.
- Dr. Braun shared with the board the wonderful jazz concert and dinner he attended in the auditorium and restaurant which was hosted by the Education Foundation. He noted the dinner was delicious and the student servers were very professional. He also added that it was a remarkable program and the concert was well attended.
- Mr. Smith acknowledged the letter written by MaryJane Salvato, Education Foundation President, which was published in the *Courier News* on January 23, 2009 thanking the Courier News Courier Cares Program, the NJ Jazz Society and the attendees for a magical evening of jazz.
- Mr. Ciattarelli congratulated Dr. Braun on his reappointment to the board. He also thanked Mr. Maddaluna and Mrs. Strober for their efforts in preparing the budget and acknowledged their attempt to move toward tax payer neutral programs.

Resolution

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 the 2009-10 budget. 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.

- D. It is anticipated that the items discussed will be made public when the matters discussed are resolved.

	<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		

Closed Session

On motion by Mr. Hyncik, seconded by Mrs. Ventantonio and passed on roll call vote, the Board of Education went into closed session at 7:15 p.m.

	<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		

Open Session

On motion by Mr. Hyncik, seconded by Mrs. Ventantonio and passed on roll call vote, the Board of Education reopened the meeting at 7:45 p.m.

	<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		

Adjournment

On motion by Dr. Braun, seconded by Mrs. Ventantonio and passed, the meeting adjourned at 7:46 p.m.

Diane Strober
Business Administrator/Board Secretary