

SOMERSET COUNTY VOCATIONAL BOARD OF EDUCATION

SOMERSET COUNTY VOCATIONAL & TECHNICAL SCHOOLS

14 Vogt Drive
Bridgewater, New Jersey 08807

Reorganization Meeting

November 2, 2009

6:00 p.m.

The New Jersey Statutes Annotated 18A stated under 18A:54-18 that the County Vocational Boards of Education shall organize annually on November 1st by the election of a President and Vice President, unless November 1st shall fall on a Sunday, in which case the Board shall organize the following day. The law was amended in 1970 and became effective December 3, 1970, by adding the following: If the organization meeting cannot take place on the day hereinabove provided for by reason of a lack of a quorum or for any other reason, said meeting shall be held within three days thereafter.

Diane Strober, Business Administrator/Board Secretary called the meeting to order at 5:00 p.m. with the following board members:

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

Also Present:

Michael Maddaluna, Superintendent of Schools
Diane Strober, Business Administrator/Board Secretary
Lisa Fittipaldi, Board Attorney
Edmund H. Jones, High School Principal, absent
Dr. Michael Illuzzi, Director of Post-Secondary Education, absent
Jack Ciattarelli, Somerset County Freeholder, absent
Others: Patrick Pelliccia, Curriculum and Instruction Coordinator.

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

Pledge of Allegiance

A. Board of Education President

Mrs. Strober asked for nominations for the position of President.

On motion by Mrs. Ventantonio, seconded by Mr. Smith, Dr. Braun was nominated for the position of President.

Mrs. Strober asked for other nominations. There were none.

On motion by Mr. Hyncik, seconded by Mr. Smith, the nominations for President were closed.

A roll call vote for Dr. Braun as President was taken.

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

B. Board of Education Vice President

Mrs. Strober assumed the President's chair in Dr. Braun's absence and called for nominations for the position of Vice-President.

On motion by Mr. Smith, seconded by Mr. Hyncik, Mrs. Ventantonio was nominated for the position of Vice-President.

Mrs. Strober asked for other nominations. There were none.

On motion by Mr. Hyncik, seconded by Mrs. Ventantonio, the nominations for Vice-President were closed. A roll call vote for Mrs. Ventantonio as Vice-President was taken.

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

At this time, Mrs. Strober turned over the gavel to the newly elected Vice President, Mrs. Ventantonio, who presided over the remainder of the meeting.

C. Secretary to the Board of Education

On motion by Mr. Smith, seconded by Mr. Hyncik and passed on roll call vote, the Board of Education appointed Diane Strober to serve as Secretary to the Board of Education until the reorganization meeting to be held in November 2010.

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

D. Treasurer of School Monies

On motion by Mr. Hyncik, seconded by Mr. Smith and passed on roll call vote, the Board of Education appointed Michelle Fresco to serve as interim Treasurer of School Monies at a salary of \$5,000.00 until the reorganization meeting to be held in November 2010.

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

E. Board Attorney

On motion by Mr. Hyncik, seconded by Mr. Smith and passed on roll call vote, the Board of Education appointed Lisa Fittipaldi to serve as Board Attorney at a rate of \$189.00 per hour until the reorganization meeting to be held in November 2010.

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

F. Auditor

On motion by Mr. Hyncik, seconded by Mr. Smith and passed on roll call vote, the Board of Education appointed the firm of Suplee, Clooney & Company as auditors for all school funds at a fee of \$39,900.00 for the school year July 1, 2009 to June 30, 2010.

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

G. Architect of Record

On motion by Mr. Smith, seconded by Mr. Hyncik and passed on roll call vote, the Board of Education appointed SSP Architectural Group to serve as Architect of Record until the reorganization meeting to be held in November 2010.

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

H. School Physician

On motion by Mrs. Doyle, seconded by Mr. Hyncik and passed on roll call vote, the Board of Education appointed Warren Medicenter as school physicians until the reorganization meeting to be held in November 2010.

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

I. Broker of Record for Employee Medical, Dental and Vision Benefit Plans

On motion by Mr. Hyncik, seconded by Mr. Smith and passed on roll call vote, the Board of Education appointed Conner Strong to serve as the Broker of Record for employee medical, dental and vision benefit plans until the reorganization meeting to be held in November 2010.

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

Mrs. Doyle abstained because she is working with this company through a state shared services initiative.

J. Board of Education Meeting Dates - 2010

On motion by Mr. Hyncik, seconded by Mr. Smith and passed on roll vote, the Board of Education approved that the regular meetings of the Somerset County Vocational Board of Education be held:

Day: 4th Monday of each month (See Addendum #1 as amended)

Time: 6:00 p.m.

Place: Somerset County Vocational & Technical Schools

14 Vogt Drive

Bridgewater, New Jersey

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

K. Banking Institution

On motion by Mr. Hyncik, seconded by Mrs. Doyle and passed on roll call vote, the Board of Education approved Skylands Community Bank as the banking institution to hold the following accounts:

Operating	Account #01-1199
Payroll	Account #19306
Agency	Account #19311
Petty Cash (Alternative School)	Account #19723
Federal Deposit (Pell Grant)	Account #19568
Cafeteria	Account #01-1253
Technology Institute (Visa/MC)	Account #19492
High School (Visa/MC)	Account #19593
Scholarship	Account #00210100656
HS Student Activity	Account # 06-1043
TI Student Government	Account # 06-1007

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

L. Check Signature Authorization

On motion by Mrs. Doyle, seconded by Mr. Hyncik and passed on roll call vote, the Board of Education approved the following be authorized to sign all checks and pay all bills from these accounts when properly audited:

Operating #01-1199	Dr. Alan P. Braun, Board of Education President Michelle Fresco, Treasurer of School Monies Diane Strober, Business Administrator/Board Secretary
Payroll #19306	Michelle Fresco, Treasurer of School Monies
Agency #19311	Michelle Fresco, Treasurer of School Monies
Petty Cash #19723	Michael Maddaluna, Superintendent Diane Strober, Business Administrator/Board Secretary
Federal Deposit (Pell Grant) #19568	Michael Maddaluna, Superintendent Diane Strober, Business Administrator/Board Secretary
Cafeteria #01-1253	Michael Maddaluna, Superintendent Diane Strober, Business Administrator/Board Secretary
Technology Institute (Visa/MC) #19492	Michael Maddaluna, Superintendent Diane Strober, Business Administrator/Board Secretary
High School (Visa/MC) #19593	Michael Maddaluna, Superintendent Diane Strober, Business Administrator/Board Secretary
Scholarship #00210100656	Michael Maddaluna, Superintendent Diane Strober, Business Administrator/Board Secretary
HS Student Activity # 06-1043	Michael Maddaluna, Superintendent Diane Strober, Business Administrator/Board Secretary
TI Student Government # 06-1007	Michael Maddaluna, Superintendent Diane Strober, Business Administrator/Board Secretary

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

M. Official Newspapers

On motion by Mrs. Doyle, seconded by Mr. Hyncik and passed on roll call vote, the Board of Education authorized the *Courier News*, *Somerset Messenger Gazette*, *The Home News Tribune* and *The Star Ledger* as the official newspapers circulating in Somerset County. All legal advertisements requesting bids, etc. may be placed in the *Courier News*, *Messenger Gazette*, *The Home News Tribune* or *The Star Ledger*.

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

N. Rules of Order

On motion by Mrs. Doyle, seconded by Mr. Hyncik and passed on roll call vote, the Board of Education approved that the meetings of the Somerset County Vocational Board of Education be governed by our "Rules of Order" supplemented by *Robert's Rules of Order*. In the event of a conflict, our rules would take precedence over those of *Robert's Rules of Order*.

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

O. Board Policies and Regulations

On motion by Mr. Hyncik, seconded by Mr. Smith and passed on roll call vote, the Board of Education readopted the policies and regulations of the Somerset County Vocational Board of Education until the reorganization meeting to be held in November 2010.

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

P. Job Descriptions

On motion by Mr. Hyncik, seconded by Mr. Smith and passed on roll call vote, the Board of Education adopted the job descriptions of the Somerset County Vocational Board of Education until the reorganization meeting to be held in November 2010.

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

Q. Curriculum and State Mandated Programs – 2009-10 SY

On motion by Mr. Smith, seconded by Mr. Hyncik and passed on roll call vote, the Board of Education approved the curriculum and state mandated programs and services for the high school, Technology Institute and Adult Continuing Education for the 2009-10 school year until the reorganization meeting to be held in November 2010. (Addendum #2)

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

R. Somerset County Joint Insurance Fund Membership – 2009-2012

On motion by Mr. Hyncik, seconded by Mr. Smith and passed on roll call vote, the Board of Education approved to renew membership in the Somerset County Joint Insurance Fund for a three (3) year period, beginning January 1, 2009 and ending January 1, 2012.

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

On motion by Mr. Hyncik, seconded by Mr. Smith and passed on roll call vote, agenda items S –Y as follows:

S. Trustee and Alternate Trustee to the Somerset County Joint Insurance Fund

The Board of Education appointed Dr. Alan P. Braun as a trustee and Diane Strober as an alternate trustee to the Somerset County Joint Insurance Fund.

T. Executive Committee Member of the Somerset County Association of Boards of Education

The Board of Education appointed Theodore Smith as a member of the Executive Committee of the Somerset County Association of Boards of Education.

U. Voting Member of the New Jersey Schools Boards Association

The Board of Education appointed Theodore Smith as a voting member of the New Jersey School Boards Association.

V. Legislative Committee Member for District #16 of the New Jersey School Boards Association

The Board of Education appointed Theodore Smith as a Legislative Committee member representing the Legislative District #16 of the New Jersey School Boards Association.

W. Board of School Estimate

The Board of Education appointed Theodore Smith and Dr. Alan P. Braun as members of the Board of School Estimate until the reorganization meeting to be held in November 2010.

X. Somerset County Educational Services Commission Representative Assembly

The Board of Education appointed Anita Ventantonio as a member and Trudy Doyle as an alternate member of the Somerset County Educational Services Commission Representative Assembly until the reorganization meeting to be held in November 2010.

Y. Committee Members

The president appointed the following committees and its membership until the reorganization meeting to be held in November 2010:

Personnel & Finance Committee

Dr. Alan P. Braun, Chairman
Anita Ventantonio

Facilities Committee

Dr. Alan P. Braun
William Hyncik, Jr.

Negotiations Committee (PSA & NJEA)

Theodore Smith

Delegate, State Convention

Theodore Smith

Alternate Delegate, State Convention

Dr. Alan P. Braun

Delegate, Somerset County School Boards Association

Anita Ventantonio

Teacher Liaison Committee (requests notification)

Anita Ventantonio
Trudy Doyle

Board of School Estimate

Theodore Smith
Dr. Alan P. Braun

Curriculum/Grants Committee

Anita Ventantonio

Capital Projects Committee (as needed)

Michael Maddaluna
Theodore Smith
Jack Ciattarelli
Diane Strober
Dr. Alan P. Braun

Foundation Trustees

Dr. Alan P. Braun
Anita Ventantonio

Marketing Advisory Committee

Anita Ventantonio
Michael Maddaluna
Trudy Doyle

The motion was moved and seconded and unanimously passed with the following changes to item "V"-removing Trudy Doyle as NJSBS Legislative Committee member and replacing with Theodore Smith and item "Y"-removing Trudy Doyle from the Curriculum Committee.

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

Z. New Jersey Quality Single Accountability Continuum (NJQSAC)

On recommendation of Mr. Maddaluna and motion by Mr. Hyncik, seconded by Mr. Smith and passed on roll call vote, the Board of Education tabled the approval of the submission of the New Jersey Quality Single Accountability Continuum (NJQSAC) scored District Performance Review (DPR) to the Executive County Superintendent of Schools.

Whereas, 18A:7a-10 establishes the New Jersey Quality Single Accountability Continuum (NJQSAC) for evaluating performance of each school district, and

Whereas, the evaluation of the district will be based upon five (5) key components of school district effectiveness: instruction and program; personnel; fiscal management; operations; and governance, and

Whereas, the Somerset County Vocational Board of Education has conducted a self-evaluation for the period 2006-20098 in the key components to assess the district’s capacity and effectiveness using quality performance indicators, and

Now therefore be it resolved, that the New Jersey Quality Single Accountability Continuum (QSAC)-District Performance Reviews (DPRs) and Statement of Assurance for the School District, be approved for submission to the New Jersey Department of Education, Office of the Executive County Superintendent of Schools.

A special board of education meeting will be scheduled to present and discuss the New Jersey Quality Single Accountability Continuum (QSAC) for Monday, November 16th at 5:30 p.m.

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

AA. Organizational Chart

On recommendation of Mr. Maddaluna and motion by Mr. Hyncik, seconded by Mr. Smith and passed on roll call vote, the Board of Education approved the district’s revised organizational chart as it appears on Addendum #3.

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

BB. Professional Seminars/Workshops

On recommendation of Mr. Maddaluna and motion by Mr. Hyncik, 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 #4.

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

CC. Resolution - 403(b) Plan Document

On motion by Mr. Hyncik, seconded by Mrs. Doyle and passed on roll call vote, the Board of Education adopted Resolution 2008-2009/11-A as it appears on Addendum #5 as prepared by the board attorney.

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

Update

- Mrs. Strober noted the passing of David Dickinson.
- Mr. Maddaluna distributed a Power Point presentation on the Somerset County Vocational & Technical Schools feasibility study as prepared by the Regional Center Partnership; a public meeting is scheduled for November 4th at 6:00 p.m. in our Technology Center.
- The board members signed the Acknowledgment of Receipt for The Code of Ethics for School Board Members which so notes their responsibility to understand and adhere to the Code of Ethics. The signed documents will be on file in the business office.

Adjournment

On motion by Mr. Hyncik, seconded by Mr. Smith and passed, the meeting adjourned at 5:40 p.m.

Diane Strober
Business Administrator/Board Secretary