

SOMERSET COUNTY VOCATIONAL BOARD OF EDUCATION

SOMERSET COUNTY VOCATIONAL & TECHNICAL SCHOOLS

14 Vogt Drive
Bridgewater, NJ 08807

Regular Meeting
January 24, 2011

Mr. William Hyncik, Jr., Board of Education President, called the meeting to order at 5:00 p.m.

Roll Call of Members:

William Hyncik, Jr. President
William Dudeck, Vice President
Dr. Alan P. Braun
Theodore Smith

Also Present:

Michael A. Maddaluna, Superintendent of Schools
Diane Strober, Assistant Superintendent for Business/Board Secretary
Edmund Jones, High School Principal
Lisa Fittipaldi, Board Attorney
Jack Ciattarelli, Somerset County Freeholder, absent

Others: Bernice Wicks, Director of Community Information and Student Recruitment; Diane Ziegler, Director of Curriculum and Instruction; Robert Campanella, Supervisor of Information Technology; Duane Wallace, Supervisor of Learning and Technology; Maria Johnson, Supervisor of Academics; Teresa Morelli, Supervisor of Academics; Linda Weber Smith, Commercial Arts Instructor; James Strickhart, Career & Technical Education and Workforce Development Coordinator; Carene Jegou, Administrative Assistant to the Superintendent; Michael Herrera, Assistant High School Principal/Director of Career & Technical Education; Dr. Joseph Petrosino, Director of Pupil Services; Daniel Swayze, Birdsall Services Group; Peter Campisano, USA Architects; Scott Skrivanek, Somerset Medical Center; Dr. Allison Frazier Jackson, STEM consultant; Student of the Month; and parents.

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 Mr. Dudeck, the minutes of the regular meeting and executive session held on December 20, 2010 were approved.

Correspondence

- None

Old or Unfinished Business

Student of the Month

- Adam Fulmore, a senior student in the Law & Public Safety Program is the Student of the Month for January. This is the second time he was selected as the Student of the Month. Adam recently received an appointment to the United States Military Academy at West Point, where he plans to pursue a career in the Military Police and Special Forces. He is an Honor Roll student at SCVTHS and serves as President of the National Honor Society. Adam is also a volunteer Emergency Medical Technician (EMT) for the Branchburg Rescue Squad and the Funderne First Aid and Rescue Squad. Adam's accomplishments are numerous. He won a silver medal in the 2010 N.J. SkillsUSA Law & Public Safety competition. He also received a NJ Congressional Citation, in addition to a number of awards from the National Leadership Academy. He was selected as a Law & Public Safety Squad Leader.

- Daniel Swayze, Birdsall Services Group, Inc., presented the Somerset County Improvement Authority, 2011 Renewable Energy Program to the board. Dr. Braun asked about the life of the solar panels. Mr. Swayze informed the board they had to meet a certain criteria at the end of twenty years. Mr. Maddaluna inquired when the work would begin if the bidding is at the end of February. Mr. Swayze noted the Somerset County Vocational & Technical Schools and Bernards Township Board of Education are slated to be the largest generators of renewal energy and that he understands the importance of working in the parameters of the school calendar as much as possible. Ms. Fittipaldi requested Mr. Swayze forward to her all legal documents related to this program. Discussion ensued on cost savings, legal size of the system and the impact on parking. Mr. Swayze estimated the cost for energy to about one third of the current cost, the system cannot be legally sized to cover 100% of the cost and that he does not anticipate any loss of parking spaces for the proposed canopy systems in the parking lots.

Report of the Attorney

- Ms. Fittipaldi reported that the USA Architects professional services contract has been reviewed, revised and accepted.

Superintendent's Report

On recommendation of Mr. Maddaluna and motion by Dr. Braun, seconded by Mr. Dudeck and on roll call vote, agenda items A through D as follows:

A. Resignation

The Board of Education accepted the resignation of Mr. Walter Kazar, Plumbing Instructor (UPC#TCH-HS-PLUM-FL-01), effective March 10, 2011.

B. Leave Replacements

The Board of Education appointed Mr. Matthew Poznanski as Temporary Physical Education/ Health Instructor (leave replacement), Step 1A at a salary of \$47,105.00 (prorated), effective January 25, 2011 through May 13, 2011.

The Board of Education also appointed Ms. Elizabeth Schur Badach as Temporary Biological Science Instructor (leave replacement), Step 1B at a salary of \$50,605.00 (prorated), effective on or about February 16, 2011 through June 30, 2011.

The Board of Education further appointed Ms. Rhonda Sumter as Temporary English Instructor (TOPS) (leave replacement), Step 1-C at a salary of \$52,355.00 (prorated), effective February 22, 2011 through May 20, 2011.

C. Employment of Part-Time Personnel – 2010-11 School Year

The Board of Education approved employment of the following part-time personnel for the 2010-11 school year:

High School

Substitutes - \$100.00/day

Stanley Bobrowski

Creative Arts

Dean Watson

Guitar Instructor (40 hours)

\$18.00/hr

Twilight

John Vingara

Culinary Arts (71 hours)

\$34.00/hr

Mark Mastrobattista

Culinary Arts Substitute (on call)

\$34.00/hr

Buildings & Grounds

Richard D'Alessandro

Maintenance (272 hours/alternating weeks)

\$17.00/hr

Bret Babich

Maintenance (272 hours/alternating weeks)

\$14.00/hr

Student Employment - \$7.25/hr (Maximum 15 hrs/week)

Performing Arts

Alec Richards

D. Volunteers

The Board of Education approved the following as volunteers for the 2010-11 school year:

STEM Initiative

Kevin Shutack CAD software/technical skills for Commercial Art/Electrical/Carpentry/Welding

<u>Roll Call</u>	<u>Yes</u>	<u>No</u>
Mr. Smith	X	
Dr. Braun	X	
Mr. Dudeck	X	
Mr. Hyncik	X	

E. Field Trips

On recommendation of Mr. Maddaluna and motion by Dr. Braun, seconded by Mr. Smith and 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	X	
Dr. Braun	X	
Mr. Dudeck	X	
Mr. Hyncik	X	

F. Professional Seminars/Workshops

On recommendation of Mr. Maddaluna and motion by Mr. Smith, seconded by Dr. Braun and 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 #2.

<u>Roll Call</u>	<u>Yes</u>	<u>No</u>
Mr. Smith	X	
Dr. Braun	X	
Mr. Dudeck	X	
Mr. Hyncik	X	

On recommendation of Mr. Maddaluna and motion by Mr. Dudeck, seconded by Dr. Braun and on roll call vote, agenda items G and H as follows:

G. Revised Board Policies and Regulations – First Reading

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

1523	Comprehensive Equity Plan
1530	Equal Employment Opportunities
R1520	Equal Employment Opportunity Claim Procedures
1550	Affirmative Action Program for Employment and Contract Practices
R1550	Affirmative Action program for Employment and Contract Practices
2260	Affirmative Action Program for School and Classroom Practices
2415.01	Academic Standards, Academic Assessments and Accountability
6360	Political Contributions
6362	Contributions to Board Members and Contract Awards
8420	Emergency and Crisis Situations
R8420	Emergency and Non-Fire Evacuation Plan
R8420.2	Bomb Threats
R8420.7	Lockdown Procedures
8740	Bonding

H. New Board Policies and Regulations – First Reading

The Board of Education approved the following new board policies and regulations at this first reading as they appear on Addendum #4:

1140 Affirmative Action Program
R8420.10 Active Shooter

<u>Roll Call</u>	<u>Yes</u>	<u>No</u>
Mr. Smith	X	
Dr. Braun	X	
Mr. Dudeck	X	
Mr. Hyncik	X	

I. Acceptance of Additional Funding – Perkins 2010-11 SY

On recommendation of Mr. Maddaluna and motion by Dr. Braun, seconded by Mr. Smith and 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 24, 2011 meeting authorized acceptance of additional funding from the New Jersey Department of Education in the amount of \$18,996.00 for Perkins Secondary – 2010-11 school year.

<u>Roll Call</u>	<u>Yes</u>	<u>No</u>
Mr. Smith	X	
Dr. Braun	X	
Mr. Dudeck	X	
Mr. Hyncik	X	

J. Waiver of Requirements – Special Education Medicaid Initiative (SEMI) Program

On recommendation of Mr. Maddaluna and motion by Dr. Braun, seconded by Mr. Dudeck and 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 2010-11 school year.

Dr. Braun asked who will this be submitted to as our Somerset Executive County Superintendent of Schools has not been reappointed. Mr. Maddaluna informed the board that Dr. Kathleen Serafino, the Morris Executive County Superintendent, has been assigned to cover Somerset County and will handle such.

<u>Roll Call</u>	<u>Yes</u>	<u>No</u>
Mr. Smith	X	
Dr. Braun	X	
Mr. Dudeck	X	
Mr. Hyncik	X	

K. Youth Transition To Work Consortium (YTTW) – Culinary Arts Apprenticeship

On recommendation of Mr. Maddaluna and motion by Dr. Braun, seconded by Mr. Dudeck and on roll call vote, the Board of Education entered into a consortium with Hunterdon County Poly Tech for the purpose of a Culinary Arts Apprenticeship program. The total amount the district will receive as a consortium member is \$34,030.00. This YTTW grant is sponsored by the New Jersey Department of Labor.

On recommendation of Mr. Maddaluna and motion by Dr. Braun, seconded by Mr. Dudeck and on roll call vote, the Board of Education accepted the above funds in the amount of \$34,030.00

Discussion ensued on this consortium among Hunterdon, Warren and Somerset Counties. Dr. Braun noted the existing apprenticeship agreements with Raritan Valley Country Club and Maggiano's. Mr. Smith inquired about insurance and liabilities. Mr. Herrera responded these were post-graduation apprenticeship programs.

<u>Roll Call</u>	<u>Yes</u>	<u>No</u>
Mr. Smith	X	
Dr. Braun	X	
Mr. Dudeck	X	
Mr. Hyncik	X	

L. Superintendent's Update

- Mid-Year Review – Plans of Action were included in the board packet. Mr. Herrera presented the STEM (Science, Technology, Engineering and Mathematics) initiative. Speaking to this topic were Dr. Allison Frazier Jackson, Linda Weber-Smith, and James Strickhart.

Submission of Bills

On motion by Mr. Dudeck, seconded by Mr. Smith and on roll call vote, the Board of Education approved the bills list for January 2011 which was included in the board packet and is attached to the regular meeting minutes.

Fund 10	\$1,372,540.39
Fund 20	\$ 216,783.23
Fund 30	\$ 3,235.46
Fund 60	\$ 63,666.21
Fund 95	<u>\$ 6,668.87</u>
Total	\$1,662,894.16

<u>Roll Call</u>	<u>Yes</u>	<u>No</u>
Mr. Smith	X	
Dr. Braun	X	
Mr. Dudeck	X	
Mr. Hyncik	X	

New Business

- None

Report of the School Business Administrator/Board Secretary

A. Reports A-148 and A-149

On motion by Dr. Braun, seconded by Mr. Dudeck and 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 2010 and the Treasurer of School Monies for the month of December 2010, 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	
Dr. Braun	X	
Mr. Dudeck	X	
Mr. Hyncik	X	

On motion of Dr. Braun, seconded by Mr. Smith and on roll call vote, agenda items B and C as follows:

B. Board Transfers

The Board of Education approved the following budget transfers for the 2010-11 school year as follows:

From:	11-000-291-270-00-0605	(\$90,639.00)	Employee Health Benefits
To:	11-000-291-241-00-0602	\$90,639.00	PERS Benefits

C. Grant Budget Modifications – SkillsUSA

The Board of Education approved the following grant budget modifications for SkillsUSA for the 2010-11 school year:

	<u>original</u>	<u>transfer</u>	<u>revised</u>	
20-335-200-100-24-0000	\$123,650.00	(\$72,850.00)	\$50,800.00	salary
20-335-200-200-24-7230	\$9,781.00	(\$6,521.00)	\$3,260.00	benefits
20-335-200-300-24-0000	\$0.00	\$77,000.00	\$77,000.00	professional services
20-335-200-500-24-0000	\$0.00	\$590.00	\$590.00	other purchase services
20-335-200-580-24-7530	\$5,517.00	\$1,620.00	\$7,137.00	travel
20-335-200-600-24-7730	\$1,052.00	\$161.00	\$1,213.00	supplies
2010-11 Skills USA grant	<u>\$140,000.00</u>	<u>\$0.00</u>	<u>\$140,000.00</u>	

<u>Roll Call</u>	<u>Yes</u>	<u>No</u>
Mr. Smith	X	
Dr. Braun	X	
Mr. Dudeck	X	
Mr. Hyncik	X	

D. Obsolete Equipment

On motion by Mr. Dudeck, seconded by Dr. Braun and on roll call vote, the Board of Education approved the following equipment as obsolete and no longer needed for educational purposes:

<u>Item</u>	<u>Asset #</u>	<u>Date Purchased</u>
Walk-in Freezer	02607	1/85

<u>Roll Call</u>	<u>Yes</u>	<u>No</u>
Mr. Smith	X	
Dr. Braun	X	
Mr. Dudeck	X	
Mr. Hyncik	X	

E. Resolution – 2010-11/1-A - Series 2011 Local Unit Participation in the Somerset County Improvement Authority's Series 2011 Renewable Energy Program and Authorizing Such Authority to Apply to the Local Finance Board for the Necessary Consents and Approvals on Behalf of Such Participant, All in Connection with the Authority's County of Somerset Guaranteed Renewable Energy Program Lease Revenue Bonds, Series 2011 (Federally Taxable) in an Aggregate Principal Amount Not to Exceed \$52,000,000.00 and the Participant Project Financed Thereby

On motion by Dr. Braun, seconded by Mr. Dudeck and on roll call vote, the Board of Education adopted Resolution 2010-11/1-A as it appears on Addendum #6 contingent upon review by the board attorney.

<u>Roll Call</u>	<u>Yes</u>	<u>No</u>
Mr. Smith	X	
Dr. Braun	X	
Mr. Dudeck	X	
Mr. Hyncik	X	

F. Submission of Documentation to New Jersey Department of Education and Modification of Long Range Facility Plan (LRFP) – Renewable Energy Program

On motion by Mr. Dudeck, seconded by Dr. Braun and on roll call vote, the Board of Education authorized submission of plans and documentation for the Renewable Energy Program to the New Jersey Department of Education as capital projects and to revise the Long Range Facility Plan (LRFP), as required, including submission of all related plan amendments (DOE form 140) to the New Jersey Department of Education. The board seeks to update its existing Long Range Facility Plan in accordance with NJAC 6A:26 and related sections of the code. The district hereby requests the Department of Education to unlock the Long Range Facility Plan for editing.

<u>Roll Call</u>	<u>Yes</u>	<u>No</u>
Mr. Smith	X	
Dr. Braun	X	
Mr. Dudeck	X	
Mr. Hyncik	X	

February Meeting

The next regular meeting of the Somerset County Vocational Board of Education will be held:

February 28, 2011

5:00 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 upcoming events which are included in the board materials section on the website.

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 Superintendent's search. Action will 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.

Closed Session

On motion by Dr. Braun, seconded by Mr. Dudeck and on roll call vote, the Board of Education went into closed session at 6:05 p.m.

<u>Roll Call</u>	<u>Yes</u>	<u>No</u>
Mr. Smith	X	
Dr. Braun	X	
Mr. Dudeck	X	
Mr. Hyncik	X	

Open Session

On motion by Dr. Braun, seconded by Mr. Dudeck and on roll call vote, the Board of Education went into open session at 7:43 p.m.

<u>Roll Call</u>	<u>Yes</u>	<u>No</u>
Mr. Smith	X	
Dr. Braun	X	
Mr. Dudeck	X	
Mr. Hyncik	X	

Adjournment

On motion by Dr. Braun, seconded by Mr. Dudeck and passed, the meeting adjourned at 7:45 p.m.

Diane Strober

Assistant Superintendent for Business/Board Secretary