

SOMERSET COUNTY VOCATIONAL BOARD OF EDUCATION

SOMERSET COUNTY VOCATIONAL & TECHNICAL SCHOOLS

14 Vogt Drive  
Bridgewater, New Jersey 08807

Regular Meeting  
December 17, 2012

Call to Order:

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

Also Present:

Dr. Chrys Harttraft, Superintendent of Schools  
Diane Strober, Assistant Superintendent for Business/Board Secretary  
Diane Ziegler, High School Principal  
Lisa Fittipaldi, Board Attorney  
Mark Caliguire, Somerset County Freeholder Liaison, absent

Others: Teresa Morelli, Supervisor of Academics; Maria Johnson, Supervisor of Academics; Patrick Pelliccia, Supervisor of Curriculum and Instruction; Michael Kuschyk, Director of Buildings and Grounds; Duane Wallace, Supervisor of Learning and Technology; Carene Jegou, Administrative Assistant to the Superintendent; Maureen Lawler, Guidance Counselor; Dr. Joseph Petrosino, Director of Pupil Services; Andrew Coslit, Mathematics Teacher; Robert Swisher and Wayne Miller, Suplee, Clooney & Company; Abhishek Shrinet, Student of the Month and family.

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

Pledge of Allegiance

Approval of Minutes

On motion by Mr. Dudeck, seconded by Mr. Smith, the minutes of the regular meeting held on November 19, 2012 were approved.

Correspondence

- None

Old or Unfinished Business

*Student of the Month*

- Abhishek Shrinet, a full time sophomore in the Academy for Health and Medical Sciences, has been selected as Student of the Month for December 2012. Abhishek is the son of Ratnesh Shrinet and Poonam Singh of South Bound Brook. Catherine Fortunato, Abhishek's Math Instructor, nominated him to be the Student of the Month saying, "He is an intelligent, respectful, kind student who is focused and engaged in the classroom with an impressive array of worthy accomplishments to his credit." Fortunato went on to add, "From his academic work in the classroom to his volunteer work in the community, he continues to be a positive role model in our school." Abhishek is involved in many school groups including the Red Cross Club, Rotary Interact Club, and the Thirst Project Club. Outside of school, Abhishek occasionally volunteers his time serving as an assistant teacher at a Hindi school. In his free time, Abhishek loves to longboard, read, draw and listen to music. After graduating from SCVTHS, Abhishek plans on furthering his education at a medical school, so that he can one day become an emergency room physician.

*Construction Projects – Update*

## Change Orders – Building A Bathroom Renovations (USA Architects)

On motion by Mr. Smith, seconded by Mr. Dudeck and on roll call vote, the Board of Education approved the following change orders as they appear below:

Change Order No. 1, No Change – Additional time provided at no additional cost to the owner.

Change Order No. 2, Allowance – Replace sink in Commercial Arts shop.

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

## Audit Report – Suplee, Clooney &amp; Company

- Mr. Robert Swisher reported on the financial and compliance audit for the 2011-12 school year. Mr. Swisher reported that the district's audit of the financial report was in compliance with N.J.S.A. 18A:23-1 et seq.; the audit was completed and the CAFR was filed with the State Department of Education and submitted to the board of education along with the synopsis and the audit report. He reported there were no audit recommendations and therefore, no corrective action plan is necessary. Mr. Swisher reported the fund balance is below the 6% which is in compliance with law. Mr. Swisher reminded the board that fund balance should not be used to support operational expenses but can be used for one-time expenses. Mr. Hyncik commented on the importance of understanding this concept. Mr. Hyncik then acknowledged the firm will be completing the Foundation audit for 2012 and will keep the board updated on the status of same.

On motion by Mr. Dudeck, seconded by Mr. Smith and on roll call vote, the Board of Education approved the 2011-12 school year audit and the Comprehensive Annual Financial Report (CAFR) (as prepared by the firm of Suplee, Clooney & Company).

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

## Report of the Attorney

- None

## Committee Reports

- Board of School Estimate (Dr. Braun and Mr. Dudeck) - None
- Curriculum/Grants (Mr. Smith) - None
- NJSBA, Delegate, State Convention Legislative Committee (Mr. Dudeck) – None
- SCSBA, Delegate (Mr. Dudeck) – Mr. Dudeck reported the next meeting will be held on January 16, 2013 at our school.
- SCESC, Representative (Mr. Smith) – Mr. Smith reported that Mr. Dunsavage, Superintendent of Somerset County Educational Services Commission (SCESC), has verbal commitments for 72 students for the joint special education shared service program; his concern is that they are non-county students. Mr. Hyncik asked if tuition was being charged. Mr. Smith replied yes. Dr. Harttraft shared her concerns as she noted we are a public school funded by Somerset County. Dr. Harttraft explained that the SCESC is entrepreneurial in nature which is why they entertain non-county students; this is in direct opposition to the

way we operate. Dr. Harttraft also reported that she understands there is a change in the type of students that are being accepted in this program which also concerns her as the program was originally designed to educate low functioning special education students and now Mr. Dunsavage has informed her that high risk alternative school students are being accepted. Dr. Harttraft and Mr. Smith will keep the board updated as to the status of this shared service initiative.

- SCJIF (Dr. Braun) – Commissioner meeting will be held on Wednesday, December 19<sup>th</sup>. Mrs. Strober will be attending to receive the annual dividend check.
- Foundation (Mr. Hyncik) – Mr. Hyncik is pleased to report to the board that the auditing firm has offered to complete the annual Foundation audit at no charge. Dr. Harttraft is concerned about the fiscal responsibilities of the treasurer as a monthly financial report has not been available to the members for the last two months. Furthermore, Dr. Harttraft stated that attending the December Foundation meeting would not be a good use of her time, without fundamental financial information. Mr. Hyncik concurred and also reported to the board that until financial reports are provided, he will not be attending the Foundation meetings. Mr. Smith inquired about reorganizing the Foundation based on Mr. Hyncik’s statement that the Foundation is not functioning as it should. Ms. Fittipaldi will be providing more information regarding such at the January board meeting.

#### School Communications Report

- Duane Wallace reported that long-time Vocational Board of Education member, Dr. Alan Braun, has officially retired from his duties after 34 years of service, including a period as board president. He also acknowledged that two senior Academy students were selected and recognized by the National Merit Scholarship program. In addition, Mr. Wallace reported that a Career Tech College Fair was held on December 12<sup>th</sup> and was well-attended and “Working” the Musical, a student production, ran from December 13<sup>th</sup> -15<sup>th</sup>.

#### Superintendent’s Report

On recommendation of Dr. Harttraft and motion by Mr. Dudeck, seconded by Mr. Smith and on roll call vote, agenda items A through F as follows:

- A. Extension – Long-Term Substitute Teacher of Social Studies  
The Board of Education extended the employment of Ms. Mary Behot, Long Term Substitute Teacher of Social Studies through June 30, 2013.
- B. Employment of Substitutes – 2012-13 School Year  
The Board of Education approved employment of the following substitutes at a rate of \$100.00/day for the 2012-13 school year:  
Steven Lindner                      Bogdan Cosma
- C. Employment of Part-Time Personnel – 2012-13 School Year  
The Board of Education approved employment of the following part-time hourly personnel for the 2012-13 school year:  
High School  
Irene Ives                              Guidance Curriculum (12 hours)                      \$35.00/hour  
Maureen Lawler                      Guidance Curriculum (12 hours)                      \$35.00/hour  
Karen Winfield                      Guidance Curriculum (12 hours)                      \$35.00/hour  
WIA (Workforce Investment Act) Community Outreach Program (WIB Grant Funded Program)  
Margaret Cross                      Translator/Interpreter (47 hours)                      \$42.47/hour
- D. Volunteer  
The Board of Education approved Mrs. Evangeline Byrd as a volunteer in the Auto Body Repair program.
- E. Field Trips  
The Board of Education approved field trips for high school students as they appear on Addendum #1.

F. 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.

Dr. Harttraft reported that the high school guidance counselors will be working on the district's Action Plan associated with the adopted Guidance curriculum.

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

G. Donation

On recommendation of Dr. Harttraft and motion by Mr. Dudeck, seconded by Mr. Smith and on roll call vote, the Board of Education accepted the following donation:

<u>Item</u>	<u>Donor</u>
(1) Multi-Station Workout Gym	Gary & Joyce Bullard 43 Twining Ford Richboro, PA 18954

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

On recommendation of Dr. Harttraft and motion by Mr. Dudeck, seconded by Mr. Smith and on roll call vote, agenda items H and I as follows:

H. New Board Policies - Second Reading

The Board of Education approved the following new board policy at this second reading.  
4351 Healthy Workplace Environment

I. Revised Board Policies – Second Reading

The Board of Education approved the following revised board policies at this second reading.  
2480 Alternative Schools/Programs  
R5200 Attendance

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

J. Teacher Evaluation Tool

On recommendation of Dr. Harttraft and motion by Mr. Dudeck, seconded by Mr. Smith and on roll call vote, the Board of Education adopted the Danielson Model for the District's Teacher Evaluation System.

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

#### K. Superintendent's Update

- Harassment/Intimidation/Bullying Report - 1 case referred for December, 0 considered HIB as this case was considered to be a student conflict. We have had 3 cases in total for 2012/13 school year, and all 3 thus far have been deemed student conflicts.
- HSPA – Mr. Pelliccia provided HSPA information based on the March 2012 test scores.
- NATEF Update - The district will be evaluated on January 8<sup>th</sup> and 9<sup>th</sup>. The review team member's names and credentials have been submitted to NATEF for review and approval.
- QSAC – The site visit has been rescheduled for January 11, 2013 by the Department of Education.
- Career Center - The vocational program in partnership with the Somerset County Educational Services Commission met last month and will be meeting again with the architects on Friday Dec. 21<sup>st</sup> to discuss building/ program additions to the plans. Our grocery store prospective teacher has modified the drawing to allow for more classroom instructional space. Our graphic art students have printed flyers to advertise the program to the area school districts and boards of education. The program is slated to open for the September 2014-15 school year.
- Staff Accomplishments - Principal Diane Ziegler did an excellent job coordinating two community events, the food drive that provided Thanksgiving dinners for 21 families and the Santa Breakfast , a community staple. Dr. Harttraft gave her credit for taking on these labor intensive and time consuming activities and having such success.
- Dr. Joe Petrosino, on Tuesday December 11<sup>th</sup>, was honored with a lifetime achievement award for the work he has done for the Boy Scouts of America. This award signifies his ongoing devotion to the ideals expressed in the Scout Oath and Law and its relevance in his daily life.

#### 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 December 2012 which was included in the board packet and is attached to the regular meeting minutes.

Fund 10	\$1,066,699.17
Fund 20	\$ 68,212.24
Fund 30	\$ 13,445.20
Fund 60	\$ 22,464.50
Fund 90	<u>\$ 293,614.74</u>
Total	\$1,464,435.85

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

#### New Business

- Mr. Smith asked what is the status of the superintendent evaluation; the report will be consolidated by Gwen Thornton, our New Jersey School Board Association representative, who will provide a copy to the board for discussion and presentation to Dr. Harttraft.

- Mr. Smith also asked if there has been any progress towards the appointment of a new board member. The Freeholders reorganization meeting is scheduled for Friday, January 4<sup>th</sup> at 3:00 p.m.

#### Report of the Assistant Superintendent for Business/Board Secretary

##### A. Reports A-148 and A-149

On motion by Mr. Dudeck, seconded by Mr. Smith and on roll call vote, the Board of Education adopted the monthly financial statement reports for the Assistant Superintendent for Business/Board Secretary for the month of November 2012 and the Treasurer of School Monies for the month of November 2012, 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. (Addendum #3)

Roll Call	Yes	No
Mr. Smith	X	
Dr. Braun	absent	
Mr. Dudeck	X	
Mr. Hyncik	X	
Dr. Serafino	absent	

##### B. Medical and Prescription Drug Renewal – January 1, 2013 – December 31, 2013

On motion by Mr. Dudeck, seconded by Mr. Smith and on roll call vote, the Board of Education approved the renewals for medical and prescription drug programs both administered by Horizon Blue Cross/Blue Shield of New Jersey for the January 1, 2013 through December 31, 2013 contract period (as negotiated through our broker of record).

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

On motion by Mr. Dudeck, seconded by Mr. Smith and on roll call vote, agenda items C and D as follows:

##### C. Budget Transfers – 2012-13 School Year

The Board of Education approved the following budget transfer for the 2012-13 school year:

From: 11-000-262-622-02-0000 (\$26,800) To: 11-000-218-500-00-0000 \$26,800  
(from utilities/energy to pupil services to comply with NJDARM for electronic student data management through Somerset County COOP contract #CC-95-011)

From: 11-310-100-610-10-0324 (\$ 6,000) To: 11-310-100-500-10-0206 \$ 6,000  
(from performing arts supplies to other purchase services)

##### D. Authorization Petty Cash Account

The Board of Education granted approval to authorize the establishment of a petty cash account in the amount of \$700.00 for the High School Performing Arts program.

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

On motion by Mr. Dudeck, seconded by Mr. Smith and on roll call vote, agenda items E and F as follows:

- E. EnerNOC Demand Response Sales and Services Agreement  
The Board of Education approved EnerNOC to manage the district's participation in the demand response program(s) (as reviewed by the board attorney in consultation with the county's solar energy project engineering firm).
- F. Submission of Documentation to NJDOE and Modification of Long Range Facility Plan 2012-13 Perkins Grant Approved Replacement of Auto Body Paint Booth and Advertise for Bids  
The Board of Education authorized submission of plans and documentation to NJDOE for the 2012-13 Perkins Grant Approved Replacement of Auto Body Paint Booth and the advertisement for bids. (The district is not seeking ROD grant funding for this project.)

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

#### January Meeting

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

January 28, 2013

5:00 p.m.

Somerset County Vocational & Technical Schools

14 Vogt Drive

Bridgewater, New Jersey 08807

#### Remarks from the Public

- Mr. Hyncik respectfully acknowledged the SCVTEA president, Mr. Coslit, and asked if Mr. Coslit had any comments at this time. Mr. Coslit said he did, and that he cannot believe the board is not as interested in settling the contract as the association is. Mr. Hyncik politely responded that actually the board is very interested in settling the contract.

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 Affirmative Action hearing.
- 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 Mr. Hyncik, seconded by Mr. Dudeck and on roll call vote, the Board of Education went into closed session at 5:45 p.m.

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

## Open Session

On motion by Mr. Hyncik, seconded by Mr. Dudeck and on roll call vote, the Board of Education went into open session at 6:24 p.m.

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

## Adjournment

On motion by Mr. Hyncik, seconded by Mr. Dudeck and passed, the meeting adjourned at 6:25 p.m.



Diane Strober  
Assistant Superintendent for Business/Board Secretary



<u>Date of Trip</u>	<u>CTE / Program</u>	<u>Location</u>	<u>Approx. Cost Per Student</u>	<u>Transportation</u>
12/21/2012	Student Reps from CTE Classes for recruiting	Branchburg Central Middle School Branchburg, NJ	\$0.00 each/student paid	Board of Ed.
1/10, 2/11, 3/11, 4/11, 2013	Science League	Hillsborough High School Hillsborough, NJ	\$0.00 each/student paid	Bd. of Ed.
1/17/2013	AHMS Juniors	J&J OMP Building Raritan, NJ	\$0.00 each/student paid	Bd. of Ed.
2/21/2013	AHMS Juniors	J&J OMP Building Raritan, NJ	\$0.00 each/student paid	Bd. of Ed.
1/23/2013	Health Occupation Students	Martin & Edith Stein Assisted Living Somerset, NJ	\$0.00 each/student paid	Bd. of Ed.
03/09-03/10 2013	Performing Arts (Dance Sophomores, Juniors & Seniors)	Hillsborough High School Hillsborough, NJ	\$370.00 each/student paid	\$40.00 each/student paid
5/20/2012	Health Occupation Juniors & Seniors (College Exam)	UMDNJ Scotch Plains, NJ	\$0.00 each/student paid	Bd. of Ed.

PROFESSIONAL DEVELOPMENT REQUESTS  
December 2012

	DATE(S)	PARTICIPANTS	REG. FEE	EXPENSES	WORKSHOP DESCRIPTION	LOCATION
1	January 9, 2013	Andrew Coslit	\$119.99	\$16.89/mileage	Association of Math Teachers of NJ Preparing for the Common Core	North Plainfield, NJ
2	January 10, 2013	Victoria Fulmer	\$219.00	\$20.46/mileage	Practical Strategies for Reaching Underperforming Students	Fairfield, NJ
3	January 10, 2013	Kristen McNerney	\$219.00	\$10.54/mileage	Institute for Educational Development- Practical and Unique Ways to Reach Students Who Don't Care about School	Fairfield, NJ
4	January 15, 2013	Chris Lemongelli	\$179.00	\$40.61/mileage	Creative Leadership for Managers, Supervisors and Team Leaders	Atlantic City, NJ
5	January 24, 2013	Teresa Morelli Patrick Pelliccia	NA	\$38.55/mileage \$1.50/tolls	HSPA/BCT Coordinator Training	Monroe, NJ
6	February 1, 2013	Chris Lemongelli	\$49.00	\$7.69/mileage	Managing Multiple Priorities, Projects and Deadlines	Eatontown, NJ
7	January 7,8,9, 2013 & 2 days in spring (TBA)	Maria Johnson Chris Lemongelli Miranda McMahon Chris Miller Teresa Morelli Anna Murphy	\$975.00/pp	\$30.50/mileage/day \$32.90/mileage/day \$22.10/mileage/day \$16.05/mileage/day \$31.10/mileage/day \$10.33/mileage/day	Danielson Train the Trainers Teacher Supervision & Evaluation Model	Montgomery, NJ

12/12 3:20pm

REPORT OF THE SECRETARY  
TO THE BOARD OF EDUCATION  
Somerset County Vocational Board of Ed.  
General Fund - Fund 10 (including 16, 17 & 18)  
Interim Balance Sheet  
For 5 Month Period Ending 11/30/2012

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ASSETS AND RESOURCES

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## --- A S S E T S ---

101	Cash in bank		\$1,440,792.68
121	Tax levy receivable		\$6,737,090.00
	Accounts receivable:		
132	Interfund	\$205,908.19	
141	Intergovernmental - State	\$874,970.49	
143	Intergovernmental - Other	(\$358.38)	
			\$1,080,520.30
	Other Current Assets		\$0.00

## --- R E S O U R C E S ---

301	Estimated Revenues	\$13,838,142.00	
302	Less Revenues	(\$13,087,209.62)	
			\$750,932.38
	Total assets and resources		\$10,009,335.36
			=====

REPORT OF THE SECRETARY  
TO THE BOARD OF EDUCATION  
Somerset County Vocational Board of Ed.  
General Fund - Fund 10 (including 16, 17 & 18)  
Interim Balance Sheet  
For 5 Month Period Ending 11/30/2012

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LIABILITIES AND FUND EQUITY

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--- L I A B I L I T I E S ---

421	Accounts Payable	\$4,236.52
TOTAL LIABILITIES		\$4,236.52
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F U N D B A L A N C E

--- A p p r o p r i a t e d ---

753	Reserve for encumbrances - Current Year	\$6,838,081.75
	Reserved fund balance:	
760	Reserved Fund Balance	\$72,100.00
601	Appropriations	\$14,109,967.71
602	Less : Expenditures	\$4,684,061.18
603	Encumbrances	\$6,838,081.75 (\$11,522,142.93)
		\$2,587,824.78
	Total Appropriated	\$9,498,006.53

--- U n a p p r o p r i a t e d ---

770	Fund Balance	\$579,192.31
303	Budgeted Fund Balance	(\$72,100.00)

TOTAL FUND BALANCE	\$10,005,098.84
TOTAL LIABILITIES AND FUND EQUITY	\$10,009,335.36

RECAPITULATION OF FUND BALANCE:

	Budgeted	Actual	Variance
Appropriations	\$14,109,967.71	\$11,522,142.93	\$2,587,824.78
Revenues	(\$13,838,142.00)	(\$13,087,209.62)	(\$750,932.38)
	\$271,825.71	(\$1,565,066.69)	\$1,836,892.40
Less: Adjust for prior year encumb.	(\$199,725.71)	(\$199,725.71)	
Budgeted Fund Balance	\$72,100.00	(\$1,764,792.40)	\$1,836,892.40

Recapitulation of Budgeted Fund Balance by Subfund

Fund 10 (includes 10, 11, 12, and 13)	\$72,100.00	(\$1,764,792.40)	\$1,836,892.40
Fund 16 (Restricted ARRA-ESF)	\$0.00	\$0.00	\$0.00
Fund 17 (Restricted ARRA-GSF)	\$0.00	\$0.00	\$0.00
Fund 18 (Restricted ED JOBS)	\$0.00	\$0.00	\$0.00
TOTAL Budgeted Fund Balance	\$72,100.00	(\$1,764,792.40)	\$1,836,892.40

REPORT OF THE SECRETARY  
TO THE BOARD OF EDUCATION  
Somerset County Vocational Board of Ed.  
GENERAL FUND - FUND 10 (including 16, 17 & 18)  
INTERIM STATEMENTS COMPARING  
BUDGET REVENUE WITH ACTUAL TO DATE AND  
APPROPRIATIONS WITH EXPENDITURES AND ENCUMBRANCES TO DATE  
For 5 Month Period Ending 11/30/2012

		BUDGETED ESTIMATED	ACTUAL TO DATE	NOTE: OVER OR (UNDER)	UNREALIZED BALANCE
*** REVENUES/SOURCES OF FUNDS ***					
1XXX	From Local Sources	\$12,424,240.00	\$11,673,307.62		\$750,932.38
3XXX	From State Sources	\$1,413,902.00	\$1,413,902.00		.00
TOTAL REVENUE/SOURCES OF FUNDS		\$13,838,142.00	\$13,087,209.62		\$750,932.38
		=====	=====	=====	=====
*** EXPENDITURES ***					
		APPROPRIATIONS	EXPENDITURES	ENCUMBRANCES	AVAILABLE BALANCE
--- CURRENT EXPENSE ---					
11-1XX-100-XXX	Regular Programs - Instruction	\$1,328,513.54	\$397,099.16	\$677,996.14	\$253,418.24
11-230-X00-XXX	Basic Skills - Remedial Instruction	\$95,562.95	\$28,638.14	\$62,954.50	\$3,970.31
11-240-X00-XXX	Bilingual Education - Instruction	\$59,506.00	\$17,836.50	\$41,618.50	\$51.00
11-3XX-100-XXX	Voc. Programs - Local - Instruction	\$3,530,944.18	\$1,019,321.86	\$2,082,639.77	\$428,982.55
11-401-100-XXX	School-Spon. Cocurr. Acti-Instr	\$51,005.00	\$5,781.66	\$34,970.58	\$10,252.76
11-402-100-XXX	School-Spons. Athletics - Instruction	\$53,366.00	\$27,194.32	\$26,040.68	\$131.00
--- UNDISTRIBUTED EXPENDITURES ---					
11-800-330-XXX	Community Services Programs-				
11-000-213-XXX	Health Services	\$178,667.00	\$68,684.80	\$96,210.74	\$13,771.46
11-000-218-XXX	Guidance	\$522,361.00	\$178,028.84	\$187,328.89	\$157,003.27
11-000-219-XXX	Child Study Teams	\$179,518.00	\$74,133.83	\$96,659.35	\$8,724.82
11-000-221-XXX	Improvement Of Inst./Other Support Improvement of Inst. Serv.	\$284,574.01	\$129,921.51	\$71,210.05	\$83,442.45
11-000-222-XXX	Educational Media Serv/School Library	\$215,071.00	\$52,862.79	\$72,203.21	\$90,005.00
11-000-223-XXX	Instructional Staff Training Services	\$20,651.00	\$9,263.19	\$3,709.98	\$7,677.83
11-000-230-XXX	Supp. Serv.-General Administration	\$497,670.00	\$167,442.48	\$258,734.70	\$71,492.82
11-000-240-XXX	Supp. Serv.-School Administration	\$668,628.48	\$244,262.91	\$277,463.22	\$146,902.35
11-000-25X-XXX	Central Serv & Admin. Inform. Tech.	\$716,638.63	\$319,817.63	\$273,954.78	\$122,866.22
11-000-261-XXX	Allowable Maint. for School Facilities	\$1,048,122.48	\$383,836.40	\$399,365.88	\$264,920.20
11-000-262-XXX	Custodial Services	\$1,314,573.00	\$489,062.99	\$738,244.50	\$87,265.51
11-000-263-XXX	Care and Upkeep of Grounds	\$14,501.00	\$7,700.00	\$6,801.00	.00
11-000-266-XXX	Security	\$109,010.00	\$37,715.87	\$44,114.99	\$27,179.14
11-000-270-XXX	Student Transportation Services	\$107,109.00	\$15,619.39	\$39,852.36	\$51,637.25
11-000-291-XXX	Allocated and Unallocated Benefits	\$2,856,786.00	\$867,132.98	\$1,311,621.33	\$678,031.69
TOTAL GENERAL CURRENT EXPENSE EXPENDITURES/USES OF FUNDS		\$13,852,778.27	\$4,541,357.25	\$6,803,695.15	\$2,507,725.87
		=====	=====	=====	=====

REPORT OF THE SECRETARY  
 TO THE BOARD OF EDUCATION  
 Somerset County Vocational Board of Ed.  
 GENERAL FUND - FUND 10 (including 16, 17 & 18)  
 INTERIM STATEMENTS COMPARING  
 BUDGET REVENUE WITH ACTUAL TO DATE AND  
 APPROPRIATIONS WITH EXPENDITURES AND ENCUMBRANCES TO DATE  
 For 5 Month Period Ending 11/30/2012

*** EXPENDITURES - cont'd ***	APPROPRIATIONS	EXPENDITURES	ENCUMBRANCES	AVAILABLE BALANCE
	-----	-----	-----	-----
*** CAPITAL OUTLAY ***				
12-XXX-XXX-73X Equipment	\$5,745.92	\$5,514.62	\$0.00	\$231.30
12-000-4XX-XXX Facilities acquisition & constr. serv.	\$184,436.52	\$127,952.10	\$34,386.60	\$22,097.82
	-----	-----	-----	-----
TOTAL CAP OUTLAY EXPEND./USES OF FUNDS	\$190,182.44	\$133,466.72	\$34,386.60	\$22,329.12
	=====	=====	=====	=====
*** SPECIAL SCHOOLS ***				
13-422-100-XXX Summer school -instruction	\$67,007.00	\$9,237.21	.00	\$57,769.79
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TOTAL SPECIAL SCHOOLS EXPENDITURES/USES OF FUNDS	\$67,007.00	\$9,237.21	\$0.00	\$57,769.79
	=====	=====	=====	=====
TOTAL GENERAL FUND EXPENDITURES	\$14,109,967.71	\$4,684,061.18	\$6,838,081.75	\$2,587,824.78
	=====	=====	=====	=====

REPORT OF THE SECRETARY  
TO THE BOARD OF EDUCATION  
Somerset County Vocational Board of Ed.  
GENERAL FUND - FUND 10 (including 16, 17 & 18)  
SCHEDULE OF REVENUES  
ACTUAL COMPARED WITH ESTIMATED  
For 5 Month Period Ending 11/30/2012

	ESTIMATED	ACTUAL	UNREALIZED	
	-----	-----	-----	
--- LOCAL SOURCES ---				
1210	Local Tax Levy	\$11,228,340.00	\$11,228,340.00	.00
1310	Tuition- From LEA's	\$684,000.00	\$226,467.80	\$457,532.20
1XXX	Miscellaneous	\$511,900.00	\$218,499.82	\$293,400.18
	TOTAL	\$12,424,240.00	\$11,673,307.62	\$750,932.38
		=====	=====	=====
--- STATE SOURCES ---				
3132	Categorical Special Education Aid	\$286,297.00	\$286,297.00	.00
3176	Equalization	\$699,454.00	\$699,454.00	.00
3177	Categorical Security	\$61,725.00	\$61,725.00	.00
3178	Adjustment Aid	\$366,426.00	\$366,426.00	.00
	TOTAL	\$1,413,902.00	\$1,413,902.00	\$0.00
		=====	=====	=====
	TOTAL REVENUES/SOURCES OF FUNDS	\$13,838,142.00	\$13,087,209.62	\$750,932.38
		=====	=====	=====

REPORT OF THE SECRETARY  
TO THE BOARD OF EDUCATION  
Somerset County Vocational Board of Ed.  
GENERAL FUND - FUND 10 (including 16, 17 & 18)  
STATEMENT OF APPROPRIATIONS  
COMPARED WITH EXPENDITURES AND ENCUMBRANCES  
For 5 Month Period Ending 11/30/2012

	Appropriations	Expenditures	Encumbrances	Available Balance
*** GENERAL CURRENT EXPENSE ***				
--- REGULAR PROGRAMS - INSTRUCTION ---				
11-140-100-101 Salaries of Teachers	\$1,163,529.67	\$367,932.89	\$650,312.11	\$145,284.67
11-140-100-106 Other Salaries for Instruction	\$35,000.00	\$2,437.50	.00	\$32,562.50
11-140-100-320 Purchased Prof.-Ed. Services	\$60,000.00	.00	\$2,550.00	\$57,450.00
11-140-100-500 Other Purchased Services	\$5,501.00	\$1,942.92	\$2,500.00	\$1,058.08
11-140-100-610 General Supplies	\$52,481.87	\$16,627.69	\$18,800.40	\$17,053.78
11-140-100-640 Textbooks	\$10,001.00	\$7,270.16	\$2,721.63	\$9.21
--- Regular programs - Home Instruction ---				
11-150-100-101 Salaries of Teachers	\$2,000.00	\$888.00	\$1,112.00	\$0.00
TOTAL	\$1,328,513.54	\$397,099.16	\$677,996.14	\$253,418.24
--- Basic skills/remedial-Instruction ---				
11-230-100-101 Salaries of Teachers	\$90,009.00	\$26,980.50	\$62,954.50	\$74.00
11-230-100-610 General Supplies	\$5,553.95	\$1,657.64	.00	\$3,896.31
TOTAL	\$95,562.95	\$28,638.14	\$62,954.50	\$3,970.31
--- Bilingual education-Instruction ---				
11-240-100-101 Salaries of Teachers	\$59,506.00	\$17,836.50	\$41,618.50	\$51.00
TOTAL	\$59,506.00	\$17,836.50	\$41,618.50	\$51.00
--- Regular Vocational Programs - Instruction ---				
11-310-100-101 Salaries of Teachers	\$2,729,995.00	\$792,889.78	\$1,859,471.35	\$77,633.87
11-310-100-320 Purchased Prof.-Ed. Services	\$200,020.00	.00	.00	\$200,020.00
11-310-100-500 Other Purchased Services	\$22,002.00	\$5,276.88	\$12,235.00	\$4,490.12
11-310-100-610 General Supplies	\$323,090.48	\$118,873.57	\$62,354.92	\$141,861.99
11-310-100-640 Textbooks	\$16,002.00	\$15,921.28	\$80.72	.00
11-310-100-800 Other Objects	\$7,000.00	\$165.47	\$2,521.50	\$4,313.03
Total	\$3,298,109.48	\$933,126.98	\$1,936,663.49	\$428,319.01
--- Special Vocational Programs - Instruction ---				
11-320-100-101 Salaries of Teachers	\$217,022.00	\$75,532.44	\$141,489.56	\$0.00
11-320-100-500 Other Purchased Services	\$1,000.00	\$188.41	\$225.00	\$586.59
11-320-100-610 General Supplies	\$14,812.70	\$10,474.03	\$4,261.72	\$76.95
Total	\$232,834.70	\$86,194.88	\$145,976.28	\$663.54



REPORT OF THE SECRETARY  
TO THE BOARD OF EDUCATION  
Somerset County Vocational Board of Ed.  
GENERAL FUND - FUND 10 (including 16, 17 & 18)  
STATEMENT OF APPROPRIATIONS  
COMPARED WITH EXPENDITURES AND ENCUMBRANCES  
For 5 Month Period Ending 11/30/2012

	Appropriations	Expenditures	Encumbrances	Available Balance
--- School spons.cocurricular activities-Instruction ---				
11-401-100-100 Salaries	\$38,004.00	\$5,781.66	\$32,222.34	.00
11-401-100-600 Supplies and Materials	\$13,001.00	.00	\$2,748.24	\$10,252.76
TOTAL	\$51,005.00	\$5,781.66	\$34,970.58	\$10,252.76
--- School sponsored athletics-Instruct. ---				
11-402-100-100 Salaries	\$38,004.00	\$18,687.32	\$19,316.68	.00
11-402-100-500 Purchased Services	\$10,001.00	\$3,447.00	\$6,554.00	.00
11-402-100-600 Supplies and Materials	\$5,361.00	\$5,060.00	\$170.00	\$131.00
TOTAL	\$53,366.00	\$27,194.32	\$26,040.68	\$131.00
--- UNDISTRIBUTED EXPENDITURES ---				
--- Health services ---				
11-000-213-100 Salaries	\$148,015.00	\$56,155.66	\$89,763.74	\$2,095.60
11-000-213-300 Purchased Prof. & Tech. Svc.	\$24,251.00	\$7,918.52	\$5,170.00	\$11,162.48
11-000-213-600 Supplies and Materials	\$6,001.00	\$4,435.62	\$1,052.00	\$513.38
11-000-213-800 Other Objects	\$400.00	\$175.00	\$225.00	.00
TOTAL	\$178,667.00	\$68,684.80	\$96,210.74	\$13,771.46
--- Guidance ---				
11-000-218-104 Salaries Other Prof. Staff	\$377,361.00	\$135,549.34	\$129,257.39	\$112,554.27
11-000-218-105 Sal Sec. & Clerical Asst.	\$144,000.00	\$41,479.50	\$58,071.50	\$44,449.00
11-000-218-600 Supplies and Materials	\$1,000.00	\$1,000.00	.00	.00
TOTAL	\$522,361.00	\$178,028.84	\$187,328.89	\$157,003.27
--- Child Study Teams ---				
11-000-219-104 Salaries Other Prof. Staff	\$75,008.00	\$30,278.80	\$42,390.45	\$2,338.75
11-000-219-105 Sal Sec. & Clerical Asst.	\$93,009.00	\$37,652.00	\$52,713.00	\$2,644.00
11-000-219-390 Other Purch. Prof. & Tech Svc.	\$5,001.00	\$3,003.00	\$1,200.90	\$797.10
11-000-219-500 Other Purchased Services	\$1,000.00	\$684.03	\$225.00	\$90.97
11-000-219-600 Supplies and Materials	\$2,000.00	\$2,000.00	.00	.00
11-000-219-800 Other Objects	\$3,500.00	\$516.00	\$130.00	\$2,854.00
TOTAL	\$179,518.00	\$74,133.83	\$96,659.35	\$8,724.82

REPORT OF THE SECRETARY  
TO THE BOARD OF EDUCATION  
Somerset County Vocational Board of Ed.  
GENERAL FUND - FUND 10 (including 16, 17 & 18)  
STATEMENT OF APPROPRIATIONS  
COMPARED WITH EXPENDITURES AND ENCUMBRANCES  
For 5 Month Period Ending 11/30/2012

	Appropriations	Expenditures	Encumbrances	Available Balance
--- Improvement of instr.serv/other supp serv-inst staff ---				
11-000-221-102 Salaries Superv. of Instr.	\$110,073.01	\$28,606.33	.00	\$81,466.68
11-000-221-104 Salaries Other Prof. Staff	\$75,000.00	\$56,414.10	\$18,585.90	.00
11-000-221-105 Sal Secr. & Clerical Asst.	\$89,000.00	\$37,612.80	\$51,387.20	.00
11-000-221-500 Other Purchased Services	\$5,001.00	\$3,663.77	\$249.00	\$1,088.23
11-000-221-600 Supplies and Materials	\$2,500.00	\$2,500.00	.00	.00
11-000-221-800 Other Objects	\$3,000.00	\$1,124.51	\$987.95	\$887.54
TOTAL	\$284,574.01	\$129,921.51	\$71,210.05	\$83,442.45
--- Educational media serv./sch.library ---				
11-000-222-100 Salaries	\$101,060.00	\$3,706.70	\$21,293.30	\$76,060.00
11-000-222-177 Salaries of Technology Coordinators	\$85,009.00	\$34,809.98	\$46,690.02	\$3,509.00
11-000-222-500 Other Purchased Services	\$4,000.00	\$4,000.00	.00	.00
11-000-222-600 Supplies and Materials	\$21,002.00	\$8,279.96	\$4,219.89	\$8,502.15
11-000-222-800 Other Objects	\$4,000.00	\$2,066.15	.00	\$1,933.85
TOTAL	\$215,071.00	\$52,862.79	\$72,203.21	\$90,005.00
--- Instructional Staff Training Services ---				
11-000-223-500 Other Purchased Services	\$18,651.00	\$7,263.19	\$3,709.98	\$7,677.83
11-000-223-600 Supplies and Materials	\$2,000.00	\$2,000.00	.00	.00
TOTAL	\$20,651.00	\$9,263.19	\$3,709.98	\$7,677.83
--- Support services-general administration ---				
11-000-230-100 Salaries	\$255,026.00	\$114,376.90	\$140,648.10	\$1.00
11-000-230-331 Legal Services	\$75,008.00	\$22,066.33	\$37,933.67	\$15,008.00
11-000-230-332 Audit Fees	\$33,503.00	.00	\$33,380.00	\$123.00
11-000-230-339 Other Purchased Prof. Svc.	\$3,000.00	.00	.00	\$3,000.00
11-000-230-530 Communications/Telephone	\$75,007.00	(\$6,793.26)	\$43,311.37	\$38,488.89
11-000-230-590 Other Purchased Services	\$3,000.00	\$2,424.76	\$2.00	\$573.24
11-000-230-61X General Supplies	\$11,001.00	\$9,493.00	.00	\$1,508.00
11-000-230-630 BOE In-House Training/Meeting Supplies	\$3,500.00	\$3,164.56	.00	\$335.44
11-000-230-890 Misc. Expenditures	\$31,004.00	\$15,960.44	\$3,459.56	\$11,584.00
11-000-230-895 BOE Membership Dues and Fees	\$7,621.00	\$6,749.75	.00	\$871.25
TOTAL	\$497,670.00	\$167,442.48	\$258,734.70	\$71,492.82
--- Support services-school administration ---				
11-000-240-103 Salaries Princ./Asst. Princ.	\$460,046.00	\$157,383.45	\$162,826.05	\$139,836.50

REPORT OF THE SECRETARY  
TO THE BOARD OF EDUCATION  
Somerset County Vocational Board of Ed.  
GENERAL FUND - FUND 10 (including 16, 17 & 18)  
STATEMENT OF APPROPRIATIONS  
COMPARED WITH EXPENDITURES AND ENCUMBRANCES  
For 5 Month Period Ending 11/30/2012

	Appropriations	Expenditures	Encumbrances	Available Balance
11-000-240-105 Sal Secr. & Clerical Asst.	\$160,000.00	\$69,664.45	\$90,335.55	.00
11-000-240-11X Other Salaries	\$21,080.48	\$25.38	\$19,976.62	\$1,078.48
11-000-240-500 Other Purchased Services	\$16,501.00	\$9,492.92	\$3,572.05	\$3,436.03
11-000-240-600 Supplies and Materials	\$8,001.00	\$7,335.49	\$632.95	\$32.56
11-000-240-800 Other Objects	\$3,000.00	\$361.22	\$120.00	\$2,518.78
TOTAL	\$668,628.48	\$244,262.91	\$277,463.22	\$146,902.35
--- Central Services ---				
11-000-251-100 Salaries	\$342,376.63	\$136,895.40	\$163,072.41	\$42,408.82
11-000-251-330 Purchased Prof. Svcs.	\$28,003.00	\$22,684.48	\$1,710.92	\$3,607.60
11-000-251-340 Purchased Technical Svcs.	\$16,002.00	\$2,570.00	.00	\$13,432.00
11-000-251-600 Supplies and Materials	\$7,001.00	\$5,082.43	\$311.98	\$1,606.59
11-000-251-890 Other Objects	\$6,001.00	\$1,977.15	.00	\$4,023.85
TOTAL	\$399,383.63	\$169,209.46	\$165,095.31	\$65,078.86
--- Admin. Info. Technology ---				
11-000-252-100 Salaries	\$241,000.00	\$86,877.53	\$104,209.47	\$49,913.00
11-000-252-500 Other Pur Serv. (400-500 series )	\$60,253.00	\$60,174.00	.00	\$79.00
11-000-252-600 Supplies and Materials	\$16,002.00	\$3,556.64	\$4,650.00	\$7,795.36
TOTAL	\$317,255.00	\$150,608.17	\$108,859.47	\$57,787.36
--- Allowable Maint.for School Facilities ---				
11-000-261-100 Salaries	\$545,010.00	\$233,202.52	\$306,748.30	\$5,059.18
11-000-261-420 Cleaning, Repair & Maint. Svc.	\$467,108.48	\$135,254.82	\$90,114.82	\$241,738.84
11-000-261-610 General Supplies	\$26,003.00	\$14,080.42	\$2,252.76	\$9,669.82
11-000-261-800 Other Objects	\$10,001.00	\$1,298.64	\$250.00	\$8,452.36
TOTAL	\$1,048,122.48	\$383,836.40	\$399,365.88	\$264,920.20
11-000-262-420 Cleaning, Repair & Maint. Svc.	\$347,143.19	\$144,726.50	\$202,416.69	.00
11-000-262-490 Other Purchased Property Svc.	\$59,891.81	\$12,985.73	\$46,594.27	\$311.81
11-000-262-520 Insurance	\$207,521.00	\$109,352.00	\$98,169.00	.00
11-000-262-621 Energy (Natural Gas)	\$170,017.00	.00	\$110,000.00	\$60,017.00
11-000-262-622 Energy (Electricity)	\$530,000.00	\$221,998.76	\$281,064.54	\$26,936.70
TOTAL	\$1,314,573.00	\$489,062.99	\$738,244.50	\$87,265.51
--- Care and Upkeep of Grounds ---				
11-000-263-420 Cleaning, Repair, & Maintenance Serv.	\$14,501.00	\$7,700.00	\$6,801.00	.00
TOTAL	\$14,501.00	\$7,700.00	\$6,801.00	\$0.00

REPORT OF THE SECRETARY  
TO THE BOARD OF EDUCATION  
Somerset County Vocational Board of Ed.  
GENERAL FUND - FUND 10 (including 16, 17 & 18)  
STATEMENT OF APPROPRIATIONS  
COMPARED WITH EXPENDITURES AND ENCUMBRANCES  
For 5 Month Period Ending 11/30/2012

	Appropriations	Expenditures	Encumbrances	Available Balance
--- Security ---				
11-000-266-100 Salaries	\$109,010.00	\$37,715.87	\$44,114.99	\$27,179.14
TOTAL	\$109,010.00	\$37,715.87	\$44,114.99	\$27,179.14
--- Student transportation services ---				
11-000-270-162 Sal.pupil trans(Other than Bet Home & Sch)	\$35,004.00	\$11,150.39	\$23,853.61	.00
11-000-270-420 Cleaning, Repair & Maint. Svc.	\$3,000.00	.00	.00	\$3,000.00
11-000-270-512 Contr Svc(other btw home & sch)-vendors	\$19,002.00	.00	\$13,001.00	\$6,001.00
11-000-270-514 Contract Svc (spec.ed.)-vendors	\$3,000.00	.00	.00	\$3,000.00
11-000-270-517 Contract Svc (reg std) - ESCs	\$29,602.00	\$2,469.00	\$2,997.75	\$24,135.25
11-000-270-593 Misc. Purchased Svc.- Transp.	\$12,501.00	.00	.00	\$12,501.00
11-000-270-610 General Supplies	\$2,000.00	\$2,000.00	.00	.00
11-000-270-800 Misc. Expenditures	\$3,000.00	.00	.00	\$3,000.00
TOTAL	\$107,109.00	\$15,619.39	\$39,852.36	\$51,637.25
--- Benefits ---				
11-XXX-XXX-220 Social Security Contributions	\$166,811.00	\$87,625.11	\$79,098.16	\$87.73
11-XXX-XXX-241 Other Retirement Contrib. - PERS	\$470,047.00	\$4,236.52	\$520.02	\$465,290.46
11-XXX-XXX-250 Unemployment Compensation	\$61,506.00	\$5,121.86	\$29,919.28	\$26,464.86
11-XXX-XXX-260 Workman's Compensation	\$178,018.00	\$89,000.00	\$89,018.00	.00
11-XXX-XXX-270 Health Benefits	\$1,902,000.00	\$658,626.46	\$1,113,065.87	\$130,307.67
11-XXX-XXX-280 Tuition Reimbursement	\$30,003.00	\$9,826.00	.00	\$20,177.00
11-XXX-XXX-290 Other Employee Benefits	\$48,401.00	\$12,697.03	.00	\$35,703.97
TOTAL	\$2,856,786.00	\$867,132.98	\$1,311,621.33	\$678,031.69
Total Undistributed expenditures	\$8,733,880.60	\$3,045,485.61	\$3,877,474.98	\$1,810,920.01
*** TOTAL CURRENT EXPENSE EXPENDITURES ***	\$13,852,778.27	\$4,541,357.25	\$6,803,695.15	\$2,507,725.87
*** TOTAL CURRENT EXPENSE EXPENDITURES & TRANSFERS ***	\$13,852,778.27	\$4,541,357.25	\$6,803,695.15	\$2,507,725.87
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REPORT OF THE SECRETARY  
TO THE BOARD OF EDUCATION  
Somerset County Vocational Board of Ed.  
GENERAL FUND - FUND 10 (including 16, 17 & 18)  
STATEMENT OF APPROPRIATIONS  
COMPARED WITH EXPENDITURES AND ENCUMBRANCES  
For 5 Month Period Ending 11/30/2012

	Appropriations	Expenditures	Encumbrances	Available Balance
<b>*** CAPITAL OUTLAY ***</b>				
Special education - instruction				
12-310-100-730 Regular Voc.programs	\$5,745.92	\$5,514.62	.00	\$231.30
Undistributed exp. - student transportation				
12-XXX-X00-730 Special schools (all programs)	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL	\$5,745.92	\$5,514.62	\$0.00	\$231.30
--- Facilities acquisition and construction services ---				
12-000-400-450 Construction services	\$164,048.52	\$127,952.10	\$34,386.60	\$1,709.82
12-000-400-800 Other objects	\$20,388.00	.00	.00	\$20,388.00
Facilitis. Acqstn. Const. Sevr. -- TOTAL --	\$184,436.52	\$127,952.10	\$34,386.60	\$22,097.82
TOTAL	\$184,436.52	\$127,952.10	\$34,386.60	\$22,097.82
TOTAL CAPITAL OUTLAY EXPENDITURES	\$190,182.44	\$133,466.72	\$34,386.60	\$22,329.12
<b>*** SPECIAL SCHOOLS ***</b>				
--- Summer school - Instruction ---				
13-422-100-101 Salaries of Teachers	\$62,006.00	\$7,052.72	\$0.00	\$54,953.28
13-422-100-610 General supplies	\$5,001.00	\$2,184.49	.00	\$2,816.51
TOTAL	\$5,001.00	\$2,184.49	\$0.00	\$2,816.51
TOTAL SUMMER SCHOOL	\$67,007.00	\$9,237.21	\$0.00	\$57,769.79
TOTAL SPECIAL SCHOOLS EXPENDITURES	\$67,007.00	\$9,237.21	\$0.00	\$57,769.79
<b>*** EDUCATION STABILIZATION FUND **</b>				
<b>*** GOVERNMENT SERVICES FUND **</b>				
<b>*** EDUCATION JOBS FUND **</b>				
TOTAL GENERAL FUND EXPENDITURES	\$14,109,967.71	\$4,684,061.18	\$6,838,081.75	\$2,587,824.78

REPORT OF THE SECRETARY CERTIFICATION PAGE  
TO THE BOARD OF EDUCATION  
Somerset County Vocational Board of Ed.

For 5 Month Period Ending 11/30/2012

I, Diane Strober, Board Secretary/Business Administrator  
certify that no line item account has encumbrances and expenditures,  
which in total exceed the line item appropriation in violation of N.J.A.C. 6A:23A-16.10(c)3.



\_\_\_\_\_  
Board Secretary/Business Administrator

November 30, 2012

\_\_\_\_\_  
Date

All Accounts in the Expense Account File appear to be included in the details of THE REPORT OF THE SECRETARY

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12/12 3:20pm

REPORT OF THE SECRETARY  
 TO THE BOARD OF EDUCATION  
 Somerset County Vocational Board of Ed.  
 Special Revenue Fund - Fund 20  
 Interim Balance Sheet  
 For 5 Month Period Ending 11/30/12

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ASSETS AND RESOURCES

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--- A S S E T S ---

101	Cash in bank		\$30,610.06
	Accounts receivable:		
141	Intergovernmental - State	(\$5,440.00)	
142	Intergovernmental - Federal	\$5,440.00	

--- R E S O U R C E S ---

301	Estimated Revenues	\$1,114,380.00	
302	Less Revenues	(\$394,448.61)	
		\$719,931.39	

		\$750,541.45	
Total assets and resources		\$750,541.45	
		=====	



REPORT OF THE SECRETARY  
 TO THE BOARD OF EDUCATION  
 Somerset County Vocational Board of Ed.  
 Special Revenue Fund - Fund 20  
 Interim Balance Sheet  
 For 5 Month Period Ending 11/30/12

=====

LIABILITIES AND FUND EQUITY

=====

--- L I A B I L I T I E S ---

Other current liabilities	\$9,174.75
	\$9,174.75
TOTAL LIABILITIES	=====

F U N D   B A L A N C E

---

--- A p p r o p r i a t e d ---

753	Reserve for encumbrances - Current Year	\$294,990.53
601	Appropriations	\$1,114,380.00
602	Less: Expenditures	\$373,013.30
603	Encumbrances	\$294,990.53    (\$668,003.83)
		\$446,376.17
	TOTAL FUND BALANCE	\$741,366.70
	TOTAL LIABILITIES AND FUND EQUITY	\$750,541.45
		=====

REPORT OF THE SECRETARY  
TO THE BOARD OF EDUCATION  
Somerset County Vocational Board of Ed.  
Special Revenue Fund - Fund 20  
INTERIM STATEMENTS COMPARING  
BUDGET REVENUE WITH ACTUAL TO DATE AND  
APPROPRIATIONS WITH EXPENDITURES AND ENCUMBRANCES TO DATE  
For 5 Month Period Ending 11/30/12

		BUDGETED ESTIMATED	ACTUAL TO DATE	NOTE: OVER OR (UNDER)	UNREALIZED BALANCE
*** REVENUES/SOURCES OF FUNDS ***					
1XXX	From Local Sources	\$181,865.00	\$136,200.00		\$45,665.00
3XXX	From State Sources	\$348,977.00	\$175,738.00		\$173,239.00
4XXX	From Federal Sources	\$583,538.00	\$82,510.61		\$501,027.39
		-----	-----	-----	-----
	TOTAL REVENUE/SOURCES OF FUNDS	\$1,114,380.00	\$394,448.61		\$719,931.39
		=====	=====	=====	=====
*** EXPENDITURES ***					
		APPROPRIATIONS	EXPENDITURES	ENCUMBRANCES	AVAILABLE BALANCE
		-----	-----	-----	-----
	LOCAL PROJECTS:	\$181,865.00	\$87,352.93	\$26,996.13	\$67,515.94
	STATE PROJECTS:				
	Other special projects	\$348,977.00	\$142,956.02	\$121,124.06	\$84,896.92
		-----	-----	-----	-----
	TOTAL STATE PROJECTS	\$348,977.00	\$142,956.02	\$121,124.06	\$84,896.92
	FEDERAL PROJECTS:				
	NCLB Title I	\$48,981.00	(\$526.67)	\$899.00	\$48,608.67
	NCLB Title II - Part A/D	\$10,380.00	.00	\$3,814.80	\$6,565.20
	I.D.E.A. Part B (Handicapped)	\$85,000.00	\$30,278.80	\$42,390.32	\$12,330.88
	Vocational Education	\$249,915.00	.00	\$34,383.11	\$215,531.89
	ARRA/Other (450-469)	\$189,262.00	\$112,952.22	\$65,383.11	\$10,926.67
		-----	-----	-----	-----
	TOTAL FEDERAL PROJECTS	\$583,538.00	\$142,704.35	\$146,870.34	\$293,963.31
		-----	-----	-----	-----
	*** TOTAL EXPENDITURES ***	\$1,114,380.00	\$373,013.30	\$294,990.53	\$446,376.17
		=====	=====	=====	=====

REPORT OF THE SECRETARY CERTIFICATION PAGE  
TO THE BOARD OF EDUCATION  
Somerset County Vocational Board of Ed.

For 5 Month Period Ending 11/30/12

Diane Strober  
I, \_\_\_\_\_, Board Secretary/Business Administrator  
certify that no line item account has encumbrances and expenditures,  
which in total exceed the line item appropriation in violation of N.J.A.C. 6A:23A-16.10(c)3.



\_\_\_\_\_  
Board Secretary/Business Administrator

November 30, 2012

\_\_\_\_\_  
Date

All Accounts in the Expense Account File appear to be included in the details of THE REPORT OF THE SECRETARY

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12/12 3:20pm

REPORT OF THE SECRETARY  
TO THE BOARD OF EDUCATION  
Somerset County Vocational Board of Ed.  
Capital Projects Fund - Fund 30  
Interim Balance Sheet  
For 5 Month Period Ending 11/30/12

=====

ASSETS AND RESOURCES

=====

--- A S S E T S ---

101	Cash in bank		\$149,773.45
	Accounts receivable:		
140	Intergovernmental - Accts. Recvble.	\$371,628.75	
			\$371,628.75

--- R E S O U R C E S ---

301	Estimated Revenues	\$797,567.79	
302	Less Revenues	(\$716,898.77)	
			\$80,669.02

Total assets and resources

\$602,071.22

=====

REPORT OF THE SECRETARY  
 TO THE BOARD OF EDUCATION  
 Somerset County Vocational Board of Ed.  
 Capital Projects Fund - Fund 30  
 Interim Balance Sheet  
 For 5 Month Period Ending 11/30/12

=====

LIABILITIES AND FUND EQUITY

=====

--- L I A B I L I T I E S ---

402	Interfund accounts payable	\$117,919.95
	TOTAL LIABILITIES	\$117,919.95
		=====

F U N D   B A L A N C E

--- A p p r o p r i a t e d ---

753	Reserve for encumbrances - Current Year		\$301,221.07
751,752,76X	Other reserves		\$142,567.79
601	Appropriations	\$908,708.80	
602	Less : Expenditures	\$567,125.32	
603	Encumbrances	\$301,221.07	(\$868,346.39)
			\$40,362.41
	Total Appropriated		\$484,151.27

--- U n a p p r o p r i a t e d ---

TOTAL FUND BALANCE	\$484,151.27
TOTAL LIABILITIES AND FUND EQUITY	\$602,071.22
	=====

REPORT OF THE SECRETARY  
 TO THE BOARD OF EDUCATION  
 Somerset County Vocational Board of Ed.  
 Capital Projects Fund - Fund 30  
 INTERIM STATEMENTS COMPARING  
 BUDGET REVENUE WITH ACTUAL TO DATE AND  
 APPROPRIATIONS WITH EXPENDITURES AND ENCUMBRANCES TO DATE  
 For 5 Month Period Ending 11/30/12

	BUDGETED ESTIMATED	ACTUAL TO DATE	NOTE: OVER OR (UNDER)	UNREALIZED BALANCE
	_____	_____	_____	_____
*** REVENUES/SOURCES OF FUNDS ***				
Other	\$797,567.79	\$716,898.77		\$80,669.02
	_____	_____	_____	_____
TOTAL REVENUE/SOURCES OF FUNDS	\$797,567.79	\$716,898.77		\$80,669.02
	=====	=====	=====	=====
*** EXPENDITURES ***				
	APPROPRIATIONS	EXPENDITURES	ENCUMBRANCES	AVAILABLE BALANCE
	_____	_____	_____	_____
--- Facilities acquisition and constr. serv. ---				
30-000-4XX-450 Construction services	\$908,708.80	\$567,125.32	\$301,221.07	\$40,362.41
	_____	_____	_____	_____
Total fac.acq.and constr. serv.	\$908,708.80	\$567,125.32	\$301,221.07	\$40,362.41
	=====	=====	=====	=====
TOTAL EXPENDITURES	\$908,708.80	\$567,125.32	\$301,221.07	\$40,362.41
*** TOTAL EXPENDITURES AND TRANSFERS	\$908,708.80	\$567,125.32	\$301,221.07	\$40,362.41
	=====	=====	=====	=====

REPORT OF THE SECRETARY CERTIFICATION PAGE  
TO THE BOARD OF EDUCATION  
Somerset County Vocational Board of Ed.

For 5 Month Period Ending 11/30/12

I, Diane Strober, Board Secretary/Business Administrator  
certify that no line item account has encumbrances and expenditures,  
which in total exceed the line item appropriation in violation of N.J.A.C. 6A:23A-16.10(c)3.



\_\_\_\_\_  
Board Secretary/Business Administrator

November 30, 2012

\_\_\_\_\_  
Date



All Accounts in the Expense Account File appear to be included in the details of THE REPORT OF THE SECRETARY

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Report of the Treasurer  
to the Board of Education

District of Somerset County Vocational  
All Funds  
For Month Ended: November 30, 2012

CASH REPORT

FUNDS	(1)	(2)	(3)	(4)
Governmental Funds	Adjusted Beginning Balance	Deposits	Disbursements	Ending Balance
General Fund (10)	\$1,397,750.48	\$1,159,126.59	-\$1,116,084.39	\$1,440,792.68
ARRA-ESF Fund (16)	\$0.00	\$0.00	\$0.00	\$0.00
ARRA-GSF Fund (17)	\$0.00	\$0.00	\$0.00	\$0.00
Fund (18)	\$0.00	\$0.00	\$0.00	\$0.00
Special Revenue Fund (20)	\$28,886.28	\$78,637.18	-\$76,913.40	\$30,610.06
Capital Project Fund (30)	\$149,773.45	\$2,267.42	-\$2,267.42	\$149,773.45
Debt Services Fund (40)	\$0.00	\$0.00	\$0.00	\$0.00
Enterprise Fund (61)	\$78,813.49	\$0.00	\$0.00	\$78,813.49
<b>Total Governmental Funds</b>	<b>\$1,655,223.70</b>	<b>\$1,240,031.19</b>	<b>-\$1,195,265.21</b>	<b>\$1,699,989.68</b>
Summer Savings	\$16,887.88	\$8,731.04	\$0.00	\$25,618.92
Enterprise Fund (60) Cafeteria	\$14,620.57	\$6,092.10	\$0.00	\$20,712.67
Payroll Fund (70)	\$0.00	\$481,137.20	-\$481,137.20	\$0.00
Agency Fund (90)	\$0.00	\$301,647.76	-\$301,394.87	\$252.89
<b>Total Trust &amp; Agency</b>	<b>\$31,508.45</b>	<b>\$797,608.10</b>	<b>-\$782,532.07</b>	<b>\$46,584.48</b>
<b>Grand Total for all Funds</b>	<b>\$1,686,732.15</b>	<b>\$2,037,639.29</b>	<b>-\$1,977,797.28</b>	<b>\$1,746,574.16</b>

Prepared and submitted by:

*Michelle Fresco*

Michelle Fresco, Treasurer of School Moneys

12/12/2012

Date