

SOMERSET COUNTY VOCATIONAL BOARD OF EDUCATION

SOMERSET COUNTY VOCATIONAL & TECHNICAL SCHOOLS

14 Vogt Drive  
Bridgewater, New Jersey 08807

Regular Meeting  
March 25, 2013

Call to Order:

Mr. William Hyncik, Jr. called the meeting to order at 5:00 p.m. with the following members:

William Hyncik, Jr., President  
William Dudeck, Vice President  
Theodore Smith  
Sarah Brennan  
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, absent; Mallory Griffin, Board Attorney  
Robert Zaborowski, Somerset County Freeholder Liaison, arrived at 5:05 p.m.  
Others: Duane Wallace, Supervisor of Learning and Technology; Maria Johnson, Supervisor of Academics; Teresa Morelli, Supervisor of Academics; Patrick Pelliccia, Supervisor of Curriculum and Instruction; Bob Campanella, Supervisor of Information Technology; Carene Jegou, Administrative Assistant to the Superintendent; Dr. Joseph Petrosino, Director of Pupil Services; and Peter Campisano, USA Architects.

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 and executive session held on February 25, 2013 were approved.

Correspondence

- Letter from Senator Bateman congratulating the students on the great CTE program he attended at our school celebrating National Career & Technical Education month.

Old or Unfinished Business

*Student of the Month*

- Presentation of the Students of the Month will be during the April board of education meeting as the students are on spring break.

*Construction Projects – Update*

- Mr. Campisano reported to the board that the Building A Bathroom Renovation and Auto Body Paint Booth projects are on schedule and should be closed out by April. There will be one additional change order presented at the April meeting for board approval which will address instructional and safety requests from the teacher and close out this project.

Report of the Attorney

- None

## Committee Reports

- Board of School Estimate (Mr. Dudeck) – Meeting is scheduled for tomorrow at 3:30 p.m. at the County Administration Building.
- Curriculum/Grants (Mr. Smith) - None
- NJ School Boards Association, Delegate, State Convention Legislative Committee (Mr. Dudeck) - Due to the devastation of Superstorm Sandy, the upcoming school year annual dues for approximately 40 districts will be waived and the annual dues for the remaining districts will remain flat. Mr. Dudeck also reported that board policies may need to be revised due to the possible change in workers' compensation legislation; the new board member weekend orientation program was held; a refresher course for existing board members is being held; and the salary cap for superintendents was discussed.
- Somerset County School Boards Association, Delegate (Mr. Dudeck) – No meeting
- Somerset County Educational Services Commission, Representative (Mr. Smith) – The meeting will be held next month.
- Somerset County Joint Insurance Fund (SCJIF), Commissioner (Mr. Hyncik) – Mr. Hyncik requested the letter be sent to our legislators on the board's behalf per the recommendation of the SCJIF opposing proposed legislation S1778 and A1196 (workers' compensation coverage).
- Foundation (Mr. Hyncik) – Mr. Hyncik reported that the district needs the Foundation to return the financial records to the district, support SkillsUSA, and provide small grants to the CTE programs. Dr. Harttraft added that the Foundation should be augmenting district goals; Mr. Hyncik added that the Foundation needs to compliment the Parent Association efforts; Ms. Ziegler added that the Parent Association is applying for the 501C3 status. More information will be forthcoming.

## School Communications Report

- Mr. Wallace provided the Jaguar Nation newsletter to the board. He also informed the board of the April 20<sup>th</sup> SkillsUSA State competition which will be held here and at the Garden State Exhibit Center. All are encouraged and welcome to support our students. Mr. Hyncik requested a list of the colleges that participated in our College and Career Information Day.

## Superintendent's Report

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

## A. Employment of Substitutes

The Board of Education approved employment of the following substitutes at a rate of \$100.00/day for the 2012-13 school year:

Alice Catalan

## B. Employment of Part-Time Personnel – 2012-13 School Year

The Board of Education approved the employment of the following part-time personnel for the 2012-2013 school year:

High School

Helen Bolha	Basic Skills Language Arts Literacy (Title I-\$5,500.00 revised /not to exceed)	\$69.82/hour
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## C. Calendar 2013-2014 School Year

The Board of Education adopted the high school calendar for the 2013-2014 school year as it appears on Addendum #1.

## D. Field Trips

The Board of Education approved field trips for high school students as they appear on Addendum #2.

## E. 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 #3.

## F. New Board Policy – Second Reading

The Board of Education approved the following new board policy at this second reading.

2468 Independent Educational Evaluations

## G. Revised Board Policies – Second Reading

The Board of Education approved the following revised board policies at this second reading.

0132 Executive Authority

2415 No Child Left Behind Programs

2431 Athletic Competition

R2431.1 Athletic Competition

R2431.2 Medical Examination to Determine Fitness for Participation in Athletics

3230/R3230 Outside Activities

3281/R3281 Inappropriate Staff Conduct

6480 Purchase of Food Supplies

8505 School Nutrition

Mr. Smith noted that, again, there are half days on the proposed 2013-2014 school year calendar. He shared that he has concerns for half days as they are disruptive to the school day. Dr. Harttraft shared that she is under pressure to provide more time for Professional Learning Communities and these half days will be utilized for the purpose of professional development and collaboration. Mr. Hyncik noted there are only four half days in the 2013-14 school calendar and that prior to finalizing the 2014-2015 school calendar, half days will be discussed. Mr. Smith acknowledged that he understands that the half days in the 2013-2014 school year will be used for professional development.

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

## H. Application for Funds

On recommendation of Dr. Harttraft and motion by Mr. Hyncik, seconded by Ms. Brennan 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 March 25, 2013 meeting authorized application for funds for the following:

NJ Department of Agriculture	CASE (Curriculum for Agricultural Science Education)	\$5,000.00
DuPont	CASE (Curriculum for Agricultural Science Education)	\$3,390.00
	CASE (A) – CASE Institute Scholarship	\$ 2,750.00
	CASE (B) – CASE Store Materials Grant	\$ 550.00
	CASE (C) – CASE End of Course Assessment	\$ 90.00

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

## I. Resolution 2012-13/3-A – Opposing S-1191 / A-3627 Undermining a School Board’s Ability to Subcontract Services

On recommendation of Dr. Harttraft and motion by Mr. Dudeck, seconded by Ms. Brennan and on roll call vote, the Board of Education adopted Resolution 2012-13/3-A Opposing S-1191 and A-3627 Undermining

a School Board's Ability to Subcontract Services as it appears on Addendum #4.

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

It is noted that this resolution will be sent to 19 legislators.

J. Resolution 2012-13/3-B – Jesse Andrew Smith/Eagle Scout

On recommendation of Dr. Harttraft and motion by Mr. Dudeck, seconded by Mr. Smith and on roll call vote, the Board of Education adopted Resolution 2012-13/3-B Jesse Andrew Smith/Eagle Scout as it appears on Addendum #5.

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

Mr. Hyncik will present this award to Jesse Smith at a ceremony dinner to be held on April 13<sup>th</sup>.

K. Job Description – Staff Development Leader

On recommendation of Dr. Harttraft and motion by Mr. Dudeck, seconded by Ms. Brennan and on roll call vote, the Board of Education approved the following job description as it appears on Addendum #6.

Staff Development Leader

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

Discussion ensued on the need for this position. Dr. Harttraft stated this person will be responsible for reporting on the state mandated "Achieve NJ" and implementing the new teacher evaluation system.

L. Superintendent's Update

- National Honor Society Induction- Twenty two students both juniors and seniors were inducted on March 19<sup>th</sup> at a beautiful ceremony coordinated by Cathy Fortunato, National Honor Society Advisor. Additional staff and students participated to make the ceremony a success.
- QSAC Update- Onsite review was passed after several classes were visited by Dr. Beverly Hetrick from the County office.
- SCESC Career Center Update- Planning meeting was held with the ESC Superintendent to discuss personnel and shared services.
- College and Career Information Day - Over 30 colleges participated in our second Annual College/ Career Fair for juniors and seniors, which was followed up later in the week with an assembly coordinated by Pupil Personnel Services to assist students in the college research and application process.
- Harassment/Intimidation/Bullying Report-This month we had one confirmed HIB case.

## 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 March 2013 which was included in the board packet and is attached to the regular meeting minutes.

Fund 10	\$1,457,490.70
Fund 20	\$ 210,166.25
Fund 30	\$ 167,336.46
Fund 60	\$ 10,988.46
Fund 90	\$ 568,368.95
Fund 95	<u>\$ 3,516.42</u>
Total	\$2,417,867.24

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

## New Business

- The Somerset County Vocational Board of School Estimate meeting will be held on Tuesday, March 26, 2013 at 3:30 p.m. in the Freeholder Conference Room at the Somerset County Administration Building.
- Ethics Disclosure Statements are due on-line no later than April 15, 2013.

## 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 February 2013 and the Treasurer of School Monies for the month of February 2013, 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 #7)

<u>Roll Call</u>	<u>Yes</u>	<u>No</u>
Mr. Smith	X	
Ms. Brennan	X	
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 B through E as follows:

## B. 2013-2014 School District Budget

The Board of Education adopted the proposed 2013-2014 school year budget of \$14,910,615.00 approved by the Executive County Superintendent and supported by county taxes in the amount of \$11,452,904.00 (contingent upon county approval and funding).

## C. 2013 County Capital Allocation

The Board of Education adopted the proposed 2013 county capital allocation of \$2,250,000.00 (contingent upon county approval and funding).

## D. Budget Transfer – 2012-2013 School Year

The Board of Education approved the following budget transfer for the 2012-2013 school year:  
From: 20-450-200-300-01-0000 (\$4,000.00) To: 20-450-200-610-01-0000 \$4,000.00  
(from Workforce Investment Board (WIB) grant other purchased items to WIB grant supplies)

## E. Award Purchases in Excess of Bid Threshold in Compliance with NJSA 18A:18A

The Board of Education awarded the following purchase:

Cooperative Agreement	Nickerson Corporation	\$24,000.00
(Middlesex Regional Educational Services Commission)		

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

## April Meeting

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

April 22, 2013

5:00 p.m.

Somerset County Vocational & Technical Schools

14 Vogt Drive

Bridgewater, New Jersey 08807

## Remarks from the Public

- Mr. Wallace will forward the list of colleges who were present at the College and Career Information Day to Mrs. Jegou who will forward to the board members as requested by Mr. Hyncik during the Communication Report.

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 SCVTEA negotiations; litigation; exempt staff salaries; and the chief school administrator evaluation.
- 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. Dudeck, seconded by Ms. Brennan 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	
Ms. Brennan	X	
Mr. Dudeck	X	
Mr. Hyncik	X	
Dr. Serafino	absent	

## Open Session

On motion by Mr. Dudeck, seconded by Ms. Brennan and on roll call vote, the Board of Education went into open session at 6:10 p.m.

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

## A. Exempt Staff - 2013-2014 School Year

On motion by Mr. Dudeck, seconded by Mr. Smith and on roll call vote, the Board of Education approved the increase for the exempt staff for the 2013-2014 school year to be allocated by the superintendent and assistant superintendent for business/board secretary; the total amount to be allocated will be 1.75% of the total exempt staff base salaries.

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

## Adjournment

On motion by Mr. Dudeck, seconded by Ms. Brennan and on passed, the meeting adjourned at 6:11 p.m.



Diane Strober  
Assistant Superintendent for Business/Board Secretary

# Somerset County Vocational & Technical Schools - 2013-2014 School Calendar

## Events and Holidays

### 2013:

- 07/04-07/05 Independence Day-Offices Closed
- 09/02 Labor Day-Offices Closed
- 09/03 In-Service Day/First Day for Teachers
- 09/04 First Day for Students
- 09/05 Rosh Hashanah/School Closed/Offices Open
- 09/12 Back-To -School Night-1/2 Day for Students
- 10/14 In-Service Day/School Closed/Teachers & Staff Present
- 11/07 NJEA Convention/School & Offices Closed
- 11/08 NJEA Convention/School & Offices Closed
- 11/27 Holiday Recess-1/2 Day for Students & Teachers
- 11/28 Thanksgiving Holiday-School & Offices Closed
- 11/29 Thanksgiving Holiday-School & Offices Closed
- 12/20 Holiday Recess-1/2 Day for Students & Teachers
- 12/23 Holiday Recess-School Closed-Offices Open
- 12/24 Holiday Recess-School & Offices Closed
- 12/25 Holiday Recess-School & Offices Closed
- 12/26 Holiday Recess-School & Offices Closed
- 12/27 Holiday Recess-School Closed-Offices Open
- 12/30 Holiday Recess-School Closed-Offices Open
- 12/31 Holiday Recess-School & Offices Closed

### 2014:

- 01/01 Holiday Recess-School & Offices Closed
- 01/20 Martin Luther King Day-School & Offices Closed
- 02/01 HS Open House/Teachers & HS Office Staff Present
- 02/13 School Closed/HS Office Closed/District Office Open
- 02/14 Mid-Winter Recess-School & Offices Closed
- 02/17 Mid-Winter Recess-School & Offices Closed
- 04/11 Spring Recess - 1/2 Day for Students & Teachers
- 04/14 Spring Recess-School Closed-Offices Open
- 04/15 Spring Recess-School Closed-Offices Open
- 04/16 Spring Recess-School Closed-Offices Open
- 04/17 Spring Recess-School & Offices Open
- 04/18 Spring Recess-School & Offices Closed
- 04/21 Spring Recess-School & Offices Closed
- 05/26 Memorial Day-School & Offices Closed
- 06/20 **LAST DAY OF SCHOOL**

**183 DAYS**

Any days lost to emergency closing beyond 3 will be added to the end of the school year. Any days not used will be taken back at the end of the school year. Last day of school/graduation subject to change.

July 2013							August 2013							September 2013							October 2013						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
	1	2	3	4	5	6					1	2	3	1	2	▲	4	●	6	7			1	2	3	4	5
7	8	9	10	11	12	13	4	5	6	7	8	9	10	8	9	10	11	12	13	14	6	7	8	9	10	11	12
14	15	16	17	18	19	20	11	12	13	14	15	16	17	15	16	17	18	19	20	21	13	▲	15	16	17	18	19
21	22	23	24	25	26	27	18	19	20	21	22	23	24	22	23	24	25	26	27	28	20	21	22	23	24	25	26
28	29	30	31				25	26	27	28	29	30	31	29	30						27	28	29	30	31		
																	18							22			
November 2013							December 2013							January 2014							February 2014						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
					1	2	1	2	3	4	5	6	7				1	2	3	4							★
3	4	5	6	7	8	9	8	9	10	11	12	13	14	5	6	7	8	9	10	11	2	3	4	5	6	7	8
10	11	12	13	14	15	16	15	16	17	18	19	20	21	12	13	14	15	16	17	18	9	10	11	12	13	14	15
17	18	19	20	21	22	23	22	●	24	25	26	●	28	19	20	21	22	23	24	25	16	17	18	19	20	21	22
24	25	26	27	28	29	30	29	●	31					26	27	28	29	30	31		23	24	25	26	27	28	
			17							15							21							17			
March 2014							April 2014							May 2014							June 2014						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
					1				1	2	3	4	5					1	2	3	1	2	3	4	5	6	7
2	3	4	5	6	7	8	6	7	8	9	10	11	12	4	5	6	7	8	9	10	8	9	10	11	12	13	14
9	10	11	12	13	14	15	13	●	●	●	●	18	19	11	12	13	14	15	16	17	15	16	17	18	19	20	21
16	17	18	19	20	21	22	20	21	22	23	24	25	26	18	19	20	21	22	23	24	22	23	24	25	26	27	28
23	24	25	26	27	28	29	27	28	29	30				25	26	27	28	29	30	31	29	30					
30	31									16							21							15			

● = School Closed/Offices Open  
 / = 1/2 Day 12 p.m. Dismissal

★ = Open House/Teachers & HS Office Staff Present  
 + = Faculty Meetings

▲ = School Closed/Teachers & Staff Present  
 ⊗ = School Closed/HS Office Closed/District Office Open  
 ■ = School & Offices Closed

Approved



<u>Date of Trip</u>	<u>CTE Program / Other</u>	<u>Location</u>	<u>Cost Per Student/Paid by</u>	<u>Transportation Provided/Paid by</u>
4/9/2013	YTTW Students	Ironworkers Local 11 Springfield, NJ	\$0.00	Provided/Paid by YTTW
4/12/2013	TOPS Students (Life Skills)	TD Bank Bridgewater, NJ	\$0.00	SCVTS
4/17/2013	TOPS Students (Life Skills)	Compassionate Care Branchburg, NJ	\$0.00	SCVTS
4/16/2013	Cosmetology	Jacob Javitz Center New York, NY	\$37.00 each/Student Paid	SCVTS
4/20/2013	SkillsUSA	Garden State Exhibit Center Somerset, NJ	\$85.00 each/SCVTS Paid	Provided by Parent
4/26/2013	Culinary Arts	Wegmans Market Bridgewater, NJ	\$0.00	SCVTS
5/15/2013	Youth Advisory Council (EmPoWER Somerset)	Camp Bernie Port Murray, NJ	\$0.00	Provided/Paid by EmPoWER Somerset Grant
5/20/2013	Culinary Arts	The Palace Somerset, NJ	\$0.00	SCVTS
5/22/2013	Horticulture FFA Students Competition/Awards Ceremony	Rutgers University New Brunswick, NJ	\$70.00 each/SCVTS Paid	SCVTS

PROFESSIONAL DEVELOPMENT REQUESTS  
March 2013

	DATE(S)	PARTICIPANTS	REG. FEE	EXPENSES	WORKSHOP DESCRIPTION	LOCATION
1	April 10-11, 2013	Mike McClain	\$105.00	\$20.00/tolls \$147.06/mileage	Atlantic Coast Builders Show	Atlantic City, NJ
2	April 11, 2013	George Lee	\$65.00	\$20.00/tolls \$73.78/mileage	Atlantic Coast Builders Show	Atlantic City, NJ
3	April 19, 2013	Kristen Blanchard	\$85.00	\$9.89/mileage	NJ Association of Learning Consultants Spring Conference	Edison, NJ
4	April 26, 2013	Chris Lemongelli	\$49.00	\$40.61/mileage	Managing Multiple Priorities, Projects, and Deadlines	Atlantic City, NJ
5	May 6, 2013	Joseph Petrosino	\$149.00	NA	Advanced iPad Training for School Leaders	Monroe, NJ
6	May 7, 2013	Bonnie DeFazio	\$119.00	\$17.42/mileage	Communication Skills for Women	Flemington, NJ
7	May 16, 2013	Joseph Petrosino	\$149.00	\$11.78/mileage	Management Training Seminar	Edison, NJ
8	May 29, 2013	Margaret Cross Miranda McMahon	\$179 ea.	\$59.00/membership ea. \$7.75/mileage	NJ Teachers of English to Speakers of Other Languages Conference	New Brunswick, NJ
9	June 3, 2013	Irene Ives	\$125.00	\$2.00/tolls \$34.78/Mileage	NJ Association for College Admission Counseling	Long Branch, NJ
10	June 16 to 27, 2013	Erik Fargo	\$2750.00	\$10.00/tolls \$89.90/mileage	Curriculum for Agricultural Science Education New Course Training	Harrisburg, PA

RESOLUTION 2012-13/3-A  
Opposing S-1191 / A-3627  
(Undermining a School Board's Ability to Subcontract Services)

WHEREAS, New Jersey's boards of education represent the community's interests in the governance and budget oversight of school districts that collectively serve the health and educational needs of nearly 1.4 million children; and

WHEREAS, school boards continually strive to provide cost-effective ways to deliver services, which will free up additional funds to be used in the classroom or for property-tax relief; and

WHEREAS, many New Jersey school boards have found subcontracting of services such as transportation, cafeteria and maintenance is an option that has saved millions of tax dollars every year; and

WHEREAS, 40 percent of school districts responded to a 2009 survey conducted by the New Jersey School Boards Association, which found the responding districts saved more than \$34 million annually through subcontracting services; and

WHEREAS, Senate Bill 1191 and Assembly Bill 3627 of the 2012-2013 Legislative Session is a union-backed bill that would place severe obstacles in the way of a school board's ability to subcontract services and save tax dollars; and

WHEREAS, the sole purpose of Senate Bill 1191 and Assembly Bill 3627 is to undermine a board's ability to subcontract services, thereby increasing school employees and increasing the rolls of union membership, which generates more dues for union coffers; and

WHEREAS, Senate Bill 1191 and Assembly Bill 3627 would remove a school board's option to subcontract services, thereby diverting funds from the classroom and burdening property taxpayers.

NOW, THEREFORE, BE IT RESOLVED that the Somerset County Vocational Board of Education, in its continued effort to provide cost-effective school operations to the community, opposes Senate Bill 1191 and Assembly Bill 3627; and be it further

RESOLVED, that the Somerset County Vocational Board of Education calls on the New Jersey Legislature to reject any such measures that will have the effect of depleting limited resources from our classroom; and be it further

RESOLVED, that a copy of this resolution shall be forwarded to members of the Somerset County legislative district delegation, legislative leadership and to the Governor of the State of New Jersey, and to the New Jersey School Boards Association.

RESOLUTION 2012-13/3-B  
JESSE ANDREW SMITH  
FOR ACHIEVING EAGLE SCOUT STATUS

WHEREAS, Jesse Andrew Smith, a senior student in the Academy for Health and Medical Sciences, a highly selective and rigorous program at Somerset County Vocational and Technical Schools, has achieved Eagle Scout Status, the highest rank awarded by the Boy Scouts of America; and

WHEREAS, Jesse Andrew Smith has established himself as a selfless and devoted community servant by developing a multi-step food drive to aid less fortunate community members, particularly those effected by Hurricane Sandy; and

WHEREAS, Jesse Andrew Smith is currently completing his Associate's degree from Raritan Valley Community College in Applied Science while pursuing his high school diploma; and

WHEREAS, Jesse Andrew Smith, while devoting his free time to noble scouting endeavors is also competing as a fourth year varsity baseball player at SCVTS where he has played second base and is currently a catcher; and

WHEREAS, Jesse Andrew Smith has brought honor and distinction to himself, his family, school, community, scoutmasters and Troop #850 by achieving this status; and

NOW, THEREFORE, BE IT RESOLVED by the Board of Education of the Somerset County Vocational School, Bridgewater, New Jersey, that Jesse Andrew Smith is hereby recognized for achieving this prestigious Eagle Scout Award from the Boys Scouts of America, while also engaging in academic, extra-curricular and community service events.

SOMERSET COUNTY VOCATIONAL BOARD OF EDUCATION  
JOB DESCRIPTION

**CATEGORY:** INSTRUCTIONAL      **ADOPTED:**

**TITLE: STAFF DEVELOPMENT LEADER**

**QUALIFICATIONS:**

1. New Jersey Teacher Certification.
2. Master's Degree.
3. Minimum of five (5) years of successful teaching.
4. Two (2) to three (3) years of administrative experience preferred.
5. Working knowledge of staff development activities and curriculum development integration and communications.
6. Excellent human relations skills.
7. Such alternatives to the above qualifications as the Board may find appropriate and acceptable.

**REPORTS TO:** Superintendent of Schools or designee.

**SUPERVISES:** No direct supervisory responsibilities.

**JOB GOAL:** To focus on fostering good teaching practice aligned with the Core Standards, assisting certificated staff in developing collaborative Professional Learning Communities (PLC's) to nurture teacher talent and improve student learning.

**PERFORMANCE RESPONSIBILITIES:**

1. Acts as a resource person for staff development opportunities in the district and the state.
2. Engages teaching staff in developing a culture that fosters professional learning communities.
3. Creates professional development opportunities relating to: evidence of student learning, instructional best practices, collaborative team planning, individual professional growth and individual professional development plan.
4. Collaborates with a variety of groups and/or individuals for the purpose of improving the quality of student outcomes, developing solutions and planning school improvement.
5. Demonstrates high expectations and modeling effective strategies for continuous school improvement.
6. Develops and implements staff training programs for the purpose of providing a variety of teaching strategies to enhance student success.
7. Maintains files and/or records for the purpose of ensuring compliance with related requirements/regulations.
8. Assists individual teachers to self-monitor their professional growth needs.
9. Maintains a library of resource materials to share with staff; disseminates articles to staff on curriculum and current educational topics.
10. Delivers staff development workshops when appropriate and requested.
11. Participates on the District Evaluation Advisory Committee (DEAC) and develops, implements and evaluates the district staff development plan.
12. Schedules and delivers the Opening Day activities and assists in coordinating the additional staff days' activities and schedules.
13. Assists administrators and the curriculum and instruction department in staff development planning.

14. Assists in the grants coordination in planning and maintaining a staff development budget from grant resources.
15. Develops, implements and evaluates the district's mentoring and induction plans in coordination with the high school principal.
16. Coordinates evaluation of the district professional development and mentoring plans.
17. Trains new mentors and facilitates mentor support sessions as proscribed in the district mentoring plan.
18. Supports new and current teachers for the purpose of implementing quality instructional plans and assist in developing Student Growth Objectives (SGO's) in academic and CTE courses.
19. Prepares reports and documents related to areas of responsibility as deemed necessary.
20. Assists in the development and monitoring of systems that track staff development events and activities.
21. Cooperates with the administration and professional staff in activities that enhance the operation of the program.
22. Performs such other tasks and assumes such other responsibilities as may be assigned by the Superintendent or immediate supervisor.

**TERMS OF EMPLOYMENT:** Ten-month year. In accordance with negotiated agreement.

**EVALUATION:** Job performance will be evaluated annually in accordance with provisions of the Board of Education's Policy on evaluation of Professional Personnel.

3/8 12:55pm

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 8 Month Period Ending 02/28/2013

=====  
 ASSETS AND RESOURCES  
 =====

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

101	Cash in bank		\$1,637,457.07
121	Tax levy receivable		\$3,892,560.00
	Accounts receivable:		
132	Interfund	\$205,908.19	
141	Intergovernmental - State	\$457,524.46	
143	Intergovernmental - Other	(\$1,407.01)	
			\$662,025.64
	Other Current Assets		\$0.00

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

301	Estimated Revenues	\$13,838,142.00	
302	Less Revenues	(\$13,343,510.96)	
		-----	\$494,631.04
			-----
	Total assets and resources		\$6,686,673.75
			=====

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 8 Month Period Ending 02/28/2013

=====

LIABILITIES AND FUND EQUITY

=====

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

421	Accounts Payable	\$4,236.52
TOTAL LIABILITIES		\$4,236.52
=====		

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	\$4,082,860.76
	Reserved fund balance:	
760	Reserved Fund Balance	\$72,100.00
601	Appropriations	\$14,109,967.71
602	Less : Expenditures	\$8,006,722.79
603	Encumbrances	\$4,082,860.76 (\$12,089,583.55)
		\$2,020,384.16
	Total Appropriated	\$6,175,344.92

--- 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	\$6,682,437.23
TOTAL LIABILITIES AND FUND EQUITY	\$6,686,673.75

RECAPITULATION OF FUND BALANCE:

	Budgeted	Actual	Variance
Appropriations	\$14,109,967.71	\$12,089,583.55	\$2,020,384.16
Revenues	(\$13,838,142.00)	(\$13,343,510.96)	(\$494,631.04)
	\$271,825.71	(\$1,253,927.41)	\$1,525,753.12
Less: Adjust for prior year encumb.	(\$199,725.71)	(\$199,725.71)	
Budgeted Fund Balance	\$72,100.00	(\$1,453,653.12)	\$1,525,753.12

Recapitulation of Budgeted Fund Balance by Subfund

	Budgeted	Actual	Variance
Fund 10 (includes 10, 11, 12, and 13)	\$72,100.00	(\$1,453,653.12)	\$1,525,753.12
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	(\$1,453,653.12)	\$1,525,753.12



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 8 Month Period Ending 02/28/2013

		BUDGETED ESTIMATED	ACTUAL TO DATE	NOTE: OVER OR (UNDER)	UNREALIZED BALANCE
*** REVENUES/SOURCES OF FUNDS ***					
1XXX	From Local Sources	\$12,424,240.00	\$11,929,608.96		\$494,631.04
3XXX	From State Sources	\$1,413,902.00	\$1,413,902.00		.00
TOTAL REVENUE/SOURCES OF FUNDS		\$13,838,142.00	\$13,343,510.96		\$494,631.04
		=====	=====	=====	=====
*** EXPENDITURES ***					
		APPROPRIATIONS	EXPENDITURES	ENCUMBRANCES	AVAILABLE BALANCE
--- CURRENT EXPENSE ---					
11-1XX-100-XXX	Regular Programs - Instruction	\$1,328,513.54	\$801,434.54	\$268,120.20	\$258,958.80
11-230-X00-XXX	Basic Skills - Remedial Instruction	\$95,562.95	\$56,010.49	\$36,490.12	\$3,062.34
11-240-X00-XXX	Bilingual Education - Instruction	\$59,506.00	\$36,442.44	\$23,012.56	\$51.00
11-3XX-100-XXX	Voc. Programs - Local - Instruction	\$3,530,944.18	\$1,870,934.26	\$1,257,422.52	\$402,587.40
11-401-100-XXX	School-Spon. Cocurr. Acti-Instr	\$51,005.00	\$22,462.54	\$23,685.72	\$4,856.74
11-402-100-XXX	School-Spons. Athletics - Instruction	\$53,366.00	\$34,606.74	\$18,628.26	\$131.00
--- UNDISTRIBUTED EXPENDITURES ---					
11-800-330-XXX	Community Services Programs-				
11-000-213-XXX	Health Services	\$178,667.00	\$112,551.60	\$54,415.14	\$11,700.26
11-000-218-XXX	Guidance	\$549,161.00	\$295,284.21	\$91,361.69	\$162,515.10
11-000-219-XXX	Child Study Teams	\$179,518.00	\$117,078.24	\$54,523.97	\$7,915.79
11-000-221-XXX	Improvement Of Inst./Other Support Improvement of Inst. Serv.	\$284,574.01	\$195,017.14	\$29,431.92	\$60,124.95
11-000-222-XXX	Educational Media Serv/School Library	\$215,071.00	\$94,865.22	\$39,432.31	\$80,773.47
11-000-223-XXX	Instructional Staff Training Services	\$20,651.00	\$10,015.55	\$6,550.61	\$4,084.84
11-000-230-XXX	Supp. Serv.-General Administration	\$497,670.00	\$335,044.45	\$118,671.79	\$43,953.76
11-000-240-XXX	Supp. Serv.-School Administration	\$668,628.48	\$361,621.17	\$152,160.01	\$154,847.30
11-000-25X-XXX	Central Serv & Admin. Inform. Tech.	\$716,638.63	\$474,293.91	\$126,117.33	\$116,227.39
11-000-261-XXX	Allowable Maint. for School Facilities	\$1,048,122.48	\$621,936.96	\$286,618.90	\$139,566.62
11-000-262-XXX	Custodial Services	\$1,287,773.00	\$807,833.29	\$398,619.20	\$81,320.51
11-000-263-XXX	Care and Upkeep of Grounds	\$14,501.00	\$10,400.00	\$4,101.00	.00
11-000-266-XXX	Security	\$109,010.00	\$58,632.07	\$23,198.79	\$27,179.14
11-000-270-XXX	Student Transportation Services	\$107,109.00	\$32,848.64	\$23,122.72	\$51,137.64
11-000-291-XXX	Allocated and Unallocated Benefits	\$2,813,786.00	\$1,425,365.52	\$1,006,433.57	\$381,986.91
TOTAL GENERAL CURRENT EXPENSE EXPENDITURES/USES OF FUNDS		\$13,809,778.27	\$7,774,678.98	\$4,042,118.33	\$1,992,980.96
		=====	=====	=====	=====

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 8 Month Period Ending 02/28/2013

*** EXPENDITURES - cont'd ***	APPROPRIATIONS	EXPENDITURES	ENCUMBRANCES	AVAILABLE BALANCE
	-----	-----	-----	-----
*** CAPITAL OUTLAY ***				
12-XXX-XXX-73X Equipment	\$48,745.92	\$5,514.62	\$40,742.43	\$2,488.87
12-000-4XX-XXX Facilities acquisition & constr. serv.	\$184,436.52	\$162,338.70	.00	\$22,097.82
	-----	-----	-----	-----
TOTAL CAP OUTLAY EXPEND./USES OF FUNDS	\$233,182.44	\$167,853.32	\$40,742.43	\$24,586.69
	=====	=====	=====	=====
*** SPECIAL SCHOOLS ***				
13-422-100-XXX Summer school -instruction	\$67,007.00	\$64,190.49	.00	\$2,816.51
	-----	-----	-----	-----
TOTAL SPECIAL SCHOOLS EXPENDITURES/USES OF FUNDS	\$67,007.00	\$64,190.49	\$0.00	\$2,816.51
	=====	=====	=====	=====
TOTAL GENERAL FUND EXPENDITURES	\$14,109,967.71	\$8,006,722.79	\$4,082,860.76	\$2,020,384.16
	=====	=====	=====	=====

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 8 Month Period Ending 02/28/2013

		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	\$493,227.80	\$190,772.20
1XXX	Miscellaneous	\$511,900.00	\$208,041.16	\$303,858.84
	TOTAL	\$12,424,240.00	\$11,929,608.96	\$494,631.04
		=====	=====	=====
--- 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	\$13,343,510.96	\$494,631.04
		=====	=====	=====

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 8 Month Period Ending 02/28/2013

	Appropriations	Expenditures	Encumbrances	Available Balance
*** GENERAL CURRENT EXPENSE ***				
--- REGULAR PROGRAMS - INSTRUCTION ---				
11-140-100-101 Salaries of Teachers	\$1,163,529.67	\$740,345.82	\$259,995.15	\$163,188.70
11-140-100-106 Other Salaries for Instruction	\$35,000.00	\$10,912.50	.00	\$24,087.50
11-140-100-320 Purchased Prof.-Ed. Services	\$60,000.00	\$3,759.13	\$1,410.00	\$54,830.87
11-140-100-500 Other Purchased Services	\$5,501.00	\$1,865.88	\$2,715.00	\$920.12
11-140-100-610 General Supplies	\$52,481.87	\$32,559.42	\$4,000.05	\$15,922.40
11-140-100-640 Textbooks	\$10,001.00	\$9,991.79	.00	\$9.21
--- Regular programs - Home Instruction ---				
11-150-100-101 Salaries of Teachers	\$2,000.00	\$2,000.00	\$0.00	\$0.00
TOTAL	\$1,328,513.54	\$801,434.54	\$268,120.20	\$258,958.80
--- Basic skills/remedial-Instruction ---				
11-230-100-101 Salaries of Teachers	\$90,009.00	\$53,961.00	\$35,974.00	\$74.00
11-230-100-610 General Supplies	\$5,553.95	\$2,049.49	\$516.12	\$2,988.34
TOTAL	\$95,562.95	\$56,010.49	\$36,490.12	\$3,062.34
--- Bilingual education-Instruction ---				
11-240-100-101 Salaries of Teachers	\$59,506.00	\$36,442.44	\$23,012.56	\$51.00
TOTAL	\$59,506.00	\$36,442.44	\$23,012.56	\$51.00
--- Regular Vocational Programs - Instruction ---				
11-310-100-101 Salaries of Teachers	\$2,729,995.00	\$1,465,544.50	\$1,132,473.85	\$131,976.65
11-310-100-320 Purchased Prof.-Ed. Services	\$200,020.00	.00	.00	\$200,020.00
11-310-100-500 Other Purchased Services	\$28,002.00	\$20,030.20	\$5,247.94	\$2,723.86
11-310-100-610 General Supplies	\$317,090.48	\$201,265.26	\$49,914.11	\$65,911.11
11-310-100-640 Textbooks	\$16,002.00	\$16,002.00	.00	.00
11-310-100-800 Other Objects	\$7,000.00	\$2,457.97	\$3,379.00	\$1,163.03
Total	\$3,298,109.48	\$1,705,299.93	\$1,191,014.90	\$401,794.65
--- Special Vocational Programs - Instruction ---				
11-320-100-101 Salaries of Teachers	\$217,022.00	\$150,614.38	\$66,407.62	\$0.00
11-320-100-500 Other Purchased Services	\$1,000.00	\$287.16	.00	\$712.84
11-320-100-610 General Supplies	\$14,812.70	\$14,732.79	.00	\$79.91
Total	\$232,834.70	\$165,634.33	\$66,407.62	\$792.75

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 8 Month Period Ending 02/28/2013

	Appropriations	Expenditures	Encumbrances	Available Balance
--- School spons.cocurricular activities-Instruction ---				
11-401-100-100 Salaries	\$38,004.00	\$16,034.30	\$21,969.70	.00
11-401-100-600 Supplies and Materials	\$13,001.00	\$6,428.24	\$1,716.02	\$4,856.74
TOTAL	\$51,005.00	\$22,462.54	\$23,685.72	\$4,856.74
--- School sponsored athletics-Instruct. ---				
11-402-100-100 Salaries	\$38,004.00	\$22,715.99	\$15,288.01	.00
11-402-100-500 Purchased Services	\$10,001.00	\$6,660.75	\$3,340.25	.00
11-402-100-600 Supplies and Materials	\$5,361.00	\$5,230.00	.00	\$131.00
TOTAL	\$53,366.00	\$34,606.74	\$18,628.26	\$131.00
--- UNDISTRIBUTED EXPENDITURES ---				
--- Health services ---				
11-000-213-100 Salaries	\$148,015.00	\$95,456.26	\$50,463.14	\$2,095.60
11-000-213-300 Purchased Prof. & Tech. Svc.	\$24,251.00	\$11,142.27	\$3,952.00	\$9,156.73
11-000-213-600 Supplies and Materials	\$6,001.00	\$5,553.07	.00	\$447.93
11-000-213-800 Other Objects	\$400.00	\$400.00	.00	.00
TOTAL	\$178,667.00	\$112,551.60	\$54,415.14	\$11,700.26
--- Guidance ---				
11-000-218-104 Salaries Other Prof. Staff	\$377,361.00	\$228,029.84	\$36,776.89	\$112,554.27
11-000-218-105 Sal Sec. & Clerical Asst.	\$144,000.00	\$65,678.45	\$33,183.80	\$45,137.75
11-000-218-500 Other Purchased Services	\$26,800.00	\$575.92	\$21,401.00	\$4,823.08
11-000-218-600 Supplies and Materials	\$1,000.00	\$1,000.00	.00	.00
TOTAL	\$549,161.00	\$295,284.21	\$91,361.69	\$162,515.10
--- Child Study Teams ---				
11-000-219-104 Salaries Other Prof. Staff	\$75,008.00	\$48,446.08	\$24,223.17	\$2,338.75
11-000-219-105 Sal Sec. & Clerical Asst.	\$93,009.00	\$60,243.20	\$30,121.80	\$2,644.00
11-000-219-390 Other Purch. Prof. & Tech Svc.	\$5,001.00	\$4,989.78	.00	\$11.22
11-000-219-500 Other Purchased Services	\$1,000.00	\$753.18	\$179.00	\$67.82
11-000-219-600 Supplies and Materials	\$2,000.00	\$2,000.00	.00	.00
11-000-219-800 Other Objects	\$3,500.00	\$646.00	.00	\$2,854.00
TOTAL	\$179,518.00	\$117,078.24	\$54,523.97	\$7,915.79

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 8 Month Period Ending 02/28/2013

	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	\$50,606.29	.00	\$59,466.72
11-000-221-104 Salaries Other Prof. Staff	\$75,000.00	\$74,862.60	\$137.40	.00
11-000-221-105 Sal Sec. & Clerical Asst.	\$89,000.00	\$60,180.48	\$28,819.52	.00
11-000-221-500 Other Purchased Services	\$5,001.00	\$3,868.77	\$474.00	\$658.23
11-000-221-600 Supplies and Materials	\$2,500.00	\$2,500.00	.00	.00
11-000-221-800 Other Objects	\$3,000.00	\$2,999.00	\$1.00	.00
TOTAL	\$284,574.01	\$195,017.14	\$29,431.92	\$60,124.95
--- Educational media serv./sch.library ---				
11-000-222-100 Salaries	\$101,060.00	\$11,943.92	\$13,628.29	\$75,487.79
11-000-222-177 Salaries of Technology Coordinators	\$85,009.00	\$55,695.98	\$25,804.02	\$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	\$19,797.53	.00	\$1,204.47
11-000-222-800 Other Objects	\$4,000.00	\$3,427.79	.00	\$572.21
TOTAL	\$215,071.00	\$94,865.22	\$39,432.31	\$80,773.47
--- Instructional Staff Training Services ---				
11-000-223-500 Other Purchased Services	\$18,651.00	\$8,015.55	\$6,550.61	\$4,084.84
11-000-223-600 Supplies and Materials	\$2,000.00	\$2,000.00	.00	.00
TOTAL	\$20,651.00	\$10,015.55	\$6,550.61	\$4,084.84
--- Support services-general administration ---				
11-000-230-100 Salaries	\$255,026.00	\$183,003.04	\$72,021.96	\$1.00
11-000-230-331 Legal Services	\$75,008.00	\$48,993.10	\$11,006.90	\$15,008.00
11-000-230-332 Audit Fees	\$33,503.00	\$33,380.00	.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	\$29,265.94	\$29,283.86	\$16,457.20
11-000-230-590 Other Purchased Services	\$3,000.00	\$2,932.23	\$2.00	\$65.77
11-000-230-61X General Supplies	\$11,001.00	\$9,682.17	.00	\$1,318.83
11-000-230-630 BOE In-House Training/Meeting Supplies	\$3,500.00	\$3,283.81	\$216.19	.00
11-000-230-890 Misc. Expenditures	\$31,004.00	\$17,754.41	\$6,140.88	\$7,108.71
11-000-230-895 BOE Membership Dues and Fees	\$7,621.00	\$6,749.75	.00	\$871.25
TOTAL	\$497,670.00	\$335,044.45	\$118,671.79	\$43,953.76
--- Support services-school administration ---				
11-000-240-103 Salaries Princ./Asst. Princ.	\$460,046.00	\$232,960.13	\$79,175.37	\$147,910.50

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 8 Month Period Ending 02/28/2013

	Appropriations	Expenditures	Encumbrances	Available Balance
11-000-240-105 Sal Secr. & Clerical Asst.	\$160,000.00	\$109,834.57	\$50,165.43	.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	\$9,445.24	\$2,755.05	\$4,300.71
11-000-240-600 Supplies and Materials	\$8,001.00	\$7,913.43	\$37.54	\$50.03
11-000-240-800 Other Objects	\$3,000.00	\$1,442.42	\$50.00	\$1,507.58
TOTAL	\$668,628.48	\$361,621.17	\$152,160.01	\$154,847.30
--- Central Services ---				
11-000-251-100 Salaries	\$342,376.63	\$217,079.30	\$82,208.51	\$43,088.82
11-000-251-330 Purchased Prof. Svcs.	\$28,003.00	\$24,633.68	\$1,599.66	\$1,769.66
11-000-251-340 Purchased Technical Svcs.	\$16,002.00	\$7,247.96	.00	\$8,754.04
11-000-251-600 Supplies and Materials	\$7,001.00	\$5,576.21	\$387.73	\$1,037.06
11-000-251-890 Other Objects	\$6,001.00	\$2,210.55	.00	\$3,790.45
TOTAL	\$399,383.63	\$256,747.70	\$84,195.90	\$58,440.03
--- Admin. Info. Technology ---				
11-000-252-100 Salaries	\$241,000.00	\$149,165.57	\$41,921.43	\$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	\$8,206.64	.00	\$7,795.36
TOTAL	\$317,255.00	\$217,546.21	\$41,921.43	\$57,787.36
--- Allowable Maint.for School Facilities ---				
11-000-261-100 Salaries	\$545,010.00	\$376,004.52	\$168,791.88	\$213.60
11-000-261-420 Cleaning, Repair & Maint. Svc.	\$467,108.48	\$221,506.74	\$114,174.30	\$131,427.44
11-000-261-610 General Supplies	\$26,003.00	\$21,525.13	\$3,552.72	\$925.15
11-000-261-800 Other Objects	\$10,001.00	\$2,900.57	\$100.00	\$7,000.43
TOTAL	\$1,048,122.48	\$621,936.96	\$286,618.90	\$139,566.62
11-000-262-420 Cleaning, Repair & Maint. Svc.	\$347,143.19	\$231,476.48	\$115,666.71	.00
11-000-262-490 Other Purchased Property Svc.	\$59,891.81	\$19,138.07	\$40,441.93	\$311.81
11-000-262-520 Insurance	\$207,521.00	\$186,666.00	.00	\$20,855.00
11-000-262-621 Energy (Natural Gas)	\$170,017.00	\$26,045.64	\$83,954.36	\$60,017.00
11-000-262-622 Energy (Electricity)	\$503,200.00	\$344,507.10	\$158,556.20	\$136.70
TOTAL	\$1,287,773.00	\$807,833.29	\$398,619.20	\$81,320.51
--- Care and Upkeep of Grounds ---				
11-000-263-420 Cleaning, Repair, & Maintenance Serv.	\$14,501.00	\$10,400.00	\$4,101.00	.00
TOTAL	\$14,501.00	\$10,400.00	\$4,101.00	\$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 8 Month Period Ending 02/28/2013

	Appropriations	Expenditures	Encumbrances	Available Balance
--- Security ---				
11-000-266-100 Salaries	\$109,010.00	\$58,632.07	\$23,198.79	\$27,179.14
TOTAL	\$109,010.00	\$58,632.07	\$23,198.79	\$27,179.14
--- Student transportation services ---				
11-000-270-162 Sal.pupil trans(Other than Bet Home & Sch)	\$35,004.00	\$22,209.47	\$12,696.22	\$98.31
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	\$5,091.92	\$8,158.00	\$5,752.08
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	\$3,547.25	\$2,268.50	\$23,786.25
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	\$32,848.64	\$23,122.72	\$51,137.64
--- Benefits ---				
11-XXX-XXX-220 Social Security Contributions	\$166,811.00	\$144,811.63	\$21,911.64	\$87.73
11-XXX-XXX-241 Other Retirement Contrib. - PERS	\$427,047.00	\$5,495.16	\$253,105.89	\$168,445.95
11-XXX-XXX-250 Unemployment Compensation	\$61,506.00	\$8,383.00	\$26,813.99	\$26,309.01
11-XXX-XXX-260 Workman's Compensation	\$178,018.00	\$178,018.00	.00	.00
11-XXX-XXX-270 Health Benefits	\$1,902,000.00	\$1,064,484.70	\$704,602.05	\$132,913.25
11-XXX-XXX-280 Tuition Reimbursement	\$30,003.00	\$11,476.00	.00	\$18,527.00
11-XXX-XXX-290 Other Employee Benefits	\$48,401.00	\$12,697.03	.00	\$35,703.97
TOTAL	\$2,813,786.00	\$1,425,365.52	\$1,006,433.57	\$381,986.91
Total Undistributed expenditures	\$8,690,880.60	\$4,952,787.97	\$2,414,758.95	\$1,323,333.68
*** TOTAL CURRENT EXPENSE EXPENDITURES ***	\$13,809,778.27	\$7,774,678.98	\$4,042,118.33	\$1,992,980.96
*** TOTAL CURRENT EXPENSE EXPENDITURES & TRANSFERS ***	\$13,809,778.27	\$7,774,678.98	\$4,042,118.33	\$1,992,980.96
	=====	=====	=====	=====



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 8 Month Period Ending 02/28/2013

	Appropriations	Expenditures	Encumbrances	Available Balance
<b>*** CAPITAL OUTLAY ***</b>				
Special education - instruction				
12-310-100-730 Regular Voc.programs	\$48,745.92	\$5,514.62	\$40,742.43	\$2,488.87
Undistributed exp. - student transportation				
12-XXX-X00-730 Special schools (all programs)	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL	\$48,745.92	\$5,514.62	\$40,742.43	\$2,488.87
--- Facilities acquisition and construction services ---				
12-000-400-450 Construction services	\$164,048.52	\$162,338.70	.00	\$1,709.82
12-000-400-800 Other objects	\$20,388.00	.00	.00	\$20,388.00
Facilits. Acqstn. Const. Sevr. -- TOTAL --	\$184,436.52	\$162,338.70	\$0.00	\$22,097.82
TOTAL	\$184,436.52	\$162,338.70	\$0.00	\$22,097.82
TOTAL CAPITAL OUTLAY EXPENDITURES	\$233,182.44	\$167,853.32	\$40,742.43	\$24,586.69
<b>*** SPECIAL SCHOOLS ***</b>				
--- Summer school - Instruction ---				
13-422-100-101 Salaries of Teachers	\$62,006.00	\$62,006.00	\$0.00	\$0.00
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	\$64,190.49	\$0.00	\$2,816.51
TOTAL SPECIAL SCHOOLS EXPENDITURES	\$67,007.00	\$64,190.49	\$0.00	\$2,816.51
<b>*** EDUCATION STABILIZATION FUND **</b>				
<b>*** GOVERNMENT SERVICES FUND **</b>				
<b>*** EDUCATION JOBS FUND **</b>				
TOTAL GENERAL FUND EXPENDITURES	\$14,109,967.71	\$8,006,722.79	\$4,082,860.76	\$2,020,384.16

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

For 8 Month Period Ending 02/28/2013

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

February 28, 2013

\_\_\_\_\_  
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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3/8 12:55pm

REPORT OF THE SECRETARY  
TO THE BOARD OF EDUCATION  
Somerset County Vocational Board of Ed.  
Special Revenue Fund - Fund 20  
Interim Balance Sheet  
For 8 Month Period Ending 02/28/13

=====

ASSETS AND RESOURCES

=====

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

101	Cash in bank		(\$63,745.52)
	Accounts receivable:		
141	Intergovernmental - State	(\$5,440.00)	
142	Intergovernmental - Federal	\$5,440.00	
	Other Current Assets		\$0.00

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

301	Estimated Revenues	\$1,133,013.00	
302	Less Revenues	(\$574,925.11)	
		-----	\$558,087.89
			-----
	Total assets and resources		\$494,342.37
			=====

REPORT OF THE SECRETARY  
 TO THE BOARD OF EDUCATION  
 Somerset County Vocational Board of Ed.  
 Special Revenue Fund - Fund 20  
 Interim Balance Sheet  
 For 8 Month Period Ending 02/28/13

=====

LIABILITIES AND FUND EQUITY

=====

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

Other current liabilities	\$9,174.75
	\$9,174.75
	\$9,174.75
	\$9,174.75

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	\$371,679.54
601	Appropriations	\$1,133,013.00
602	Less: Expenditures	\$647,845.38
603	Encumbrances	\$371,679.54 (\$1,019,524.92)
		\$113,488.08
	TOTAL FUND BALANCE	\$485,167.62
	TOTAL LIABILITIES AND FUND EQUITY	\$494,342.37
		\$494,342.37

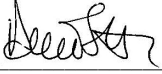
REPORT OF THE SECRETARY  
TO THE BOARD OF EDUCATION  
Somerset County Vocational Board of Ed.  
Special Revenue Fund - Fund 20  
INTERIM STATEMENTS COMPARING  
BUDGET REVENUE WITH ACTUAL TO DATE AND  
APPROPRIATIONS WITH EXPENDITURES AND ENCUMBRANCES TO DATE  
For 8 Month Period Ending 02/28/13

		BUDGETED ESTIMATED	ACTUAL TO DATE	NOTE: OVER OR (UNDER)	UNREALIZED BALANCE
*** REVENUES/SOURCES OF FUNDS ***					
1XXX	From Local Sources	\$149,400.00	\$138,875.00		\$10,525.00
3XXX	From State Sources	\$348,977.00	\$262,357.00		\$86,620.00
4XXX	From Federal Sources	\$634,636.00	\$173,693.11		\$460,942.89
		-----	-----	-----	-----
	TOTAL REVENUE/SOURCES OF FUNDS	\$1,133,013.00	\$574,925.11		\$558,087.89
		=====	=====	=====	=====
*** EXPENDITURES ***					
		APPROPRIATIONS	EXPENDITURES	ENCUMBRANCES	AVAILABLE BALANCE
		-----	-----	-----	-----
	LOCAL PROJECTS:	\$149,400.00	\$118,063.05	\$19,535.64	\$11,801.31
	STATE PROJECTS:				
	Other special projects	\$348,977.00	\$229,266.68	\$67,085.26	\$52,625.06
		-----	-----	-----	-----
	TOTAL STATE PROJECTS	\$348,977.00	\$229,266.68	\$67,085.26	\$52,625.06
	FEDERAL PROJECTS:				
	NCLB Title I	\$48,981.00	\$9,646.22	\$14,954.06	\$24,380.72
	NCLB Title II - Part A/D	\$10,380.00	\$5,032.40	\$1,724.00	\$3,623.60
	I.D.E.A. Part B (Handicapped)	\$110,489.00	\$63,253.83	\$30,814.34	\$16,420.83
	Vocational Education	\$275,524.00	\$51,305.12	\$224,218.88	.00
	ARRA/Other (450-469)	\$189,262.00	\$171,278.08	\$13,347.36	\$4,636.56
		-----	-----	-----	-----
	TOTAL FEDERAL PROJECTS	\$634,636.00	\$300,515.65	\$285,058.64	\$49,061.71
		-----	-----	-----	-----
	*** TOTAL EXPENDITURES ***	\$1,133,013.00	\$647,845.38	\$371,679.54	\$113,488.08
		=====	=====	=====	=====

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

For 8 Month Period Ending 02/28/13

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

February 28, 2013

\_\_\_\_\_  
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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3/8 12:55pm

REPORT OF THE SECRETARY  
 TO THE BOARD OF EDUCATION  
 Somerset County Vocational Board of Ed.  
 Capital Projects Fund - Fund 30  
 Interim Balance Sheet  
 For 8 Month Period Ending 02/28/13

=====

ASSETS AND RESOURCES

=====

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

101	Cash in bank		\$157,061.13
	Accounts receivable:		
140	Intergovernmental - Accts. Recvble.	\$371,628.75	
			\$371,628.75

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

301	Estimated Revenues	\$1,297,567.79	
302	Less Revenues	(\$871,857.92)	
			\$425,709.87
	Total assets and resources		\$954,399.75
			=====

REPORT OF THE SECRETARY  
TO THE BOARD OF EDUCATION  
Somerset County Vocational Board of Ed.  
Capital Projects Fund - Fund 30  
Interim Balance Sheet  
For 8 Month Period Ending 02/28/13

=====

LIABILITIES AND FUND EQUITY

=====

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

402	Interfund accounts payable	\$117,919.95
		\$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	\$285,944.52
751,752,76X	Other reserves	\$142,567.79
601	Appropriations	\$1,376,855.29
602	Less : Expenditures	\$714,796.79
603	Encumbrances	\$285,944.52 (\$1,000,741.31)
		\$376,113.98
	Total Appropriated	\$804,626.29

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

770	Fund balance	\$31,853.51
		\$31,853.51

TOTAL FUND BALANCE	\$836,479.80
--------------------	--------------

TOTAL LIABILITIES AND FUND EQUITY	\$954,399.75
	=====

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 8 Month Period Ending 02/28/13

	BUDGETED ESTIMATED	ACTUAL TO DATE	NOTE: OVER OR (UNDER)	UNREALIZED BALANCE
	_____	_____	_____	_____
*** REVENUES/SOURCES OF FUNDS ***				
Other	\$1,297,567.79	\$871,857.92		\$425,709.87
	_____	_____	_____	_____
TOTAL REVENUE/SOURCES OF FUNDS	\$1,297,567.79	\$871,857.92		\$425,709.87
	=====	=====	=====	=====
*** EXPENDITURES ***				
	_____	_____	_____	_____
--- Facilities acquisition and constr. serv. ---				AVAILABLE BALANCE
30-000-4XX-450 Construction services	\$1,376,855.29	\$714,796.79	\$285,944.52	\$376,113.98
	_____	_____	_____	_____
Total fac.acq.and constr. serv.	\$1,376,855.29	\$714,796.79	\$285,944.52	\$376,113.98
	=====	=====	=====	=====
TOTAL EXPENDITURES	\$1,376,855.29	\$714,796.79	\$285,944.52	\$376,113.98
*** TOTAL EXPENDITURES AND TRANSFERS	\$1,376,855.29	\$714,796.79	\$285,944.52	\$376,113.98
	=====	=====	=====	=====

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

For 8 Month Period Ending 02/28/13

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

February 28, 2013

\_\_\_\_\_  
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

Somerset County Vocational  
All Funds  
For Month Ended: February 28, 2013

CASH REPORT

<b>FUNDS</b>	<b>(1)</b>	<b>(2)</b>	<b>(3)</b>	<b>(4)</b>
<b>Governmental Funds</b>	<b>Adjusted Beginning Balance</b>	<b>Deposits</b>	<b>Disbursements</b>	<b>Ending Balance</b>
General Fund (10)	\$1,374,237.06	\$1,400,302.06	-\$1,137,082.05	\$1,637,457.07
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)	-\$89,442.05	\$120,055.50	-\$94,358.97	-\$63,745.52
Capital Project Fund (30)	\$141,596.38	\$124,626.10	-\$109,161.35	\$157,061.13
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>\$1,505,204.88</b>	<b>\$1,644,983.66</b>	<b>-\$1,340,602.37</b>	<b>\$1,809,586.17</b>
Summer Savings	\$43,111.00	\$8,858.94	\$0.00	\$51,969.94
Enterprise Fund (60) Cafeteria	\$20,341.63	\$14,175.13	-\$14,594.93	\$19,921.83
Payroll Fund (70)	\$0.00	\$452,046.77	-\$452,046.77	\$0.00
Agency Fund (90)	-\$1,265.56	\$321,907.35	-\$320,641.79	\$0.00
<b>Total Trust &amp; Agency</b>	<b>\$62,187.07</b>	<b>\$796,988.19</b>	<b>-\$787,283.49</b>	<b>\$71,891.77</b>
<b>Grand Total for all Funds</b>	<b>\$1,567,391.95</b>	<b>\$2,441,971.85</b>	<b>-\$2,127,885.86</b>	<b>\$1,881,477.94</b>
				<b>\$1,881,477.94</b>

Prepared and submitted by:

*Michelle Fresco*

Michelle Fresco, Treasurer of School Moneys

3/13/2013

Date