Call to Order
- Mr. Hyncik called the meeting to order at 5:00 p.m. with the following Board of Education members: 
  William Hyncik, Jr., President 
  Gregory Lalevee 
  Richard St. Pierre 
  Roger Jinks, absent 

Also Present: 
- Dr. Chrys Harttraft, Superintendent of Schools 
- Raelene Sipple, School Business Administrator/Board Secretary 
- Lisa Fittipaldi, Board Attorney 
- Brian D. Levine, Somerset County Freeholder Liaison 

Adequate notice of this meeting was given in accordance with the requirement of the New Jersey Open Public Meeting Act, Ch. 231, P.L. 1975 and published in The Courier News on December 30, 2017.

Pledge of Allegiance

Swear in William Hyncik, Jr.
- Ms. Fittipaldi swore in William Hyncik, Jr. as a Board of Education member. Mr. Hyncik, Jr. was appointed by the Somerset County Freeholders at their October 9, 2018 meeting with a term expiration date of October 31, 2022.

Approval of Minutes
  On motion by Mr. Lalevee, seconded by Mr. St. Pierre, the minutes of the Regular Meeting and Executive Session held on September 24, 2018 were approved.

Correspondence
- None

Presentations/Recognitions
- Student of the Month – Nicole Gaeta, Cosmetology, Grade 10 
- Grant recipient presentation from Construction Industry Career Day NJ - $500.00 – Jill Schiff, representative

Old or Unfinished Business

Construction Projects
- Mr. Kuschyk reported the final inspection for the Ceiling Replacement Project will be on November 8th and the Building Envelope Project is moving along and it seems to be helping with leaks.

Report of the Attorney
- Ms. Fittipaldi will give her report during closed session.
Committee Reports

- Board of School Estimate –
- Curriculum/Grants –
- NJSBA (Delegate) –
- SCSBA (Delegate) –
- SCESC (Alternate Representative) – Dr. Harttraft
- SCJIF – (Commissioner) – Ms. Sipple
- SCIC – (Commissioner) – Mr. Hyncik

School Communications Report

Superintendent’s Report

On recommendation of Dr. Harttraft and motion by Mr. Lalevee, seconded by Mr. St. Pierre and on roll call vote, agenda items A through E as follows:

A. Resignation
   The Board of Education accepted the resignation of Mr. Gary Parks, Data Analyst, effective October 26, 2018.

B. Employment of Part-Time Hourly Personnel – 2018-19 School Year
   The Board of Education approved employment of the following part-time personnel for the 2018-19 school year:

   Performing Arts – Theater Arts
   Bonnie Grube  Assistant Technical Director  $ 22.07/hour (11-310-100-101-10-0000)
   (450 hours)

C. Job Description
   The Board of Education approved job description – Director of Special Services as it appears on Addendum #1.

D. Title Change
   The Board of Education approved a change of title for Ms. Maria Johnson from Director of Pupil Services to Director of Special Services. (UPC# DIR-HS-SPSERV-FL-01)(Salary/Column/Step [PSA Classification] remain unchanged)

E. School Business/Professional Development Travel
   The Board of Education approved requests for district staff and Board of Education members to attend school business and professional development travel as they appear on Addendum #2.

   Roll Call       Yes   No
   Mr. Hyncik     X
   Mr. Lalevee    X
   Mr. St. Pierre X
   Mr. Jinks      absent

   On recommendation of Dr. Harttraft and motion by Mr. Lalevee, seconded by Mr. St. Pierre and on roll call vote, agenda items F through J as follows:

F. Field Trips
   The Board of Education approved field trips for high school students as they appear on Addendum #3.
G. Home Instruction
The Board of Education provided home instruction to student ID# 999004931. Instruction will be provided for approximately thirty (30) days for a maximum of ten (10) hours per week.

Mr. Brendan Downey will be the instructor at a rate of $41.00/hour.

The Board of Education provided home instruction to student ID# 999004713. Instruction will be provided for approximately thirty (30) days for a maximum of ten (10) hours per week.

The Board of Education approved the contract with LearnWell, Plymouth, MA to provide bedside instruction at $40.00 per hour.

H. Emergency Certificate
The Board of Education authorized the Secretary to file form BTEAC-5a for the renewal of an Emergency Certificate for Mr. Thomas Heinbach, Cooperative Education Coordinator/Hazardous Occupations.

I. District Nursing Services Plan – 2018-19 School Year
The Board of Education adopted the district’s Nursing Services Plan for the 2018-19 school year pursuant to NJAC 6A:16-2.1(b) and NJAC 6A:16-2.1(a)10.

J. Acceptance of Funds
The Board of Education adopted the following resolution: The governing body of the Somerset County Vocational &Technical Schools at its October 22, 2018 meeting authorized acceptance of funds for the following:

<table>
<thead>
<tr>
<th>NJ Department of Education</th>
<th>CTSO-SkillsUSA(FY 2019)</th>
<th>$146,500.00</th>
</tr>
</thead>
<tbody>
<tr>
<td>(Year 2/ 4)</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Roll Call
Yes No
Mr. Hyncik X
Mr. Lalevee X
Mr. St. Pierre X
Mr. Jinks absent

Superintendent’s Update
- HIB - 0 cases referred; YTD - 0
- Student Suspension Report

<table>
<thead>
<tr>
<th>Incident Number</th>
<th>Grade</th>
<th>Out of School/In School Suspension</th>
<th>Total # Days</th>
<th>Suspension Dates</th>
<th>Reason for Suspension</th>
</tr>
</thead>
<tbody>
<tr>
<td>100820183</td>
<td>11</td>
<td>Out</td>
<td>2</td>
<td>10/08/2018, 10/09/2018</td>
<td>Fight</td>
</tr>
<tr>
<td>100820182</td>
<td>10</td>
<td>Out</td>
<td>2</td>
<td>10/08/2018, 10/09/2018</td>
<td>Fight</td>
</tr>
</tbody>
</table>

- October 2018 Student Enrollment Figures
  Full time = 336, Share time = 326; Total = 662
  Special education students = 22%
- Nurses services report was reviewed and discussed by the Board.

Submission of Bills – October 2018
On motion by Mr. Lalevee, seconded by Mr. St. Pierre and on roll call vote, the Board of Education approved the bills list for October 2018 which was included in the board packet and is attached to the regular meeting minutes.
Report of the School Business Administrator/Board Secretary

A. Reports A-148 and A-149 – September 2018
On motion by Mr. Lalevee, seconded by Mr. St. Pierre and on roll call vote, the Board of Education adopted the monthly financial statement reports for the School Business Administrator/Board Secretary for the month of September 2018 and the Treasurer of School Monies for the month of September 2018, 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 4)

B. Bedside and Homebound Instruction – 2018-19 School Year
The Board of Education approved the following to provide bedside and homebound instruction agreements for the 2018-19 school year:

C. Change Order – Ceiling Upgrades Project
The Board of Education approved the change order as it appears below:
Change Order No. 3
Credit $3,636.00, Allowance #1 for unforeseen conditions; replace poor piping insulation as per proposal.

D. Change Order – Building Envelope Project
The Board of Education approved the change order as it appears below:
Change Order No. 1
Credit $700.00, A design change to create thinner columns was developed. This reduced some framing. The savings is to be offset by removing problematic medallions. Provide upgraded adhesive at column connection and modify roof connections.

E. Three Year Comprehensive Maintenance Plan
The Board of Education approved submission of the Three-Year Comprehensive Maintenance Plan as required by the NJDOE as it appears on Addendum #5.
F. Obsolete Equipment

The Board of Education approved the following as obsolete and no longer needed for educational purposes:

<table>
<thead>
<tr>
<th>Item</th>
<th>Asset #</th>
<th>Date Acquired</th>
<th>Net Book Value</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dishwasher Sterilizer</td>
<td>214072249</td>
<td>January 2014</td>
<td>$239.00</td>
</tr>
</tbody>
</table>

Roll Call

<table>
<thead>
<tr>
<th></th>
<th>Yes</th>
<th>No</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mr. Hyncik</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>Mr. Lalevee</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>Mr. St. Pierre</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>Mr. Jinks</td>
<td>absent</td>
<td></td>
</tr>
</tbody>
</table>

New Business

- None

Next Meeting

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

November 19, 2018
5:00 p.m.
Somerset County Vocational & Technical Schools
14 Vogt Drive
Bridgewater, New Jersey 08807

- Annual Reorganization Meeting – November 1, 2018 – 5:00 p.m., Technology Center

Remarks from the Public - There may be times when a member of the public makes a comment or asks a question about personnel or hiring decisions. New Jersey Statutes do not permit the Board to discuss personnel issues in Public Session.

- None

BE IT RESOLVED by the Vocational Board of Education of the County of Somerset that:

A. This Board will go into closed session with the Board Counsel for the purpose of discussing matters within the provisions of 7A(11)c231.

B. The general nature of matters to be discussed relates to Arbitration-Fulmer, Litigation-Vingara, SCVTEA Negotiations and Chiller System. Action may or may not be taken.

C. Under the provisions of the above stated laws, the public shall be excluded from attendance at the portion of the meeting relating to the above matters.

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

Closed Session

On motion by Mr. Lalevee, seconded by Mr. St. Pierre and on roll call vote, the Board of Education went into closed session at 5:24 p.m.

<table>
<thead>
<tr>
<th>Roll Call</th>
<th>Yes</th>
<th>No</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mr. Hyncik</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>Mr. Lalevee</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>Mr. St. Pierre</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>Mr. Jinks</td>
<td>absent</td>
<td></td>
</tr>
</tbody>
</table>
Open Session
On motion by Mr. Lalevee, seconded by Mr. St. Pierre and on roll call vote, the Board of Education went into open session at 6:18 p.m.

<table>
<thead>
<tr>
<th>Roll Call</th>
<th>Yes</th>
<th>No</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mr. Hyncik</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>Mr. Lalevee</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>Mr. St. Pierre</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>Mr. Jinks</td>
<td>absent</td>
<td></td>
</tr>
</tbody>
</table>

Adjournment
On motion by Mr. Lalevee, seconded by Mr. St. Pierre and passed, the meeting adjourned at 6:18 p.m.

Raelene Sipple
Business Administrator/Board Secretary
SOMERSET COUNTY VOCATIONAL BOARD OF EDUCATION
JOB DESCRIPTION

CATEGORY: ADMINISTRATION

TITLE: DIRECTOR OF SPECIAL SERVICES

QUALIFICATIONS:
1. Valid certification as a School Principal or School Administrator.
2. Master’s degree in Special Education, Supervision or Administration. Master’s degree, with certification in special education, social work or guidance, preferred.
3. Extensive knowledge of federal and state law as well as judicial decisions relevant to special services department.
4. At least six years successful experience in public education, of which the candidate must have a minimum of three years teaching and three years in supervision.
5. Experience in career and technical education, preferred.
6. Such alternatives to the above qualifications as the Board may find appropriate and acceptable.

REPORTS TO: Superintendent of Schools or designee

SUPERVISES: Child Study Team, counselors, nursing staff, teaching staff and support staff.

JOB GOAL: To develop, implement and nurture relevant educational programs for all general and special education students in an effort to enable each student to be knowledgeable and prepared for their next steps toward a career.

PERFORMANCE RESPONSIBILITIES:
1. Provides leadership and in-service to the Child Study Team.
2. Provides leadership and coordinates in-service for the school counselors.
3. Provides leadership and in-service to the special education teachers.
4. Supervises and maintains an adequate system of record keeping in all of Pupil Services.
5. Provides leadership for all support personnel in Pupil Services Department.
6. Confers with certificated faculty on the ongoing development, implementation, and evaluation of social and emotional learning programs.
7. Assumes responsibility for maintaining an awareness of all state regulations.
8. Establishes effective liaison with all sending school districts.
9. Evaluates members of the Pupil Services Department.
10. Provides leadership to student recruitment efforts.
11. Oversees and implements preparation of all required data reports.
12. Oversees IDEA Grant.
13. Develops, implements and nurtures professional learning communities.
14. Develops, in a collaborative manner, with assigned staff an annual master schedule.
15. Facilitates the implementation of The American School Counselors (ASCA) National Model: A Framework for School Counseling Programs.
16. Assumes a leadership role in the efforts of the district’s Intervention & Referral Services (I&RS) Committee and the School Safety Team.
17. Oversees the implementation of state and federal laws and procedures dealing with homeless, migrant and truant students.
18. Collaborates with outside agencies to ensure continuity of services to in-district youth, i.e. Linkages School Based Services and Somerset County Sheriff’s Office school resource officers.
19. Coordinates the development of relevant instructional programs for students with special needs.
20. Develops budget recommendations and provides expenditure control on established budgets for special education.
21. Prepares State and local reports on Special Education Programs.
22. Provides leadership in organizing, administering, supervising and evaluating the effective deliver of student health services.
23. Oversees Individual Health Plans in collaboration with nursing staff.
24. Oversees and coordinates all students on home instruction or in a medical setting.
25. Develops methods of disseminating information regarding the importance of regular school attendance and laws relating to families and children for the use of parents, students and school staff.
26. Works with principal, teachers and other district employees to solve problems related to tardiness or absenteeism.
27. Performs such other tasks and assumes such other responsibilities as may be assigned by the Superintendent or immediate supervisor.

TERMS OF EMPLOYMENT: Twelve (12) month year. Salary, calendar and benefits to be established by the Board of Education.

EVALUATION: Job performance will be evaluated annually in accordance with provisions of the Board’s policy on Evaluation of Administrative Personnel.
<table>
<thead>
<tr>
<th>DATE(S)</th>
<th>PARTICIPANTS</th>
<th>REG. FEE</th>
<th>EXPENSES</th>
<th>WORKSHOP DESCRIPTION</th>
<th>LOCATION</th>
</tr>
</thead>
<tbody>
<tr>
<td>December 6, 2018</td>
<td>Christopher Miller</td>
<td>$150/each</td>
<td>$0</td>
<td>Rutgers Literacy Workshop</td>
<td>New Brunswick, NJ</td>
</tr>
<tr>
<td></td>
<td>Kristen McNerney</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>March 22, 2019</td>
<td>Christopher Miller</td>
<td>$150/each</td>
<td>$0</td>
<td>Rutgers Literacy Workshop</td>
<td>New Brunswick, NJ</td>
</tr>
<tr>
<td></td>
<td>Kristen McNerney</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Date of Trip</td>
<td>CTE Program/Other</td>
<td>Location</td>
<td>Cost Per Student/Paid by</td>
<td>Transportation Provided/Paid by</td>
<td></td>
</tr>
<tr>
<td>-------------</td>
<td>------------------</td>
<td>----------</td>
<td>--------------------------</td>
<td>-------------------------------</td>
<td></td>
</tr>
<tr>
<td>*10/9/2018</td>
<td>MEAN</td>
<td>Betar Inc. Somerset, NJ</td>
<td>$0.00</td>
<td>District</td>
<td></td>
</tr>
<tr>
<td>10/24/2018</td>
<td>Social Studies</td>
<td>Naval Weapon Station Earle Colts Neck, NJ</td>
<td>$0.00</td>
<td>District</td>
<td></td>
</tr>
<tr>
<td>10/29/2018</td>
<td>Electrical &amp; Plumbing</td>
<td>Treescape Ariel Park Vernon Township, NJ</td>
<td>$25.00/Student</td>
<td>District</td>
<td></td>
</tr>
<tr>
<td>1/7/2019</td>
<td>Freshmen Class</td>
<td>Bridgewater Sports Complex Bridgewater, NJ</td>
<td>$24.00/Student</td>
<td>District</td>
<td></td>
</tr>
<tr>
<td>1/15/2019</td>
<td>Science Olympiad</td>
<td>Union County College Cranford, NJ</td>
<td>$0.00</td>
<td>District</td>
<td></td>
</tr>
<tr>
<td>3/5/2019</td>
<td>Science Olympiad</td>
<td>Middlesex County College Edison, NJ</td>
<td>$0.00</td>
<td>District</td>
<td></td>
</tr>
<tr>
<td>3/12/2019</td>
<td>Cosmetology</td>
<td>Jacob Javitz Center NY, NY</td>
<td>$38.00/Student</td>
<td>District</td>
<td></td>
</tr>
<tr>
<td>3/22/2019</td>
<td>AHMS</td>
<td>Princeton University Princeton, NJ</td>
<td>$0.00</td>
<td>District</td>
<td></td>
</tr>
<tr>
<td>5/29/2019</td>
<td>Juniors in Construction Trades</td>
<td>NJ Convention &amp; Expo Center Edison, NJ</td>
<td>$0.00</td>
<td>District</td>
<td></td>
</tr>
<tr>
<td>6/13/2019</td>
<td>Senior Class</td>
<td>Dutch Springs Bethlehem, PA</td>
<td>$30.00 Admission/Student $5.00/Busing</td>
<td>District/District &amp; Students</td>
<td></td>
</tr>
<tr>
<td>6/19/2019</td>
<td>All Students</td>
<td>Dorney Park Allentown, PA</td>
<td>$36.00 Admittance/Student $8.00 Busing/Student</td>
<td>District &amp; Outside Agency/ District &amp; Student</td>
<td></td>
</tr>
</tbody>
</table>
REPORT OF THE SECRETARY  
TO THE BOARD OF EDUCATION  
Somerset County Vocational Board of Ed.  
General Fund - Fund 10  
Interim Balance Sheet  
For 3 Month Period Ending 09/30/2018  
========================================  
ASSETS AND RESOURCES  
========================================

--- ASSETS ---

<table>
<thead>
<tr>
<th></th>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>101</td>
<td>Cash in bank</td>
<td>$3,793,715.99</td>
</tr>
<tr>
<td>121</td>
<td>Tax levy receivable</td>
<td>$9,116,267.00</td>
</tr>
<tr>
<td>132</td>
<td>Interfund</td>
<td>$7,000.00</td>
</tr>
<tr>
<td>141</td>
<td>Intergovernmental - State</td>
<td>$20,891.75</td>
</tr>
<tr>
<td>143</td>
<td>Intergovernmental - Other</td>
<td>$83,269.32</td>
</tr>
<tr>
<td></td>
<td>Total assets</td>
<td>$111,161.07</td>
</tr>
</tbody>
</table>

--- RESOURCES ---

<table>
<thead>
<tr>
<th></th>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>301</td>
<td>Estimated Revenues</td>
<td>$14,902,444.00</td>
</tr>
<tr>
<td>302</td>
<td>Less Revenues</td>
<td>($12,221,896.02)</td>
</tr>
<tr>
<td></td>
<td>Total assets and resources</td>
<td>$15,701,692.04</td>
</tr>
</tbody>
</table>
REPORT OF THE SECRETARY
TO THE BOARD OF EDUCATION
Somerset County Vocational Board of Ed.
General Fund - Fund 10
Interim Balance Sheet
For 3 Month Period Ending 09/30/2018

LIABILITIES AND FUND EQUITY

--- LIABILITIES ---
<table>
<thead>
<tr>
<th>421</th>
<th>Accounts Payable</th>
<th>$23,057.92</th>
</tr>
</thead>
</table>

TOTAL LIABILITIES $23,057.92

FUND BALANCE

--- Appropriated ---
| 753 | Reserve for Encumbrances - Current Year | $3,275,002.43 |
| 754 | Reserve for Encumbrance - Prior Year | $187,830.34 |

Reserved fund balance:

<table>
<thead>
<tr>
<th>760</th>
<th>Reserved Fund Balance</th>
<th>$2,338,132.43</th>
</tr>
</thead>
</table>

601 Appropriations $16,064,394.47

602 Less : Expenditures $2,921,373.60

603 Encumbrances $3,462,832.77 ($6,384,206.37)

Total Appropriated $15,481,153.30

--- Unappropriated ---
| 770 | Unreserved Fund Balance | $1,037,480.82 |

303 Budgeted Fund Balance ($840,000.00)

TOTAL FUND BALANCE $15,678,634.12

TOTAL LIABILITIES AND FUND EQUITY $15,701,692.04
## Recapitulation of Fund Balance:

<table>
<thead>
<tr>
<th>Appropriations</th>
<th>Budgeted</th>
<th>Actual</th>
<th>Variance</th>
</tr>
</thead>
<tbody>
<tr>
<td>($14,902,444.00)</td>
<td>($12,221,896.02)</td>
<td>($2,680,547.98)</td>
<td></td>
</tr>
<tr>
<td>Revenues</td>
<td>$1,161,950.47</td>
<td>($5,837,689.65)</td>
<td>$6,999,640.12</td>
</tr>
<tr>
<td>Appropriations</td>
<td>$16,064,394.47</td>
<td>$6,384,206.37</td>
<td>$9,680,188.10</td>
</tr>
<tr>
<td>Revenues</td>
<td>($14,902,444.00)</td>
<td>($12,221,896.02)</td>
<td>($2,680,547.98)</td>
</tr>
<tr>
<td>Less: Adjust for prior year encumb.</td>
<td>($321,950.47)</td>
<td>($321,950.47)</td>
<td></td>
</tr>
<tr>
<td>Budgeted Fund Balance</td>
<td>$840,000.00</td>
<td>($6,159,640.12)</td>
<td>$6,999,640.12</td>
</tr>
</tbody>
</table>

Recapitulation of Budgeted Fund Balance by Subfund

<table>
<thead>
<tr>
<th>Subfund</th>
<th>Budgeted</th>
<th>Actual</th>
<th>Variance</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fund 10 (includes 10, 11, 12, and 13)</td>
<td>$840,000.00</td>
<td>($6,159,640.12)</td>
<td>$6,999,640.12</td>
</tr>
<tr>
<td>Fund 18 (Restricted ED JOBS)</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$0.00</td>
</tr>
<tr>
<td>Fund 19 (Restricted FEMA Block Grants)</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$0.00</td>
</tr>
<tr>
<td>TOTAL Budgeted Fund Balance</td>
<td>$840,000.00</td>
<td>($6,159,640.12)</td>
<td>$6,999,640.12</td>
</tr>
</tbody>
</table>
REPORT OF THE SECRETARY  
TO THE BOARD OF EDUCATION  
Somerset County Vocational Board of Ed.  
GENERAL FUND - FUND 10  
INTERIM STATEMENTS COMPARING  
BUDGET REVENUE WITH ACTUAL TO DATE AND  
APPROPRIATIONS WITH EXPENDITURES AND ENCUMBRANCES TO DATE  
For 3 Month Period Ending 09/30/2018  

<table>
<thead>
<tr>
<th>BUDGETED ESTIMATED</th>
<th>ACTUAL TO DATE</th>
<th>NOTE: OVER OR (UNDER)</th>
<th>UNREALIZED BALANCE</th>
</tr>
</thead>
<tbody>
<tr>
<td>1XXX From Local Sources</td>
<td>$13,359,433.00</td>
<td>$12,081,078.02</td>
<td>$1,278,354.98</td>
</tr>
<tr>
<td>3XXX From State Sources</td>
<td>$1,543,011.00</td>
<td>$140,818.00</td>
<td>$1,402,193.00</td>
</tr>
<tr>
<td><strong>TOTAL REVENUE/SOURCES OF FUNDS</strong></td>
<td>$14,902,444.00</td>
<td>$12,221,896.02</td>
<td>$2,680,547.98</td>
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</table>

<table>
<thead>
<tr>
<th>APPROPRIATIONS</th>
<th>EXPENDITURES</th>
<th>ENCUMBRANCES</th>
<th>BALANCE</th>
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<tbody>
<tr>
<td>--- CURRENT EXPENSE ---</td>
<td></td>
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<tr>
<td>11-1XX-100-XXX Regular Programs - Instruction</td>
<td>$1,997,495.00</td>
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<td>$73,314.00</td>
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<td>--- UNDISTRIBUTED EXPENDITURES ---</td>
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<td>11-000-211-XXX Attendance and Social Work Services</td>
<td>$35,542.00</td>
<td>$14,194.79</td>
<td>$0.00</td>
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<tr>
<td>11-000-213-XXX Health Services</td>
<td>$212,213.26</td>
<td>$37,955.53</td>
<td>$5,026.09</td>
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<tr>
<td>11-000-216-XXX Speech, OT,PT &amp; Related Svcs</td>
<td>$14,820.00</td>
<td>$0.00</td>
<td>$14,020.00</td>
</tr>
<tr>
<td>11-000-218-XXX Guidance</td>
<td>$935,154.00</td>
<td>$186,341.58</td>
<td>$17,797.65</td>
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<tr>
<td>11-000-219-XXX Child Study Teams</td>
<td>$207,574.00</td>
<td>$54,932.12</td>
<td>$743.72</td>
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<tr>
<td>11-000-221-XXX Improv of Inst. - Instruc Staff</td>
<td>$385,452.00</td>
<td>$103,513.05</td>
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<tr>
<td>11-000-222-XXX Educational Media Serv/School Library</td>
<td>$56,182.00</td>
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<tr>
<td>11-000-223-XXX Instructional Staff Training Services</td>
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**TOTAL GENERAL CURRENT EXPENSE**  

| EXPENDITURES/USES OF FUNDS | $15,808,514.47 | $2,867,087.06 | $3,371,240.84 | $9,570,186.57 |
### GENERAL FUND - FUND 10
### INTERIM STATEMENTS COMPARING
### BUDGET REVENUE WITH ACTUAL TO DATE AND
### APPROPRIATIONS WITH EXPENDITURES AND ENCUMBRANCES TO DATE
### For 3 Month Period Ending 09/30/2018

<table>
<thead>
<tr>
<th>AVAILABLE</th>
<th>APPROPRIATIONS</th>
<th>EXPENDITURES</th>
<th>ENCUMBRANCES</th>
<th>BALANCE</th>
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<tr>
<td></td>
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<tr>
<td>*** EXPENDITURES - cont’d ***</td>
<td></td>
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<tr>
<td>*** CAPITAL OUTLAY ***</td>
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<tr>
<td>12-XXX-XXX-73X Equipment</td>
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<td>$110,001.53</td>
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<td>TOTAL GENERAL FUND EXPENDITURES</td>
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<td>$2,921,373.60</td>
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<td>$9,680,188.10</td>
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REPORT OF THE SECRETARY  
TO THE BOARD OF EDUCATION  
Somerset County Vocational Board of Ed.  
GENERAL FUND - FUND 10  
SCHEDULE OF REVENUES  
ACTUAL COMPARED WITH ESTIMATED  
For 3 Month Period Ending 09/30/2018

<table>
<thead>
<tr>
<th></th>
<th>ESTIMATED</th>
<th>ACTUAL</th>
<th>UNREALIZED</th>
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<tr>
<td>--- LOCAL SOURCES ---</td>
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<td>1210 Local Tax Levy</td>
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<td>1XXX Miscellaneous</td>
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<td>$23,080.02</td>
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<td>TOTAL</td>
<td>$13,359,433.00</td>
<td>$12,081,078.02</td>
<td>$1,278,354.98</td>
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</table>

| --- STATE SOURCES --- |                 |                   |                  |
| 3132 Categorical Special Education Aid | $389,105.00     | $38,910.50       | $350,194.50      |
| 3176 Equalization         | $580,221.00     | $55,983.90       | $524,237.10      |
| 3177 Categorical Security | $64,725.00      | $6,472.50        | $58,252.50       |
| 3178 Adjustment Aid       | $508,960.00     | $39,451.10       | $469,508.90      |
| TOTAL                     | $1,543,011.00   | $140,818.00      | $1,402,193.00    |

| TOTAL REVENUES/SOURCES OF FUNDS | $14,902,444.00 | $12,221,896.02 | $2,680,547.98   |
### REPORT OF THE SECRETARY

TO THE BOARD OF EDUCATION

Somerset County Vocational Board of Ed.

**GENERAL FUND - FUND 10**

**STATEMENT OF APPROPRIATIONS**

**COMPAONED WITH EXPENDITURES AND ENCUMBRANCES**

For 3 Month Period Ending 09/30/2018

<table>
<thead>
<tr>
<th>Appropriations</th>
<th>Expenditures</th>
<th>Encumbrances</th>
<th>Available</th>
</tr>
</thead>
<tbody>
<tr>
<td>$1,743,416.00</td>
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<tr>
<td>$8,000.00</td>
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<tr>
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<td>$150.00</td>
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<td>$68,615.31</td>
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<td>$40,127.21</td>
<td>$96,499.93</td>
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<tr>
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<td>$20,326.96</td>
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<td>$7,700.00</td>
<td>$7,679.75</td>
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</tr>
<tr>
<td>$500.00</td>
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<td>.00</td>
<td>$500.00</td>
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<tr>
<td>$35,542.00</td>
<td>$14,194.79</td>
<td>.00</td>
<td>$21,347.21</td>
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<tr>
<td>$175,224.00</td>
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<td>$141,983.10</td>
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<td>$25,704.26</td>
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<td>$2,544.63</td>
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<td>Appropriations</td>
<td>Expenditures</td>
<td>Encumbrances</td>
<td>Available Balance</td>
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<tr>
<td>------------------</td>
<td>----------------</td>
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<td>------------------</td>
</tr>
<tr>
<td>11-000-213-500 Other Purchd. Serv. (400-500 series)</td>
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<tr>
<td>11-000-213-800 Other Objects</td>
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<td>$35.00</td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td><strong>$212,213.26</strong></td>
<td><strong>$37,955.53</strong></td>
<td><strong>$5,026.09</strong></td>
</tr>
<tr>
<td>--- Speech, OT, PT &amp; Related Svcs ---</td>
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</tr>
<tr>
<td>11-000-216-320 Purchased Prof. Ed. Services</td>
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<td>$14,020.00</td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td><strong>$14,820.00</strong></td>
<td><strong>$0.00</strong></td>
<td><strong>$14,020.00</strong></td>
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<tr>
<td>--- Guidance ---</td>
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<tr>
<td>11-000-218-104 Salaries Other Prof. Staff</td>
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<tr>
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<td>11-000-218-500 Other Purchased Services (400-500 series)</td>
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<td>$12,213.00</td>
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<tr>
<td>11-000-218-600 Supplies and Materials</td>
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<td>11-000-218-800 Other Objects</td>
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<tr>
<td><strong>TOTAL</strong></td>
<td><strong>$935,154.00</strong></td>
<td><strong>$186,341.58</strong></td>
<td><strong>$17,797.65</strong></td>
</tr>
<tr>
<td>--- Child Study Teams ---</td>
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<tr>
<td>11-000-219-104 Salaries Other Prof. Staff</td>
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<td>.00</td>
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<tr>
<td>11-000-219-390 Other Purch. Prof. &amp; Tech Svc.</td>
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<td><strong>$54,932.12</strong></td>
<td><strong>$743.72</strong></td>
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<tr>
<td>--- Improv. of instr. Serv. ---</td>
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<tr>
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<td><strong>$75,222.37</strong></td>
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<td>--- Educational media serv./sch.library ---</td>
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<td>11-000-222-600 Supplies and Materials</td>
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<tr>
<td><strong>TOTAL</strong></td>
<td><strong>$56,182.00</strong></td>
<td><strong>$5,780.93</strong></td>
<td><strong>$194.82</strong></td>
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<tr>
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<tr>
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<td>$47,555.00</td>
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### Somerset County Vocational Board of Ed.

**GENERAL FUND - FUND 10**

**STATEMENT OF APPROPRIATIONS COMPARED WITH EXPENDITURES AND ENCUMBRANCES**

For 3 Month Period Ending 09/30/2018

<table>
<thead>
<tr>
<th>Appropriations</th>
<th>Expenditures</th>
<th>Encumbrances</th>
<th>Balance</th>
</tr>
</thead>
<tbody>
<tr>
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<tr>
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<td>$67,925.00</td>
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<td>$3,298.11</td>
</tr>
</tbody>
</table>

--- Support services-general administration ---

<table>
<thead>
<tr>
<th>Appropriations</th>
<th>Expenditures</th>
<th>Encumbrances</th>
<th>Balance</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>11-000-230-100 Salaries</strong></td>
<td>$333,366.00</td>
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<td>$248,389.97</td>
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<td>$7,834.63</td>
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<tr>
<td><strong>11-000-230-630 BOE In-House Training/Meeting Supplies</strong></td>
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<tr>
<td><strong>11-000-230-890 Misc. Expenditures</strong></td>
<td>$24,400.00</td>
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<td><strong>11-000-230-895 BOE Membership Dues and Fees</strong></td>
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<td>$806,864.11</td>
<td>$245,711.51</td>
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--- Support services-school administration ---

<table>
<thead>
<tr>
<th>Appropriations</th>
<th>Expenditures</th>
<th>Encumbrances</th>
<th>Balance</th>
</tr>
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<tbody>
<tr>
<td><strong>11-000-240-103 Salaries Princ./Asst. Princ.</strong></td>
<td>$142,278.00</td>
<td>$35,482.98</td>
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<tr>
<td><strong>11-000-240-104 Salaries Other Prof. Staff</strong></td>
<td>$317,787.00</td>
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<tr>
<td><strong>11-000-240-105 Sal Secr. &amp; Clerical Asst.</strong></td>
<td>$233,483.00</td>
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<td><strong>11-000-240-1XX Other Salaries</strong></td>
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<tr>
<td><strong>11-000-240-500 Other Purchased Services</strong></td>
<td>$30,225.00</td>
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<td><strong>11-000-240-600 Supplies and Materials</strong></td>
<td>$13,215.38</td>
<td>$6,999.23</td>
<td>$1,633.46</td>
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<td><strong>11-000-240-800 Other Objects</strong></td>
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<td>$748,138.38</td>
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--- Central Services ---

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<tbody>
<tr>
<td><strong>11-000-251-100 Salaries</strong></td>
<td>$357,645.00</td>
<td>$89,194.14</td>
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<td><strong>11-000-251-330 Purchased Prof. Services</strong></td>
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<td><strong>11-000-251-600 Supplies and Materials</strong></td>
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<td><strong>11-000-251-89X Other Objects</strong></td>
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--- Admin. Info. Technology ---

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<th>Balance</th>
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<tr>
<td><strong>11-000-252-100 Salaries</strong></td>
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<td><strong>11-000-252-500 Other Pur Serv. (400-500 series )</strong></td>
<td>$34,881.00</td>
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<td><strong>11-000-252-600 Supplies and Materials</strong></td>
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TOTAL Cent. Svcs. & Admin IT | $908,452.00 | $242,606.92 | $322,153.32 | $343,691.76 |
### Somerset County Vocational Board of Ed.
#### GENERAL FUND - FUND 10
#### STATEMENT OF APPROPRIATIONS
#### COMPARED WITH EXPENDITURES AND ENCUMBRANCES
#### For 3 Month Period Ending 09/30/2018

<table>
<thead>
<tr>
<th></th>
<th>Appropriations</th>
<th>Expenditures</th>
<th>Encumbrances</th>
<th>Available Balance</th>
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</thead>
<tbody>
<tr>
<td>--- Required Maint for School Facilities ---</td>
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<tr>
<td>11-000-261-100 Salaries</td>
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<td><strong>$206,585.52</strong></td>
<td><strong>$794,338.72</strong></td>
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<td>11-000-262-107 Salaries of Non-Instructional Aids</td>
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<td>11-000-262-420 Cleaning, Repair &amp; Maint. Svc</td>
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<td>11-000-262-490 Other Purchased Property Svc.</td>
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<td>11-000-262-520 Insurance</td>
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<td>$41,561.50</td>
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<td>11-000-262-621 Energy (Natural Gas)</td>
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<td>$85,000.00</td>
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<td>11-000-262-622 Energy (Electricity)</td>
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<td>$19,128.75</td>
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<td><strong>$684,359.47</strong></td>
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<td>--- Care and Upkeep of Grounds ---</td>
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<tr>
<td>11-000-263-420 Cleaning, Repair, &amp; Maintenance Serv.</td>
<td>$22,150.00</td>
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<td>11-000-263-610 General Supplies</td>
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<td><strong>$26,150.00</strong></td>
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<td>--- Security ---</td>
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<td>11-000-266-100 Salaries</td>
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<td>11-000-266-300 Purchased Prof. &amp; Tech. Svc.</td>
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<td><strong>TOTAL</strong></td>
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<td><strong>$3,756.00</strong></td>
<td><strong>$121,116.02</strong></td>
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<tr>
<td><strong>TOTAL Oper &amp; Maint of Plant Services</strong></td>
<td><strong>$2,438,595.07</strong></td>
<td><strong>$487,013.99</strong></td>
<td><strong>$894,700.99</strong></td>
<td><strong>$1,056,880.09</strong></td>
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<td>--- Student transportation services ---</td>
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<td>11-000-270-162 Sal Pupil Trans.Other than Bet Home &amp; Sch</td>
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<td>11-000-270-420 Cleaning, Repair &amp; Maint. Svc.</td>
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<td>$2,500.00</td>
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<tr>
<td>11-000-270-512 Contract Svc (other btw home &amp; sch)-vndrs</td>
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<tr>
<td>11-000-270-517 Contract Svc (reg std) - ESCs</td>
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<td>11-000-270-593 Misc. Purchased Svc.–Transp.</td>
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<td>11-000-270-610 General Supplies</td>
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<td>11-000-270-800 Misc. Expenditures</td>
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<td>--- Personal Services-Employee Benefits---</td>
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<td>11-XXX-XXX-210 Group Insurance</td>
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<td>$1,415.16</td>
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<td>11-XXX-XXX-220 Social Security Contributions</td>
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<td>11-XXX-XXX-241 Other Retirement Contrib. - PERS</td>
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<td>$330.84</td>
<td>$5,239.16</td>
<td>$308,068.00</td>
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<td>11-XXX-XXX-250 Unemployment Compensation</td>
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<td>$10,902.87</td>
<td>$23,097.13</td>
<td>$6,175.00</td>
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<td>11-XXX-XXX-260 Workman’s Compensation</td>
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<td>$105,414.50</td>
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<td>11-XXX-XXX-270 Health Benefits</td>
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<td>11-XXX-XXX-280 Tuition Reimbursement</td>
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<td>11-XXX-XXX-290 Other Employee Benefits</td>
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<td>11-XXX-XXX-299 Unused Sick Payment to Term/Ret Staff</td>
<td>$5,000.00</td>
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<td>.00</td>
<td>$5,000.00</td>
</tr>
</tbody>
</table>
### Statement of Appropriations Compared with Expenditures and Encumbrances

For 3 Month Period Ending 09/30/2018

<table>
<thead>
<tr>
<th></th>
<th>Appropriations</th>
<th>Expenditures</th>
<th>Encumbrances</th>
<th>Balance</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>TOTAL</strong></td>
<td>$2,633,085.00</td>
<td>$644,695.58</td>
<td>$1,407,517.66</td>
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<tr>
<td>Total Undistributed Expenditures</td>
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<tr>
<td>*** TOTAL CURRENT EXPENSE EXPENDITURES ***</td>
<td>$15,627,085.47</td>
<td>$2,792,831.84</td>
<td>$3,345,168.58</td>
<td>$9,489,085.05</td>
</tr>
<tr>
<td>*** TOTAL CURRENT EXPENSE EXPENDITURES &amp; TRANSFERS ***</td>
<td>$15,627,085.47</td>
<td>$2,792,831.84</td>
<td>$3,345,168.58</td>
<td>$9,489,085.05</td>
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</tbody>
</table>
### Capital Outlay

#### Equipment

<table>
<thead>
<tr>
<th>Description</th>
<th>Appropriations</th>
<th>Expenditures</th>
<th>Encumbrances</th>
<th>Balance</th>
</tr>
</thead>
<tbody>
<tr>
<td>Special education - instruction</td>
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<td>.00</td>
<td>$18,000.00</td>
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<tr>
<td>Undistributed expenses</td>
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<tr>
<td>Support services - students - reg.</td>
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<td>$0.00</td>
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<tr>
<td>Admin. Info. Tech.</td>
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<td><strong>TOTAL</strong></td>
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<td>$89,613.53</td>
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#### Facilities Acquisition and Construction Services

<table>
<thead>
<tr>
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<th>Appropriations</th>
<th>Expenditures</th>
<th>Encumbrances</th>
<th>Balance</th>
</tr>
</thead>
<tbody>
<tr>
<td>Construction Services</td>
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<td>$51,815.00</td>
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<td>.00</td>
</tr>
<tr>
<td>Other objects</td>
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<td>.00</td>
<td>$20,388.00</td>
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<td><strong>TOTAL</strong></td>
<td>$72,203.00</td>
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**Total Capital Outlay Expenditures**: $255,880.00

**Available Balance**: $110,001.53
Somerset County Vocational Board of Ed.
GENERAL FUND - FUND 10
STATEMENT OF APPROPRIATIONS
COMPAID WITH EXPENDITURES AND ENCUMBRANCES
For 3 Month Period Ending 09/30/2018

<table>
<thead>
<tr>
<th>Available</th>
<th>Appropriations</th>
<th>Expenditures</th>
<th>Encumbrances</th>
<th>Balance</th>
</tr>
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<tbody>
<tr>
<td></td>
<td>$15,882,965.47</td>
<td>$2,847,118.38</td>
<td>$3,436,760.51</td>
<td>$9,599,086.58</td>
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</table>

*** EDUCATION JOBS FUND **

*** FEMA COMMUNITY DEVELOPMENT BLOCK GRANT ***

TOTAL GENERAL FUND EXPENDITURES
I, Raelene Sipple, 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                                      Date

September 30, 2018
<table>
<thead>
<tr>
<th>ACCOUNT NUMBER</th>
<th>DESCRIPTION</th>
<th>APPROPRIATION</th>
<th>EXPENDITURE</th>
<th>ENCUMBERANCES</th>
<th>AVAILABLE BALANCE</th>
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<tbody>
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<td>PURCHASED SERVICES</td>
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<td>SUPPLIES - HS</td>
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<td>11-140-100-610-03-0001-</td>
<td>SUPPLIES - PHYSICAL</td>
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<td>11-140-100-610-03-0002-</td>
<td>SUPPLIES - SOC. STUD</td>
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<td>SUPPLIES - SCIENCE</td>
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<td>SUPPLIES - MATH</td>
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<td>SUPPLIES - WORLD LAN</td>
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<td>11-140-100-610-03-0006-</td>
<td>SUPPLIES - ENGLISH</td>
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<tr>
<td>11-140-100-610-03-0007-</td>
<td>SUPPLIES - HEALTH /</td>
<td>$525.00</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$525.00</td>
</tr>
<tr>
<td>11-140-100-610-03-0008-</td>
<td>SUPPLIES - PHOTOGRAPH</td>
<td>$10,000.00</td>
<td>$475.60</td>
<td>$3,522.11</td>
<td>$6,002.29</td>
</tr>
<tr>
<td>11-140-100-610-03-0009-</td>
<td>SUPPLIES - ART</td>
<td>$3,000.00</td>
<td>$245.10</td>
<td>$2,751.00</td>
<td>$3.90</td>
</tr>
<tr>
<td>11-140-100-610-07-0000-</td>
<td>SUPPLIES - ALT. SCHO</td>
<td>$2,000.00</td>
<td>$760.58</td>
<td>$684.50</td>
<td>$554.92</td>
</tr>
<tr>
<td>11-140-100-610-16-0000-</td>
<td>HIGH SCH TECH SUPPLI</td>
<td>$48,500.00</td>
<td>$37,118.52</td>
<td>$751.80</td>
<td>$10,629.68</td>
</tr>
<tr>
<td>11-140-100-640-03-0000-</td>
<td>TEXTBOOKS - REG INST</td>
<td>$36,250.00</td>
<td>$22,651.17</td>
<td>$6,160.90</td>
<td>$7,437.93</td>
</tr>
<tr>
<td>11-140-100-640-07-0000-</td>
<td>TEXTBOOKS - ALT. SCH</td>
<td>$500.00</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$500.00</td>
</tr>
<tr>
<td>11-140-100-800-07-0000-</td>
<td>OTHER OBJECTS</td>
<td>$7,850.00</td>
<td>$0.00</td>
<td>$2,013.69</td>
<td>$5,836.31</td>
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<tr>
<td>11-140-100-890-03-0000-</td>
<td>OTHER OBJECTS</td>
<td>$2,744.00</td>
<td>$0.00</td>
<td>$175.00</td>
<td>$2,569.00</td>
</tr>
<tr>
<td>11-999-999-999-</td>
<td>PAYROLL NET PAY ADJ</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$0.00</td>
</tr>
</tbody>
</table>

Accounts that are not included in Details of the REPORT OF THE SECRETARY
REPORT OF THE SECRETARY  
TO THE BOARD OF EDUCATION  
Somerset County Vocational Board of Ed.  
Special Revenue Fund - Fund 20  
Interim Balance Sheet  
For 3 Month Period Ending 09/30/18  
======================================  
ASSETS AND RESOURCES  
======================================  

--- ASSETS ---

<table>
<thead>
<tr>
<th>101</th>
<th>Cash in bank</th>
<th>$47,789.48</th>
</tr>
</thead>
<tbody>
<tr>
<td>141</td>
<td>Accounts receivable:</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Intergovernmental - State</td>
<td>$34,144.98</td>
</tr>
<tr>
<td></td>
<td>Total</td>
<td>$34,144.98</td>
</tr>
</tbody>
</table>

--- RESOURCES ---

<table>
<thead>
<tr>
<th>301</th>
<th>Estimated Revenues</th>
<th>$1,242,461.02</th>
</tr>
</thead>
<tbody>
<tr>
<td>302</td>
<td>Less Revenues</td>
<td>($296,807.92)</td>
</tr>
<tr>
<td>-----</td>
<td>--------------------</td>
<td>---------------</td>
</tr>
<tr>
<td></td>
<td>Total</td>
<td>$945,653.10</td>
</tr>
</tbody>
</table>

Total assets and resources | $1,027,587.56 |

======================================
REPORT OF THE SECRETARY
TO THE BOARD OF EDUCATION
Somerset County Vocational Board of Ed.
Special Revenue Fund - Fund 20
Interim Balance Sheet
For 3 Month Period Ending 09/30/18
==============================================
LIABILITIES AND FUND EQUITY
==============================================

--- LIABILITIES ---

<table>
<thead>
<tr>
<th>Code</th>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>411</td>
<td>Intergovernmental accounts payable - State</td>
<td>$213.52</td>
</tr>
<tr>
<td>481</td>
<td>Deferred revenues</td>
<td>$163.37</td>
</tr>
</tbody>
</table>

TOTAL LIABILITIES $376.89

--- Appropriated ---

<table>
<thead>
<tr>
<th>Code</th>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>753</td>
<td>Reserve for encumbrances - Current Year</td>
<td>$206,006.41</td>
</tr>
<tr>
<td>754</td>
<td>Reserve for encumbrances - Prior Year</td>
<td>$2,550.53</td>
</tr>
</tbody>
</table>

TOTAL FUND BALANCE $1,027,210.67

TOTAL LIABILITIES AND FUND EQUITY $1,027,587.56
### 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 3 Month Period Ending 09/30/18

<table>
<thead>
<tr>
<th></th>
<th>BUDGETED ESTIMATED</th>
<th>ACTUAL TO DATE</th>
<th>NOTE: OVER OR (UNDER)</th>
<th>UNREALIZED BALANCE</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>1XXX</strong> From Local Sources</td>
<td>$105,876.00</td>
<td>$105,876.00</td>
<td>.00</td>
<td></td>
</tr>
<tr>
<td><strong>3XXX</strong> From State Sources</td>
<td>$698,265.02</td>
<td>$190,931.92</td>
<td>$507,333.10</td>
<td></td>
</tr>
<tr>
<td><strong>4XXX</strong> From Federal Sources</td>
<td>$438,320.00</td>
<td>.00</td>
<td></td>
<td>$438,320.00</td>
</tr>
<tr>
<td><strong>TOTAL REVENUE/SOURCES OF FUNDS</strong></td>
<td><strong>$1,242,461.02</strong></td>
<td><strong>$296,807.92</strong></td>
<td></td>
<td><strong>$945,653.10</strong></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th></th>
<th>APPROPRIATIONS</th>
<th>EXPENDITURES</th>
<th>ENCUMBRANCES</th>
<th>BALANCE</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>LOCAL PROJECTS:</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>$105,876.00</td>
<td>$86,561.86</td>
<td>$3,776.96</td>
<td>$15,537.18</td>
<td></td>
</tr>
<tr>
<td><strong>STATE PROJECTS:</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Vocational education</td>
<td>$351,788.02</td>
<td>$42,202.61</td>
<td>$17,133.25</td>
<td>$292,452.16</td>
</tr>
<tr>
<td>Other State Projects</td>
<td>$346,477.00</td>
<td>$77,646.83</td>
<td>$158,903.20</td>
<td>$109,926.97</td>
</tr>
<tr>
<td><strong>TOTAL STATE PROJECTS</strong></td>
<td><strong>$698,265.02</strong></td>
<td><strong>$119,849.44</strong></td>
<td><strong>$176,036.45</strong></td>
<td><strong>$402,379.13</strong></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th></th>
<th>APPROPRIATIONS</th>
<th>EXPENDITURES</th>
<th>ENCUMBRANCES</th>
<th>BALANCE</th>
</tr>
</thead>
<tbody>
<tr>
<td>NCLB Title I - Part A/D</td>
<td>$60,601.00</td>
<td>$3,623.58</td>
<td>$3,596.00</td>
<td>$53,381.42</td>
</tr>
<tr>
<td>I.D.E.A. Part B (Handicapped)</td>
<td>$81,948.00</td>
<td>$7,117.00</td>
<td>$19,392.00</td>
<td>$55,439.00</td>
</tr>
<tr>
<td>NCLB Title II - Part A/D</td>
<td>$8,707.00</td>
<td>$649.00</td>
<td>$360.00</td>
<td>$7,698.00</td>
</tr>
<tr>
<td>NCLB Title IV</td>
<td>$10,000.00</td>
<td>.00</td>
<td>$2,367.00</td>
<td>$7,633.00</td>
</tr>
<tr>
<td>Vocational Education</td>
<td>$277,064.00</td>
<td>.00</td>
<td>$478.00</td>
<td>$276,586.00</td>
</tr>
<tr>
<td><strong>TOTAL FEDERAL PROJECTS</strong></td>
<td><strong>$438,320.00</strong></td>
<td><strong>$11,389.58</strong></td>
<td><strong>$26,193.00</strong></td>
<td><strong>$400,737.42</strong></td>
</tr>
</tbody>
</table>

### TOTAL EXPENDITURES ***

|                          | **$1,242,461.02**        | **$217,800.88**         | **$206,006.41**       | **$818,653.73**   |
**REPORT OF THE SECRETARY**  
**TO THE BOARD OF EDUCATION**  
Somerset County Vocational Board of Ed.  
SPECIAL REVENUE - FUND 20  
SCHEDULE OF REVENUES  
ACTUAL COMPARED WITH ESTIMATED  
For 3 Month Period Ending 09/30/18

<table>
<thead>
<tr>
<th></th>
<th>ESTIMATED</th>
<th>ACTUAL</th>
<th>UNREALIZED</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>LOCAL SOURCES</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>1XXX Other Revenue from Local Sources</td>
<td>$105,876.00</td>
<td>$105,876.00</td>
<td>$0.00</td>
</tr>
<tr>
<td><strong>Total Revenues from Local Sources</strong></td>
<td>$105,876.00</td>
<td>$105,876.00</td>
<td>$0.00</td>
</tr>
<tr>
<td><strong>STATE SOURCES</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>3290 Recovery High School Access Grant</td>
<td>$346,477.00</td>
<td>$115,492.00</td>
<td>$230,985.00</td>
</tr>
<tr>
<td>32XX Other Restricted Entitlements</td>
<td>$351,788.02</td>
<td>$75,439.92</td>
<td>$276,348.10</td>
</tr>
<tr>
<td><strong>Total Revenue from State Sources</strong></td>
<td>$698,265.02</td>
<td>$190,931.92</td>
<td>$507,333.10</td>
</tr>
<tr>
<td><strong>FEDERAL SOURCES</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>4411-16 Title I</td>
<td>$60,601.00</td>
<td>.00</td>
<td>$60,601.00</td>
</tr>
<tr>
<td>4451-55 Title II</td>
<td>$8,707.00</td>
<td>.00</td>
<td>$8,707.00</td>
</tr>
<tr>
<td>4471-74 Title IV</td>
<td>$10,000.00</td>
<td>.00</td>
<td>$10,000.00</td>
</tr>
<tr>
<td>4420-29 I.D.E.A. Part B (Handicapped)</td>
<td>$81,948.00</td>
<td>.00</td>
<td>$81,948.00</td>
</tr>
<tr>
<td>4430-39 Vocational Education</td>
<td>$277,064.00</td>
<td>.00</td>
<td>$277,064.00</td>
</tr>
<tr>
<td><strong>Total Revenues from Federal Sources</strong></td>
<td>$438,320.00</td>
<td>$0.00</td>
<td>$438,320.00</td>
</tr>
<tr>
<td><strong>TOTAL REVENUES/SOURCES OF FUNDS</strong></td>
<td>$1,242,461.02</td>
<td>$296,807.92</td>
<td>$945,653.10</td>
</tr>
<tr>
<td>Appropriations</td>
<td>Expenditures</td>
<td>Encumbrances</td>
<td>Balance</td>
</tr>
<tr>
<td>----------------</td>
<td>------------------</td>
<td>--------------</td>
<td>----------------</td>
</tr>
</tbody>
</table>
| State Projects:

PRESCHOOL EDUCATION AID

Other State Projects:

PRESCHOOL EXPANSION GRANT

20-XXX-XXX-XXX All Other State/Fed/Loc Projects $1,242,461.02 $217,800.88 $206,006.41 $818,653.73

TOTAL EXPENDITURE $1,242,461.02 $217,800.88 $206,006.41 $818,653.73
I, Raelene Sipple, 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.

September 30, 2018

Board Secretary/Business Administrator

Date
All Accounts in the Expense Account File appear to be included in the details of THE REPORT OF THE SECRETARY.
REPORT OF THE SECRETARY  
TO THE BOARD OF EDUCATION  
Somerset County Vocational Board of Ed.  
Capital Projects Fund - Fund 30  
Interim Balance Sheet  
For 3 Month Period Ending 09/30/18

=== ASSETS AND RESOURCES ===

--- ASSETS ---

<table>
<thead>
<tr>
<th>Code</th>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>101</td>
<td>Cash in bank</td>
<td>$176,693.47</td>
</tr>
<tr>
<td>140</td>
<td>Intergovernmental - Accts. Receivable</td>
<td>$518,257.84</td>
</tr>
</tbody>
</table>

Total assets: $694,941.27

--- RESOURCES ---

<table>
<thead>
<tr>
<th>Code</th>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>301</td>
<td>Estimated Revenues</td>
<td>$2,659,540.74</td>
</tr>
<tr>
<td>302</td>
<td>Less Revenues</td>
<td>($789,108.50)</td>
</tr>
</tbody>
</table>

Total resources: $1,870,432.24

Total assets and resources: $2,565,383.55
REPORT OF THE SECRETARY  
TO THE BOARD OF EDUCATION  
Somerset County Vocational Board of Ed.  

Capital Projects Fund - Fund 30  
Interim Balance Sheet  
For 3 Month Period Ending 09/30/18

=============================  
LIABILITIES AND FUND EQUITY  
=============================  

FUND BALANCE  

--- Appropriated ---

<p>| | | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>753</td>
<td>Reserve for encumbrances - Current Year</td>
<td>$26,575.34</td>
</tr>
<tr>
<td>754</td>
<td>Reserve for encumbrances - Prior Year</td>
<td>$1,705,713.75</td>
</tr>
<tr>
<td>601</td>
<td>Appropriations</td>
<td>$2,717,315.37</td>
</tr>
<tr>
<td>602</td>
<td>Less : Expenditures</td>
<td>$789,373.90</td>
</tr>
<tr>
<td>603</td>
<td>Encumbrances</td>
<td>$1,732,289.09 (($2,521,662.99))</td>
</tr>
</tbody>
</table>

Total Appropriated | $1,927,941.47 |

--- Unappropriated ---

<p>| | | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>770</td>
<td>Fund balance</td>
<td>($1,753,027.68)</td>
</tr>
<tr>
<td>303</td>
<td>Budgeted Fund Balance</td>
<td>$2,390,469.76</td>
</tr>
</tbody>
</table>

TOTAL FUND BALANCE | $2,565,383.55 |

TOTAL LIABILITIES AND FUND EQUITY | $2,565,383.55 |
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 3 Month Period Ending 09/30/18

<table>
<thead>
<tr>
<th>BUDGETED ESTIMATED</th>
<th>ACTUAL TO DATE</th>
<th>NOTE: OVER OR (UNDER)</th>
<th>UNREALIZED BALANCE</th>
</tr>
</thead>
</table>

*** REVENUES/SOURCES OF FUNDS ***

Other Revenue/Source of Funds  $2,659,540.74  $789,108.50  $1,870,432.24

TOTAL REVENUE/SOURCES OF FUNDS  $2,659,540.74  $789,108.50  $1,870,432.24

*** EXPENDITURES ***

--- Facilities acquisition and constr. serv. ---

<table>
<thead>
<tr>
<th>APPROPRIATIONS</th>
<th>EXPENDITURES</th>
<th>ENCUMBRANCES</th>
<th>BALANCE</th>
</tr>
</thead>
<tbody>
<tr>
<td>$81,627.11</td>
<td>$19,164.60</td>
<td>$24,894.00</td>
<td>$37,568.51</td>
</tr>
<tr>
<td>$2,635,688.26</td>
<td>$770,209.30</td>
<td>$1,707,395.09</td>
<td>$158,083.87</td>
</tr>
</tbody>
</table>

Total fac.acq.and constr. serv.  $2,717,315.37  $789,373.90  $1,732,289.09  $195,652.38

TOTAL EXPENDITURES  $2,717,315.37  $789,373.90  $1,732,289.09  $195,652.38

*** TOTAL EXPENDITURES AND TRANSFERS  $2,717,315.37  $789,373.90  $1,732,289.09  $195,652.38
I, Raelene Sipple, 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                                            Date

September 30, 2018
All Accounts in the Expense Account File appear to be included in the details of THE REPORT OF THE SECRETARY
Report of the Treasurer
to the Board of Education

Somerset County Vocational
All Funds
For Month Ended: September 30, 2018

CASH REPORT

<table>
<thead>
<tr>
<th>Governmental Funds</th>
<th>Beginning Balance</th>
<th>Deposits</th>
<th>Disbursements</th>
<th>Ending Balance</th>
</tr>
</thead>
<tbody>
<tr>
<td>General Fund (10)</td>
<td>$3,970,333.48</td>
<td>$1,196,786.39</td>
<td>-$1,373,403.88</td>
<td>$3,793,715.99</td>
</tr>
<tr>
<td>Special Revenue Fund (20)</td>
<td>-$43,597.17</td>
<td>$173,710.00</td>
<td>-$82,323.35</td>
<td>$47,789.48</td>
</tr>
<tr>
<td>Capital Project Fund (30)</td>
<td>$68,710.17</td>
<td>$212,847.58</td>
<td>-$104,864.28</td>
<td>$176,693.47</td>
</tr>
<tr>
<td><strong>Total Governmental Funds</strong></td>
<td><strong>$3,995,446.48</strong></td>
<td><strong>$1,583,343.97</strong></td>
<td><strong>-$1,560,591.51</strong></td>
<td><strong>$4,018,198.94</strong></td>
</tr>
</tbody>
</table>

| Summer Savings            | $0.00             | $15,844.31     | $0.00         | $15,844.31       |
| Enterprise Fund (60) Cafeteria | $20,045.02    | $10,349.14     | $0.00         | $30,394.16       |
| Payroll Fund (70)         | $0.00             | $500,835.03    | -$500,835.03  | $0.00            |
| Agency Fund (90)          | $0.00             | $383,258.48    | -$383,258.48  | $0.00            |
| **Total Trust & Agency**  | **$20,045.02**    | **$910,286.96** | **-$884,093.51** | **$46,238.47**   |

**Grand Total for all Funds**

<table>
<thead>
<tr>
<th>Beginning Balance</th>
<th>Deposits</th>
<th>Disbursements</th>
<th>Ending Balance</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>$4,015,491.50</strong></td>
<td><strong>$2,493,630.93</strong></td>
<td><strong>-$2,444,685.02</strong></td>
<td><strong>$4,064,437.41</strong></td>
</tr>
</tbody>
</table>

Prepared and submitted by:

Michelle Fresco, Treasurer of School Monies

Date: 10/8/2018
<table>
<thead>
<tr>
<th>School Name</th>
<th>17-18 Actual</th>
<th>18-19 Budgeted</th>
<th>19-20 Projected</th>
</tr>
</thead>
<tbody>
<tr>
<td>Somerset County Vo-Tech</td>
<td>Localized repairs, pointing, water proofing.</td>
<td>Localized repairs, pointing, water proofing.</td>
<td>Localized repairs, pointing, water proofing.</td>
</tr>
<tr>
<td></td>
<td>Repair, replace frames, sash, caulk, etc.</td>
<td>Repair, replace frames, sash, caulk, etc.</td>
<td>Repair, replace frames, sash, caulk, etc.</td>
</tr>
<tr>
<td></td>
<td>Replace carpet and tile.</td>
<td>Replace carpet and tile.</td>
<td>Replace carpet and tile.</td>
</tr>
<tr>
<td></td>
<td>Inspect, repair, service valves, seals, etc.</td>
<td>Inspect, repair, service valves, seals, etc.</td>
<td>Inspect, repair, service valves, seals, etc.</td>
</tr>
<tr>
<td></td>
<td>Repair piping or insulation.</td>
<td>Repair piping or insulation.</td>
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### Somerset County Vocational Board of Ed.

#### Summary Check Register By Check#

**Posted Checks : Selected Cycle : October**

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### Somerset County Vocational Board of Ed.

**Summary Check Register By Check#**

**Posted Checks : Selected Cycle : October**

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## Somerset County Vocational Board of Ed.
### Summary Check Register By Check#

**Posted Checks : Selected Cycle : October**

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**Total Prior Cycle Voided Checks**

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**Total for General Account Check Series #1**

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### Somerset County Vocational Board of Ed.

#### Summary Check Register By Check#

**Posted Checks : Selected Cycle : October**

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**Total for Agency Check Check Series #2**  
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**Somerset County Vocational Board of Ed.**  
**Summary Check Register By Check#**  
**Posted Checks**: October  

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### Somerset County Vocational Board of Ed.

**Summary Check Register By Check#**

Posted Checks : Selected Cycle : October

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<th>Check Number</th>
<th>Check Date</th>
<th>Vendor No.</th>
<th>Check Vendor Name</th>
<th>Check Amount</th>
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* Break in Check # Sequence
### Somerset County Vocational Board of Ed.

**Summary Check Register By Check#**

**Posted Checks** : Selected Cycle : October

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<th>Check Number</th>
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<th>Check Vendor Name</th>
<th>Check Amount</th>
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**Total Current Cycle Voided Checks** $909.82
## Somerset County Vocational Board of Ed.
### Summary Check Register By Check#
#### Posted Checks : Selected Cycle : October

### POSTED VOIDED PRIOR CYCLE CHECKS

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**Total Prior Cycle Voided Checks**

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**Total for Hand Checks**

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**Total Posted Checks**

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* Break in Check # Sequence
### Somerset County Vocational Board of Ed.

#### Summary Check Register By Check#

**Posted Checks**: Selected Cycle: October

**Total Checks from selected cycle(s) voided in the selected cycle(s):** $909.82

\* Prior Cycle Voids are not included in the above totals.