

AGENDA

BOARD OF EDUCATION OF THE VOCATIONAL SCHOOL
IN THE

COUNTY OF SUSSEX

WORK SESSION & REGULAR MEETING 3:30 P.M.

MAY 22, 2008

- I. CALL TO ORDER
- II. DECLARATION OF OPEN PUBLIC MEETINGS ACT (BOARD SECRETARY)
- III. PLEDGE OF ALLEGIANCE
- IV. ROLL CALL (PRESIDENT AND BOARD SECRETARY)
- V. MINUTES
- VI. CORRESPONDENCE
- VII. SUPERINTENDENT'S REPORT
- VIII. BOARD COMMENTS
 - A. President's Comments
 - B. Committee Reports
 - C. Board Member Comments
- IX. PUBLIC PARTICIPATION (AGENDA ITEMS ONLY)
- X. REVIEW OF AGENDA ITEMS
 - A. Finance
 - B. Building & Grounds
 - C. Grants
 - D. Education
 - E. Personnel
- XI. OLD BUSINESS
- XII. SPECIAL INTEREST ITEMS
- XIII. PUBLIC PARTICIPATION - ANY ITEM
- XIV. NEW BUSINESS
- XV. CLOSED MEETING MOTION (IF REQUIRED)
- XVI. RETURN TO OPEN MEETING OR ADJOURNMENT

I. CALL TO ORDER

The Meeting was called to order by _____ at _____ P.M.

II. DECLARATION OF OPEN PUBLIC MEETINGS ACT

Reading of the Declaration of Open Public Meetings Act by _____.

OPEN PUBLIC MEETING ACT

The New Jersey Open Public Meetings Act was enacted to insure the right of the public to have advance notice of and to attend the meetings of public bodies at which any business affecting their interests is discussed or acted upon. In accordance with the provisions of this Act, the Board of Education of the Vocational School in the County of Sussex has caused notice of this meeting to be published and adequate notice has been provided. Such notice was placed in The New Jersey Herald/The New Jersey Sunday Herald on November 9, 2007, and November 11, 2007.

III. PLEDGE OF ALLEGIANCE

Flag Salute was led by _____.

IV. ROLL CALL

Mrs. McLean, Mr. Pladdys, Mr. Sargent, Mr. Worman

Also Present:

Mission Statement

"The Sussex County Technical School, a school of choice, in partnership with family, community, business, industry and institutions of higher learning, empowers secondary and adult students to become self-directed learners and active participants in their community by providing a competitive advantage to pursue ANY career opportunity."

V. MINUTES

Work Session Minutes/Regular Meeting Minutes - 4/17/08
Closed Session - 4/17/08

Action Taken:

M: S:

VI. CORRESPONDENCE

May 7, 2008 - Letter from State of N.J. Procurement Division Director

VII. SUPERINTENDENT'S REPORT

VIII. BOARD MEMBER COMMENTS

IX. PUBLIC PARTICIPATION

X. AGENDA ITEMS

A. Finance

Be it resolved, upon the recommendation of the Superintendent of Schools in conjunction with the Business Administrator/Board Secretary that the following actions be taken:

- A1. RESOLVED, that the Board approve the Board Secretary's Report for April 30, 2008, as attached.
- A2. RESOLVED, that the Board approve the Treasurer of School Monies Report for April 30, 2008, as attached.
- A3. RESOLVED, that the Board Secretary certifies that, as of April 30, 2008, no line item account or program category account has been over expended in violation of NJAC 6A:23 - 2.11, Over Expenditure Of Funds, Paragraph (a). Transfers of line item budget transfers to be ratified in accordance with Title 18A:22-8.1, Transfer Of Line Items And Program Categories and board resolution of October 12, 1987.
- A4. RESOLVED, that pursuant to NJAC 6A23 - 2-11(c)4, we certify that as of April 30, 2008, 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 account or fund has been over expended in violation of NJAC A:23-2.11 (b) and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.
- A5. RESOLVED, that the attached April 2007-2008 fiscal year line item budget transfers be ratified in accordance with 18A:22.8-1, 22 July, 1987:
- A6. RESOLVED, that the Board approve the attached Check Journals and Bills and Claims Reports as follows:

<u>April</u>	
Batch 76	\$410,908.98
Batch 77	\$386,586.76

<u>May</u>	
Batch 55	\$166,883.08
Batch 56	\$155,177.33
Batch 57	\$ 3,300.00

- A7. RESOLVED, that the Board approve the attached travel reimbursements.
- A8. RESOLVED, that the Board approve the following Joint Transportation Contract Agreement for the 2008-09 school year from 9/1/08 through 6/30/09:

<u>Joiner District</u>	<u>Route #</u>	<u>Cost</u>
High Point Regional BOE	WST-1	\$8,382.00

- A9. RESOLVED, that the Board approve the following Joint Transportation Contract Agreement for the 2008-09 school year from 9/1/08 through 6/30/09:

<u>Joiner District</u>	<u>Route #</u>	<u>Cost</u>
Vernon Township BOE	VST-1	\$16,755.00

A10. RESOLVED, that the Board approve the following Joint Transportation Contract Agreement for the 2008-09 school year from 9/1/08 through 6/30/09:

<u>Joiner District</u>	<u>Route #</u>	<u>Cost</u>
Sussex County Regional Co-Op	E-54	\$11,756.00
	HB-1	\$17,556.00

A11. WHEREAS, the Sussex County Technical School ('SCTS') through its Board of Education is governed by the Policy, Regulations and Contract terms relating to its employees; and

WHEREAS, pursuant to the goals embodied in the Policy, Regulations and Contract terms, the Board is empowered to seek benefits which are both beneficial to the employees and to the district simultaneously; and

WHEREAS, the County of Sussex, pursuant to N.J.S.A. 40A:10-6 et seq, is a participant in a Self Insurance Prescription Drug Program ('Program') with Medco to provide a prescription drug benefit program including, but not limited to, retail pharmacy, mail order pharmacy and specialty drug pharmacy services for eligible persons; and

WHEREAS, the Board desires to be a participant in The Sussex County Prescription Self Insurance Fund as provided for in N.J.S.A. 18A:18B-8, and the County of Sussex is authorized to include in this Program other County entities, of which SCTS is such entity; and

WHEREAS, the inclusion of SCTS in the Program, which is fiscally beneficial to SCTS, would provide prescription drug coverage to the employees of SCTS with benefits being the same or better than the program currently held by SCTS; and

WHEREAS, the Program will be in effect from July 1, 2008 to June 30, 2011 and renewable thereafter for three consecutive three-year periods; and

WHEREAS, to be included in the Program SCTS will pay directly to Medco the monthly enrollment fee for all eligible covered employees, agrees to faithfully abide by the timely payment terms set forth in the Contract.

NOW THEREFORE, BE IT RESOLVED THAT, the Board recognizes its governance through the Policy, Regulations and Contract terms relating to its employees with the goals embodied therein to seek benefits which are both beneficial to the employees and to the district simultaneously; and

RESOLVED, that SCTS shall become a participant in the County's Prescription Self Insurance Fund as provided for in N.J.S.A. 18A:18B-8, which program provides for a prescription drug benefit program including, but not limited to, retail pharmacy, mail order pharmacy and specialty drug pharmacy services for eligible persons;

RESOLVED, that the terms of the Program are fiscally beneficial to SCTS; and

RESOLVED, that the inclusion of SCTS in the Program would provide prescription drug coverage to the employees of SCTS with benefits being the same or better than the program currently held by SCTS, and would

be in effect from July 1, 2008 to June 30, 2011 and renewable thereafter for three consecutive three-year periods;

RESOLVED, that SCTS shall join the Program through the County of Sussex and pay directly to Medco the monthly enrollment fees to insure the eligible employees of SCTS commencing as of July 1, 2008.

A12. RESOLVED, that the Board accept a donation of items, as per the attached inventory, from Lowes of Hampton Township, 39 Hampton House Road, Newton, NJ 07860 valued at \$400 for the Electronics Shop.

A13. RESOLVED, that the Board approve the following items from ATech Automotive Technology, 12290 Chandler Drive, Walton, KY 41094, a sole source provider, in the amount of \$39,515.

A14. AWARD OF BID - SCHOOL Vehicle: Bids were received on May 14, 2008 at the Board of Education Office for the lease/purchase of two Type C School Vehicle 54 Passenger:

RESOLVED, that the Board of Education award the contract to the lowest responsive responsible bidder for two Type C School Vehicle 54 Passenger to Truck King International, 10 Richardson Lane, East Windsor, NJ 08520 in the amount of \$155,792.00.

BE IT FURTHER RESOLVED, that the lease/purchase of the two buses be placed with Truck King as per the attached amortization table for a total amount of \$170,057.20 and authorize the Board President and Board Secretary to execute the contract.

A15. RESOLVED, that the Board accept a donation of twenty balances with an estimated value of \$2,000 for each balance from Schering-Plough Research Institute, Rt. 94, Lafayette, NJ 07848.

A16. RESOLVED, that the Board approve a contract with Sparta Township Board of Education for bus maintenance effective May 22, 2008 through June 30, 2008.

A17. RESOLVED, that the Board approve a contract with Sparta Township Board of Education for bus maintenance effective July 1, 2008 through June 30, 2009.

A18. RESOLVED, that the Board withdraw participation with Horizon BC/BS of NJ effective July 1, 2008, for traditional, PPO, POS health, prescription and dental insurance coverage.

A19. RESOLVED, that the Board enter into a contract for dental insurance coverage effective July 1, 2008 through June 30, 2010 with Delta Dental of New Jersey as follows:

<u>Category</u>	<u>Employee Per Month</u>
Single	\$ 39.02
Husband/Wife	\$ 67.86
Family	\$116.51
Parent/Child	\$ 67.86

A20. RESOLVED, that the Board enter into a contract for health insurance coverage effective July 1, 2008 through June 30, 2009 with Oxford Health Plan based on the following monthly rates:

	<u>Employee Per Month</u>		
	<u>Traditional</u>	<u>PPO</u>	<u>POS</u>
Employee	\$ 521.16	\$ 463.33	\$ 422.54
Employee & Adult	\$1,108.00	\$ 985.03	\$ 898.32
Employee & Children	\$ 950.30	\$ 844.85	\$ 770.48

E. Personnel

Be it resolved, upon the recommendation of Superintendent of Schools that the following actions be taken:

E1. RESOLVED, that the Board retroactively approve William Kleiner, Jr. as Landscaping & Design teacher, effective May 1, 1008 through June 30, 2008, at the salary of \$44,891 Level 1, prorated to \$8,978.20.
Account #11.310.100.101.202

E2. RESOLVED, that the Board approve William Kleiner, Jr. as Landscaping & Design teacher, effective September 1, 2008 through June 30, 2009, at the salary of \$44,891 Level 1, pending negotiations.
Account #11.310.100.101.202

E3. RESOLVED, that the Board approve Matthew Geary as Stage Manager effective July 1, 2008 through June 30, 2009, at the salary of \$30.00 per hour. Account #60.992.262.100.000

E4. RESOLVED, that the Board approve the following Substitute Custodians, effective July 1, 2008 through June 30, 2009.
Account #11.000.261.100.423:

<u>Name</u>	<u>Salary</u>
John Bodeus	\$13.50 per hour
Penny Mackerly	\$13.00 per hour
Ronald Pittman, Jr.	\$12.00 per hour

E5. RESOLVED, that the Board approve the following Sussex County Juvenile Detention Center personnel, effective July 1, 2008 through June 30, 2009, for the 2008-2009 school year. Account #60.899.100.101.000:

<u>Name</u>	<u>Position</u>	<u>Salary</u>
Victor Myers	Teacher	\$52,818
Elaine Angle	Substitute Teacher	\$29.18 per hour - Level 7
Michael Blahut	Teacher	\$28.06 per hour - Level 6
Harry Dunleavy	Teacher	\$28.06 per hour - Level 6
Melvin Durrwachter	Teacher	\$28.06 per hour - Level 6
Deborah Haff	Substitute Teacher	\$29.18 per hour - Level 7
Barbara Kaleda	Teacher	\$29.18 per hour - Level 7
Diana Romano	Substitute	\$29.18 per hour - Level 7

E6. RESOLVED, that the Board approve Susan Predmore as Assistant to the Business Administrator - Payroll/Benefits, effective July 1, 2008 through June 30, 2009, at the salary of \$42,000.
Account #11.000.251.100.000

E7. RESOLVED, that the Board approve Michael Shadwell and Brian Ward to perform bus maintenance July 1, 2008 through June 30, 2009 at the salary of \$40.00 per hour, each. Account #60.900.270.420.000

E8. RESOLVED, that the following staff be renewed for the 2008-2009 school year, at the corrected salary as listed, pending negotiations:

<u>Name</u>	<u>Position</u>	<u>2008-09 Salary</u>	<u>Longevity</u>	<u>Incentive</u>	<u>2008-09 Total Salary</u>	<u>Account #</u>
Gary Scully	Teacher	\$57,155	\$1,200		\$58,355	11.310.100.101.225
Marge Harris	Teacher	\$60,778	\$1,600	\$4,200	\$66,578	11.140.100.101.407
Rosemary Fuchs	Secretary	\$41,863	\$1,400		\$43,263	11.000.218.105.000

Sharon Monell Secretary \$41,863 \$1,400 \$43,263 11.000.218.105.000

- E9. RESOLVED, that the Board approve Jill McAleer as a Psychology Intern for the School Based Youth Services Program, effective May 27, 2008 through June 30, 2008 and July 1, 2008 through June 30, 2009.
- E10. RESOLVED, that the Board retroactively approve Theresa Rick-Sutherland as Substitute School Nurse, effective April 14, 2008 through April 28, 2008, at the salary of \$25.00 per hour for emergency nurse coverage only.
- E11. RESOLVED, that the Board retroactively approve the Substitute School Nurse rate of pay at \$150.00 per day, effective April 29, 2008 through June 30, 2008.
- E12. RESOLVED, that the Board retroactively approve Charles Culver as Technology Coordinator, effective April 1, 2008 through June 30, 2008, at the salary of \$63,589, prorated to \$15,897.
Account #11.000.252.100.000
- E13. RESOLVED, that the Board approve Charles Culver as Technology Coordinator, effective July 1, 2008 through June 30, 2009, at the salary of \$63,589. Account #11.000.252.100.000
- E14. RESOLVED, that the Board approve the following personnel as After School Support to assist the recreation coordinator for the Student Center, effective September 1, 2008 through June 30, 2009, at the salary of \$15.00 per hour, each. Account #11.140.100.101.700
- | | | |
|-----------------|---------------|-----------------|
| Kristina Hiller | Sharon Monell | Dennis Paladini |
|-----------------|---------------|-----------------|
- E15. RESOLVED, that the Board approve the following personnel, effective July 1, 2008 August 31, 2008. Account #11.000.261.100.425:
- | | | |
|-----------------|---------------------|------------------|
| Chad Gasiorek | Maintenance/Painter | \$18.00 per hour |
| Penny Mackerley | Custodian | \$12.50 per hour |
| William Vallone | Maintenance/Grounds | \$12.50 per hour |
- E16. RESOLVED, that the Board retroactively approve the following pool personnel, effective May 12, 2008 through June 30, 2008.
Account #60.991.200.100.000:
- | | | |
|-----------------|----------------------------------|------------------|
| Kristie Brino | Water Safety Instructor, Level 1 | \$10.00 per hour |
| Olivia Infantee | Water Safety Instructor, Level 1 | \$10.00 per hour |
| Frank Porter | Lifeguard, Level 2 | \$ 8.50 per hour |
- E17. RESOLVED, that the Board approve Sharon Vogel as Aquatics Director, effective July 1, 2008 through June 30, 2009, at the salary of \$14,500.
Account #60.991.200.100.000
- E18. RESOLVED, that the Board approve Andrew Italiano as Accounts Payable Assistant to the Business Administrator, effective June 11, 2008 through June 30, 2008, at the salary of \$50,000, prorated to \$2,916 and that the Board approve the application for emergent hiring and the applicant's attestation that he/she has not been convicted of any disqualifying crime pursuant to the provisions of NJSA 18A:6-7.1, et seq., NJSA 18A:6-4 et seq., as applicable.
Account #11.000.251.100.000

- E19. RESOLVED, that the Board approve Andrew Italiano as Accounts Payable Assistant to the Business Administrator, effective July 1, 2008 through June 30, 2009 at the salary of \$50,000, and that the Board approve the application for emergent hiring and the applicant's attestation that he/she has not been convicted of any disqualifying crime pursuant to the provisions of NJSA 18A:6-7.1, et seq., NJSA 18A:6-4 et seq., as applicable. Account #11.000.251.100.000
- E20. RESOLVED, that the Board approve the following Instructional Aides, effective July 1, 2008 through June 30, 2009, pending negotiations. Account #11.230.100.106.000

<u>Name</u>	<u>Annual Salary</u>
Patricia D'Amico	\$15,424
Gretchen Errico-Schueler	\$12,071
Patricia Munley	\$12,071
Bridgit Nauss	\$19,445
Susan O'Patick	\$19,445
Catherine Patterson	\$15,424

XI. OLD BUSINESS

XII. SPECIAL INTEREST ITEMS

XIII. PUBLIC PARTICIPATION

XIV. NEW BUSINESS

XV. CLOSED MEETING MOTION (IF REQUIRED)

Closed Meeting was read by _____.

The Board of Education of the Vocational School in the County of Sussex will adjourn into closed meeting to discuss item(s) which fall within an exception of our open meetings policy and permits Board to have private discussion, since it deals with specific exceptions contained in N.J.S.A. 10:4-12 b.

- a. Matters rendered confidential by Federal Law, State Law, or Court Rule
- b. Individual privacy
- c. Collective bargaining agreements
- d. Purchase or lease of real property if public interest could be adversely affected
- e. Investment of public funds if public interest could be adversely affected
- f. Tactics or techniques utilized in protecting public safety and property
- g. Pending or anticipated litigation
- h. Attorney-client privilege
- i. Personnel - employment matters affecting a specific prospective or current employee

Be it resolved that the Board will now go into private session to discuss matters rendered confidential due to the nature of pending or anticipated litigation, attorney client privilege and personnel - employment matters affecting a specific, prospective or current employee privilege. Any discussion held by the Board, which need not remain confidential, will be made public as soon as practical. Minutes of the private session will not be disclosed until the need for confidentiality no

longer exists. All appropriate persons, who may be discussed in private session, have been adequately notified.

Motion, second and vote to enter into closed meeting at ____ P.M.

Closed Meeting

Regular Session of the Board of Education was recalled at ____ P.M.

XVI. ADJOURNMENT

M: S :