

**CAPE MAY CITY BOARD OF EDUCATION  
MINUTES OF MEETING (DRAFT)  
DECEMBER 11, 2008  
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| I. Linda Loughlin, Board President, called the meeting to order at 7:12 p.m., read the usual opening statement in compliance with the Open Public Meeting Act and led the flag salute. A roll call was taken. Present were: Edward Connolly, Marc Flores, Sharon Lee Kustra, Mark J. LeMunyon, Linda Loughlin, Joseph McKenna, Elizabeth Spackman, Marilyn Jo Tolley, and Roberta Townsend. Also present were Victoria Zelenak, Robert Fineberg, John Thomas, and Theresa Riper. Public members present: Bill Barlow, Peter F. Iurato, Laura Pankowski, Kate Platt, and Robert Riper. There were no announcements.  | <b>CALL TO ORDER<br/>OPENING<br/>STATEMENT<br/>FLAG SALUTE<br/>ROLL CALL<br/>ANNOUNCEMENTS</b> |
| II. Recognition and Presentations - None.   | <b>RECOGNITION</b>   |
| III. Receive comments from the public on agenda items only in accordance with the Board's policy on participation at Board meetings. No comments.   | <b>PUBLIC COMMENTS</b>   |
| IV. Items for Board Action  | <b>BOARD ACTION</b>  |
| A. On motion by Ms. Kustra, seconded by Mr. Connolly, the Board unanimously approved the Board Secretary's and Treasurer's Reports for the 2008/2009 school year through September 30, 2008. Pursuant to NJAC statute, the Board Secretary certifies that as of that date, no budgetary line item account has obligations and payments which in total exceed the amount appropriated by the district Board of Education, and the Board certifies that as of that date, after review of the secretary's monthly financial reports and upon consultation with the appropriate district officials, to the best of our knowledge no major account or fund has been overexpended and that sufficient funds are available to meet the district's financial obligations for this fiscal year. All revenues have been recorded and received as anticipated. The Board Secretary and Treasurer reports are in agreement. | <b>APPROVE<br/>TREASURER/<br/>SECRETARY<br/>REPORTS<br/>SEPTEMBER 2008</b>                     |
| B. Resolution #67-09 to revise Resolution #01-09, modifying the regular meeting dates, place and time for Board meetings to reflect the 6:00 p.m. work session time for the balance of the current term was offered by Ms. Kustra. On motion by Mr. LeMunyon and seconded by Mr. Connolly, Resolution #67-09 was adopted 9-0.   | <b>RES. #67-09<br/>MEETING<br/>TIME<br/>CHANGE</b>   |
| C. Resolution #68-09 to accept IDEA-B 2008/2009 funding as approved by the Office of Grants Management, totaling \$63,233 (IDEA) and \$2,587 (Preschool) was offered by Ms. Kustra. On motion by Mr. McKenna and seconded by Mr. Connolly, Resolution #68-09 was adopted 9-0.   | <b>RES. #68-09<br/>ACCEPT<br/>IDEA/PRESCHOOL<br/>FUNDING</b>                                   |
| D. On motion by Ms. Kustra, seconded by Mr. Connolly, the Board unanimously approved the preparation of specifications and bid packages for the Security Phase II and Pool Drain Project by Garrison Architects. Bids will be considered by the Board at a later date.  | <b>SECURITY<br/>PHASE II<br/>PROJECT</b>   |

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V. Committee Reports

A. Finance

**FINANCE**

Mr. McKenna reminded members that the next finance committee meeting is scheduled for Monday, December 15, 2008 at 3:30 p.m. in the school library.

B. Legislative

**LEGISLATIVE**

Mr. McKenna and Mrs. Tolley gave the Board a report on the last meeting of the CMCSBA regarding regionalization. They also discussed the proposed legislation changing school board election to November (NJ Senate Bill 1861).

C. Policy - No Report.

**POLICY**

D. Public Relations

**PUBLIC RELATIONS  
RECOGNITION  
THERESA RIPER**

On behalf of the board and the school, Mrs. Loughlin and Mrs. Zelenak presented Mrs. Riper with a certificate of recognition for her many years of outstanding service to the school, students, and community of Cape May, upon her retirement.

E. Negotiations

**NEGOTIATIONS**

Mr. Connolly reported to the Board that a meeting between the Board and the CMCEA would be scheduled for sometime in January.

All motions are on the recommendation of the Chief School Administrator.

**PERSONNEL**

1. On motion by Mrs. Loughlin, seconded by Mr. Connolly, the Board unanimously approved, upon satisfactory completion of State mandated background checks, the attached substitute list for the 2008-2009 school year.

**SUBSTITUTE  
LIST  
2008-2009**

2. On motion by Mrs. Loughlin, seconded by Mr. Connolly, the following workshops were approved:

**WORKSHOPS**

a. Phyllis MacNaughton to attend the "Conference for NJ First Grade Teachers" to be held on January 26th & 27th, 2009 at the Atlantic City Sheraton Hotel. Cost to be \$349 registration, mileage and tolls.

**P. MacNAUGHTON  
JAN 26/27, 2009**

b. John Thomas and Robin Wise to attend "Employment Practices" to be held on February 6, 2009 presented by the NJ School Boards Association Insurance Group and held at the ACSSSD in Mays Landing from 9:00AM-12:00PM. Cost is \$20 per person (\$40.00 total); Robin Wise - mileage and tolls.

**R. WISE / J. THOMAS  
FEB 6, 2009**

c. Sandy Sandmeyer-Bryan to attend the "24th Annual Environmental Education Conference" to be held on January 29th - 31st, 2009 at Princeton University. Cost to be \$250 registration, substitute teacher (2 days), mileage and tolls.

**SANDMEYER-BRYAN  
JAN 29, 2009**

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d. Sandy Sandmeyer-Bryan to attend the "18th Annual NJAGC Conference" to be held on February 27th, 2009 at the Mercer Conference Center in West Windsor, NJ. Cost to be \$147 registration, substitute teacher (1 day), mileage and tolls.

**SANDMEYER-BRYAN  
FEB 27, 2009**

3 On motion by Mrs. Loughlin, seconded by Ms. Kustra, the Board unanimously appointed Dennis McGee, Jr. as an instructional aide at Our Lady Star of the Sea School. Maximum salary of \$10,150 to be paid through IDEA-B Non-public school funding.

**D. McGEE JR.  
AIDE - SOS**

4 On motion by Mrs. Loughlin, seconded by Mr. Flores, the Board unanimously approved the 2008/2009 employment contract with the Superintendent as approved by the Executive County Superintendent.

**SUPERINTENDENT  
CONTRACT  
APPROVAL**

5 On motion by Mrs. Loughlin, seconded by Ms. Kustra, the Board unanimously approved the revised 2008/2009 employment contract with the Business Admin/ Board Secretary as approved by the Executive County Superintendent.

**BA / BOARD SEC  
CONTRACT  
APPROVAL**

6 On motion by Mrs. Loughlin, seconded by Mr. LeMunyon, the Board unanimously appointed Anne C. Borger as a Classroom Guidance / Special Projects Teacher for the balance of the 2008/2009 school year at a salary of \$50,300 (Step 7 - MA).

**A. BORGER  
APPOINTMENT**

VI. Chief School Administrator and Business Administrator/Board Secretary items for Board Approval:

A. Staff Monthly Reports

1. Cafeteria
2. Guidance
3. Enrollment
4. Nurse
5. Special Education
6. Curriculum
7. Facilities
8. Before & After School Program

**\*B. CONSENT AGENDA:**

**CONSENT  
AGENDA**

The following items were voted upon during a single roll-call vote.  
Item six (Use of Facility) was tabled for consideration at a future meeting.

On motion by Ms. Kustra, seconded by Mrs. Tolley, the Board approved the following consent agenda items. A roll-call vote was taken with all in favor. Motion carried 9-0.

\*1. Approval of payrolls:

October 26 - November 8, 2008	\$80,520.53
November 9 - November 22, 2008	\$81,223.44

**APPROVE  
PAYROLLS**

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| *2. Approve payment of bills from General Fund \$60,458.83 and Food Service \$2,928.43 to November 30, 2008.   | <b>APPROVE<br/>BILLS</b>   |
| *3 Approve tuition payment for the month of September 2008 to the Cape May County Special Services School District in the amount of \$3,569.00 for one (1) student. (Direct State aid payment that was not included on previous bill list) | <b>TUITION<br/>PAYMENT</b> |
| *4 Approve tuition payment for the month of October 2008 to the Cape May County Special Services School District in the amount of \$3,569.00 for one (1) student. (Direct State aid payment that was not included on previous bill list)   | <b>TUITION<br/>PAYMENT</b> |
| *5 Approve minutes from the following Board of Education meetings:<br>November 13, 2008                      Regular Meeting<br>November 13, 2008                      Executive Session   | <b>APPROVE<br/>MINUTES</b> |
| <i>*6. Approve use of auditorium, gym, and kitchen/cafeteria on Monday December 7, 2009, by the Center for Community Arts from 4:00PM to 9:00PM for the Great Cookie Exchange. All fees except custodial and kitchen to be waived.</i>     | <b>TABLED</b>              |

VI. Consideration of additional items which may have arisen after preparation of the agenda.

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| 1 On motion by Ms. Kustra, seconded by Mr. Connolly, the Board unanimously approved Jay Eppenbach's request for tuition reimbursement in the amount of \$1,450 per CMCEA agreement.  | <b>J. EPPENBACH<br/>TUITION<br/>REIMBURSEMENT</b> |
| 2 On motion by Mr. Connolly, seconded by Mr. LeMunyon, the Board unanimously approved Thomas Holden's request for tuition reimbursement in the amount of \$1,450 per CMCEA agreement.  | <b>T. HOLDEN<br/>TUITION<br/>REIMBURSEMENT</b>    |
| 3. On motion by Ms. Kustra, seconded by Mr. Flores, the Board unanimously accepted with regret the resignation of paraprofessional Alisa Connelly as of an undetermined date in February, 2009.  | <b>A. CONNELLY<br/>RESIGNATION</b>                |
| 4. Upon motion by Mr. Flores, seconded by Ms. Kustra, the Board unanimously approved the advertisement for one part-time one-on-one special education paraprofessional for the balance of the 2008/2009 school year At \$10 per hour, no benefits. | <b>ADVERTISE<br/>VACANCY</b>                      |
| 5. On motion by Mr. Connolly, seconded by Mr. LeMunyon, the Board unanimously approved a walking field trip for Pre-K classes to visit the Victorian Towers to deliver cookies on Friday, December 19, 2008. No cost to the Board.                 | <b>APPROVE<br/>FIELD TRIP<br/>PRE-K</b>           |

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| <p>6. On motion by Ms. Kustra, seconded by Mr. Connolly, the Board unanimously approved the use of auditorium and gym on Saturday February 14th &amp; Sunday February 15th, 2009, from the hours of 7:00AM - 6:00PM, by the MidAtlantic Center for the Arts to hold their Crafts in Winter event. Fees in the amount of \$450 plus custodial wage(s), pending payment of any outstanding fees.</p> | <p><b>APPROVE<br/>USE OF FACILITY<br/>FEB 14/15, 2009<br/>MIDATLANTIC<br/>CENTER FOR THE ARTS</b></p> |
| <p>VII. Items for Board Awareness and/or Board Consideration - None.</p>   | <p><b>BOARD AWARENESS</b></p>   |
| <p>VIII. Correspondence - None.</p>  | <p><b>CORRESPONDENCE</b></p>  |
| <p>IX. Old Business</p>  | <p><b>OLD BUSINESS</b></p>  |
| <p>1. Student Bus - Mrs. Zelenak reports that the buses are coming a little earlier than before, but the problem still exists.</p>   | <p><b>TRANSPORTATION<br/>DELAYS</b></p>   |
| <p>2. Mindfulness Education - Mrs. Zelenak reports that she held two (2) parental informational meetings regarding the Mindfulness Education program. A total of approximately 35 parents attended.</p>  | <p><b>MINDFULNESS<br/>EDUCATION</b></p>   |
| <p>X. New Business - None.</p>   | <p><b>NEW BUSINESS</b></p>  |
| <p>XI. Receive comments from the public in accordance with the Board's policy on participation at Board meetings. No comments.</p>   | <p><b>PUBLIC<br/>COMMENTS</b></p>   |
| <p>XII. Adjournment</p>  | <p><b>ADJOURNMENT</b></p>   |
| <p>1. On motion by Mr. Connolly, seconded by Ms. Kustra and affirmed by all, the Board adjourned at 7:37 p.m.</p>  |   |

Respectfully submitted,

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John Thomas  
Business Administrator/Board Secretary

Transcribed:  
December 12, 2008