

**CAPE MAY CITY BOARD OF EDUCATION
MINUTES OF MEETING (DRAFT)
DECEMBER 16, 2009
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- I. Edward Connolly, Board President, called the meeting to order at 6:38 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: Dawn Austin, Edward Connolly, Sharon Lee Kustra, Mark J. LeMunyon, Joseph McKenna, Deborah Smith, and Elizabeth Spackman. (note: Ms. Kustra arrived at the meeting at approximately 6:55 p.m.) Absent was: Marc Flores.

**CALL TO ORDER
OPENING
STATEMENT
FLAG SALUTE
ROLL CALL**

ANNOUNCEMENTS

Also present were: Victoria Zelenak, Robert Fineberg, John Thomas, and Mr. Peter Iurato.

There were no announcements.

- II. Recognition and Presentations

PRESENTATIONS

The Comprehensive Annual Financial report (CAFR, Audit) for the year ended June 30, 2009, was presented to the Board of Education. The executive summary, reports, and auditor findings were discussed by the Board.

**CAFR, AUDIT
2009**

- III. Comments from the public on agenda items - None.

PUBLIC COMMENTS

- IV. Items for Board Action

BOARD ACTION

- A. Resolution #54-10 to approve line item transfers totaling \$2,313.46 made in November 2009 for the 2009/2010 school year was offered by Mr. Connolly. On motion by Mrs. Smith, seconded by Mr. LeMunyon, Resolution #54-10 was adopted 7-0. A roll-call vote was taken:
AYES (7) : Mrs. Austin, Mr. Connolly, Mr. LeMunyon, Mr. McKenna, Mrs. Smith, Mrs. Spackman, and Mrs. Tolley.
NAYES (0) :
ABSTAIN (0) :
ABSENT (2) : Mr. Flores and Ms. Kustra.

**RES # 54-10
LINE TRANSFERS
NOVEMBER 2009**

- B. Resolution #55-10 to accept No Child Left Behind (NCLB) funding as approved by the Office of Grants Management for 2009/10 was offered by Mrs. Smith. On motion by Mr. McKenna, seconded by Mrs. Tolley, Resolution #55-10 was adopted 7-0.

**RES # 55-10
ACCEPT
NCLB FUNDING
2009/10**

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C. Motion to approve the Board Secretary's and Treasurer's Reports for the 2009/2010 school year through October 31, 2009. 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.

TABLED

V Committee Reports

**COMMITTEE
REPORTS
FINANCE**

A. Finance - No Report

B. Legislative - Mr. McKenna gave update on county news

LEGISLATIVE

C. Policy - No report.

POLICY

D. Public Relations - No Report.

PUBLIC RELATIONS

E. Facilities - Mr. LeMunyon gave an update on the lights in the pool area

FACILITY

F. Negotiations / Personnel - Mr. Connolly reported that negotiations are ongoing.

NEGOTIATIONS

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

PERSONNEL

1. On motion by Mr. Connolly, seconded by Mr. LeMunyon, the Board unanimously approved and ratified the following workshops as listed:

**APPROVE
WORKSHOPS**

a. Ratify the attendance of Dee Sloan at the Cape May County In-service planning workshop on December 11, 2009, at CMCSSSD. There was no cost.

**WORKSHOP
SLOAN**

b. Thomas Holden to attend the 8th Annual Adventure Education Experience training seminar to be held on January 7, 2010 at Rowan University. Cost to be \$129 registration; mileage/tolls. A substitute teacher will be required.

**WORKSHOP
HOLDEN**

c. Karen Dilfield to attend a NJASK Testing Workshop to be held on January 22, 2010, at Rowan University. Cost to be mileage/tolls, plus any registration fee. A substitute teacher will be required.

**WORKSHOP
DILFIELD**

(Workshops continued on next page)

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(Workshops continued)

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| d. Lee Ann Tarr to attend the Conference for NJ Kindergarten Teachers to be held on February 18th & 19th, 2010, in Atlantic City. Cost to be \$349 registration fee; mileage/tolls/parking. A substitute teacher will be required | CONFERENCE
TARR |
| 3. On motion by Mr. Connolly, seconded by Ms. Kustra, the Board unanimously approved Bridgette Pascucci as a Spanish language interpreter at a rate of \$20/hour, as needed by the Child Study Team to conduct meetings with Spanish-speaking parents. | APPROVE
INTERPRETER
PASCUCCI |
| 4. On motion by Mr. Connolly, seconded by Mrs. Smith, the Board unanimously approve payment to Jay Eppenbach in the amount of \$1,450.00 for tuition reimbursement. | APPROVE
TUITION |
| 5. On motion by Mr. Connolly, seconded by Ms. Kustra, the Board unanimously approved Karen Slack to attend a State Testing Workshop on January 22, 2010, at Rowan University. Cost to be mileage/tolls. A substitute will be needed. | WORKSHOP
SLACK |
| VI Chief School Administrator and Business Administrator/Board Secretary items for Board approval: | ITEMS FOR
BOARD APPROVAL |
| A. On motion by Mr. Connolly, seconded by Mr. LeMunyon, the Board unanimously approved the attached staff monthly reports for November, 2009: | APPROVE
MONTHLY
STAFF REPORTS |
| 1. Cafeteria | |
| 2. Guidance | |
| 3. Enrollment | |
| 4. Nurse | |
| 5. Special Education (no report) | |
| 6. Curriculum Report | |
| 7. Standardized Testing Results | |
| 8. Facilities | |
| 9. Before & After School (no report) | |

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B. CONSENT AGENDA:

**APPROVE
CONSENT
AGENDA**

On motion by Ms. Kustra, seconded by Mr. LeMunyon, the Board unanimously approved the following consent agenda items as listed.

A roll-call vote was taken:

AYES (8) : Mrs. Austin, Mr. Connolly, Mr. LeMunyon, Ms. Kustra, Mr. McKenna,
Mrs. Smith, Mrs. Spackman, and Mrs. Tolley.

NAYES (0) :

ABSTAIN (0) :

ABSENT (1) : Mr. Flores.

*1. Approval of payrolls:

October 25, 2009 - November 7, 2009	\$89,516.04
November 8, 2009 - November 21, 2009	\$85,220.34

*2. Approve payment of bills from General Fund \$ 121,755.85, and Food Service \$4,658.59 to November 30, 2009.

3. Approve minutes from the following Board of Education meetings:
November 19, 2009 Regular & Work Session

4. Ratify the Use of Facility request by the City of Cape May to hold a Christmas Craft Bazaar on December 5, 2009, from 6am-6pm.

5. Approve the Use of Facilities request by the Lower Twp. Elementary school's 6th grade to use the pool on Wednesday from January 6, 2010 - March 24, 2010, from 1:30pm-2:45pm. Lower will provide lifeguard and attendants. All fees waived.

6. Approve/Ratify list of field trips as listed and attached.

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|------|--|---|
| VI | Consideration of additional items which may have arisen after preparation of the agenda. | ADDITIONAL
ITEMS |
| 1. | On motion by Mr. Connolly, seconded by Mr. LeMunyon, the Board approved the Use of Facility Requests by the Center for Community Arts (CCA) to hold the following events as listed.
Use fees to be waived, CCA to be billed for custodial fees when applicable.

April 10, 2010: 9:00AM-3:00PM - Youth Arts Fair (Gym)
April 18, 2010: 9:00AM-1:30PM - Jazz Festival (Gym, Auditorium, Library and Music classroom)
June 28 - August 20, 2010: 8:30AM-12:30PM - Summer Camp
Three (3) classrooms
December 6, 2010: 4:00PM-9:00PM - Cookie Exchange (Gym, Auditorium, and kitchen) | USE OF FACILITY
CCA

APRIL 2010
APRIL 2010

JUNE 2010

DECEMBER 2010 |
| 2. | On motion by Mr. Connolly, seconded by Ms. Kustra, the Board unanimously approved the following Board Goals for 2009/10:

GOAL 1: Five Year Strategic Plan - Review completed plan and begin to develop a five year projection.
GOAL 2: Investigate and study the feasibility of sharing services and / or merging schools with other local districts. | APPROVE
BOARD GOALS |
| 3. | On motion by Mrs. Smith, seconded by Mr. McKenna, the Board unanimously approved District participation with the Alliance for Competitive Telecommunications (ACT) for the period July 1, 2010 through June 30, 2012. (Negotiated rates are 1.8 cents per minute in-State, 1.9 cents per minute out-of-state long distance.) | APPROVE
ACT
2010- 2012 |
| VII | Items for Board Awareness and/or Board Consideration - None. | BOARD
AWARENESS |
| VIII | Correspondence | CORRESPONDENCE |
| A. | Letter from Ms. Rita Powers, Victoria Towers - acknowledged. | MS. RITA POWERS |

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IX. Old Business

OLD BUSINESS

A. On motion by Mr. Connolly, seconded by Ms. Kustra, the Board approved the Comprehensive Annual Financial Report (CAFR) for the year ended June 30, 2009.

**APPROVE
CAFR
2009**

B. On motion by Mr. Connolly, seconded by Ms. Kustra, the Board accepted the annual audit recommendations by Inverso & Stewart Stewart and the district's corrective action plan.

**ACCEPT
AUDIT RECOMM.
CORR. ACTION PLAN**

X. New Business - None.

NEW BUSINESS

XI. Receive comments from the public in accordance with the Board's policy on participation at Board meetings - None.

**PUBLIC
COMMENTS**

XII Adjournment

ADJOURNMENT

1. On motion by Ms. Kustra, seconded by Mrs. Spackman and affirmed by all, the Board adjourned at 7:26 p.m.

Respectfully submitted,

Transcribed:
December 18, 2009

John Thomas
Business Administrator/Board Secretary

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FIELD TRIPS

<u>Teacher/Class</u>	<u>Date</u>	<u>Destination/Details</u>
Ms. Dilfield (5th)	12/14/2009	Midlantic Center for the Arts Victorian Christmas
Mrs. Fallon (1st) Mrs. MacNaughton (1st)	12/14/2009	Midlantic Center for the Arts Victorian Christmas
Mrs. Lucas (2nd)	2/8/2010 -or- 3/4/2010	Midlantic Center for the Arts A Visit with John Philip Souza
Mr. Doto (6th)	3/15/2010 -or- 3/22/2010	Midlantic Center for the Arts Victorian Spiritualism
Mr. Hammett (K) Mrs. Tarr (K)	5/18/2010 -or- 5/27/2010	Midlantic Center for the Arts School Days
Mr. Eppenbach (4th) Mrs. Griffith (3rd)	5/20/2010 5/27/2010	Cape May County Zoo Cape May Point State Park