

**CAPE MAY CITY BOARD OF EDUCATION  
MINUTES OF MEETING (DRAFT)  
NOVEMBER 13, 2008  
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I. Linda Loughlin, Board President, called the meeting to order at 7:04pm, 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, Marilyn Jo Tolley and Elizabeth Spackman. Also present were Victoria Zelenak, Robert Fineberg, Robin Wise, John Thomas, Karen Slack, Peter F. Iurato, Valerie Gehrke, Mike Fortier, and Bill Barlow. Absent was: Roberta Townsend. There were no announcements.

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

II. Recognitions and Presentations

**PRESENTATIONS**

A. Karen Slack provided a curriculum overview of the K-3 language arts program.

B. Mrs. Zelenak presented the results of the prior year's NJ ASK testing.

III. Comments from the public on agenda items

**PUBLIC COMMENTS**

A. Mike Fortier made the comment that often students who are enrolled at Cape May Elementary and who complete NJASK testing, were educated at other schools prior to taking the test [here].

IV. Items for Board Action

**BOARD ACTION**

A. Motion to approve 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 these dates, 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**

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|--|---|
| B. On motion by Edward Connolly and seconded by Sharon Lee Kustra, the Board unanimously approved the revised payment to CMCSS for a 1-1 Aide for the 2008-2009 school year at a cost of \$15,115.00   | <b>REVISED<br/>PAYMENT<br/>AMOUNT</b>             |
| C. On motion by Edward Connolly and seconded by Sharon Lee Kustra, the Board unanimously approved the purchase of fifty (50) additional professional development training hours from the SRI/ETTC at a cost of \$750.  | <b>SRI/ETTC<br/>PROF. DEV.<br/>TRAINING HOURS</b> |
| D. Resolution # 61-09 to approve Phase II of the security/vestibule and pool drain tie-in project with Gaudelli Construction at a total cost of \$58,750.  | <b>RES #61-09<br/>TABLED</b>                      |
| E. Resolution # 62-09 to appoint John Thomas as Business Administrator/ Board Secretary and District Purchasing Agent for the Cape May City Board of Education for the remainder of fiscal year 2008/2009 was offered by Sharon Lee Kustra. On motion by Joseph McKenna, seconded by Edward Connolly, Resolution #62-09 was adopted 8-0.   | <b>RES #62-09<br/>APPOINTMENTS</b>                |
| F. Resolution # 63-09 to appoint John Thomas as Affirmative Action Officer, Title IX Coordinator, ADA Coordinator, Conscientious Employee Protection Act (CEPA) Officer, Public Agency Compliance Officer, and Custodian of School Records (non Personnel and Student records) for the remainder of fiscal year 2008/2009 was offered by Sharon Lee Kustra. On motion by Edward Connolly, seconded by Marilyn Jo Tolley, Resolution # 63-09 was adopted 8-0. | <b>RES #63-09<br/>APPOINTMENTS</b>                |
| <br>   |   |
| V. Committee Reports   |   |
| A. Curriculum and Instruction - No report.   | <b>INSTRUCTION</b>                                |
| B. Facilities - No Report.   | <b>FACILITIES</b>                                 |
| C. Finance - No report.  | <b>FINANCE</b>                                    |
| D. Legislative<br>Joseph McKenna distributed a list of upcoming CMCSBA training sessions.  | <b>LEGISLATIVE</b>                                |

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E. Shared Services - No report.

**SHARED SERVICES**

F. Policy - No report.

**POLICY**

G. Public Relations

**PUBLIC RELATIONS**

- The Harvest Supper
- Articles in the Gazette newspaper

H. Personnel & Negotiations

**PERSONNEL**

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

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

**SUBSTITUTES  
2008-2009**

2. On motion by Joseph McKenna, seconded by Edward Connolly, the Board unanimously approved the following workshops:

**APPROVE  
WORKSHOPS**

a. Joan Maurer to attend "Behavioral Management Strategies for Creating a Productive Learning Environment" on December 8, 2008 at Southern Regional ETTC. Cost to be mileage and substitute teacher.

**J. MAURER  
12/8/2008**

b. Katherine Sloan and Patricia Marten to attend "Dr. Jean's Tips, Tricks and Terrific Ideas: Reading Math and Classroom Management" on December 3. Cost to be \$398.00, mileage and substitute teachers.

**K. SLOAN  
P. MARTEN  
12/3/2008**

c. Joan Maurer to attend "Anaphylaxis & the Epinephrine Protocol" on November 19, 2008 at the Canal Training Center. Cost to be mileage and substitute teacher

**J. MAURER  
11/19/2008**

d. Phyllis MacNaughton, Lynn Faw, Kathy Lucas, and Malieka Vasser to attend "Movement & Sensory Differences" on November 21st, and "Aspergers Syndrome" on December 19th, at CMCSS. Costs to include mileage and substitute teachers.

**P. MacNAUGHTON  
L. FAW, K. LUCAS  
M. VASSER  
11/21/2008**

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| 3 On motion by Joseph McKenna, seconded by Edward Connolly,<br>the Board unanimously approved the following additional workshops:  | <b>ADDITIONAL<br/>WORKSHOPS</b>                             |
| a. John Thomas and Robin Wise to attend a DOE seminar/overview of the<br>new Accountability Regulations presented at the Cape May County Technical<br>School on November 17th.   | <b>J.THOMAS<br/>R. WISE<br/>11/17/2008</b>                  |
| b. Joseph McKenna, Marilyn Jo Tolley, and John Thomas to attend a CMCSBA<br>training seminar regarding the State's new funding formula, scheduled for<br>December 2nd, at the Cape May County Technical School meeting room. | <b>J. McKENNA<br/>M. TOLLEY<br/>J. THOMAS<br/>12/2/2008</b> |

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

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| A. Staff Monthly Reports<br>Victoria Zelenak highlighted and reported on the following: <ul style="list-style-type: none"><li>- Veteran's Day ceremony</li><li>- Lock-down drill / safety meeting</li><li>- After school program</li><li>- Security system upgrade progress</li><li>- Curriculum - progress monitoring</li><li>- Thank you to Office Staff</li><li>- Pre-K program status</li></ul> | <b>MONTHLY<br/>REPORTS</b> |
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| B. <b><u>CONSENT AGENDA:</u></b><br>The following items were voted upon utilizing a single roll call vote. No<br>members elected to have any of the items removed and placed on any<br>other part of the agenda for discussion. | <b>CONSENT<br/>AGENDA</b> |
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On motion by Edward Connolly, seconded by Sharon Lee Kustra, the Board approved the following consent agenda. A roll call vote was taken will all in favor. Motion carried 8-0.

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| 1. Approval of payrolls: <ul style="list-style-type: none"><li>Sept 28 - October 11, 2008      \$85,174.97</li><li>October 12 - 25, 2008          \$79,332.00</li></ul> | <b>APPROVE<br/>PAYROLLS</b> |
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| 2. Approve payment of bills from General Fund totaling \$69,291.49 to October 31, 2008.   | <b>APPROVE<br/>BILLS</b>   |
| 3. Approve minutes from the following Board of Education meetings:<br>October 16, 2008                      Regular Meeting & Executive Session | <b>APPROVE<br/>MINUTES</b> |
| 4. Approve annual student reporting:<br>2008 Fall Survey Reports:   | <b>APPROVE<br/>REPORTS</b> |
| Current School Enrollment by Grade, Race and Sex  | <b>FALL SURVEY</b>         |
| 2008-09 District Report of Transported Resident Students:<br>3 Non Public Students and 3 Special Education Students                             | <b>DRTRS</b>               |
| 2008-09 Application for State School Aid (October 15 count):<br>169 students on roll plus 1 out of district. (prior yr 158 plus 3)              | <b>ASSA</b>                |

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

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| 1. Resolution # 65-09 to approve the submission of the school's five-year preschool program plan and budget to the NJ Dept. of Education was offered by Joseph McKenna. On motion by Sharon Lee Kustra, seconded by Edward Connolly, Resolution # 65-09 was adopted 8-0. | <b>APPROVE<br/>PRE-SCHOOL<br/>PROGRAM</b>        |
| 2. On motion by Sharon Lee Kustra, seconded by Edward Connolly, the Board unanimously approved the payment to the Cape May County Audio-Visual Aids Commission in the amount of \$280.00 for the 2008-2009 school year.  | <b>APPROVE<br/>PAYMENT<br/>CMC-AVA</b>           |
| 3. On motion by Sharon Lee Kustra, seconded by Edward Connolly, the Board unanimously approved a field trip for the K-2 students to attend an assembly at West Cape May Elementary on December 1st. Cost is bus transportation.  | <b>APPROVE<br/>FIELD TRIP<br/>K-2: 12/1/2008</b> |

VIII. Correspondence

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| 1. Letter, Re: Bus Transportation.<br>The bus service that transports students from the Coast Guard base to school was discussed. The bus is consistently late picking up children from their stop(s) in the morning, and late picking up children from school at dismissal. The bus is contracted by a third party, making it difficult to enforce/correct. | <b>TRANSPORTATION<br/>DELAYS</b> |
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IX. Old Business

**OLD BUSINESS**

1. Edward Connolly will serve as a mentor for Elizabeth Spackman.

**BOARD MENTORING**

X. New Business

**NEW BUSINESS**

1. On motion by Edward Connolly, seconded by Joseph McKenna, the Board approved the Use of Facility application submitted by Valerie Gehrke for the Girls Scouts of America on the 1st & 3rd Tuesdays of each month - All fees to be waived.

**APPROVE  
USE OF FACILITY**

XI. Receive comments from the public in accordance with the Board's policy on participation at Board meetings.

**PUBLIC COMMENT**

1. Valerie Gehrke and Mike Fortier (parents) raised their concerns about the Mindfulness Education component of the school's curriculum. Victoria Zelenak briefly addressed their concerns and offered to meet with them individually (as previously scheduled) and as a parent group to discuss the matter further.

XII. Adjournment

**ADJOURNMENT**

1. On motion by Edward Connolly, seconded by Sharon Lee Kustra and affirmed by all, the Board adjourned at 8:20 p.m.

Respectfully submitted,

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John Thomas  
Business Administrator/Board Secretary

Transcribed:  
November 14, 2008