

RUMSON-FAIR HAVEN REGIONAL HIGH SCHOOL
BOARD OF EDUCATION

FY 2022-2023 No.12
OFFICIAL MINUTES

February 20, 2023 Regular Meeting

“Our mission is to empower all of our students with the tools to find their passions and thrive as knowledgeable, confident, resilient, creative, and compassionate citizens of a global community.”

1. Call to Order

The Rumson-Fair Haven Regional High School Board of Education regular meeting was held in the Cafeteria. The meeting was called to order at 6:00 p.m. by Mrs. McGinty, Board President.

2. Salute the Flag

3. Statement of Compliance - Mrs. McGinty read the statement of compliance

Adequate notice of this meeting has been disseminated in accordance with NJSA 10:4-8 of the Open Public Meetings Act, specifying the date, time and place and filed with the Asbury Park Press, the Two River Times, the Borough Clerks, posted on the District website and in the Main Office.

4. Roll Call

Mrs. Halcrow	Arrived 6:02 p.m.	Mrs. Kiley	Present	Mr. Page	Present
Mrs. Hickey	Present	Mrs. McCabe	Absent	Mrs. Thompson	Present
Mr. Kenney (Vice President)	Present	Mrs. McGinty (President)	Present	Mrs. Whitehouse	Present

Also in attendance:

Darren Groh, Superintendent

Sean Cranston, School Business Administrator

Athina Cornell, Lawyer

5. Executive Session

On a **MOTION** made by Mr. Kenney, seconded by Mrs. Whitehouse, the Board by unanimous roll call vote, moved to Executive Session at 6:02 p.m.:

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WHEREAS, the Open Public Meetings Act, N.J.S.A. 10:4-6 et seq., (the “Act”) provides that the Rumson-Fair Haven Board of Education may hold an “Executive Session” from which the public is excluded to discuss matters that are one of the nine (9) subject matters listed Section 12(b) of the Act; and

WHEREAS, it is recommended by the Business Administrator that the Rumson-Fair Haven Board of Education go into Executive Session on **February 20, 2023** to discuss matters that are permissible for discussion in Executive Session; and

WHEREAS, the length of the Executive Session is estimated to be 45 minutes after which the public meeting of the Board may reconvene and proceed with business; and

WHEREAS, that the Board hereby declares that its discussion of the following subject(s) will be made public at a time when the public’s interest in disclosure is greater than any privacy or governmental interest being protected from disclosure.

NOW, THEREFORE, BE IT RESOLVED by the Rumson-Fair Haven Board of Education that the Board shall go into Executive Session to discuss the following items:

❖ **Student Matters**

On a **MOTION** made by Mr. Page, seconded by Mr. Kenney, the Board by unanimous roll call vote, returned to Open Public Session at 7:02 p.m.:

6. Welcome of Visitors

Mrs. McGinty welcomed all visitors to the board meeting.

7. Communications

- a. Mrs. Hickey spoke about clean out FH Trail on 2-26-23 from 10 am - 1 pm
- b. Mr. Page spoke about a later start time of 8:20 a.m.
- c. Mrs. Whitehouse spoke about concerns with Cafeteria Funds and reloading charges

8. Board Reports

- a. Student Representative Report - Hailey Blum & William Tencza - 7:05 p.m.
- b. Negotiations - Mrs. McGinty - 7:10 p.m.
- c. Education - Mrs. Thompson - February 16, 2023 - 7:11 p.m.
- d. Finance & Facilities - Mr. Kenney - February 15, 2023 - 7:19 p.m

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- e. Personnel - Mr. Page - February 20, 2023 - 7:28 p.m.
- f. Policy - Mr. Page - January 23, 2023 - 7:31 p.m.
- g. Superintendent's Report - 7:34 p.m.
 - ❖ Preliminary Budget Overview Presentation #2 - Sean Cranston

Drills

TYPE OF DRILL	DATE	TIME	DURATION
Shelter in Place	January 12	11:00 a.m.	8 minutes
Fire Drill	January 27	7:59 a.m.	5 minutes

Enrollment

890 as of January 31, 2023

- 9. **Special Recognition** - None
- 10. **Public Comment on Agenda Items**
 - a. None at this time
- 11. **ACTION ITEMS**

On a **MOTION** made by Mr. Page and seconded by Mr. Kenney, the Board of Education approved the minutes with the following roll call vote:

Mrs. Halcrow	Yes	Mrs. Kiley	Yes	Mr. Page	Yes
Mrs. Hickey	Yes	Mrs. McCabe	Absent	Mrs. Thompson	Yes
Mr. Kenney (Vice President)	Yes	Mrs. McGinty (President)	Yes	Mrs. Whitehouse	Yes

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Approve Board Meeting Minutes

Recommend Board approval of the following meeting minutes:

- January 3, 2023 Reorganization Meeting Minutes
- January 10, 2023 Regular Meeting Minutes
- January 10, 2023 Executive Session Minutes

PERSONNEL

On a **MOTION** made by Mr. Page seconded by Mrs. Whitehouse, the Board by unanimous roll call vote approved Personnel agenda items 1-12 as follows:

1. Approval of Stipend

Recommend Board approval to pay Meredith Brow a stipend of \$2,500.00 for earning her doctorate.

2. Approval of Mentor for New Faculty Member

Recommend Board approval of the following mentors for new faculty:

New Teacher	Mentor	Mentor Stipend*
Zane Preston (CEAS) <i>Effective February 21, 2023</i>	Julie Brewington	\$550.00* <i>prorated</i>

New Staff Appointments

3. Approval of the Appointment of Paraprofessional

Recommend Board approval of the following paraprofessional for the 2022 - 2023 school year:

NAME	START DATE	STEP/SALARY
1. Aaron Rogers	March 1, 2023	Step 1 - \$28,250.00

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4. Approval of the Appointment of Long Term Replacement Special Education Teacher

NAME	START / END DATE	STEP/SALARY
1. Krista Honnold	March 16 through June 16, 2023	Step 7-8 - \$67,750.00* <i>prorated</i>

Additional Assignments

5. Approval of Sixth Assignment in Math

Recommend Board approval of a sixth assignment in Math for the 2022 - 2023 school year beginning February 15 through June 30, 2023 for the following teachers at a prorated stipend of 20% of the Level 1 salary of the teachers' guide at the appropriate degree level:

NO.	EMPLOYEE	GUIDE	STIPEND
1.	Julie Brewington	BA	\$12,199
2.	Kristen DeMeter	BA + 30	\$12,470
3.	Lauren Garrido	BA + 30	\$12,470
4.	Kristen McCarthy	BA + 30	\$12,470
5.	Erika Waltz	BA + 60	\$12,741

6. Approval of Sixth Assignment in Science

Recommend Board approval of a sixth assignment in Science for the 2022 - 2023 school year beginning January 30 through February 7, 2023 for the following teachers at a prorated stipend of 20% of the Level 1 salary of the teachers' guide at the appropriate degree level:

NO.	EMPLOYEE	GUIDE	STIPEND
1.	Andrew Hudson	BA	\$12,199
2.	Valerie Kilar	BA + 30	\$12,470
3.	Cheryl Laviola	BA + 30	\$12,470

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4.	Susan Pagano	BA	\$12,199
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7. Approval of Study Skills Coaches

Recommend Board approval for the following faculty members as study skills coaches beginning March 6 through May 19, 2023 for 1 hour per week at \$40.00 per hour, not to exceed \$1,620.00, using Title I funds:

NO.	EMPLOYEE
1.	Victoria Imperato
2.	Molly McBain

Resignations

8. Approval of Resignations

Recommend Board approval of the following resignations:

NO.	EMPLOYEE	POSITION	EFFECTIVE DATE
1.	Joseph Reiff	Maintenance	February 9, 2023
2.	Gustavo Hernandez Ciudadreal	Maintenance	March 1, 2023

Substitutes / Coaching/Advisor Appointments

9. Approval of Substitutes for the 2022 - 2023 School Year

Recommend Board approval of the following substitutes for the 2022 - 2023 school year:

<u>NO.</u>	<u>NAME</u>	<u>CERTIFICATION</u>
1.	Matthew Knoth	Teacher of Spanish
<u>COACHES/ADVISORS ONLY</u>		
1.	Connor Brown	Monmouth County Substitute Certificate exp. 2/13/2028
2.	Jeanne Dickinson	Monmouth County Substitute Certificate exp. 9/22/2027

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10. Approval of Extracurricular Coaches/Advisors for the 2022 - 2023 School Year

Recommend Board approval of the following coaching/advisor appointments:

NO.	SPORT/CLUB	POSITION	NAME	STEP	STIPEND
1.	Boys Lacrosse - Group III	Assistant Coach	Connor Brown	4	\$4,866
2.	Girls Track - Group III	Assistant Coach	Tara Barnett	1	\$3,906
3.	Softball - Group III	Assistant Coach	Jeanne Dickinson	7	\$5,954
4.	Mock Trial - Group 4	Advisor	Nicholas DelBuono* <i>Effective 9/1/2022</i>		\$2,296

11. Approval to Amend Stipends for Coaches

Recommend Board approval to amend the stipends for the following coaches:

POSITION	COACH	FROM STEP, STIPEND	TO STEP, STIPEND
Boys Assistant Lacrosse Coach	George Massabni	Step 2, \$4,091	Step 3, \$4,504
Boys Tennis Coach	Donald Russell	Step 7, \$5,663	Step 7, \$5,663 + \$300 Longevity

Change in Effective Date

12. Approval to Change Employment Start Date

Recommend Board approval to change the employment start date for Marie Tilton, Confidential Administrative Assistant to the Business Administrator / Coordinator of Payroll, Benefits and Transportation, from on or around March 1, 2023 to February 1, 2023.

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FINANCE

On a **MOTION** made by Mr. Kenney seconded by Mrs. Kiley , the Board by unanimous roll call vote approved Finance agenda items 13-26 as follows:

13. Approval of Bill List

Recommend Board approval of the following bill lists dated **February 15, 2023**:

General Fund	\$ 916,996.44
Special Revenue Fund	\$ 10,830.52
Capital Projects Fund	\$ 88,533.88
Food Services Fund	\$ 145,922.78
Total	\$ 1,162,283.62
Payroll - 01/13/23	\$ 564,606.20
Payroll - 01/31/23	\$ 584,212.26
Payroll - 02/01/23	\$ 83,387.39
Payroll - 02/15/23	\$ 591,273.16
Total Expenditures	\$ 2,985,762.63

14. Approve Board Secretary's Report – December 2022

Recommend Board approval of the Board Secretary's report for **December 31, 2022**.

15. Approve Panda LLC, Cash Reconciliation Report– December 2022

Recommend Board approval of the **Panda LLC Cash Reconciliation** report for – **December 31, 2022**.

16. Budget Transfers - December 2022

Recommend Board approval of the budget transfer report for **December 2022**.

17. Board Secretary's Certification of Budgetary Major Account Fund Status

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To approve that pursuant to 6A:23A-16.10(c)3, the School Business Administrator/Board Secretary certifies to the Board of Education that the total encumbrances and expenditures for each line item does not exceed the line item appropriation in accordance with 6A:23A-16.10(a) as of **December 31, 2022**.

18. Board of Education's Certification of Budgetary Major Account Fund Status

To approve that pursuant to 6A:23A-16.10(c)4, the Board of Education after review of the School Business Administrator/Board Secretary's monthly financial reports as of **December 31, 2022**, and upon consultation with the appropriate district officials, certifies to the best of their knowledge no major account or fund has been over-expended in violation of 6A:23A-16.10(b) and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.

19. Approve of Use of Facilities - Non Chargeable

Recommend Board approval of the following applications For Use of School Facilities:

Date(s)	Organization	Event	Facility
3-23-23	Fair Haven Booster Club	FH March Madness	RFH Gymnasium
3-11-23	Rumson-Fair Haven Homerun Club	RFH Baseball Clinic	Baseball Field

20. Approval of Attendance at Professional Conferences and or Workshops:

Recommend Board approval of the following staff to attend professional conferences and or workshops as recommended by the Superintendent of Schools:

Date	Name	Conference/Workshop	Registration	Other Costs	Location
3-1-23	Sean Cranston	NJSBA School Finance Conference	\$99	\$25	Princeton Junction, NJ
2-22-23	Krista Honnold	Rutgers Required Courses for WBL	\$823	\$0	Virtual

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3-20-23 to 3-22-23	Robert Romano	NJSBGA Expo	\$0	\$450	Atlantic City, NJ
Online	Tara Barnett	Fundamentals of Coaching	\$100	\$0	Online
Online	Zach DelVecchio	Fundamentals of Coaching	\$100	\$0	Online
Online	Michael Ennis	Fundamentals of Coaching	\$100	\$0	Online
Online	Jack Velcamp	Fundamentals of Coaching	\$100	\$0	Online
2-28-23	Alyssa Trocchia	Wake Forest Counselor Fly In	\$0	\$100	Winston Salem, NC
3-13-23 to 3-15-23	Chris Lanzalotto	DAANJ Athletic Director Conference	\$400	\$855	Atlantic City, NJ
3-26-23 to 3-30-23	Tara Flynn	RIAAO Annual Counselor Tour	\$425	\$267	Providence, RI
6-9-23 to 6-16-23	Jessica Olszewski	AP English Language and Composition Scoring	\$0	\$35	Tampa, FL
3-8-23 3-15-23 3-22-23 3-29-23	Meredith Brow	School Safety Specialist Academy	\$0	\$175	Millville, NJ

21. Approval of Pit Orchestra Consultants for the 2023 Spring Musical

Recommend Board approval of the following pit orchestra consultants for the spring musical at a stipend of \$600 per person to cover the 3 rehearsals and 5 performances:

No.	Name	Instrument
1	Doyle, Meghan	Guitar
2	Butler, Catherine	Bass
3	Solano, Emmanuel	Drums
4	Marinelli, William	Percussion

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5	Suhr, Francois	Keyboard 1
6	Buchanan, Kyle	Keyboard 2
7	Kernizan, Teddy	Keyboard 3
8	Donnelly, Jacklyn	French Horn
9	Gunther, Kevin	Trumpet 1
10	Skrivanke, Kyle	Trumpet 2
11	Lebitsch, John	Trombone
12	Vece, Noah	Reed 1

22. Approval of the Appointment of a Phase 4 Referendum Construction Consultant

Recommend Board approval to extend Brian Leddin as a Phase 4 Referendum Construction Consultant for the 2022 - 2023 school year through June 30, 2023, at a rate of \$167.00 dollars per hour, as needed, to work an average of two (2.5) days per week but not to exceed the average of **twenty (20) hours** per week, pending completion of all required paperwork.

23. Approval of ESSER II Funds - SAT services with Huntington Learning Center

Recommend Board approval for the following partnership with Huntington Learning Center to provide SAT prep services using ESSER II funds at a cost of \$10,000.

24. Approval of a Joint Transportation Contract - Hopewell Valley Regional School District

Recommend Board ratify approval of a joint transportation contract with Hopewell Valley Regional School District for the 2022-2023 school year, effective January 30, 2023 - June 30, 2023 as follows:

Route#	Destination	Cost
TA01	Titusville Academy	\$ 4,792.00

25. Approval to Rescind Tuition Contract for the 2022 - 2023 School Year

Recommend Board approval to rescind the tuition contract for student #230276, effective February 15, 2023.

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26. Reaffirm Board Member Manual

Recommend Board approval to reaffirm the Board Member Manual.

EDUCATION

On a MOTION made by Mr. Kenney seconded by Mr. Page, the Board by unanimous roll call vote approved the Education agenda items 27-37 as follows:

27. Approval of Field Trip Request(s) for the 2022-2023 School Year as listed

Recommend Board approval of the following field trip request(s) for the 2022-2023 school year:

DATE	DESTINATION	LEAVE	RETURN	CLUB/CLASS	ADVISOR/ CHAPERONES
February 24	Red Bank Primary School Juanitas, Red Bank	9:30 a.m.	1:30 p.m.	Spanish V	Yannell Maglione Petronila Luccarelli
March 2	Computer Science Hackathon Marlboro High School	1:30 p.m.	5:30 p.m.	Computer Science	Christopher Alworth
March 3	High School Jazz Festival, Allentown High School	5:00 p.m.	10:30 p.m.	Jazz Band	Zachary Lorelli
March 8	Tri District Music Festival Rehearsal. Forrestdale	9:00 a.m.	11:45 a.m.	Tri District Music Honor Society	Zachary Lorelli
March 16	Teen Arts Festival, Brookdale	9:30 a.m.	2:00 p.m.	Art	Kristen Lanfrank
March 22 <i>Previously approved to attend 2/7/2023</i>	Rutgers University, Center for Social Justice	8:00 a.m.	3:00 p.m.	Spectrum	Kate Okeson
March 3 March 31 April 28 May 19	Red Bank Primary School	2:00 p.m.	3:00 p.m.	Storytelling Club	Christina Gauss

28. Approval of Fundraising Request(s) for the 2022-2023 School Year as listed

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Recommend board approve the following fundraising request(s) for the 2022-2023 school year:

DATE	CLUB	ADVISOR(S)	ACTIVITY
Month of February*	Character Ed	Alyssa Trocchia	Collect Used Sports Equipment
February 8 - 15*	National Art Honor Society	Kristen Lanfrank	Hand Drawn Cards & Flowers
February - March	Character Ed	Alyssa Trocchia	Candy Gram
March 20	Class of 2026	Alyssa Trocchia	Chick-fil-A Fundraiser
March - April	English Honor Society	Thomas Colella	“Smart Cookie” Storytime
March - April	Social Studies Honor Society	Thomas Colella	Chipotle Dine to Donate
March - April	Global Impact Club	Susan Schuld	Smile Grams Sale
May 3	Class of 2026	Alyssa Trocchia	Chipotle Dine to Donate

***ratification**

29. Approval of Home Instruction

Recommend Board approval of home instruction for the 2022 - 2023 school year as listed:

STUDENT NO.	TIME FRAME	REASON	PROVIDER/COST
230276	12/13 - 2/14 10 hours per week	Medical	RFH Faculty \$55/hour
230082	1/18 - 4/17 5 hours per week	Medical	Facility/ \$55/hour
25000304	1/24 - 5/10 10 hours per week	Medical	Facility/ \$55/hour
230177	1/27 - 3/24 5 hours per week	Medical	Facility/ \$55/hour

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30. Approval of Out-of-District Placement

Recommend Board approval of the following out-of-district placement:

STUDENT NO.	PLACEMENT	DATES	TUITION	TRANSPORTATION
230105	Titusville Academy 1, Titusville	January 30 - June 30	\$59,890.74 prorated	\$4,792

31. Approval of Educere Online Educational Classes

Recommend Board approval for student 230014 to complete Educere online education classes for the 2022 - 2023 school year beginning January 18 through June 16, 2023 at a total cost of \$399.00.

32. Approval of the 2023 Extended School Year Program

Recommend Board approval of the 2023 Extended School Year Program beginning July 5 through August 10, 2023 , 8:30 a.m. - 12:30 p.m, Mondays through Thursdays.

33. Approval of New Textbook

Recommend Board approval of the new textbook selection as listed below:

- Integrated Mathematics III

34. Approval to Abolish Policies

Recommend Board approval to abolish the policies listed below:

- ❖ Policy 1648.11 - The Road Forward COVID 19 - Health & Safety - ABOLISHED
- ❖ Policy 1648.13 - School Employee Vaccination Requirements - ABOLISHED

35. Approval of First Reading of Policy

Recommend Board approval of the first reading of the policies listed below:

- ❖ Bylaw 0152 - Board Officers
- ❖ Bylaw 0155 - Board Committees
- ❖ Bylaw 0161 - Call, Adjournment, and Cancellation
- ❖ Bylaw 0162 - Notice of Board Meetings
- ❖ Bylaw 0167 - Public Participation in Board Meetings
- ❖ Policy & Regulation 2423 - Bilingual and ESL Education
- ❖ Policy & Regulation 2425 - Emergency Virtual or Remote Instruction Program
- ❖ Policy & Regulation 5200 - Attendance

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- ❖ Policy 8140 - Student Enrollments
- ❖ Regulation 8140 - Enrollment Accounting
- ❖ Policy & Regulation 8330 - Student Records
- ❖ Regulation 8420.2 - Bomb Threats
- ❖ Regulation 8420.7 - Lockdown Procedures
- ❖ Regulation 8420.10 - Active Shooter

36. Approval of Second Reading of Policy

Recommend Board approval of the second reading of the policy listed below:

- ❖ Policy 5512 - Harassment, Intimidation, or Bullying

37. Approval to Affirm HIB Decision

Recommend Board approval to affirm the recommendation made by the Superintendent regarding the HIB Investigation FY2223-03 reported by the Superintendent at the Board's January 10, 2023 Meeting.

ADDENDUM

On a **MOTION** made by Mrs. Whitehouse seconded by Mr. Page, the Board by unanimous roll call vote approved the Addendum agenda items 38-40.

PERSONNEL

38. Approval to Create New Position

Recommend Board approval to create the following position for the 2023 - 2024 school year:

- College and Career/School Counseling Coordinator - GUI.HS.COOR.FL.07

39. Approval of Job Description

Recommend Board approval of the job description for College and Career/School Counseling Coordinator as per Attachment A.

EDUCATION

40. Revised Approval of a World Language Trip for the 2022-2023 School Year and Approval to Suspend Portion of Policy #2340 - Field Trips

Recommend Board approval of the following world language trip along with the dates of travel for the 2022-2023 school year:

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DESTINATION	DATES OF TRAVEL
Costa Rica	February 10 - February 20, 2023

Recommend Board approval to suspend the portion of Policy #2340 - Field Trips pertaining to the requirement of a school nurse in attendance as stated in letter I of said policy, for the following trip: Costa Rica (February 10 - February 20, 2023).

12. Discussion Items - None

13. Public Comment - Any School Related Topic

- a. Ms. Jark discussed WBL and getting the Cafeteria involved in the process with tasks that help all of our students grow.

14. Executive Session

On a **MOTION** made by Mr. Kenney, seconded by Mrs. Whitehouse, the Board by unanimous roll call vote, moved to Executive Session at 8:00 p.m.:

WHEREAS, the Open Public Meetings Act, N.J.S.A. 10:4-6 et seq., (the “Act”) provides that the Rumson-Fair Haven Board of Education may hold an “Executive Session” from which the public is excluded to discuss matters that are one of the nine (9) subject matters listed Section 12(b) of the Act; and

WHEREAS, it is recommended by the Business Administrator that the Rumson-Fair Haven Board of Education go into Executive Session on **February 20, 2023** to discuss matters that are permissible for discussion in Executive Session; and

WHEREAS, the length of the Executive Session is estimated to be 45 minutes after which the public meeting of the Board may reconvene and proceed with business; and

WHEREAS, that the Board hereby declares that its discussion of the following subject(s) will be made public at a time when the public’s interest in disclosure is greater than any privacy or governmental interest being protected from disclosure.

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NOW, THEREFORE, BE IT RESOLVED by the Rumson-Fair Haven Board of Education that the Board shall go into Executive Session to discuss the following items:

- ❖ Student Matters
- ❖ Attorney/Client Privilege

15. Reconvene Public Session

On a **MOTION** by Mr. Kenney seconded by Mr. Page, the Board by unanimous roll call vote returned to open Public Session at 9:09 p.m.

16. Adjournment

As there was no further business before the Board, on a **MOTION** by Mrs. Kiley seconded by Mr. Kenney, and carried by unanimous roll call vote the Board adjourned the meeting at 9:10 p.m.

Respectfully submitted,

Sean S. Cranston

Sean S. Cranston
Business Administrator/Board Secretary
Rumson-Fair Haven Regional High School