

**RUMSON-FAIR HAVEN REGIONAL HIGH SCHOOL  
BOARD OF EDUCATION**

FY 2022-2023 No.08  
OFFICIAL MINUTES

November 8, 2022 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 Auditorium. The meeting was called to order at 6:30 p.m. by Mrs. McGinty, Board President.

**2. Salute the Flag**

**3. 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	Present	Mrs. McCabe	Present	Mrs. Pattwell	Present
Mrs. Hickey	Present	Mrs. McGinty (President)	Present	Mrs. Thompson	Present
Mr. Kenney (Vice President)	Present	Mr. Page	Present	Mrs. Whitehouse	Present

Also in attendance:

Darren Groh, Superintendent

Sean Cranston, School Business Administrator

Athina Cornell, Lawyer

**5. Welcome of Visitors**

Mrs. McGinty welcomed all visitors to the board meeting.

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**6. Communications**

- a. Mrs. Whitehouse heard the 8th grade orientation was fabulous.

**7. Board Reports**

- a. Board Goal Updates - Mrs. McGinty
- b. Athletics & Activities - Mrs. Pattwell - November 7, 2022
- c. Education - Mrs. Thompson - October 12, 2022
- d. Finance & Facilities - Mr. Kenney - October 14, 2022, November 8, 2022
- e. Personnel - Mrs. Pattwell - October 31, 2022
- f. Referendum Ad-Hoc - Mrs. Whitehouse - October 13, 2022
- g. Policy - Mr. Page - October 27, 2022
- h. Superintendent's Report
  - i. Mr. Groh spoke about Block Scheduling, Class 3 Officer, and testing for alcohol at athletic events

**Drills**

TYPE OF DRILL	DATE	TIME	DURATION
Fire Drill	October 13	9:30 a.m.	5 minutes
Shelter in Place	October 27	7:49 a.m.	14 minutes

**Enrollment**

890 as of October 31, 2022

**8. Special Recognition**

None at this time

**9. Public Comment on Agenda Items**

- a. One member of the public commented on Grants for Inclusion, block scheduling and how it affects related services, and left over lunch account balances.

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**10. ACTION ITEMS**

On a **MOTION** made by Mr. Page and seconded by Mrs. Whitehouse, the Board by unanimous roll call vote approved the Board Meeting Minutes as follows:

**Approve Board Meeting Minutes**

Recommend Board approval of the following meeting minutes:

- October 11, 2022 Regular Meeting Minutes
- October 11, 2022 Executive Session Minutes.

**PERSONNEL**

On a **MOTION** made by Mr. Kenney seconded by Mrs. Page, the Board by unanimous roll call vote approved Personnel agenda items 1-8 as follows:

**1. Approval of Reimbursement**

Recommend Board approval to reimburse Susan Schuld \$411.27 for expenses related to obtaining Theater certification.

**Leaves of Absence**

**2. Approval of Leave of Absence for the 2022 - 2023 school year**

Recommend Board approval of the following leave of absence dates

NO.	EMPLOYEE	LEAVE OF ABSENCE DATES
1.	5125	<u>Unpaid /NJFLA</u> 3/6/2023 - 6/2/2023 <u>Return Date</u> 6/5/2023
2.	5410	<u>Paid Sick Leave</u>

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		1/20/2023 - 2/2/2023 <u>Child Care Leave (Unpaid/No Benefits)</u> 2/3/2023 - 5/25/2023 <u>Return Date</u> 5/26/2023
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**3. Ratify Approval of Change in Leave of Absence for 2022-2023 school year**

Recommend Board approval of the following change in leave of absence:

NO.	EMPLOYEE	FROM:	TO:
1.	4977	Unpaid FMLA/NJFLA 10-13-22 to 01-18-23  Child Care Leave 01-19-23 to 03-10-23	FMLA 10-3-22 to 12-23-22  NJFLA 12-26-22 to 3-24-23

**Resignations**

**4. Approval of Resignations**

Recommend Board approval of the following resignations:

NO.	EMPLOYEE	POSITION	EFFECTIVE DATE
1.	Jeffrey Karpell	Special Education Teacher	December 19, 2022
2.	Kevin Coffey	Part Time Security Monitor	October 31, 2022

**Substitutes / Coaching/Advisor Appointments**

**5. Approval of AVA Coordinators**

Recommend Board approval of the following staff members as AVA Coordinators at \$30.00 per hour on an as needed basis for the 2022 - 2023 school year:

Jeffrey Herkimer      Matthew Leddin

**6. Approval of Substitutes for the 2022 - 2023 School Year**

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

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<u>NO.</u>	<u>NAME</u>	<u>CERTIFICATION</u>
1.	Lauren Gangemi	Substitute School Nurse
2.	Jacqueline Guzman	Substitute School Nurse

	<u>COACHES/ADVISORS ONLY</u>	
<u>NO.</u>	<u>NAME</u>	<u>CERTIFICATION</u>
1.	Gregory Fedorcik	Monmouth County Sub. Cert. exp. 10/5/2027
2.	Anthony Preuster	Monmouth County Sub. Cert. exp. 10/25/2027

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

Recommend Board approval of the following advisor appointments:

NO.	SPORT/CLUB	POSITION	NAME	STIPEND
1.	Global Women Empowerment	Advisor	Jessica Mentzel	\$3,017
2.	Tower Players Assistant Director - Fall	Advisor	Anthony Preuster	\$2,296
3.	Tower Players Assistant Director - Spring	Advisor	Anthony Preuster	\$2,296
4.	Boys Basketball	Assistant Coach	John Velcamp	Step 1, \$4,341

**8. Approval to Amend Stipends for Extracurricular Advisors**

Recommend Board approval to amend the stipends for all Group 4 Advisors from \$2,240.00 to \$2,296.00 (*previously approved on September 27, 2022*)

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**FINANCE**

On a **MOTION** made by Mr. Kenney seconded by Mr. Whitehouse , the Board by unanimous roll call vote approved Finance agenda items 9-20 and 22-25 as follows:

**9. Approval of Bill List**

Recommend Board approval of the following bill lists dated **November 4, 2022**:

General Fund	\$ 914,919.65
Special Revenue Fund	\$ 243.22
Capital Projects Fund	\$ 677,434.04
Enterprise Fund	\$ 135,462.95
<b>Total</b>	<b>\$ 1,728,059.86</b>
Payroll (10/14/22)	\$ 603,199.87
Payroll (10/31/22)	\$ 578,737.01
<b>Total Expenditures</b>	<b>\$ 2,909,996.74</b>

**10. Approve Board Secretary's Report – September 2022**

Recommend Board approval of the Board Secretary's report for **September 30, 2022**.

**11. Approve Panda LLC, Cash Reconciliation Report– September 2022**

Recommend Board approval of the **Panda LLC Cash Reconciliation** report for – **September 30, 2022**.

**12. Budget Transfers - September 2022**

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

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

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 **September 30, 2022**.

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**14. 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 **September 30, 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.

**15. Approve of Use of Facilities - Non Chargeable**

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

<b>Date(s)</b>	<b>Organization</b>	<b>Event</b>	<b>Facility</b>
06/15/23	Knollwood School - Fair Haven	8th Grade Graduation	Auditorium Gymnasium
Various 11/15/22 - 2/28/23	RFH Youth Wrestling	Weekly Jr. Bulldog Practices	Cafeteria

**16. 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:

<b>Date</b>	<b>Name</b>	<b>Conference/Workshop (Budget Account #)</b>	<b>Registration</b>	<b>Estimated Travel/Lodging/Me als/Incidentals (Not to exceed)</b>	<b>Location</b>
12-09-22	Laura Bailliard	Acceptance and Commitment: Immersion	\$629	\$0	Virtual?
12-14-22	Julie Brewington	Strengthen Student Learning in Block Schedule Classes PD Session	\$259	\$0	Virtual
12-14-22	Thomas January	Strengthen Student Learning in Block Schedule Classes PD	\$259	\$0	Virtual

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		Session			
12-14-22	Anna Higgins	Strengthen Student Learning in Block Schedule Classes PD Session	\$259	\$0	Virtual
11-20-22	Melissa Bryan	NCTE/CEL Virtual Conference	\$353	\$0	Virtual
01-25-23 to 01-27-23	Christopher Alworth	NJ Technology Conference	\$515	\$618	Atlantic City, NJ

**17. Approve submission of Health and Safety Evaluation of School Buildings Checklist - Statement of Assurance -**

Recommend Board approval of the submission of the Health and Safety Evaluation of School Buildings Checklist - Statement of Assurance for the School Year 2022-2023 , to the Monmouth County Executive Superintendent of Schools.

**18. COMPREHENSIVE MAINTENANCE PLAN AND FORM M-1**

WHEREAS, the Department of Education requires New Jersey requires School districts to submit a three-year Comprehensive Maintenance Plan and Form M-1 documenting “required” maintenance activities for each of its public school facilities, and

WHEREAS, the required maintenance activities as listed in the Comprehensive Maintenance Plan for the various facilities of the Rumson-Fair Haven Regional High School District are consistent with these requirements, and

WHEREAS, all past and planned activities are reasonable to keep school facilities open and safe for use or in their original condition and to keep their system warranties valid, now therefore be it

RESOLVED, that the Rumson-Fair Haven Regional High School Board of Education hereby authorizes the school business administrator to submit the Comprehensive Maintenance Plan and Form M-1 for the Rumson-Fair Haven Regional High School District, in compliance with Department of Education requirements.

**19. SALE OF SURPLUS PROPERTY**

**WHEREAS** the following property is not needed for school purposes; there exists a need for all available space at the various schools; and, the NJ Public School Contracts Law, 18A: 18A-45, requires a resolution authorizing the disposition of surplus property,



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**NOW, THEREFORE BE IT RESOLVED** by the Rumson-Fair Haven Regional High School Board of Education authorizes the Business Administrator to dispose of this surplus property. The items that are in saleable condition will be listed on GovDeals.com, per state contract 83453.

<b>No.</b>	<b>Description</b>	<b>Condition</b>
1	100 ft. Baseball Fence Toppers (2)	New
2	Leather Office Chairs (8)	Good
3	Walk Behind Zero Turn Mower	Good
4	Crowd Control Stanchions (20)	New
5	Aerator by Land Pride	Good
6	TORO Ground Master Mower	Good
7	1994 Ford New Holland Tractor 7310	Good

**20. Ratification of Consultant for the 2022-2023 School year:**

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

<b>NO.</b>	<b>NAME</b>	<b>POSITION</b>	<b>STIPEND</b>
1.	Catherine Cleary	Costume Designer - Fall Play	\$1,300
2.	Catherine Cleary	Costume Designer - Spring Musical	\$1,300

**21. Approval of Settlement Agreement**

Tabled until after executive session.

**22. Approval to Accept Donation**

Recommend Board approval to accept a donation in the amount of \$2,000 from RFH Touchdown Club in order to support the Bulldog Girls Flag Football program.

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**23. Approval to Accept Donation**

Recommend Board approval to accept a donation of 30 custom chairs with a value of \$6,200 from the Courtside Club for basketball games, wrestling matches, and volleyball matches.

**24. Approval to Donate Chromebook Carts**

Recommend Board approval to donate fourteen (14) Chromebook carts with an approximate value of \$9,772 to Rumson School District.

**25. Approval to Donate Chromebook Carts**

Recommend Board approval to donate two (2) Chromebook carts with an approximate value of \$1,396 to Fair Haven School District.

**EDUCATION**

On a MOTION made by Mr. Page seconded by Mrs. McCabe, the Board by unanimous roll call vote approved the Education agenda items 26-30 as follows:

**26. 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:

<b>DATE</b>	<b>DESTINATION</b>	<b>LEAVE</b>	<b>RETURN</b>	<b>CLUB/CLASS</b>	<b>ADVISOR/ CHAPERONES</b>
November 8	Red Bank Primary School	2:00 p.m.	3:00 p.m.	Storytelling Club	Christina Gauss
December 3	Bingham Hall	9:30 a.m.	1:30 p.m.	Tower Singers	Kathryne Singleton
December 11	Deal Country Club	9:30 a.m.	1:30 p.m.	Tower Singers	Kathryne Singleton
March 30	Guild of Creative Art	7:45 a.m.	2:40 p.m.	Art	Kristen Lanfrank Kate Okeson

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

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

<b>DATE</b>	<b>CLUB</b>	<b>ADVISOR(S)</b>	<b>ACTIVITY</b>
2022 - 2023 School Year	Paws & Claws	Jessica Mentzel	Donation Drive
November 17	Character Education	Alyssa Trocchia	Blessing Bag Brigade Packing
November 17, 18, 21, 22, 23	AP Spanish, French, Chinese, Fashion Club, AP Environmental	Christina Gauss Michael Haughwout Martin Januario, Kristen Lanfrank Rebecca McKenna	Clothing Drive
May 7		Jeremy Schulte	Ridge Road Run

**28. Approval of Home Instruction**

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

<b>STUDENT NO.</b>	<b>TIME FRAME</b>	<b>REASON</b>	<b>PROVIDER/ COST</b>
2400000219	10/4 - TBD 10 hours per week	Medical	Facility \$58.25/hour

**29. Recommend First Reading of Policies**

Recommend first reading of the policies listed below by the RFH Board of Education:

- ❖ Bylaw 0167 - Public Participation at Board Meetings

**30. Approval to Affirm HIB Decision**

Recommend Board approval to affirm the recommendation made by the Superintendent regarding the HIB Investigation FY2223-01 reported by the Superintendent at the Board's October 11, 2022 Meeting.

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**ADDENDUM**

On a **MOTION** made by Mrs. Pattwell seconded by Mr. Kenney, the Board by unanimous roll call vote approved the Addendum agenda items 31-32.

**PERSONNEL**

**Resignations**

**31. Approval of Resignation**

Recommend Board approval of the following resignation:

NO.	EMPLOYEE	POSITION	EFFECTIVE DATE
1.	Brooke Tomovich	School Counselor	January 16, 2023

**FINANCE**

**32. Approval to Accept Donation**

Recommend Board approval to accept a donation in the amount of \$2,000 from RFH Booster Club in order to support the Bulldog Girls Flag Football program.

**11. Discussion Items** - None

**12. Public Comment** - Any School Related Topic

- a. One member of the public spoke about the Parent Advisory Group and that she would like to see more external people present at the workshops. She also spoke about the Transition Coordinator position that was previously board approved.

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**13. Executive Session**

On a **MOTION** made by Mrs. Whitehouse, seconded by Mrs. Pattwell, the Board by unanimous roll call vote, moved to Executive Session at 7:33 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 October 11, 2022 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
- ❖ Attorney/Client Privilege

**14. Reconvene Public Session**

On a **MOTION** by Mr. Kenney seconded by Mrs. Whitehouse, the Board by unanimous roll call vote returned to open Public Session at 8:49 p.m.

**15. Additional Action Items**

On a **MOTION** made by Mr. Page seconded by Mr. Kenney, the Board by unanimous roll call vote approved the Finance item #21 as follows:

**21. Approval of Settlement Agreement**

Be it resolved, the Rumson Fair Haven Regional Board of Education, upon the recommendation of the Superintendent of Schools, approves the Stipulation of Settlement EDS 01874-22 25000368.

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**16. Adjournment**

As there was no further business before the Board, on a **MOTION** by Mrs. Pattwell seconded by Mr. Page, and carried by voice vote the Board adjourned the meeting at 8:52 p.m.

Respectfully submitted,

*Sean S. Cranston*

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