

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

FY 2022-2023 No.09
OFFICIAL MINUTES

December 13, 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 6:32 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	Absent	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. Special Recognition

- a. Honoring Educator of the Year
 - Matthew Leddin
- b. Honoring Board of Education Member
 - Jane Pattwell

7. Communications

- a. Spring 2022 NJGPA Results & Fall 2022 NJ Start Strong Results
Melissa Bryan, Supervisor of English & Social Studies
Jonathan Pennetti - Supervisor of STEM

8. Board Reports

- a. Strategic Plan - Mrs. McGinty
- b. Negotiations - Mrs. McGinty
- c. Culture, Climate, and Community Relations - Mrs. Whitehouse - November 14, 2022
- d. Education - Mrs. Thompson - December 7, 2022
- e. Finance & Facilities - Mr. Kenney - November 22, 2022 & December 8, 2022
- f. Personnel - Mrs. Pattwell - December 12, 2022
- g. Referendum Ad-Hoc - Mrs. Whitehouse - December 2, 2022
- h. Student Wellness - Mrs. Hickey - November 30, 2022
- i. Superintendent's Report
 - i. Mr. Groh spoke about district goals of block scheduling and a district organizational chart

Drills

TYPE OF DRILL	DATE	TIME	DURATION
Fire Drill	November 9	1:16 p.m.	7 minutes
Lockdown	November 14	9:00 a.m.	5 minutes

Enrollment

892 as of November 30, 2022

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9. Public Comment on Agenda Items

- a. None at this time

10. ACTION ITEMS

On a **MOTION** made by Mr. Kenney and seconded by Mr. Pagee, 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:

- November 8, 2022 Regular Meeting Minutes
- November 8, 2022 Executive Session Minutes

PERSONNEL

On a **MOTION** made by Mr. Kenney seconded by Mr. Page, the Board by unanimous roll call vote approved Personnel agenda items 1-9 as follows:

New Staff Appointments

1. Approval of New Staff

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

NO.	NAME	POSITION	STEP / GUIDE SALARY	EFFECTIVE
1.	Alexandra Balsamo	Special Education Teacher Long Term Leave Replacement	STEP 11-12, BA+30 \$70,850.00 <i>prorated</i>	December 19, 2022 through June 30, 2023

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Additional Assignments

2. Approval of Chaperones and Stipends for the World Language Trip for the 2022 - 2023 School Year

Recommend Board approval of the chaperones for the world language trip at a total stipend of \$125 per day with \$75 per day funded by the respective students traveling on said trips and \$50 per day funded by the Board of Education:

<u>NAME</u>	<u>DESTINATION</u>	<u>DATES</u>	<u># OF DAYS</u>	<u>TOTAL STIPEND</u>
Christina Gauss	Costa Rica	February 11 - 19, 2023	9	\$1,125
Seth Herman	Costa Rica	February 11 - 19, 2023	9	\$1,125
Alyssa Trocchia	Costa Rica	February 11 - 19, 2023	9	\$1,125

Leaves of Absence

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

Recommend Board approval of the following leave of absence dates

<u>NO.</u>	<u>EMPLOYEE</u>	<u>LEAVE OF ABSENCE DATES</u>
1.	5012	<u>Unpaid /NJFLA</u> 3/20/2023 - 4/7/2023 <u>Return Date</u> 4/17/2023
2.	5045	<u>Paid Sick Leave</u> 2/14/2023 - 4/17/2023 <u>Unpaid FMLA/NJFLA</u> 4/18/2023 - 6/30/2023 <u>Return Date</u> 9/1/2023

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4. 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.	5006	<u>Paid Sick Leave</u> 10/3/2022 - 11/9/2022 <u>Unpaid FMLA/NJFLA</u> 11/14/2022 - 2/16/2023 <u>Unpaid Child Care Leave of Absence</u> 2/17/2023 - 6/30/2023 <u>Return Date</u> 9/1/2023	<u>Paid Sick Leave</u> 10/3/2022 - 11/16/2022 <u>Unpaid FMLA/NJFLA</u> 11/17/2022 - 2/17/2023 <u>Unpaid Child Care Leave of Absence</u> 2/20/2023 - 6/30/2023 <u>Return Date</u> 9/1/2023

Resignations

5. Approval of Resignations

Recommend Board approval of the following resignations:

NO.	EMPLOYEE	POSITION	EFFECTIVE DATE
1.	Lorraine Simon	Administrative Assistant to the School Business Administrator	January 1, 2023
2.	Kathleen Wolkom	Paraprofessional	March 1, 2023

Substitutes / Coaching/Advisor Appointments

6. 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.	Alexandra Balsamo	Teacher of the Handicapped, Teacher of Social Studies

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7. Approval to Rescind Extracurricular Coaches/Advisors for the 2022 - 2023 School Year

Recommend Board approval to rescind the following coaching/advisor appointments:

SPORT/CLUB	POSITION	NAME
Girls Basketball	Assistant Coach	Riley Kehoe
Winter Track	Assistant Coach	Samantha Haughwout

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

Recommend Board approval of the following coaching/advisor appointments:

SPORT/CLUB	POSITION	NAME	STIPEND
Girls Basketball	Assistant Coach	Shane Fallon	Step 7, \$6,215
Winter Track	Assistant Coach	Tara Barnett	Step 1, \$2,962

9. Approval of Additional Assignments for the 2022 - 2023 School Year

Recommend Board approval for the following staff members to provide additional coverage for the 2022 - 2023 school year at a rate of \$30.00 per hour, on an as needed basis:

NAME	ASSIGNMENT
Zane Preston	Saturday Detention Monitor

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FINANCE

On a **MOTION** made by Mr. Page seconded by Mrs. Whitehouse , the Board by unanimous roll call vote approved Finance agenda items 10-18 and 20-21 as follows:

10. Approval of Bill List

Recommend Board approval of the following bill lists dated **December 7, 2022**:

General Fund	\$ 767,370.52
Special Services Fund	\$ 16,523.05
Capital Projects Fund	\$ 443,952.63
Food Services Fund	\$ 132,905.44
Total	\$ 1,360,751.64
Payroll (11/15/22)	\$ 583,901.95
Payroll (11/30/22)	\$ 589,343.90
Payroll (12/1/22)	\$ 218,609.17
Total Expenditures	\$ 2,752,606.66

11. Approve Board Secretary's Report – October 2022

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

12. Approve Panda LLC, Cash Reconciliation Report– October 31, 2022

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

13. Budget Transfers - October 2022

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

14. 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 **October 31, 2022**.

15. 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 **October 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.

16. Approve of Use of Facilities - Non Chargeable

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

Date(s)	Organization	Event	Facility
06-15-23	Knollwood School	8th Grade Graduation Practice	Auditorium
06-04-23	RFH PTO	Dawg Dash 5 K Fundraiser	Borden Stadium Track & Dawghouse
Various TBD	RFH Boys Youth Lacrosse	Winter Practice	Main Turf Field

17. 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 (Budget Account #)	Registration	Estimated Travel/Lodging/ Meals/Incidentals (Not to exceed)	Location
03-22-23 to 03-24-23	Alyssa Trocchia	High Point University Counselor Open House	\$0	\$160	High Point, NC

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05-04-23	Rebecca McKenna	FLENJ 2022-2023 Workshop Series #5	\$199	\$25	Monroe Twp., NJ
03-16-23 to 03-19-23	Suzanne Fico	Psychotherapy Networker Symposium	\$299.99	\$0	Virtual

18. Approval of Tax Sheltered Annuity Company

Recommend Ameriprise Financial Services LLC for Board approval as a new tax sheltered annuity company for the 22-23 SY.

19. 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 08668-22 2400000106.

20. Approval to Accept Donation

Recommend Board approval to accept a donation in the amount of \$100 from Campus Multimedia for allowing the US Army Visit in order to support the Veterans Club.

21. Approval of Reorganization Meeting

Recommend Board approval for Reorganization Meeting of the Board for Tuesday, January 3, 2023 at 6:30 p.m. in the Auditorium at RFH.

EDUCATION

On a MOTION made by Mr. Kenney seconded by Mr. Page, the Board by unanimous roll call vote approved the Education agenda items 22-26 as follows:

22. 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
December 6*	Freehold High School	9:00 a.m.	1:00 p.m.	Athletics	Chris Lanzalotto

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					Kim Pierson
January 21	Physics Olympics, Wayne Hills High School	6:15 a.m.	4:00 p.m.	STEM Club	Valerie Kilar
January 26	H Mart, Edison	9:30 a.m.	2:00 p.m.	Chinese Classes	Sophia Chen Seth Herman Rebecca McKenna
February 15	Shore High School Chess League Championship Tournament, Monmouth Mall, Eatontown	8:00 a.m.	4:30 p.m.	Chess Club	Justin Langlois
April 26	Grounds of Sculpture, Hamilton	8:00 a.m.	1:30 p.m.	Creative Writing AP Art Portfolio Art Design & Visual Thinking	Kristen Lanfrank Jessica Mentzel Kate Okeson

***ratification**

23. 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:

DATE	CLUB	ADVISOR(S)	ACTIVITY
November 22 - December 9	Fashion Club	Kristen Lanfrank	Chocolate Bar Sale
November 23 - December 9	Global Women's Empowerment	Jessica Mentzel	Donation Drive for 180 Turning Lives Around
December	Class of 2026	Alyssa Trocchia	Candle Sale
December	Psychology Club	Kali Lerner	Toy Collection for Department of Family and Children's Services of Monmouth County
December - January	Girls Basketball	David Callahan	Clothing Sale
January 3 - 26	Mock Trial Club	Christina Gauss	Pop-Up Thrift Store

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	AP Spanish, French, Chinese Environmental Club		
March 23	National Art Honor Society Spanish Honor Society	Kristen Lanfrank Christina Gauss	Empty Bowls

24. 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
25000003	10/28 - 11/30 (approx) 10 hours per week	Medical	Facility \$55/hour
230105	11/6 - 11/29 (approx) 10 hours per week	Medical	Facility \$55/hour
230031	11/9 - 11/30 5 hours per week	Medical	Facility \$73.15/hour

25. 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:

DESTINATION	DATES OF TRAVEL
Costa Rica	February 11 - February 19, 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 11 - February 19, 2023).

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26. Recommend First Reading of Policy

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

- ❖ Policy 5512 - Harassment, Intimidation, or Bullying

ADDENDUM

On a **MOTION** made by Mr. Page seconded by Mrs. Whitehouse, the Board by unanimous roll call vote approved the Addendum agenda items 27-28.

27. Approval of the 2022 - 2023 Board of Education Committees Missions and Goals

Recommend Board approval of the 2022 - 2023 Board of Education Committees Missions and Goals as per Attachment A.

PERSONNEL

28. Approval of Sidebar Agreement between the Rumson-Fair Haven Board of Education and the Rumson-Fair Haven Regional School Employees Association in regards to Article 21. Work Week/Work Day for Certificated Members

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.

13. Executive Session

On a **MOTION** made by Mrs. Whitehouse, seconded by Mr. Kenney, the Board by unanimous roll call vote, moved to Executive Session at 8:03 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 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
- ❖ Personnel

14. Reconvene Public Session

On a **MOTION** by Mrs. Pattwell seconded by Mr. Page, the Board by unanimous roll call vote returned to open Public Session at 8:35 p.m.

15. Additional Action Items

On a **MOTION** made by Mrs. Pattwell seconded by Mr. Page, the Board by unanimous roll call vote approved the **Finance** item #19 as follows:

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 08668-22 2400000106.

16. Adjournment

As there was no further business before the Board, on a **MOTION** by Mrs. Pattwell seconded by Mrs. Whitehouse, and carried by voice vote the Board adjourned the meeting at 8:39 p.m.

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Respectfully submitted,

Sean S. Cranston

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