

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

**FY 2024-2025 No.07  
OFFICIAL MINUTES**

**September 24, 2024 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 Learning Commons. The meeting was called to order at 6:30 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**

Mr. Grant	Present	Mrs. Kiley	Present	Mr. Page	Present
Mrs. Halcrow	Present	Mrs. McCabe	Present	Mrs. Thompson	Present
Mrs. Hickey	Present	Mrs. McGinty	Present	Mrs. Whitehouse	Present

Also in attendance:

Sean Cranston, Acting Superintendent/School Business Administrator

Athina Cornell, Board Counsel

**5. Welcome of Visitors**

Mrs. McGinty welcomed all visitors to the meeting.

**6. Communications**

a. None

**7. Special Presentation**

a. None

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**8. Board Reports**

- ❖ Student Representative Report - Olivia Rome, Patrick Thompson
- ❖ Finance & Facilities - Mr. Page - September 11, 2024
- ❖ Personnel - Mr. Page - September 16, 2024
- ❖ Referendum Ad-Hoc - Mrs. Whitehouse - September 13, 2024
- ❖ Superintendent's Report

**Drills**

TYPE OF DRILL	DATE	TIME	DURATION
Extended Evacuation	September 10	12:45 p.m.	18 minutes
Fire Drill	September 12	1:25 p.m.	5 minutes

**9. Public Comment on Agenda Items**

- a. None

**10. ACTION ITEMS**

**MINUTES**

**The Acting Superintendent recommends approval of minutes #1.**

**Approve Board Meeting Minutes**

1. Recommend Board approval of the following meeting minutes:
  - a. September 10, 2024 Regular Meeting Minutes

**Board Comment:** None

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

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Mr. Grant	Yes	Mrs. Kiley	Yes	Mr. Page	Yes
Mrs. Halcrow	Yes	Mrs. McCabe	Yes	Mrs. Thompson	Yes
Mrs. Hickey	Yes	Mrs. McGinty	Yes	Mrs. Whitehouse	Yes

**PERSONNEL**

**The Acting Superintendent recommends personnel items #2 through #7**

**2. Approval to Amend Start Date**

Recommend Board approval to amend the start dates for the following staff :

<b>No.</b>	<b>Staff Member</b>	<b>Position</b>	<b>From</b>	<b>To</b>
1.	Gabrielle Eglinton	English Teacher - Long Term Replacement	August 28, 2024	September 9, 2024

**3. Approval of Mentors for New Faculty Members**

Recommend Board approval of the following mentors for new faculty:

<b>No.</b>	<b>New Teacher</b>	<b>Mentor</b>	<b>Mentor Stipend</b>
1.	Gabrielle Eglinton (CEAS)	Jessica Mentzel	\$550.00

**4. Approval to Rescind Sixth Assignment Appointments**

Recommend Board approval to rescind the August 27, 2024 approval of the following sixth assignment appointments:

<b><u>NO</u></b>	<b><u>NAME</u></b>	<b><u>SUBJECT</u></b>	<b><u>DATES</u></b>	<b><u>GUIDE</u></b>	<b><u>STIPEND</u></b>
1.	Jorge Carvalho	ICR Biology	9/3/24 - 10/25/24	BA + 60	6th period \$13,121



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2.	Alexander Componile	ICR Chemistry	9/3/24 - 10/25/24	BA	6th period \$12,579 Extra lab \$1,500
3.	Victoria Imperato	Resource Biology	9/3/24 - 10/25/24	BA + 30	6th period \$12,850
4.	Jeremy Schulte	ICR Biology	9/3/24 - 10/25/24	BA + 30	6th period \$12,850 Extra lab \$1,500

**New Appointments**

**5. Approval of Spanish Teacher for the 2024 - 2025 School Year**

Recommend Board approval of the appointment of Fiona Lenahan as a Spanish Teacher for the 2024 - 2025 school year, to begin on or after September 25, 2024 (pending certification) through June 30, 2025 at Step 2 of the BA Guide, \$63,695.00.

**Leaves of Absence**

**6. Approval to Change Leave of Absence Dates**

Recommend Board approval to amend leave of absence dates for the following staff member:

NO.	EMPLOYEE	FROM	TO
1.	5443	<u>Paid Leave of Absence</u> 9/26/24 - 10/4/2024 <u>Unpaid FMLA/NJFLA</u> 10/7/24 - 3/28/2025 <u>Return Date</u> 3/31/2025	<u>Paid Leave of Absence</u> 8/29/24 - 9/11/2024 <u>Unpaid FMLA</u> 9/12/24 - 11/8/24 <u>Unpaid NJFLA</u> 11/11/24 to 2/7/25 <u>Return Date</u> 2/11/25

**Substitutes / Coaching/Advisor Appointments**

**7. Approval of Substitutes for the 2024 - 2025 School Year**

Recommend Board approval of the following substitutes for the 2024 - 2025 school year:

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Melissa Lowry                      Substitute School Nurse  
Richard Trainor                  Substitute Athletic Trainer

**Board Comment:** None

On a **MOTION** made by Mr. Grant and seconded by Mrs. Thompson, the Board approved Personnel Items 2-21 with the following roll call vote:

Mr. Grant	Yes	Mrs. Kiley	Yes	Mr. Page	Yes
Mrs. Halcrow	Yes	Mrs. McCabe	Yes	Mrs. Thompson	Yes
Mrs. Hickey	Yes	Mrs. McGinty	Yes	Mrs. Whitehouse	Yes

**FINANCE**

**The Acting Superintendent recommends finance items #8-22**

**Board Secretary's Monthly Certification - July 2024**

Pursuant to 6A:23A-16.10(c)3, I, Sean Cranston, School Business Administrator/Board Secretary, certifies that no line item has been over expended in violation of 6A:23A-16.10(c)3 and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.

***Sean S. Cranston***



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**8. Approval of Bill List**

Recommend Board approval of the following bill lists dated **September 20, 2024**:

General Fund	\$ 637,274.31
Special Revenue Fund	\$ 21,968.94
Capital Projects Fund	\$ 720,461.00
Food Services Fund	\$ 107,396.91
Unemployment Fund	\$ 1,919.52
<b>Total</b>	<b>\$ 1,489,020.68</b>
Payroll (09/13/24)	\$ 650,133.92
<b>Total Expenditures</b>	<b>\$ 2,139,154.60</b>

**9. Approve Board Secretary's Report – July 2024**

Recommend Board approval of the Board Secretary's report for **July 31, 2024**.

**10. Approve Panda LLC, Cash Reconciliation Report– July 2024**

Recommend Board approval of the **Panda LLC Cash Reconciliation** report for – **July 31, 2024**.

**11. Budget Transfers - July 2024**

Recommend Board approval of the budget transfer report for **July 2024**.

**12. 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 **July 31, 2024**, 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.

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

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

<b>Date(s)</b>	<b>Time(s)</b>	<b>Organization</b>	<b>Event</b>	<b>Facility</b>
9-15-24 9-22-24 9-29-24 10-6-24 10-13-24 10-20-24	11am-12:30 pm	RFH Youth Lacrosse Futures	Boys Lacrosse Practice	Stadium Turf
10-15-24	7:30-9:00 pm	Fair Haven Recreation Department	Book Reading and Q&A Eyes Up	Classroom
1-13-25 to 3-6-25	6-8:30 pm M/W or T/Th	Huntington Learning Center	March SAT review course	Classrooms
7-7-25 to 8-22-25	9am - 12 pm M-Th	Huntington Learning Center	August SAT review course	Classrooms
11-16-24 11-17-24	2-4 pm 8-10 am	RFH Youth Girls Lacrosse	Tryouts	Stadium Turf

**14. Approve of Use of Facilities - Chargeable**

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

<b>Date(s)</b>	<b>Time(s)</b>	<b>Organization</b>	<b>Event</b>	<b>Facility</b>
12-13-24 12-14-24	4-8 pm 1-9 pm	Dance Mixx/ Roman Productions	High School Musical	Auditorium
6-7-25	8am-5pm	Dance Plus	EOY Production	Auditorium

**15. 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:



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<b>Date</b>	<b>Name</b>	<b>Conference/Workshop (Budget Account #)</b>	<b>Registration</b>	<b>Estimated Travel</b>	<b>Day</b>	<b>Location</b>
10/22/24	Meredith Brow	AI Infused Assessment & Rapid PBL Prototyping	\$199	\$12	Full	Tinton Falls, NJ
11/15/24	Lauren Malaney	Special Education Toolkit	\$149	\$50	Full	Monroe, NJ
12/5/24	Lauren Malaney	Hot Issues in Special Education Law	\$125	\$0	Full	Virtual From RFH
10/9/24	Sean Cranston	Strauss Esmay NJFLA and FMLA PD Program	\$145	\$10	Half AM	Toms River, NJ
10/9/24	Lurdes Costa	Systems 3000 Accounting	\$0	\$10	Half AM	Eatontown , NJ
10/9/24	Marie Tilton	Systems 3000 Accounting	\$0	\$10	Half AM	Eatontown , NJ
9/26/24	Sean Cranston	Systems 3000 Budget and Revenue Projection Training	\$0	\$10	Half AM	Eatontown , NJ
9/26/24	Lurdes Costa	Systems 3000 Budget and Revenue Projection Training	\$0	\$10	Half AM	Eatontown , NJ
9/26/24	Marie Tilton	Systems 3000 Budget and Revenue Projection Training	\$0	\$10	Half AM	Eatontown , NJ
10/24/24	Susan Shay	Quality Career Development: Making the Most of CBI for Career Exploration	\$0	\$0	Full	Virtual From RFH
12/17/24	Susan Shay	Marketing Matters: Making the Most of CBI through Community Partnerships	\$0	\$0	Full	Virtual From RFH
10/18/24	Elisa Verran	New Jersey Counselor Event: Get to Know Members of the Big Ten Academic Alliance	\$0	\$0	Full	New Brunswick , NJ
10/11/24	Mackenzie Hargrove, Lauren Grumbach, Alexa James	Project Write Now: EmpowHERment, the Art of Social Justice	\$150 total (\$50 each)	\$0	Full	Red Bank, NJ



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10/17/24 to 10/18/24	Seth Herman	NJPSA/NJASCD/FEA Fall Conference 2024	\$410	\$230	Full	Atlantic City, NJ
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**16. RFH Homecoming Festival**

Recommend Board approval for the RFH Homecoming Festival to be sponsored by the SGA and to take place October 17th from 5:00-9:00 p.m.

**17. RBT Service for Extra Curricular Activities**

Recommend Board approval to New Age Behavioral Consultants as Registered Behavioral Technician (RBT) to support students during extra-curricular activities at \$80 per hour not to exceed 187.5 hours and \$15,000 for the 24-25 SY.

**18. Approval Junior Prom**

Recommend board approval of a contract with The Gramercy for the RFH Junior Prom to be held on April 4, 2025.

**19. Approval Senior Prom**

Recommend board approval of a contract with Jumping Brook Country Club for the RFH Senior Prom to be held on May 22, 2025.

**20. Approval of Future Design School**

Recommend board approval of a contract with Future Design School to provide professional development to staff on February 11, 2025 for a total of \$22,500.

**21. Approve Budget Calendar**

Recommend Board to approve the 2025-2026 Budget Calendar as per attachment A.

**22. Approval of a Contract - Boys and Girls Clubs of Monmouth County - Pool Rental**

Recommend Board approval of a contract with Boys and Girls Clubs of Monmouth County for the rental use of the swimming pool and related locker rooms in the amount of \$8,533 for the 24-25 Season.

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**Board Comment:** None

On a **MOTION** made by Mr. Page and seconded by Mrs. Whitehouse the Board approved Finance Items 8-22 with the following roll call vote:

Mr. Grant	Yes	Mrs. Kiley	Yes	Mr. Page	Yes
Mrs. Halcrow	Yes	Mrs. McCabe	Yes	Mrs. Thompson	Yes
Mrs. Hickey	Yes	Mrs. McGinty	Yes	Mrs. Whitehouse	Yes

**EDUCATION**

**The Acting Superintendent recommends education items #23-27**

**23. Approval of Field Trip Request(s) for the 2024-2025 School Year as listed**

Recommend Board approval of the following field trip request(s) for the 2024-2025 school year:

<b>DATE</b>	<b>DESTINATION</b>	<b>CLUB/CLASS</b>	<b>ADVISOR/ CHAPERONES</b>
October 1	Homewood Suites, Eatontown	Yearbook	Mackenzie Hargrove
October 16	Two River Theater	Spanish Honor Society	Christina Gauss

**24. Approval of Fundraising Request(s) for the 2024-2025 School Year as listed**

Recommend board approve the following fundraising request(s) for the 2024-2025 school year:

<b>DATE</b>	<b>CLUB/PROGRAM</b>	<b>ADVISOR(S)</b>	<b>ACTIVITY</b>
November 1 - 15	Veterans Appreciation Club	Eric Zullo	Halloween Candy Drive for Active Duty Military



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November 25 - January 10	Veterans Appreciation Club	Eric Zullo	Care Package Drive for Active Duty Military
December 5	Class of 2025	Tara Flynn	Snowflake Shopping Social at Cabana 19

**25. Approval of Home Instruction**

Recommend Board approval of home instruction for the 2024 - 2025 school year as listed:

STUDENT NO.	TIME FRAME	REASON	PROVIDER/COST
26000080	9/17 - 9/21 10 hours per week	Medical	RFH Faculty/ \$55/hour
26000128	9/16 - 10/31 10 total hours per week	Medical	RFH Faculty/ \$55/hour

**26. Approval of the School Self-Assessment for Determining Grades Under the Anti-Bullying Bill of Rights Act**

Recommend Board approval of the Self-Assessment for Determining Grades Under the Anti-Bullying Bill of Rights Act.

**27. Approval of Statement of Assurance Regarding the Use of Paraprofessional Staff for the 2024-2025 School Year**

Recommend Board approval of the Statement of Assurance Regarding the Use of Paraprofessional Staff for the 2024-2025 school year. This Statement of Assurance must be filed with the DOE twice a year.

**Board Comment:** None

On a **MOTION** made by Mrs. Kiley and seconded by Mr. Grant, the Board approved Education Items 23-27 with the following roll call vote:

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Mr. Grant	Yes	Mrs. Kiley	Yes	Mr. Page	Yes
Mrs. Halcrow	Yes	Mrs. McCabe	Yes	Mrs. Thompson	Yes
Mrs. Hickey	Yes	Mrs. McGinty	Yes	Mrs. Whitehouse	Yes

**ADDENDUM**

**The Acting Superintendent recommends addendum items #28**

**Approval of a Contract - Ice Rental - RB Generals Hockey Club LLC**

Recommend Board approval of a contract with RB Generals Hockey Club, LLC, Red Bank, NJ, for ice time for practices and games for the 2024-2025 season in the amount of \$32,887.50 pending the scheduling of competition for the ice hockey team during the winter season.

**Board Comment:** None

On a **MOTION** made by Mrs. and seconded by Mr., the Board approved Addendum Item 28 with the following roll call vote:

Mr. Grant	Yes	Mrs. Kiley	Yes	Mr. Page	Yes
Mrs. Halcrow	Yes	Mrs. McCabe	Yes	Mrs. Thompson	Yes
Mrs. Hickey	Yes	Mrs. McGinty	Yes	Mrs. Whitehouse	Yes

**11. Public Comment - None**



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**12. Executive Session**

On a **MOTION** made by Mrs. Whitehouse and seconded by Mr. Grant the Board by unanimous roll call vote, moved to Executive Session at 7:16 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 September 24, 2024 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:

- ❖ Personnel
- ❖ Attorney/Client Privilege

**13. Reconvene Public Session**

On a **MOTION** by Mrs. Whitehouse seconded by Mr. Grant, the Board by unanimous roll call vote returned to open Public Session at 9:00 p.m.

**14. Adjournment**

As there was no further business before the Board, on a **MOTION** by Mr. Grant, seconded by Mrs. Kiley, and carried by unanimous roll call vote the Board adjourned the meeting at 9:01 p.m.

**Respectfully submitted,**

RUMSON-FAIR HAVEN REGIONAL HIGH SCHOOL  
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*Sean S. Cranston*

**Sean S. Cranston**  
**Business Administrator**  
**Rumson-Fair Haven Regional High School**



**Rumson-Fair Haven Regional High  
School District Board of Education**

**2025-2026 Budget Calendar**

- November 2024 – Budget program open in Systems for Program Manager editing.
- November 2024 – Enrollment projections provided to Program Managers by Superintendent or designee.
- November 15 -30, 2024 – Business Administrator begins meetings with Program Managers to review staffing accounts, as they currently exist.
- December 13, 2024 - Supervisors and Asst. Principal budget due to Program Manager
- January 7, 2025 – Last day for account editing by Program Managers.
- January BOE Meeting - Budget Presentation #1
- January 20 thru February 14, 2025– Program Manager meetings with Superintendent, Business Administrator and Director of Curriculum.
- February BOE Meeting - Budget Presentation #2
- March 18, 2025 – Adoption of Tentative 2025-2026 Budget.  
(Budget Presentation #3)
- March 20, 2024 – Filing deadline to the Executive County Superintendent of Schools of the 2025-2026 Tentative Budget.
- April 29, 2025 – Tentative Date for Public Hearing on 2024-2025 Budget and final adoption.
- April 30, 2025 – User-Friendly Budget Posted to District website.
- May TBD, 2025 – Deadline to adopt 2025-2026 Budget (No changes to the advertised budget which were not specifically discussed in detail at the public hearing can be made after the public hearing).

