

RUMSON-FAIR HAVEN REGIONAL HIGH SCHOOL  
BOARD OF EDUCATION

FY 2024-2025 No.09  
OFFICIAL MINUTES

October 29, 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 6:32 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	Absent	Mrs. Thompson	Present
Mrs. Hickey	Present	Mrs. McGinty	Present	Mrs. Whitehouse	Present

Also in attendance:

Sean Cranston, School Business Administrator

Athina Cornell, Board Counsel

**5. Welcome of Visitors**

Mrs. McGinty welcomed all visitors to the meeting and Mrs. Kiley read the mission statement.

**6. Communications**

a. None

**7. Special Presentation - None**

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**8. Board Reports**

- ❖ Student Representative Report - Olivia Rome, Patrick Thompson
  - Patrick spoke about the following topics.
    - Homecoming Carnival
    - SGA next year discussed all students will use school issued chromebooks.
    - Dawg Den is popular with students
    - Study Hall issue with moving out of the cafeteria
    - 8th Grade open house on 10-30-24
    - Girls and Boys Soccer Update
    - Football playoffs start on Friday
  - Oliva spoke about the following topics.
    - Gymnastics
    - Field Hockey
    - Girls Tennis
    - Summatives start this week
    - College Sports Commitments
    - Week of Respect
    - Girls Volleyball
    - New NHS President
    - Play is upcoming
    - Math LRC issues & Testing rooms are full
  - Mrs. Hickey questioned why students could not leave the cafeteria and other board members agreed. Mr. Sarles gave an explanation that the students have ten minutes to find their permanent location for the period. Some board members still did not understand the reason. Mr. Cranston stated that we can't have students roaming the halls and they need a place to be accounted for.
- ❖ Board President's Report
  - Mrs. McGinty spoke about the board meeting calendar, the Superintendent search, and an upcoming meeting with SEA president.
- ❖ Finance & Facilities - Mr. Page - October 21, 2024
- ❖ Personnel - Mr. Page - October 16, 2024
- ❖ Policy - Mrs. Halcrow - October 9, 2024

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- ❖ Referendum Ad-Hoc - Mrs. Whitehouse - October 11, 2024
- ❖ Student Wellness - Mrs. Hickey - October 18, 2024
- ❖ Superintendent's Report

**Drills**

TYPE OF DRILL	DATE	TIME	DURATION
Bus Evacuation	9/20 9/23	7:10 a.m.	N/A
Evacuation Drill	9/10	12:45 p.m.	18 minutes
Fire Drill	9/12	1:25 p.m.	5 minutes

**Enrollment** - 825 as of September 30, 2024

**9. Public Comment on Agenda Items**

- a. None

**10. ACTION ITEMS**

**MINUTES**

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

**Approve Board Meeting Minutes**

1. Recommend Board approval of the following meeting minutes:
  - a. October 9, 2024 Regular Meeting Minutes
  - b. October 9, 2024 Executive Session Minutes

**Board Comment:** None

On a **MOTION** made by Mrs. Kiley and seconded by Mrs. Whitehouse, the Board of Education approved the minutes #1 with the following roll call vote:

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

**PERSONNEL**

**The Acting Superintendent recommends personnel items #2 through #10**

**2. Approval to Amend Start Date**

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

No.	Staff Member	Position	From	To
1.	Kerri Bress	School Nurse	On or after September 30, 2024	September 30, 2024

**New Staff Appointments**

**3. Approval of the Appointment of Night School Security Monitor**

Recommend Board approval of the appointment of Robert Armento as a Night School Security Monitor for the 2024-2025 school year, to begin once approved through criminal history, at \$30.00 per hour 7 hours per day for 10 months when school is in session.

**4. Approval to Ratify the Appointment of Art Teacher for the 2024 - 2025 School Year**

Recommend Board approval to ratify the appointment of Alexa James as an Art Teacher for the 2024 - 2025 school year, to begin on October 18, 2024 through June 30, 2025 at Step 2 of the BA Guide, \$63,695.00, prorated.

**5. Approval of Mentor for New Faculty Member**

Recommend Board approval of the following mentor for new faculty mentor, effective October 4, 2024:

No.	New Teacher	Mentor	Mentor Stipend
1.	Alexa James (CE)	Kristen Lanfrank	\$1,000
2.	Fiona Lenahan (CEAS)	Petronila Luccarelli	\$550

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**6. Approval of Chaperones and Stipends for the Art Trip for the 2024 - 2025 School Year**

Recommend Board approval of the chaperones for the art 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>
Sarah Fitzgerald	Italy	February 8 - 16, 2025	9	\$1,125
Kristen Lanfrank	Italy	February 8 - 16, 2025	9	\$1,125

**Leaves of Absence**

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

Recommend Board approval of leaves of absence for the 2024-2025 SY as listed:

<b>No.</b>	<b>Employee #</b>	<b>Leave of Absence Dates</b>
1.	5458	<u>Paid Leave of Absence</u> 12/9/24 - 1/3/2025 <u>FMLA</u> 1/6/25 - 2/14/2025 Unpaid w/ benefits <u>NJFLA</u> 2/17/2025 - 5/16/2025 Unpaid w/benefits <u>Return Date</u> 5/19/2025

**8. Ratify Change in LOA**

Recommend Board ratify the approval of a change in leave of absence as listed:

<b>NO.</b>	<b>EMPLOYEE</b>	<b>From: Original Dates</b>	<b>TO: Updated Dates</b>
1.	5158	<u>FMLA</u> October 8 - On or about October 22,2024 <u>Return Date</u>	<u>FMLA</u> October 14-16, 2024 <u>Return Date</u> October 17, 2024

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		Approximately October 23, 2024	
2.	5127	<u>FMLA</u> October 15 - On or about October 25,2024 <u>Return Date</u> Approximately October 28, 2024	<u>FMLA</u> October 15 - 23, 2024 <u>Return Date</u> October 24, 2024

**Substitutes / Coaching/Advisor Appointments**

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

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

Katherine Molzon	Substitute School Nurse
Eleazar DeLuca	Substitute Teacher
Tammie Holcombe	Substitute Teacher
Joseph Teresi	Substitute Teacher

**10. Approval of Winter Coaches**

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

**BOYS BASKETBALL - GROUP II**

Head Coach	Chris Champeau	7	\$8,608
Assistant Coach	Jeff Herkimer	7	\$6,370
Assistant Coach	John Velcamp	3	\$4,949
Assistant Coach			

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**GIRLS BASKETBALL - GROUP II**

Head Coach	Dave Callahan	7	\$8,608
Assistant Coach	Kelly Ridolfi	7	\$6,370
Assistant Coach	Steven Heath	7	\$6,370

**WRESTLING - GROUP II**

Head Coach	Eleazar DeLuca	4	\$6,818
Assistant Coach	Jeremy Schulte	7	\$6,370
Assistant Coach	Zachary DelVecchio	4	\$5,311
Volunteer Coach	Thomas Colella		
Volunteer Coach	Joseph Teresi		

**SWIMMING - GROUP III**

Boys Head Coach	Zach Wilson	7	\$7,929
Girls Head Coach	Meghan Vaccarelli	7	\$7,929
Assistant Coach	George Massabni	5	\$5,238

**ICE HOCKEY - GROUP III**

Head Coach	Eric Zullo	7	\$7,929
Assistant Coach	Brad Power	7	\$5,954
Assistant Coach	Gregg Amato	7	\$5,954
Volunteer Coach	Dino Pagano		

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**WINTER TRACK - GROUP IV**

Head Coach	Tim McLoone	7	\$5,663
Assistant Coach	Robert Keogh	6	\$4,158
Assistant Coach	Michael Haughwout	6	\$4,158
Assistant Coach	Alex Cafiero	4	\$3,603
Volunteer Coach	Ken Young		
Volunteer Coach	Jessica Mentzel		

Head Strength & Conditioning Coach Winter Season - GROUP II	Robert Orrok	7	\$8,608
Assistant Strength & Conditioning Coach Winter Season - GROUP II	Kyle Marinelli	4	\$5,311

**Board Comment:** None

On a **MOTION** made by Mr. Grant and seconded by Mr. Page, the Board approved Personnel Items 2-10 with the following roll call vote:

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



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**FINANCE**

**The Acting Superintendent recommends finance items #11-26**

**Board Secretary's Monthly Certification - September 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*

**11. Approval of Bill List**

Recommend Board approval of the following bill lists dated **October 16, 2024**:

General Fund	\$
Special Revenue Fund	\$ 1,727.00
Capital Projects Fund	\$
Food Services Fund	\$
<b>Total</b>	<b>\$ 1,727.00</b>
Payroll 10/15/24	\$ 613,235.47
<b>Total Expenditures</b>	<b>\$ 614,962.47</b>

**12. Approval of Bill List**

Recommend Board approval of the following bill lists dated **October 24, 2024**:

General Fund	\$ 268,389.85
Special Revenue Fund	\$
Capital Projects Fund	\$ 139,171.09
Food Services Fund	\$ 363.10

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<b>Total</b>	<b>\$ 407,924.04</b>
<b>Total Expenditures</b>	<b>\$ 407,924.04</b>

**13. Approve Board Secretary's Report – September 2024**

Recommend Board approval of the Board Secretary's report for **September 30, 2024**.

**14. Approve Panda LLC, Cash Reconciliation Report– September 2024**

Recommend Board approval of the **Panda LLC Cash Reconciliation** report for – **September 30, 2024**.

**15. Budget Transfers - September 2024**

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

**16. 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, 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.

**17. 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>
11-2-24 to 2-22-25	6:30-7:30 pm M,T,F 8:30-12:30 S	RFH Youth Wrestling	Practice	Cafeteria
Nov '24 - Mar '25	6:00-9:00 PM M, TH 8-11 AM Sat	RFH Youth Lacrosse	Practice	Stadium Turf

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**18. 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</b>	<b>Day</b>	<b>Location</b>
November	Caitlin Altland	Seminar: The Early Republic	\$29.99	\$0	Full-No sub	Virtual
11/26/24	Laura Bailliard	Sexuality and Instructing Learners with ASD	\$52	\$0	Half Day PM	Virtual
11/21/2024	Marisa Stefani	Behavioral Threat Assessment Training NJ K-12	\$0	\$0	Full	Virtual
11/15/24	Marisa Stefani	Special Education Toolkit: Interventions to Address the New Generation of Student Behavioral Needs	\$149	\$0	Full	Monroe, NJ
11/15/24	Elisa Verran	TCNJ Counselor Reception Event	\$0	\$0	Full	Ewing, NJ
12/6/24	Elisa Verran	Montclair State Counselor Workshop	\$0	\$38	Full	Montclair, NJ
11/21/24 to 11/24/24	Crowley, Suzanne	NCTE Annual Convention	\$450	\$1650	Full	Boston, MA
11/22/24	Miller, Robert	38 Tests to Rule them all, Really?	\$0	\$0	Full	West Long Branch, NJ
11/18/24	Phillips, Hannah	Community Based Instruction (CBI) Overview	\$0	\$0	Half AM	Virtual
12/17/24	Phillips, Hannah	Marketing Matters: Making the most out of CBI through Community Partnerships	\$0	\$0	Full	Virtual

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11/8/24	Luz Coby	NJEA Convention	\$0	\$0	Full	Virtual
11/8/24	Jennifer Fiorini	NJEA Convention	\$0	\$0	Full	Virtual
11/8/24	Lindsay McCarthy	NJEA Convention	\$0	\$0	Full	Virtual
11/5/2024	Zachary Lorelli Seth Herman	Wall Township High School	\$0	\$0	½ Day AM	Site Visit

**19. Retroactive Approval of Attendance at Professional Conferences and or Workshops:**

Recommend Board retroactively approve 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</b>	<b>Day</b>	<b>Location</b>
9/11/24 to 9/12/24	Michael Haughwout	The Institute for the Environment and Sustainability (IES)'s Willeke Lecture	\$0	\$0	Full	Oxford, OH
10/17/24	Maryanne Furey	NJ DOE Office of Data Management personnel NJ SMART reporting	\$0	\$0	Full	Sewell, NJ

**20. Approve On-Tech Consulting - E-Rate Consultants 2025-2026 SY**

Recommend Board approval to enter into a letter of intent to contract with On-Tech Consulting, Red Bank, NJ to assist in completing the application process for E-Rate funding for the 2025-2026 school year, with a maximum cost to the district of \$1,500.

**21. Approve 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

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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.

**22. Approval to Accept a Donation from Ridge Road Run Alliance**

Recommend Board approval to accept a donation in the amount of \$15,000 from the Ridge Road Run Alliance overseen by the Source Foundation at Red Bank Regional High School to be used to meet our needs in line with the mission of the Ridge Road Run Alliance.

**23. 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 2024-2025 , to the Monmouth County Executive Superintendent of Schools.

**24. Approval of Total Registration**

Recommend Board approval of Total Registration as an Advanced Placement registration provider for the 24-25 SY.

**25. Approve procedure to reduce legal costs**

Recommend Board to approve procedures per N.J.A.C. 6A:23A-5.2(a)(3) which requires that where the district's audited (pre-audit year, 6/30/23) per pupil legal costs exceeds 130% the audited statewide average for that year, the district is required to implement the cost containment procedures listed in N.J.A.C. 6A:23A-5.2(a)(3).

**26. Approve Internal Capital Projects Plan (LRFP)**

Recommend Board to approve the internal Capital Projects Plan (LRFP) for the 24-25 SY.

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**Board Comment:** None

On a **MOTION** made by Mr. Grant and seconded by Mrs. Whitehouse the Board approved Finance Items 11-26 with the following roll call vote:

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

**EDUCATION**

**The Acting Superintendent recommends education items #27-29**

**27. 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:

DATE	DESTINATION	CLUB/CLASS	ADVISOR/ CHAPERONES
November 1	Metropolitan Museum of Art	AP Art History AP Studio Portfolio Design	Kristen Lanfrank Meredith Brow Alexa James
November 11	Victory Park, Rumson Memorial Park, Fair Haven	Veterans Appreciation Club	Eric Zullo

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**28. 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:

DATE	CLUB/PROGRAM	ADVISOR(S)	ACTIVITY
2024 - 2025 School Year	Class of 2026	Alyssa Schulte	Dine to Donate at Chick-fil-A, Panera, Surf Taco
2024 - 2025 School Year	Character Ed	Alyssa Schulte	Pen Pal Letters to Special Education children
Month of November	Character Ed	Alyssa Schulte	Blessing bag collection for Veterans
Month of November	Character Ed	Alyssa Sculte	Shoe and sock collection for those in need
November 30	Character Ed	Alyssa Schulte	Don't Shock Me Flag Football Tournament

**29. Approval to Affirm HIB Decision**

Recommend Board approval to affirm the recommendation made by the Superintendent regarding the HIB Investigation FY 2024-2025-1 reported by the Superintendent at the Board's October 8, 2024 Meeting.

(Held until after executive session)

**Board Comment:** None

On a **MOTION** made by Mr. Grant and seconded by Mrs. Kiley,, the Board approved Education Items 27-28 with the following roll call vote:

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

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**ADDENDUM**

**The Superintendent recommends addendum item 30.**

**30. 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:

DATE	CLUB/PROGRAM	ADVISOR(S)	ACTIVITY
November 19	Health Career Club	Lauren Butler	Powder Puff Fundraiser for Breast Cancer Awareness

**Board Comment:** None

On a **MOTION** made by Mr. Page and seconded by Mr. Grant, the Board approved Addenda Item 30 with the following roll call vote:

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

**11. Public Comment** - None

**12. Executive Session**

On a **MOTION** made by Mrs. Thompson and seconded by Mr. Page the Board by unanimous roll call vote, moved to Executive Session at 7:17 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 29, 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. Kiley seconded by Mr. Grant, the Board by unanimous roll call vote returned to open Public Session at 7:26 p.m.

**Education**

**29. Approval to Affirm HIB Decision**

Recommend Board approval to affirm the recommendation made by the Superintendent regarding the HIB Investigation FY 2024-2025-1 reported by the Superintendent at the Board’s October 8, 2024 Meeting.

**Board Comment:** None

On a **MOTION** made by Mrs. Whitehouse and seconded by Mrs. Kiley, the Board approved Education item 29 with the following roll call vote:

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

**14. Adjournment**

As there was no further business before the Board, on a **MOTION** by Mr. Page, seconded by Mrs. Whitehouse, and carried by unanimous roll call vote the Board adjourned the meeting at 7:27 p.m.

Respectfully submitted,

*Sean S. Cranston*

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