

**RUMSON-FAIR HAVEN REGIONAL HIGH SCHOOL
BOARD OF EDUCATION
RUMSON, NEW JERSEY 07760**

**Regular Meeting
January 26, 2021
7:00 p.m.
AGENDA**

"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
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 Borough Clerks, posted on the District website and in the Main Office.”
4. Roll Call
5. Welcome of Visitors
6. Communications
7. Board Reports

Strategic Plan Task Force
Wellness Committee (1/6/21)
Education Committee (1/13/21)
Personnel Committee (1/19/21)
Athletics & Activities Committee (1/21/21)
Finance Committee (1/25/21)
Superintendent’s Report
8. Special Recognition
9. Public Comment on Agenda Items
10. ACTION ITEMS

Personnel

1. Approval of the Appointment of the Supervisor of Buildings & Grounds

Recommend Board approval of the appointment of Robert Romano, Supervisor of Building and Grounds, beginning February 1, 2021 (or sooner pending completion of all

required paperwork) through June 30, 2021 at a salary of \$99,500.00 + \$20,000.00 stipend (*pro-rated*) for Shared Services Agreement with the Fair Haven Public Schools.

2. Approval to Rescind Coaching/Advisor Appointments

Recommend Board approval to rescind the following coaching/advisor appointments for the 2020 - 2021 school year:

Kim Browne	Girls Head Volleyball Coach at a stipend of \$6,593.00 (Step 5)
Robert DiFazio	Assistant Boys Basketball Coach at a stipend of \$5,534.00 (Step 5)
Jessica Bellavance	Winter Cheerleader Advisor at a stipend of \$2,240.00 (Group 4)

3. Acceptance of Retirement

Recommend Board acceptance, with regret, the resignation of Barry Huebner, Science Teacher, effective October 1, 2021, for the purpose of retirement.

4. Acceptance of Retirement

Recommend Board acceptance, with regret, the resignation of Lynne McConnell, Guidance Counselor, effective April 1, 2021, for the purpose of retirement and to waive the 180 day requirement of notice.

5. Approval of Sixth Assignment Extension in Science

Recommend Board approval of a sixth assignment extension in Science for the 2020 - 2021 school year beginning January 4 through June 30, 2021 for the following teacher at a stipend of 20% of the Level 1 salary of the teachers' guide at the appropriate degree level:

Samantha Haughwout	Guide 3	\$12,417.00 pro-rated
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6. Approval of Leave of Absence

Recommend Board approval for employee 5238 to take the New Jersey Family Leave in conjunction with FMLA beginning February 22 through May 14, 2021, returning on May 17, 2021.

7. Approval of Intermittent Leave of Absence

Recommend Board approve Intermittent Family Leave of Absence for employee 4407 effective January 27 through April 9, 2021 on an as needed basis.

8. Approval of Personnel to Perform Domicile Investigations for the 2020 - 2021 School Year

Recommend Board approval of Robert Henne to perform domicile investigations on an as needed basis for the 2020 - 2021 school year at a cost of \$30.00/hour for a maximum of 30 hours at a cost not to exceed \$900.00.

9. Approval of the Appointment of an Instructional Aide for the 2020 - 2021 School Year

Recommend Board approval of the appointment of Kyle Marinelli as an Instructional Aide for the 2020 - 2021 school year to begin once approved through criminal history through June 18, 2021 at an hourly rate of \$17.78.

Finance

10. Approval of Bill List

Recommend Board approval of the following Bill List dated : January 26, 2021

General Fund	\$ 608,784.61
Special Services Fund	39,850.19
Capital Projects Fund	21,203.42
Food Services Fund	<u>11,875.00</u>
Total Bills List	\$ 681,713.22
Gross Payroll 1/15/2021	\$ 501,812.32
Total Expenditures:	\$ 1,183,525.54

11. Acceptance of Minutes

Recommend Board acceptance of the December 15, 2020 Regular Public Meeting Minutes

12. Acceptance of Board Secretary's Report – November 30, 2020

Recommend Board acceptance of the **Month** Board Secretary's Report

The Board certifies and adopts the following Resolution indicating there have been no over-expenditures for the month of January 2021..

The Board Secretary certifies to the Board of Education that no over-expenditures have occurred for the month of January 2021. No line item account has encumbrances and

expenditures which in total exceed the line item appropriation in violation of N.J.A.C. 6A:23-2.11(c)3 over-expenditure of funds.

By the adoption of the following Resolution, the Board will certify that no over-expenditures have occurred for the month of January 2021. (N.J.A.C. 6A:23-2-11(c)4.

The Board accepts the Board Secretary's Financial Report for the month of November 30, 2020. The Board certifies that as of November 30, 2020, after review of the Secretary's Monthly Financial Report (appropriations sections), and upon consultation with the appropriate District officials, to the best of their knowledge no major account or fund has been over-expended in violation of N.J.A.C. 6A:23-2.11(b) and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.

13. Acceptance of Treasurer's Reports – November 30, 2020

Recommend the Board acceptance of the November 30, 2020 Treasurer's Report, which is in agreement with the November 30, 2020 Board Secretary's Report.

14. Authorization to Transfer Funds

Recommend the Board approval of the Transfer Report dated November 30, 2020- Report Attached.

15. Authorization to Transfer Cash Funds -From Wells Fargo Operation to NJ Cash Management Investment Account

Recommend the Board authorize a transfer of cash funds to earn higher rate of interest on the accounts listed:

Frank W. Baigent Scholarship Fund NEW	\$ 350,000.
Capital Reserve Balance @ 6/30/2020	1,594,054.
Maintenance Reserve Balance @ 6/30/2020	<u>800,000.</u>
Total Transfer from Wells to NJCM	\$ 2,744,054.

16. Ice Rental Contract Revision for Armory, Inc, 1/02/21-2/01/21

Recommend the Board approve the Revised Contract with Armory, Inc. for a total additional amount of \$ 1,831.25. The Original Contract was approved in November but the actual Schedule for Ice Use was unknown due to Covid restrictions.

Account # 11-402-100-440-057-0

17. Authorization for Freehold Soil Conservation District Application Fee- Turf Fields

Recommend the Board approve the submission by CME Associates, Engineer for Referendum Project, Phase 3 Fields, for the Application for Soil Conservation in the amount of \$ 5,580.00

Account # 30-000-400-330-214-0

18. Appointment of District Qualified Purchasing Agent

WHEREAS, the Public School Contracts Law gives boards of education the ability to increase their bid threshold up to \$40,000.00; and

WHEREAS, N.J.S.A. 18A:18A-3a, permits an increase in the bid threshold if a Qualified Purchasing Agent is appointed as well as granted the authorization to negotiate and award such contracts below the bid threshold; and

WHEREAS, N.J.A.C. 5:34-5 et seq. establishes the criteria for qualifying as a Qualified Purchasing Agent; and

WHEREAS, that **Michele Loree** possesses the designation of Qualified Purchasing Agent as issued by the Director of the Division of Local Government Services in accordance with N.J.A.C. 5:34-5 et seq.; and

NOW, THEREFORE, BE IT RESOLVED, that the Rumson-Fair Haven Regional Board of Education desires to increase the bid threshold as provided in N.J.S.A. 18A:18A-3,

NOW THEREFORE, BE IT RESOLVED, that the governing body of the Rumson-Fair Haven Regional Board of Education, in the County of Monmouth, in the State of New Jersey hereby increases its bid threshold to \$40,000.00; and

BE IT FURTHER RESOLVED, that the governing body hereby appoints **Michele Loree** as the Qualified Purchasing Agent to exercise the duties of a purchasing agent pursuant to N.J.S.A.18A:18A-2b, with specific relevance to the authority, responsibility, and accountability of the purchasing activity of the board of Education; and

BE IT FURTHER RESOLVED, that in accordance with N.J.A.C. 5:34-5.2 the Board of Education Secretary is hereby authorized and directed to forward a certified copy of this resolution and a copy of **Michele Loree** certification to the Director of the Division of Local Government Services.

19. Appointment of Purchasing Agent -2/1/2021-6/30/2021

WHEREAS, 18A:18A-2 provides that a Board of Education shall assign the authority, responsibility and accountability for the purchasing activity of the Board of Education to a person or persons who shall have the power to prepare advertisements, to advertise for and receive bids and to award contracts as permitted by this chapter, and

WHEREAS, 18A:18A-3 provides that contracts, awarded by the qualified purchasing agent that do not exceed in the aggregate in a contract year the bid threshold (currently \$40,000.00), may be awarded by the qualified purchasing agent without advertising for bids when so authorized by Board resolution, and

WHEREAS, 18A:18A-37, c. provides that all contracts that are in the aggregate less than 15% of the bid threshold (currently \$6,000.00) may be awarded by the qualified purchasing agent without soliciting competitive quotations if so authorized by Board resolution,

NOW, THEREFORE, BE IT RESOLVED, that the Rumson –Fair Haven Regional Board of Education pursuant to the statutes cited above hereby appoints Michele Loree as its duly authorized qualified purchasing agent and is duly assigned the authority, responsibility and accountability for the purchasing activity of the Rumson-Fair Haven Regional Board of Education, and

BE IT FURTHER RESOLVED, that Michele Loree is hereby authorized to award contracts on behalf of the Rumson-Fair Haven Regional Board of Education that are in the aggregate less than 15% of the bid threshold (currently \$6,000.00) without soliciting competitive quotations, and

BE IT FURTHER RESOLVED, that Michele Loree is hereby authorized to seek competitive quotations, when applicable and practicable, when contracts in the aggregate exceed 15% of the bid threshold (currently \$6,000.00) but are less than the bid threshold (currently \$40,000.00), and,

BE IT FURTHER RESOLVED, that Michele Loree is hereby authorized to prepare advertisements, to advertise for and receive bids when the contracts in the aggregate exceed the bid threshold (currently \$40,000.00) but such contracts must be authorized by the Rumson-Fair Haven Board of Education prior to said contracts being awarded.

20. Designation of Official Newspapers

Recommend approval of the following resolution designating the official newspaper(s) for the district's legal notices:

WHEREAS, the Board of Education is required to designate two newspapers of record for Public notices,

THEREFORE, BE IT RESOLVED that the RFH Board of Education designates the Asbury Park Press and the Two River Times as its 2020-2021 newspapers of record.

Education

21. Approval of Fundraising Request(s) for the 2020-2021 School Year as listed

Recommend board approve the following fundraising request(s) for the 2020-2021 school year:

DATE	CLUB	ADVISOR(S)	ACTIVITY
February 1 - 14	Global Women Empowerment	A.Marinov H. Strauch	Gift Card Collection for 180 Turning Lives Around
February, March, April	Veterans Appreciation Club	E. Zullo	Blender Bottle Fundraiser
February, March, April	Habitat for Humanity	K. DeMeter	Collection of cleaning / home eEssential supplies

22. Approval of Home Instruction

Recommend Board approval of home instruction at a cost of \$55.00 per hour for the 2020 - 2021 school year as listed:

STUDENT NO.	TIME FRAME	REASON
H23-02-20	12/4 - 2/1 5 hours per week - Virtual	Medical
H23-01-21	1/4 - 5/1 5 hours per week - in facility and/or home	Medical

23. Approval to Rescind Online Course

Recommend Board rescind the approval for student SV20-10-17 to take online classes through Educere September 1, 2020 through June 18, 2021 at a total cost not to exceed \$1,197.00.

24. Approval to Amend Bedside Instruction

Recommend Board amend the approval for student SV20-10-17 to receive bedside instruction October 22, 202 through December 22, 2020 (*previously approved to end April 30, 2021*) at a weekly cost of \$550.00.

25. Approval for Online Course

Recommend Board approval for student SV20-10-17 to take online classes through Monmouth County Virtual School beginning January 4 through June 18, 2021 at a total cost not to exceed \$2,450.00.

26. Approval of Statement of Assurance Regarding the Use of Paraprofessional Staff for the 2020-2021 School Year

Recommend Board approval of the Statement of Assurance Regarding the Use of Paraprofessional Staff for the 2020-2021 school year.

This Statement of Assurance must be filed with the DOE twice a year.

27. Approval of Professional Development Provider (Grant Funded - Title II)

Recommend Board approval for Rebecca Decker, Joseph Stefanelli, Jennifer Monninger, and Chad Cutts to provide training on *Choice Reading* to English Department Teachers on February 9, 2021 at a cost of \$1,200.00.

28. Approval of Professional Development Provider (Grant Funded - Title II)

Recommend Board approval for Youth Celebrate Diversity to provide training on *Teaching Controversial Topics* and *We Hold These Truths: How diverse and inclusive is your US History Curriculum?* to Social Studies Teachers on February 9, 2021 at a cost of \$1,000.00.

29. Approval of Professional Development Provider (Grant Funded - Title II)

Recommend Board approval for Living Yes, LLC to provide training on *Unpacking Trauma in Education* to all RFH faculty and staff on February 9, 2021 at a cost of \$1,500.00.

30. Approval of the 2021 - 2022 School Year Calendar

Recommend Board approval of the 2021 - 2022 school year calendar.

31. Approval of the Revised Student Wellness Goal

Recommend Board approval of the following revised Student Wellness Committee Goal:

- Review the work of student led organizations, such as Peer Leaders and Student Ambassadors, in order to support students

32. Approval to Apply for Grant

Recommend Board approval to apply for the Addressing Learning Loss Grant in the amount of \$128,581.00.

33. Approval of the Action Plan for District Goals for the 2020 - 2021 School Year

Recommend Board approval of the Action Plan for the District Goals for the 2020 - 2021 School Year.

34. Approval of January HIB Report

Recommend Board approval of the January HIB Report

11. Motion to Approve Recommendations
12. Approval Vote
13. Discussion Items
14. Public Comment - Any School Related Topic
15. Executive Session
 - ❖ Student Matters
 - ❖ Personnel
 - ❖ Attorney/Client Privilege

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 January 26, 2021 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:

ITEMS DISCUSSED IN EXECUTIVE SESSION MAY RESULT IN BOARD ACTION
WHEN THE BOARD RECONVENES TO PUBLIC SESSION.

16. Reconvene Public Session
17. Superintendent's Additional Action Items
18. Motion to Approve Recommendations
19. Other Business
20. Unfinished Business
21. Adjournment

Communicating With the Board of Education

The Rumson-Fair Haven Board of Education meets in public session twice each month, usually on the second and third Tuesdays, beginning at 7:00 p.m. in the Library of the high school. The Board of Education welcomes comments and suggestions from the residents of Fair Haven and Rumson. To that end, provision is made for public discussion at each meeting.

There are two ways in which an individual or group may address the Board directly in person. The request should be made in advance to be recognized during the first Public Discussion session of the meeting. The request should be made to the office of the Superintendent of Schools by Noon on Friday preceding the meeting. The request should identify the name of the individual or group and the topic of the comments. The phone number of the Superintendent is 732-842-1597, extension 550.

The second way is to be recognized during one of the two Public Discussion sessions included on the agenda for the meeting. The first session occurs prior to Board votes on action items. Remarks during that session are restricted to topics included on the printed agenda, unless a request to be recognized was made as described above. The second session occurs near the end of the meeting, and any topic may be addressed.

Each session is limited to 30 minutes. Any one person may address the Board for a maximum of 5 minutes. Once a particular topic has been addressed by a member of the public, subsequent comments on that same topic by other people is limited to a maximum of 2 minutes. Citizens who have spoken once during the session will be recognized a second time only after all others have been heard a first time. Speakers are required to state their names and addresses.

These guidelines have been established in order to permit public input, while permitting the Board of Education to conduct its business in a reasonable amount of time. As always the Board welcomes public input in the form of letters addressed to the Superintendent of Schools, 74 Ridge Road, Rumson, NJ 07760.

