

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

FY2017 No.16 Official Minutes

April 18, 2017 (Regular Meeting)

1. Board of Education Meeting

The Rumson-Fair Haven Regional High School Board of Education Regular Meeting was called to order at 7:40 PM with Mrs. Waters, Board President, presiding. President Waters read the following statement in compliance with the Open Public Meetings Act of the State of New Jersey.

“Adequate notice of this meeting has been compiled and disseminated in accordance with Section 5 of the Open Public Meetings Act. The time, date, location and agenda of this meeting was e-mailed to the Asbury Park Press and was posted in the offices of the borough clerks of Rumson and Fair Haven, posted in the libraries of each borough, and e-mailed to persons requesting such notices.”

2. Salute the Flag

3. Read Statement of Compliance

4. Roll Call

The following Board members answered the call of the roll:

Mrs. Lisa Waters, President - Present

Mrs. Lourdes Lucas, Vice President - Present

Mr. John Caruso - Present

Dr. Michael Goione - Present

Mrs. Sarah Maris - Present

Mrs. Annie McGinty - Present

Mr. Chuck Volker- Present

Mr. Jim Wassel - Present

Mrs. Kaye Wise - Present

Administrators:

Dr. Peter Righi, Superintendent - Present

Frank E. Gripp III, Business Administrator/Board Secretary - Present

5. Special Presentations

- ❖ Seth Herman - Supervisor of World Language, Fine and Performing Arts, Financial Literacy and ESL

6. Communications

The following Communications were received and discussed:

- None

7. Board Reports

The following Board committee reports were given:

- Buildings and Grounds update - Mr. Caruso
- Finance Committee update - Mr. Volker
- Policy Committee update - Mrs. Lucas
- Personnel Committee update - Mrs. Lucas
- Education Committee update - Mrs. Maris

On a motion made by Mrs. Wise and seconded by Mrs. Maris, the Board, by unanimous vote, moved into executive session at 8:10 PM, as follows:

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 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:

- Non-Tenured Staff Review
- Student Matter regarding Harassment, Intimidation and Bullying

On a motion made by Mrs. Wise and seconded by Mrs. Maris, the Board, by unanimous vote, returned from executive session at 8:43 PM.

8. Public Discussion on Agenda Items Only - None

9. Action Items

SUPERINTENDENT'S CONSENT AGENDA

On a motion made by Mr. Caruso and seconded by Mrs. Maris, the Board by unanimous roll call vote approved Items 1-24 in the Superintendent's Consent Agenda as follows:

SUPERINTENDENT'S ACTION ITEMS

1) Approval of Field Trip Request(s) for the 2016-2017 School Year as listed

I recommend Board approve the following field trip request(s) for the 2016-2017 school year:

DATE	DESTINATION	LEAVE	RETURN	CLUB/CLASS	ADVISOR
April 20	New York Federal Reserve Bank	8:00 a.m.	3:00 p.m.	Fed Challenge	S. Schmidt
June 2	Ocean County College	9:15 a.m.	2:00 p.m.	Art/Music	K. Lanfrank, K. Okeson, Z. Wilson, B. Grillo
June 5	Whitney Museum of American Art	8:00 a.m.	3:30 p.m.	AP Art History	K. Okeson
April 27	O'Bistro Francais Red Bank	6:00 p.m.	7:30 p.m.	International	Y. Maglione

2) Ratification of Field Trip Request(s) for the 2016-2017 School Year as listed

I recommend Board ratify the following field trip request(s) for the 2016-2017 school year:

DATE	DESTINATION	LEAVE	RETURN	CLUB/CLASS	ADVISOR
April 7	Guild of Creative Art, Shrewsbury	9:15 a.m.	2:00 p.m.	Art	K. Lanfrank

3) Approval of Fundraising Request(s) for the 2016-2017 School Year as listed

I recommend Board approve fundraising request(s) for the 2016-2017 school year as listed:

DATE	CLUB	ADVISOR(S)	ACTIVITY
April 20	Spectrum	K. Okeson	Game Night
April 23 or 30 TBD	Surf Team	K. Pfister	Barbeque
May 26	Class of 2019	C. Fabrico B. Tomovich	Bubbakoos Fundraiser

4) Approval of Enrollment of Non-Resident Student(s) of Faculty Member(s) at No Charge for the 2017-2018 School Year

I recommend Board approve enrollment of the following non-resident student(s) of faculty member(s) at no charge for the 2017-2018 school year:

STUDENT NAME	GRADE	TOWN
Dylan Herman	9	Atlantic Highlands

5) Approval of Enrollment of Non-Resident Tuition Students for the 2017-2018 School Year

I recommend Board approve enrollment of the following non-resident students for the 2017-2018 school year at a yearly tuition of \$13,336.00:

STUDENT NAME	GRADE	TOWN
Augusta DeMonaco	10	Middletown
Cosette Leahy	9	Middletown
Claudia Satzke	10	Navesink

Jack Scott	11	Atlantic Highlands
------------	----	--------------------

6) Approval for Pre-Vocational Assessment Plus Transportation to the Career Center for the 2016-2017 School Year

I recommend Board approve a pre-vocational assessment plus transportation to the Career Center for student #SV20-10-17 beginning April 18 through April 28, 2017 at a cost of \$369.12.

7) Ratification of Home Instruction

I recommend Board ratify home instruction at a cost of \$45.00 per hour for the 2016 - 2017 school year as listed:

STUDENT NO.	TIME FRAME	REASON
SH20-07-17	3/21 - 6/16 10 hours per week	Medical

8) Ratification of Athletic Training Services for the Week of April 10, 2017

I recommend Board ratify the employment of SD Gameday, LLC, to provide athletic training services on April 10, 2017 at a cost of \$150.00.

9) Approval of New Textbook Selection

I recommend Board approve the new textbook selection as listed below:

- Myers' Psychology for AP

10) Lodge of First Reading of the Policies listed below

I recommend Board lodge on first reading of the policies listed below:

- Policy 1510 - "Americans with Disabilities Act"
- Policy 2415.30 - "Title I - Educational Stability for Children in Foster Care"
- Policy 2418 - "Section 504 of the Rehabilitation Act of 1973 - Students"
- Policy 5116 - "Education of Homeless Children"
- Policy 6660 - "Student Activity Fund"
- Policy 8330 - "Student Records"
- Policy 9191 - "Booster Clubs/School Support Organizations"

11) Approval of Job Descriptions

I recommend Board approve the following job descriptions:

- Secretary - Main Office
- Secretary to the Vice Principal of Discipline and Attendance

12) Approval of Substitute Teachers for the 2016-2017 School Year

I recommend Board approve the substitutes for the 2016-2017 school year upon as listed below:

NAME	SUB CERTIFICATE EXP. DATE / NJ CERTIFICATION	COLLEGE/ UNIVERSITY	DEGREE/ CREDITS
Hesh Goldstein	Monmouth Cty Sub. Cert. exp. 2/24/2022	Seton Hall Univ. Camden Univ.	B.S. M.S.
COACHES ONLY			
John Skeels	Monmouth Cty Sub. Cert. exp. 3/29/2022	Montclair State Univ.	B.A.

13) Approval of Faculty Members to Write Summer Curriculum for the Mental Health and Wellness Webpage

I recommend Board approve the following faculty members to write summer curriculum on the newly designed Mental Health and Wellness webpage for five hours each at the contracted rate of \$30.00 per hour for a maximum of \$150.00 each:

Suzanne Fico Enza Marucci Linda Nill

14) Approval to Rescind an Assistant Boys Lacrosse Coach for the 2017 Spring Season

I recommend Board rescind the appointment of Brett Mangan as an Assistant Boys Lacrosse Coach for the 2017 Spring Season at a stipend of \$4,747.00 (Step 4).

15) Approval of Volunteer Boys Lacrosse Coach

I recommend Board approve Brett Mangan as a Volunteer Boys Lacrosse Coach for the 2017 Spring Season.

16) Approval of Mentor for New Faculty Member

I recommend Board approve the following mentor for new faculty member:

New Teacher

Mary Beth Joyce (CE)

Mentor

Stefania Flecca

Mentor Stipend

\$550.00 + \$450.00 (pro-rated
2/10/2017 - 6/30/2017)

17) Approval of Reappointment of Administrators for the 2017 - 2018 School Year

I recommend Board reappoint the following administrators for the 2017 - 2018 school year.

Italics indicate non-tenured staff

***Pending County Approval**

NAME	POSITION	SALARY
Christopher Alworth	Supervisor/Teacher	134,639
Sharon Bryant	Supervisor/Teacher	134,639
Thomas Buffa	Supervisor	99,127
Frank Gripp	Business Administrator	166,866*
Tracy Handerhan	Principal	175,160
<i>Seth Herman (Hired 7/1/2016)</i>	Supervisor of World Language, Fine and Performing Arts, Financial Literacy and ESL	109,518
Carol Krsyzckowski	Supervisor of Special Education	131,163 (prorated- retirement effective 8/1/2017)
Chris Lanzalotto	Vice Principal of Athletics & Extracurricular Activities	145,519
<i>Steve Sarles (Hired 12/2/13)</i>	Vice Principal of Attendance & Discipline	121,182 131,182 (salary adjustment effective December 3, 2017)
Jack Shea	Supervisor/Teacher	140,615
Francine Swift	Supervisor/Counselor	134,639

18) Approval of Reappointment of Faculty for the 2017 - 2018 School Year

I recommend Board reappoint the following faculty for the 2017 - 2018 school year.

Italics indicate non-tenured staff

* Indicates movement to next guide, proof on file

**Indicates anticipated movement to next guide, transcript proof required before 9/1/17

NAME Note: Years experience are years completed before entering 2017-18 contract	COMPLETED YEARS AS OF 7/1/17	STEP	GUIDE	SALARY
TEACHERS				
Warren Brown	39	25	3	98,135
Sandra Zalinsky	36	25	3	98,135
Gerald Beaver	33	25	1	95,425
Barry Huebner	30	25	2	96,780
Susan Sweeney	30	25	2	96,780
Christie Ferraris	29	25	1	95,425
Linda Nill	27	25	2	96,780
Suzanne Fico	26	25	3	98,135
Lynne McConnell	26	25	3	98,135
Suzanne Cranwell	26	25	2	96,780
Kimberly Pierson	26	25	1	95,425
Cassie Fallon	25	25	1	95,425
Anna Higgins	24	25	1	95,425
Jeffrey Herkimer	23	24	1	92,375
MaryBeth Coleman	21	22	1	86,560
David Frick	20	21	3	86,505
Kathryn Okeson	20	21	1	83,795
Kevin James	19	20	3	83,835

Kristen Lanfrank	19	20	1	81,125
Rosanne Hughes	18	19	2	79,905
Cheryl Laviola	18	19	2	79,905
Zachary Wilson	18	19	2	79,905
Dino Pagano	18	19	1	78,550
Christine Berg	17	18	2	77,425
Thomas Larkin	17	18	2	77,425
Kristin McCarthy	17	18	2	77,425
Keri Williams	16	17	2	75,040
Chrissy (Camp) Fabrico	15	16	3	74,105
Thomas Highton	15	16	3	74,105
Carrie Baker	15	16	2	72,750
Christina Gauss	15	16	2	72,750
Kimberly Hansen (LOA 9/1/17)	15	16	2	72,750
Jonathan Reynolds	15	16	2	72,750
Valerie Kilar	15	16	1	71,395
Jennifer Dellett	14	15	2	70,555
Jeffery Karpell	14	15	2	70,555
Dana Maulshagen	14	15	2	70,555
<i>Daniel Wellner (Hired 9/1/16)</i>	14	15	2	70,555
Jamie Juliano (Hold on Step)	13	14	3	70,365
Jessica Olszewski	13	14	2	69,010
Megan Wilkins	13	14	2	69,010

Lauren Thieme	13	14	1	67,655
Hui Rebecca McKenna	13	14	1	67,655
Sarah Fitzgerald	12	13	2	67,510
Jodi Foster	12	13	2	67,510
Alexis Marinov	12	13	2	67,510
Linda Murray	12	13	2	67,510
Jaclyn Toner	12	13	2	67,510
Michael Emmich	12	13	1	66,155
Rachel Hoff	12	13	1	66,155
Brad Margolis	12	13	1	66,155
Edward Messinger	12	13	1	66,155
Joseph Murphy	12	13	1	66,155
Susan Pagano	12	13	1	66,155
Yannell Maglione (Hold on Step)	11	12	3	67,365
<i>Brooke Tomovich (Hired 9/1/14)*</i>	11	12	3*	67,365
Darren Beatty	11	12	2	66,010
Lindsay Deremiah	11	12	2	66,010
Lauren Grumbach	11	12	2	66,010
Jennifer Sterk	11	12	1	64,655
Kali Lerner	10	11	2	64,510
Alex Stein	10	11	2	64,510
Andrew Hudson	9	10	1	61,655
Erin Burke	8	9	3	63,165

William Grillo	8	9	3	63,165
Jason Lippart	8	9	3	63,165
Julie Brewington	8	9	1	60,455
Kristen Demeter	7	8	2	61,810
Donna Clarke	7	8	1	60,455
Jonathan Pennetti	7	8	1	60,455
Daniella Goodarz	6	7	2	60,610
Lauren Hansen	6	7	2	60,610
Victoria Imperato	6	7	2	60,610
Kathrine Borsuk **	6	7	1**	59,255
Kevin Pfister	6	7	1	59,255
<i>Enza Marucci (Hired 9/1/13)</i>	5	6	3	61,965
Caitlin Altland	5	6	2	60,610
Alex Componile	5	6	1	59,255
Stefania Flecca	5	6	1	LOA 2017-2018 School Year
Molly McBain	5	6	1	59,255
Robert Orrok	5	6	1	59,255
Hilary Strauch	4	5	2	59,410
Matthew Yang	4	5	2	59,410
Megan Heerwagen	4	5	1	58,055
<i>Matthew Leddin (Hired 9/1/14)</i>	3	4	2	59,410
<i>Stephanie Schmidt (Hired 9/1/14)</i>	3	4	1	58,055

<i>Eric Zullo (Hired 9/1/15)</i>	2	3	2	58,405
<i>Thomas Colella (Hired 9/1/15*)</i>	2	3	2*	58,405
<i>Christopher Quinn (Hired 9/1/15)</i>	2	3	1	57,050
<i>Zachary Dzierzowski (Hired 9/1/16)</i>	1	2	1	57,050
<i>Kira Jarostchuk (Hired 9/1/16)</i>	1	2	1	57,050
<i>Jeremy Schulte (Hired 9/1/16)</i>	1	2	1	57,050

19) Approval of Reappointment of Unit Secretaries for the 2017 - 2018 School Year

I recommend Board reappoint the following non-tenured unit secretaries for the 2017 - 2018 school year.

Italics indicate non-tenured staff

NAME	STEP	SALARY
Susan Wankel	15	66,884
Linda Roman	12	60,384
Lois Rafferty	11	58,394
<i>Lindsey McCarthy (Hired 9/1/15)</i>	9	54,644
<i>Margaret Bryson (Hired 1/9/17)</i>	8	52,744
<i>Luz Coby (Hired 1/3/17)</i>	6	48,944
<i>Alyssa Trochia (Hired 1/27/16)</i>	5	47,444

20) Approval of Reappointment of Unit Maintenance Workers for the 2017 - 2018 school year

I recommend Board reappoint the following unit maintenance workers for the 2017 - 2018 school year.

Italics indicate non-tenured staff

NAME	SALARY
Charles Pittman	70,942
Ross Reed	67,224

Robert Crane	46,961
<i>Joseph Reiff (Hired 7/1/15)</i>	41,271

21) Approval of Reappointment of Non-Unit, Non-Certificated Staff for the 2017 - 2018 School Year

I recommend Board reappoint the following non-tenured, non-unit, non-certificated staff for the 2017 - 2018 school year.

Italics indicate non-tenured staff

NAME	POSITION	SALARY
Kimberly Beaver	Administrative Assistant to the Business Administrator	91,448
Lurdes Costa	Confidential Secretary	63,170
<i>Andrea Mahon (Hired 3/23/15)</i>	Administrative Assistant to the Superintendent	73,264

22) Approval of Reappointment of Non-Tenured, Non-Unit, Non-Certificated Staff for the 2017-2018 School Year

I recommend Board reappoint the following non-tenured, non-unit, non-certificated staff for the 2017-2018 school year.

NAME	POSITION	SALARY
Salvatore Catalano	Network Computer Administrator	84,118
Maryanne Furey	Database Coordinator	71,413

23) Approval of Reappointment of Non-Tenured, Non-Unit Aides/Permanent Substitutes for the 2017 - 2017 School Year

I recommend Board reappoint the following non-tenured, non-unit aides/permanent substitutes for the 2017 - 2018 school year.

NAME	POSITION	SALARY
Debra Bauers	Instructional Aide	\$16.26/hours worked

Robert Henne	Permanent Substitute	\$224.30/day worked
Carrie Keating	Permanent Substitute	\$16.26/hour s worked
Francis Kiernan	Permanent Substitute	\$16.26/hour s worked
Victoria Vaughan	Instructional Aide	\$16.26/hour s worked
Kathleen Wolkom	Instructional Aide	\$16.26/hour s worked

24) Approval of April HIB Report

I recommend Board approved the April HIB Report.

BUSINESS ADMINISTRATOR'S CONSENT AGENDA

On a motion made by Mrs. Maris and seconded by Mr. Caruso, the Board, by unanimous roll call approved Items 1-12 in the Business Administrator's Consent Agenda as follows:

1) Approval of Bill List

Recommend Board approval of the following bill list dated April 18, 2017:

General Fund	\$514,297.66
Special Revenue Fund	\$10,356.66
Food Services	<u>\$96734.63</u>
	\$621,388.95
March 31, 2017 Payroll	\$500,806.20
April 7, 2017 Payroll	\$502,055.53

2) Authorization of Use of Facilities

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

➤ None

All approvals are contingent upon coordination with the district athletic and extra-curricular schedule needs and proof of insurance.

3) Acceptance of Minutes

Recommend Board acceptance of the March 21, 2017 Regular Public meeting minutes.

4) Approval of Professional Leave

Recommend Board approval of the following professional leave requests as approved by Dr. Righi:

Date of Professional Leave	Name	Conference/Event	Estimated Cost	Location
5/18/2017 - 5/19/2017	Lynne McConnell	University of Delaware and University of Pennsylvania tour	\$130.00	Newark, DE and Philadelphia, PA
5/5/2017 - 5/7/2017	Suzanne Fico	NJCA Annual Conference	\$450.00	Lincroft, NJ
7/19/2017 - 7/22/2017	Fran Swift	NACAC Chair Planning Institute Leadership	\$400.00	Palm Beach, FL
6/7/2017 - 6/9/2017	Frank Gripp	NJASBO Annual COnference	\$850.00	Atlantic City, NJ

5) Approval of a Change Order

Recommend Board approval of a change order with Shorelands Construction Inc., 7 Columbus Drive, Monmouth Beach, NJ 07750, in the amount of \$9,363.50 for the Grandstand Replacement.

6) Approval of Waiver of Benefits

Recommend board approval of the following benefit waivers:

Mary Beth Joyce, Family Eligibility

Waiving: Health, RX, Dental & Vision, for 3 months (April-June) @ \$1,250

Joseph Murphy, Family eligibility

Waive All: Medical, RX, Dental & Vision

Pro-rate \$5,000/yr for 2 months (\$417), effective May 1 - June 30, 2017

7) Approval of a Contract - Crew Shared Services

Recommend Board approval of a contract with the Borough of Rumson for the Spring Crew season, in the amount of \$550 per participant for crew related equipment.

8) Acceptance of Board Secretary's Report – February 2017

Recommend Board acceptance of the February Board Secretary's Report

9) Acceptance of No Over-expenditure Report – February 2017

Recommend Board adoption of the following resolution:

The Board certifies and adopts the following resolution indicating there have been no over-expenditures for the month of **February 2017**.

he Board Secretary certifies to the Board of Education that no over-expenditures have occurred for the month of **February 2017**. 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 **February 2017** (N.J.A.C. 6:A:23-2-11(c)4.

The Board accepts the Board Secretary's Financial Report for the month of February 2017. The Board certifies that as of **February 28, 2017**, 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.

10) Acceptance of Treasurer's Reports – February 2017

Recommend Board acceptance of the **February** Treasurer's Report, which is in agreement with the May Board Secretary's Report.

11) Authorization to Transfer Funds

Recommend Board approval of the Transfer Report dated **February 28, 2017**:

This information will be provided at the meeting. Finance Committee will meet in my office at 7 PM to review.

12) Approval of a withdraw from Maintenance Reserve

Recommend Board approval of a transfer from Maintenance Reserve to required maintenance, Fund 10, in the amount of \$75,000.

- 10. Motion to Approve Recommendations**
- 11. Approval Vote**
- 12. Superintendent's Additional Action Items - None**
- 13. Motion to Approve Recommendation**
- 14. Approval Vote**
- 15. Public Discussion – Any School Related Topic - None**
- 16. Board Discussion Items**

The Board discussed the following topics:

 - ❖ Mission Statements
- 17. Other Business - None**

18. **Unfinished Business** - None

19. **Executive Session** - None

20. **Adjournment**

On a motion made by Mrs. Wise and seconded by Mrs. Maris, the Board by consensus adjourned the regular meeting held on April 18, 2017 at 9:46 PM.

Respectfully submitted,

Frank E. Gripp III

School Business Administrator/Board Secretary