

**BASS RIVER TOWNSHIP BOARD OF EDUCATION  
REGULAR MEETING MINUTES  
MARCH 17, 2015**

**1. CALL TO ORDER AT 7:00 P.M.  
BASS RIVER ELEMENTARY SCHOOL MEDIA CENTER**

This is to advise those present at this meeting of the Board of Education of the Bass River Township School District, in the County of Burlington, that adequate notice of this meeting was provided in accordance with the Open Public Meeting Act. The notice has been posted in the Board of Education Office. The notice was also mailed to the Press of Atlantic City and filed with the Municipal Clerk of Bass River Township.

**2. PLEDGE TO THE FLAG**

**3. ROLL CALL**

	Present		Absent
Mrs. Adams	X		
Mrs. Duym	X		
Ms. Halde	X		
Mrs. Heinrichs	X		
Mrs. Ruffo	X		

**4. AUDIENCE PARTICIPATION**

**PLEASE NOTE:** This audience participation is limited only to items on the agenda. Audience Participation II is open to all comments.

Audience members attending Board of Education Meetings are permitted to voice their opinions on school related topics at specified times during the regular meeting. These times are included in the printed agenda for the meeting.

Members of the public are encouraged to speak during the public portion of the meeting. Complaints stated, or actions requested by the public, will be taken under advisement by the Board for investigation, discussion, and action or disposition at a later time/date.

When addressing the Board of Education, please respect the following procedure:

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1. Be recognized by the Board President.
2. State your full name and address before commenting.
3. Identify the agenda item on which you will be commenting.
4. Wait to be recognized before making your comment(s).
5. Limit your comment(s) to the specific agenda items.

**5. MINUTES**

Motion by Mrs. Duym, seconded by Mrs. Ruffo to approve, by voice vote, the Meeting Minutes of the:

- Regular Meeting –March 17, 2015 ([Attachment 1](#))
- Executive Session-march 17, 2015 ([Attachment 1a](#))

**Voice Vote**

**Ayes:** Mrs. Adams, Mrs. Duym, Ms. Halde, Mrs. Heinrichs, Mrs. Ruffo

**Nays:** 0

**Abstain:** 0

- **SUBSTITUTE STAFF APPOINTMENTS**

Motion by Mrs. Duym, seconded by Mrs. Ruffo to approve by roll call vote the following substitute(s) for the 2014-2015 school year:

Michael Tyler	Substitute Teacher's Aide
Angela Kline	Substitute Teacher's Aide
Charles Diskin	Substitute Teacher
Patricia Horner	Substitute Teacher
Alaire Thomas	Substitute Teacher
Jennifer Tedeschi	Substitute Teacher

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Nicole Lapsley	Substitute Teacher
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**Roll Call Vote**

**Ayes:** Mrs. Adams, Mrs. Duym, Ms. Halde, Mrs. Heinrichs, Mrs. Ruffo

**Nays:** 0

**Abstain:** 0

**Discussion:**

The Superintendent explained that substitutes are not listed for approval until they complete the criminal background check.

- **TRAVEL/TRAINING**

Motion by Ms. Halde, seconded by Mrs. Duym to approve by roll call vote the following seminars/workshops and all associated costs.

<b>Name</b>	<b>Seminar / Workshop</b>	<b>Event Date</b>	<b>Seminar / Workshop Cost</b>	<b>Mileage Cost</b>	<b>Tolls / Meals Cost</b>	<b>Total Cost</b>
Ed Bagnell	Environmental Stewardship, Code Compliance	Feb.12, 17, 24, 26	\$738	0	0	\$738
Ed Bagnell	Environmental Stewardship, Code Compliance	Mar.3, 5, 10, 12	See Above	0	0	See Above
Ed Bagnell	Preventive Maintenance	Mar. 24, 26, 31	\$524	0	0	\$524
Ed Bagnell	Preventive Maintenance	April 2, 7	See Above	0	0	See Above
Ed Bagnell	Financial Management & Purchasing	April 14, 21,23,28,30	\$479	0	0	\$479
Angela Randall	CODE.ORG	2/25/15	0	\$16.74	\$1.50	\$18.24
		<b>Totals:</b>	<b>\$1741.00</b>	<b>\$16.74</b>	<b>\$1.50</b>	<b>\$1759.24</b>

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**Roll Call Vote**

**Ayes:** Mrs. Adams, Mrs. Duym, Ms. Halde, Mrs. Heinrichs, Mrs. Ruffo  
**Nays:** 0  
**Abstain:** 0

● **FIELD TRIPS**

Motion by Mrs. Ruffo, seconded by Mrs. Duym to approve by roll call vote the following field trips as follows:

<b>Grade(s)</b>	<b>Destination</b>	<b>Date</b>	<b>Time</b>
Music- Mr. Dondero	Pinelands Jr. High Tuckerton, NJ Concert in School Program <b>(joint trip w/Eagleswood ES)</b>	Tuesday, March 31, 2015	8:15am - 10:30am <b>(Pickup @Eagleswood first, then pickup @ Bass River)</b>
Preschool & Grade 2	Cape May Park & Zoo Cape May, NJ	Monday, May 4, 2015	9:15am - 2:00pm
Kindergarten & Grade 1	Diggerland USA West Berlin, NJ	Tuesday, May 19, 2015	9:00am - 2:30pm
Grades 3 & 4	Liberty Science Center Jersey City, NJ	Tuesday, May 26, 2015	9:00am - 5:30pm
Grades 2 & Student Council	Franklin Institute Philadelphia, PA	Tuesday, May 26, 2105	8:45am - 5:00pm

**Roll Call Vote**

**Ayes:** Mrs. Adams, Mrs. Duym, Ms. Halde, Mrs. Heinrichs, Mrs. Ruffo  
**Nays:** 0  
**Abstain:** 0

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**Discussion:**

The Superintendent explained that several trips will be presented in the future for approval.

- **FACILITY USE REQUESTS**

Motion by Mrs. Duym, seconded by Ms. Halde to approve by roll call vote the following facility use request(s) as follows, pending receipt of proof of liability insurance.

<b>Organization</b>	<b>Days of Week</b>	<b>Dates</b>	<b>Times</b>	<b>Location</b>
Heritage Harvest Foundation <b>(Free monthly community dinner)</b>	3rd Friday of every month	Now through February 2016	4:00pm - 6:30pm	All Purpose Room
Pinelands Junior Wildcats	Wednesday, Thursday, & Friday	March, April, & May	6:30pm - to either 8 or 8:30pm	All Purpose Room & Library

**Roll Call Vote**

**Ayes:** Mrs. Adams, Mrs. Duym, Ms. Halde, Mrs. Heinrichs, Mrs. Ruffo  
**Nays:** 0  
**Abstain:** 0

**Discussion:**

The Superintendent will check on the Harvest Foundation events during the Summer.

- **STUDENT COUNCIL RESIGNATION**

Motion by Mrs. Duym, seconded by Mrs. Ruffo to accept the letter of resignation from Barbara Hund as Student Council Advisor effective February 1, 2015.

**Roll Call Vote**

**Ayes:** Mrs. Adams, Mrs. Duym, Ms. Halde, Mrs. Heinrichs, Mrs. Ruffo  
**Nays:** 0  
**Abstain:** 0

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**Discussion:**

The Superintendent explained the reasons behind the resignation.

**7. BOARD OF EDUCATION BUSINESS**

● **Old Business**

- Generator
  - The Superintendent provided the Board a status update on the installation of a new generator provided by Bass River Township.
- Negotiations
  - The Board will discuss in Executive Session at the end of the meeting.

● **New Business**

- PARCC Testing
  - The Superintendent received 4 letters requesting their child not participate in PARCC testing. He explained how he communicated with the parents that opted out of the testing.
- School Calendar
  - The Superintendent introduced a general description of the 2015-2016 school calendar. The calendar is still under construction and trying to align with the associated sending Districts to Pinelands District.
- Playground
  - The Superintendent explained that the current playground equipment falling into a state of disrepair and he approached the PTO to fund the replacement

**8. FINANCE REPORTS**

● **BUDGET TRANSFERS ([Attachment 2](#))**

Motion by Mrs. Ruffo, seconded by Mr.s Halde to approve by roll call vote the following:

Pursuant to 18A:22-8.1, The Business Administrator recommends the attached budgetary transfers.

**Roll Call Vote**

**Ayes:** Mrs. Adams, Mrs. Duym, Ms. Halde, Mrs. Heinrichs, Mrs. Ruffo

**Nays:** 0

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**Abstain:** 0

- **BILLS LIST ([Attachment #3](#))**

Motion by Mrs. Duym, seconded by Mrs. Ruffo to approve by roll call vote the March 17, 2015 Bills List as attached.

**Roll Call Vote**

**Ayes:** Mrs. Adams, Mrs. Duym, Ms. Halde, Mrs. Heinrichs, Mrs. Ruffo

**Nays:** 0

**Abstain:** 0

- **BOARD SECRETARY REPORT ([Attachment #4](#))**

Motion by Mrs. Duym, seconded by Mrs. Ruffo to approve by roll call vote the following:

Pursuant to N.J.A.C. 6A:23-2.12(d), the Business Administrator certifies that as of January 31, 2015, no budgetary line item account has been over-expended in violation of N.J.S.A.18A:22-8 and 18A:22-8.1.

**Roll Call Vote**

**Ayes:** Mrs. Adams, Mrs. Duym, Ms. Halde, Mrs. Heinrichs, Mrs. Ruffo

**Nays:** 0

**Abstain:** 0

- **TREASURER OF SCHOOL FUNDS REPORT ([Attachment #5](#))**

Motion by Mrs. Ruffo, seconded by Mr. Halde to approve by roll call vote that the January 31, 2015 Treasurer of School Funds Reports are in agreement with January 31, 2015 Reports of the Board Secretary.

**Roll Call Vote**

**Ayes:** Mrs. Adams, Mrs. Duym, Ms. Halde, Mrs. Heinrichs, Mrs. Ruffo

**Nays:** 0

**Abstain:** 0

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- **TENTATIVE BUDGET - June 30, 2016 (Exhibit 6)**

Motion by Mrs. Duym, seconded by Ms. Halde to approve by roll call vote the following:

RESOLVED, by the Bass River Township Board of Education in the County of Burlington to approve and authorize the Business Administrator to submit the Tentative June 30, 2016 budget in the amount of \$2,427,553.

General Fund:	\$2,347,279	Tax Levy:	\$1,373,496
Special Revenue Fund:	\$80,274		

BE IT FURTHER RESOLVED, that the Bass River Board of Education includes in the tentative budget the adjustment for health care costs in accordance with N.J.A.C. 6A:23A-10.3(b). The district has fully exhausted all eligible statutory spending authority.

BE IT FURTHER RESOLVED, that the Bass River Township Board of Education will hold its public hearing for the final June 30, 2016 budget on May 5, 2015 at 7:00pm in the Bass River Elementary School Media Center, 11 North Maple Avenue, New Gretna, NJ

**Roll Call Vote**

**Ayes:** Mrs. Adams, Mrs. Duym, Ms. Halde, Mrs. Heinrichs, Mrs. Ruffo

**Nays:** 0

**Abstain:** 0

**Discussion:**

The Superintendent and Business Administrator discussed the details of the Tentative Budget. The Board should expect more information prior to final adoption in May.

**10. EXECUTIVE SESSION**

Motion by Ms. Halde seconded by Mrs. Ruffo THAT:

RESOLVED, that the Board of Education meet in closed session to discuss Negotiation. Item(s) so discussed will be disclosed to the public providing it does not violate New Jersey statutes and regulations regarding disclosure of information affecting this matter.”



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**Voice Vote**

**Ayes:** Mrs. Adams, Mrs. Duym, Ms. Halde, Mrs. Heinrichs, Mrs. Ruffo  
**Nays:** 0  
**Abstain:** 0

**NOTE:** Due to conflict Mrs. Heinrichs left the meeting at 8:21pm

**Time in: 8:22pm**

**Time out: 9:28pm**

**11. AUDIENCE PARTICIPATION**

**12. ADJOURNMENT**

Motion by Mrs. Ruffo, seconded by Ms. Halde THAT: the Board of Education adjourn the meeting AT 9:29PM.

**Voice Vote**

**Ayes:** Mrs. Adams, Mrs. Duym, Ms. Halde, Mrs. Ruffo  
**Nays:** 0  
**Abstain:** 0

Respectfully Submitted,



Stephen J. Brennan, M.B.A., C.P.A.  
School Business Administrator/School Board Secretary