

BASS RIVER TOWNSHIP BOARD OF EDUCATION

REGULAR MEETING MINUTES

September 8, 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:

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.

**BASS RIVER TOWNSHIP BOARD OF EDUCATION
REGULAR MEETING MINUTES
September 8, 2015**

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

- Regular Meeting – June 2, 2015 ([Attachment 1](#))
- Executive Session-June 2, 2015 ([Attachment 1a](#))

Voice Vote

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

6. SUPERINTENDENT’S REPORT

- The Superintendent reported that the school experienced a successful opening.
- **BASS RIVER TOWNSHIP EDUCATION ASSOCIATION AGREEMENT ([Attachment 2](#))**
Motion by Mrs. Duym, seconded by Mrs. Ruffo and carried by roll call vote to approve the 2015-2018 Employment Contract between the Bass River Township Board of Education and the Bass River Township Education Association.

Roll Call Vote

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

- **CERTIFICATED STAFF - TENURE CONTRACTS ([Attachment #3](#))**

Motion by Mrs. Ruffo, seconded by Mrs. Duym and carried by roll call vote to approve the 2015-2016 school year revised contracts for certificated tenured staff.

Roll Call Vote

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

**BASS RIVER TOWNSHIP BOARD OF EDUCATION
REGULAR MEETING MINUTES
September 8, 2015**

- **CERTIFICATED STAFF - NON-TENURE CONTRACTS ([Attachment #3](#))**

Motion by Mrs. Duym, seconded by Mrs. Ruffo and carried by roll call vote to approve the 2015-2016 school year revised contracts for certificated non-tenure staff.

Roll Call Vote

Ayes: Mrs. Adams, Mrs. Duym, Mrs. Heinrichs, Mrs. Ruffo

Nays: 0

Abstain: 0

- **NON-CERTIFICATED STAFF CONTRACTS ([Attachment #3](#))**

Motion by Mrs. Ruffo, seconded by Mrs. Duym and carried by roll call vote to approve the 2015-2016 school year revised contracts for non-certificated staff.

Roll Call Vote

Ayes: Mrs. Adams, Mrs. Duym, Mrs. Heinrichs, Mrs. Ruffo

Nays: 0

Abstain: 0

- **CONFIDENTIAL SECRETARY ([Attachment #4](#))**

Motion by Mrs. Duym, seconded by Mrs. Ruffo and carried by roll call vote to approve the 2015-2016 school year revised contract for Christine Somers, Confidential Secretary, at a salary of \$29,076.06.

Roll Call Vote

Ayes: Mrs. Adams, Mrs. Duym, Mrs. Heinrichs, Mrs. Ruffo

Nays: 0

Abstain: 0

Discussion

- The Superintendent explained the salary increased recommended for the Confidential Secretary reflects an increase similar to the BRTEA negotiated contract.

- **CONFIDENTIAL SECRETARY ([Attachment #5](#))**

Motion by Mrs. Duym, seconded by Mrs. Ruffo and carried by roll call vote to approve the

**BASS RIVER TOWNSHIP BOARD OF EDUCATION
REGULAR MEETING MINUTES
September 8, 2015**

2015-2016 school year contract for JoAnn Stewart, Confidential Secretary, at a salary of \$35,547.21.

Roll Call Vote

Ayes: Mrs. Adams, Mrs. Duym, Mrs. Heinrichs, Mrs. Ruffo

Nays: 0

Abstain: 0

● **BOARD MEMBER RESIGNATION**

Motion by Mrs. Ruffo, seconded by Mrs. Duym and carried by roll call vote to approve the resignation of Cynthia Halde, effective August 21, 2015. ([Attachment #6](#))

Roll Call Vote

Ayes: Mrs. Adams, Mrs. Duym, Mrs. Heinrichs, Mrs. Ruffo

Nays: 0

Abstain: 0

● **2014-2015 SCHOOL OF SELF-ASSESSMENT**

Motion by Mrs Duym, seconded by Mrs. Ruffo and carried by roll call vote to approve the submission of the 2014-2015 School Self-Assessment for Determining Grades under the Anti-bullying Bill of Rights Act. ([Attachment #7](#))

Roll Call Vote

Ayes: Mrs. Adams, Mrs. Duym, Mrs. Heinrichs, Mrs. Ruffo

Nays: 0

Abstain: 0

Discussion

- The Superintendent explained the Self Assessment resulted in better performance, which exceeded the law's requirements.

● **MERIT PAY BONUS COMPENSATION GOALS**

Motion by Mrs. Duym, seconded by Mrs. Ruffo and carried by roll call vote to approve the Superintendent's Merit Pay Bonus Compensation Goals for the 2015-2016 school year. ([Attachment #8](#))

**BASS RIVER TOWNSHIP BOARD OF EDUCATION
REGULAR MEETING MINUTES
September 8, 2015**

Roll Call Vote

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

Discussion

- The Superintendent provided an explanation on the contents of the Merit Goals.

- **MEMORANDUM OF AGREEMENT ([Attachment #14](#))**
Motion by Mrs. Ruffo, seconded by Mrs. Duym and carried by roll call vote to approve the annual review of the memorandum of Agreement between the Bass River Elementary School and the NJ State Police.

Roll Call Vote

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

- **FACILITIES MANAGER CONTRACT ([Attachment #9](#))**
Motion by Mrs. Duym, seconded by Mrs. Ruffo and carried by roll call vote to approve the 2015-2016 school year revised contract for Edward Bagnell, Facilities Manager, at a salary of \$ 42,230.00, pending contract ratification.

Roll Call Vote

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

- **LUNCHROOM COORDINATOR**
Motion by Mrs. Ruffo, seconded by Mrs. Duym and carried by roll call vote to approve the appointment of Barbara Hund as Lunchroom Coordinator at a stipend of \$924.00 for the 2015-2016 school year.

**BASS RIVER TOWNSHIP BOARD OF EDUCATION
REGULAR MEETING MINUTES
September 8, 2015**

Roll Call Vote

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

● **SUBSTITUTE STAFF APPOINTMENTS**

Motion by Mrs. Duym, seconded by Mrs. Ruffo and carried by roll call vote to approve the following substitute(s) for the 2015-2016 school year:

Lynn Sarnoski	Substitute Teacher
Christine Garbaravage	Substitute Teacher
Adrian O'Donnell	Substitute Teacher

Roll Call Vote

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

● **FACILITY USE REQUESTS**

Motion by Mrs. Duym, seconded by Mrs. Ruffo and carried by roll call vote to approve the following Facility Use Requests:

Organization	Days of Week	Dates	Times	Location
Christian Yoga Center Waretown, NJ	Tuesdays (except for 1st Tuesday of the month)	September 2015 through January 2016 (new insurance cert. & facility form must be presented for continuation)	6:30pm - 8:45pm	Library
BRES PTO Zumba & Piloxing	Mondays, Tuesdays, & Thursdays	September 2015 through June 2016	M: 6:45-7:45 (Z) T: 5:15-6:15 (P) Thu: 5:15-6:15 (Z) 6:30-7:30 (P)	All Purpose Room

**BASS RIVER TOWNSHIP BOARD OF EDUCATION
REGULAR MEETING MINUTES
September 8, 2015**

Roll Call Vote

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

7. BOARD OF EDUCATION BUSINESS

● **Old Business**

- The Business Administrator informed the Board of the upcoming NJSBA Convention and that he would register Board Members interested in attending.

● **New Business**

- The Superintendent introduced the new security vestibule and publicly thanked Viking Yacht for their donation.

8. FINANCE REPORTS

● **BUDGET TRANSFERS ([Attachment #10](#))**

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

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

Roll Call Vote

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

● **BILLS LIST ([Attachment #11](#))**

Motion by Mrs. Duym, seconded by Mrs. Ruffo and carried by roll call vote to approve the September 8, 2015 Bills List as attached.

Roll Call Vote

Ayes: Mrs. Adams, Mrs. Duym, Mrs. Heinrichs, Mrs. Ruffo
Nays: 0

**BASS RIVER TOWNSHIP BOARD OF EDUCATION
REGULAR MEETING MINUTES
September 8, 2015**

Abstain: 0

- **BOARD SECRETARY REPORT ([Attachment #12](#))**

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

Pursuant to N.J.A.C. 6A:23-2.12(d), the Business Administrator certifies that as of June 30, 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, Mrs. Heinrichs, Mrs. Ruffo

Nays: 0

Abstain: 0

- **TREASURER OF SCHOOL FUNDS REPORT ([Attachment #13](#))**

Motion by Mrs. Duym, seconded by Mrs. Ruffo and carried by roll call vote to approve that the June 30, 2015 Treasurer of School Funds Reports are in agreement with June 30, 2015 Reports of the Board Secretary.

Roll Call Vote

Ayes: Mrs. Adams, Mrs. Duym, Mrs. Heinrichs, Mrs. Ruffo

Nays: 0

Abstain: 0

9. SUSTAINABLE JERSEY FOR SCHOOL PROGRAM

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

WHEREAS, the Bass River Township Board of Education seeks to participate in

Sustainable Jersey for Schools to focus attention and efforts on matters of sustainability and pursue initiatives that will lead to Sustainable Jersey for Schools Certification.

WHEREAS, the Bass River Township Board of Education and District Superintendent seek to support and work with school staff and administrators, students, and parents to

BASS RIVER TOWNSHIP BOARD OF EDUCATION
REGULAR MEETING MINUTES
September 8, 2015

ensure a safe and healthy environment for students by encouraging our school community to implement sustainable, energy-smart, eco-friendly, and cost-effective solutions.

WHEREAS, Extensive opportunities exist to teach students about ecological, economic and social sustainability, environmental health, and nutrition; to integrate sustainability education into classroom learning; and to support students in becoming leaders in making their schools healthier and more sustainable places.

WHEREAS, Many options and choices exist for schools to use resources more efficiently; to reduce, reuse, and recycle; to follow Green Building Standards for construction and major renovations; to form school partnerships; to eliminate toxic chemicals; to purchase (or produce) clean energy; and to purchase recycled paper, energy-efficient equipment and other green products to protect our global environment.

WHEREAS, Sustainability means using resources wisely, saving money, and reducing our impact on the environment, all of which will ensure the future health, safety, and prosperity of our children.

WHEREAS, the Bass river Township Board of Education commits to the formation of at least one Sustainability Leadership Team (also referred to as "Green Team"), based on the guidance of Sustainable Jersey for Schools.

WHEREAS, Green Team members help schools adopt policies and practices addressing areas such as sustainability education and professional training, green purchasing, waste reduction, indoor air quality, energy-saving initiatives, and community partnerships.

WHEREAS, the Bass River Township Board of Education will encourage Green Teams at all district schools by providing networking and educational opportunities.

THEREFORE, it is resolved that the Bass River Township Board of Education agrees to participate in Sustainable Jersey for Schools, and it is the board's intention to pursue certification for schools in the district.

We hereby appoint to be the district's liaison to Sustainable Jersey for Schools.

We do hereby recognize Bass river Elementary School as the agent(s) to carry out our

**BASS RIVER TOWNSHIP BOARD OF EDUCATION
REGULAR MEETING MINUTES
September 8, 2015**

commitment to building a sustainable school district through the implementation of Sustainable Jersey for Schools actions.

We agree to complete district actions and to support the district's schools in completing their actions.

Roll Call Vote

Ayes: Mrs. Adams, Mrs. Duym, Mrs. Heinrichs, Mrs. Ruffo

Nays: 0

Abstain: 0

10. AUDIENCE PARTICIPATION

11. ADJOURNMENT

Motion by Mrs. Ruffo, seconded by Mrs. Duym and carried by voice vote that the Board Education adjourn the meeting at 7:43pm

Voice Vote

Ayes: Mrs. Adams, Mrs. Duym, Mrs. Heinrichs, Mrs. Ruffo

Nays: 0

Abstain: 0

Respectfully Submitted,



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