

BASS RIVER TOWNSHIP BOARD OF EDUCATION

REGULAR MEETING MINUTES

October 6, 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		
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.

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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 Ms. Halde to approve, by voice vote, the Meeting Minutes of the:

- Regular Meeting – September 8, 2015 ([*Attachment 1*](#))

Voice Vote

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

6. SUPERINTENDENT'S REPORT

Generator Service Agreement

- The Superintendent explained the town's suggestion to enter into a service agreement for the newly installed generator.

QSAC Committee Member

- The Superintendent solicited Board member interest in participating in the District's QSAC Committee. Mrs. Ruffo volunteered with Mrs. Heinrichs as alternate.

● **STAFF APPOINTMENTS**

Motion by Mrs. Ruffo, seconded by Mrs. Duym to approve by roll call vote the hiring of Deanna Pitta, part-time Instructional Aide, for the 2015-2016 school year at a salary of \$11,511.63 (Step 1 23.75/30 hrs/wk pro-rated).

Roll Call Vote

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

Discussion:

The Superintendent explained a change in a student's IEP necessitated the unexpected hire.

● **SUBSTITUTE STAFF APPOINTMENTS**

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

Alicia Herbert	Substitute Teacher
Jacob Hartman	Substitute Teacher
Melinda MacNeil	Substitute Teacher
James Harwood	Substitute Teacher
Julie Shutz	Substitute Teacher

Roll Call Vote

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

Nays: 0

Abstain: 0

• **TRAVEL/TRAINING**

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

Name	Seminar / Workshop	Event Date	Seminar / Workshop Cost	Mileage Cost	Tolls / Meals Cost	Total Cost
Joan Wallis	Google Apps for Beginners	12/9/15	-0- (Using ETTC hours)	-0-	-0-	-0-
Christine Somers	Google Apps for Beginners	12/9/15	-0- (Using ETTC hours)	-0-	-0-	-0-
Terri Evans	Autism Across the Lifespan	10/14/15	\$55.00	\$28.96	\$6.00	\$89.96
		Totals:	\$55.00	\$28.96	\$6.00	\$89.96

Roll Call Vote

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Ayes: Mrs. Adams, Mrs. Duym, 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:

Grade (s)	Destination	Date	Time
6th	AJ Meerwald Ship Port Norris, NJ	Tuesday, September 29, 2015	7:30am-2:30pm

Roll Call Vote

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

Discussion:

The Superintendent explained the township funds the 6th grade A.J. Meerwald class trip.

• **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
Pinelands Basketball Association	Thursdays & Fridays	November 12, 2015 through March 25, 2016	7:30pm-8:30pm (both days)	All Purpose Room

Roll Call Vote

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

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Abstain: 0

7. BOARD OF EDUCATION BUSINESS

- **Old Business**
- **New Business**
 - The Board discussed an issue involving a parent having difficulty escorting her child to the bus stop.

8. FINANCE REPORTS

- **BUDGET TRANSFERS**

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

July 31, 2015 ([Attachment 2](#))

August 31, 2015 ([Attachment 3](#)),

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

Roll Call Vote

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

Nays: 0

Abstain: 0

- **BOARD SECRETARY REPORT**

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

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following:

Pursuant to N.J.A.C. 6A:23-2.12(d), the Business Administrator certifies that as of:
July 31, 2015 ([Attachment 4](#))

August 31, 2015 ([Attachment 5](#)),

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**

Motion by Mrs. Ruffo, seconded by Mrs. Duym to approve by roll call vote that the
July 31, 2015 ([Attachment 6](#))

August 31, 2015 ([Attachment 7](#)),

Treasurer of School Funds Reports are in agreement with July 31 and August 31, 2015
Reports of the Board Secretary, respectively.

Roll Call Vote

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

Nays: 0

Abstain: 0

● **PARTICIPATION FOR COOPERATIVE PURCHASING OF ELECTRIC
SERVICES THROUGH THE MRESC COOPERATIVE PRICING SYSTEM
65MCECCPS**

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

WHEREAS, The_Bass River Township Board of Education in the county of Ocean
agrees to participate with the Middlesex Regional Educational Services
Commission (MRESC) in seeking bids on a cooperative basis for the purchase of
Electricity, and

WHEREAS, The Bass River Township Board of Education agrees to provide the
Commission with the correct address/meter/account information for each location
in their District, and

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WHEREAS, The Bass River Township Board of Education agrees not to solicit bids or quotes or to enter into a contract that would jeopardize the award of a contract for Cooperative Purchasing of Electricity by the Commission. The Bass River Township Board of Education agrees to abide by the award of contract made by the Commission if the Commission determines that the bidder is qualified. The Bass River Township Board of Education will not withdraw from the cooperative without providing at least 30 days advance notice of their intent before the next preparation of bid specifications, and

WHEREAS, The Commission will prepare bid specifications, evaluate bids submitted and award a contract for the purchase of Electricity. The Commission will also monitor the performance of the vendor during the course of the contract, and

WHEREAS, In lieu of the participation fee, the Commission will receive a .00125 per kilowatt hour commission from the successful bidder for the services rendered by the Commission, including preparation of specifications, transmittal of bid specifications, bid evaluation and contract documents.

NOW THEREFORE IT BE RESOLVED, That the Middlesex Regional Educational Services Commission is authorized to act as the District's agent in the award of an Electricity Procurement contract and execute purchase contracts at time of bid.

Discussion:

The Business Administrator explained that resolution permits the District to participate in Middlesex Educational Services Commission's Cooperative purchasing program for energy.

Roll Call Vote

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

Nays: 0

Abstain: 0

9. COMPREHENSIVE MAINTENANCE PLAN ([Attachment 8](#))

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

RESOLVED, that the Bass River Township Board of Education approve the submittal of the 2015 Comprehensive Maintenance Plan to the Burlington County Executive Superintendent.

BE IT FURTHER RESOLVED, that the Bass River Township Board of Education certifies that the Comprehensive Maintenance Plan is complete and in

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compliance with N.J.A.C 6A:26A-3 and it includes activities and expenditures for each school facility that qualify as requires maintenance pursuant to N.J.A.C. 6A26A-2 and are reasonable to ensure such facilities are kept open and safe for use or in its original condition and maintain the validity of warranties.

Roll Call Vote

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

Nays: 0

Abstain: 0

Discussion:

The Business Administrator explained the reasons behind the need for the comprehensive maintenance plan.

10. AUDIENCE PARTICIPATION

11. ADJOURNMENT

Motion by Mrs. Ruffo, seconded by Mrs. Duym and carried by voice vote that the Board of Education adjourn the meeting at 7:28 PM.

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