

**BASS RIVER TOWNSHIP BOARD OF EDUCATION**

**REGULAR MEETING MINUTES**

**February 2, 2016**

**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		
Ms. McGeoch	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.
4. Wait to be recognized before making your comment(s).

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5. Limit your comment(s) to the specific agenda items.

**Discussion:**

A Bass River resident inquired about special education staffing issues. General discussion ensued that included details surrounding the special education program.

**5. MINUTES**

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

- Regular Meeting – January 5, 2016 ([\*Attachment 1\*](#))
- Organizational Meeting – January 5, 2016 ([\*Attachment 2\*](#))

**Voice Vote**

**Ayes:** Mrs. Duym, Mrs. Heinrichs, Ms. McGeoch

**Nays:**

**Abstain:** Mrs. Ruffo

**6. SUPERINTENDENT’S REPORT**

Motion by Mrs. Ruffo, seconded by Mrs. Duym to approve by roll call vote the resignation/retirement of Joan Melega effective June 30, 2016

**Roll Call Vote**

**Ayes:** Mrs. Duym, Mrs. Heinrichs, Ms. McGeoch, Mrs. Ruffo

**Nays:**

**Abstain:**

● **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:

Jennifer Schreib	Substitute Teacher
Michael Tyler	Substitute Teacher

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Kaylee Madge	Substitute Teacher
Sarah Elia	Instructional Aide

**Roll Call Vote**

**Ayes:** Mrs. Duym, Mrs. Heinrichs, Ms. McGeoch, Mrs. Ruffo

**Nays:**

**Abstain:**

• **TRAVEL/TRAINING**

Motion by Mrs. Duym, seconded by Mrs. Ruffo and carried by roll call vote to approve 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	PARCC Prep & CC Assessments Using Edcite	2/18/16	-0- Using ETTC Hours	-0-	-0-	-0-
Jennifer Gouveia	Improving Behavior & Increase Learning	3/2/16	\$239.00	\$25.42	-0-	\$264.42
		<b>Totals:</b>	<b>\$239.00</b>	<b>\$25.42</b>	<b>-0-</b>	<b>\$264.42</b>

**Roll Call Vote**

**Ayes:** Mrs. Duym, Mrs. Heinrichs, Ms. McGeoch, Mrs. Ruffo

**Nays:**

**Abstain:**

• **FIELD TRIPS**

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

Grade (s)	Destination	Date	Time
K & 1st	Discovery Museum	Tuesday,	

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	Cherry Hill, NJ	March 15th, 2016	9:00am-2:45pm
Band & Chorus Members	Pinelands Jr. High (combined trip w/Eagleswood students & music teacher)	Thursday, March 17th, 2016	9:00am-10:45am
6th	Washington, DC	Friday, May 20th, 2016	8:30am-10:00pm
Safety Patrol Members	Great Adventure Jackson, NJ	Thursday, June 2nd, 2016	10:00am-7:00pm

**Roll Call Vote**

**Ayes:** Mrs. Duym, Mrs. Heinrichs, Ms. McGeoch, Mrs. Ruffo

**Nays:**

**Abstain:**

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**7. BOARD OF EDUCATION BUSINESS**

● **Old Business**

- The Business Administrator and Superintendent informed the Board and public that the District received its Local Government Audit results. Administration will now turn its attention to installing the energy conservations measures with zero budget impact

● **New Business**

- No new business noted

**8. FINANCE REPORTS**

● **BILLS LIST ([Attachment 3](#))**

Motion by Mrs. Duym, seconded by Mrs. Ruffo and carried by roll call vote to approve the February 2, 2016 Bills List as attached.

**Roll Call Vote**

**Ayes:** Mrs. Duym, Mrs. Heinrichs, Ms. McGeoch, Mrs. Ruffo

**Nays:**

**Abstain:**

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

Motion by Mrs. Duym, seconded by Mrs. Ruffo 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 December 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. Duym, Mrs. Heinrichs, Ms. McGeoch, Mrs. Ruffo

**Nays:**

**Abstain:**

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

Motion by Mrs. Duym, seconded by Mrs. Ruffo and carried by roll call vote to approve THAT: the December 31, 2015 Treasurer of School Funds Reports are in agreement with December 31, 2015 Reports of the Board Secretary.

**Roll Call Vote**

**Ayes:** Mrs. Duym, Mrs. Heinrichs, Ms. McGeoch, Mrs. Ruffo

**Nays:**

**Abstain:**

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**9. AUDIENCE PARTICIPATION**

**Discussion:**

A Bass River resident asked several questions related to the business office relationship with Pinelands, energy improvement plans and the results of the recently installed security vestibule. General discussion ensued to clarify the details of each of the aforementioned initiatives.

**11. ADJOURNMENT**

Motion by Mrs. Ruffo, seconded by Mrs. Duym and carried by voice vote that the Board of Education adjourn the meeting.

**Voice Vote**

**Ayes:** Mrs. Duym, Mrs. Heinrichs, Ms. McGeoch, Mrs. Ruffo

**Nays:**

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**Abstain:**

Adjournment at 8:20 PM

Respectfully Submitted,

A handwritten signature in blue ink that reads "Stephen J. Brennan". The signature is written in a cursive style with a long, sweeping underline.

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