

**BASS RIVER TOWNSHIP BOARD OF EDUCATION
REGULAR MEETING MINUTES**

July 26, 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.

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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 and carried by voice voice to approve the Meeting Minutes of the:

- Regular Meeting – June 7, 2016 ([Attachment 1](#))

Voice Vote

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

Nays:

Abstain:

6. SUPERINTENDENT’S REPORT

● **SUBSTITUTE STAFF APPOINTMENTS**

Motion by Mrs. Ruffo, seconded by Mrs. Duym and carried by roll call vote to approve the following substitutes for the 2016-2017 school year:

Deanna Pitta	Teacher and Instructional Aide
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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 to approve the following seminars/workshops and all associated costs:

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Name	Seminar / Workshop	Event Date	Seminar / Workshop Cost	Mileage Cost	Tolls / Meals Cost	Total Cost
Terri Evans	HPV Awareness	9/27/16	\$45.00	\$28.96	\$6.00	\$79.96
Terri Evans	Substance Abuse	10/19/16	\$45.00	\$28.96	\$6.00	\$79.96
Terri Evans	Diabetes Education	11/16/16	\$45.00	\$28.96	\$6.00	\$79.96
Debbie Callan, Lisa Nino, & Jennifer Gouveia	Monarch Butterfly Workshop	8/18 & 8/19/16	\$297.00	\$72.54	-0-	\$369.54
		Totals:	\$432.00	\$159.42	\$18.00	\$609.42

Roll Call Vote

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

Nays:

Abstain:

• FACILITY USE REQUESTS

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

Organization	Days of Week	Dates	Times	Location
First Presbyterian Church Adult / Young Adult Basketball Clinic	Tuesdays	September 2016 through June 2017	6:30pm-8:30pm	All Purpose Room
Christian Yoga Center	Tuesdays (except for 1st Tuesday of the month)	September 2016 through January 2017	6:30pm-8:45pm	Library
First Presbyterian Church Youth Basketball Clinic Grades 3-6	Wednesdays	October & November 2016	6:00pm-7:30pm	All Purpose Room

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Heritage Harvest Foundation Monthly Community Dinner	3rd Friday of every month	Running continuously through February 2017	5:00pm-6:30pm	All Purpose Room & Kitchen
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Roll Call Vote

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

Nays:

Abstain:

• **FIELD TRIPS**

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

Grade (s)	Destination	Date	Time
Kindergarten & 1st Grade	Storybook Land Egg Harbor, NJ	Thursday, October 6th, 2016	9:00am-2:45pm

Roll Call Vote

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

Nays:

Abstain:

• **PATRICIA LIBRIZZI, BSPT ([Attachment #4](#))**

Motion by Mrs. Duym, seconded by Mrs. Ruffo and carried by roll call vote to approve the contract between Bass River Township School District and Patricia Librizzi BSPT, for physical therapy services for the 2016-2017 school year:

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**
 - Vacant Basic Skills position
 - The Superintendent explained the reason behind not filling the position is due to a potential student placement outside the District.
- **New Business**

8. FINANCE REPORTS

- **BILLS LIST ([Attachment 5](#))**

Motion by Mrs. Ruffo, seconded by Mrs. Duym and carried by roll call vote to approve the July 26, 2016 Bills List as attached.

Roll Call Vote

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

Nays:

Abstain:

- **FINANCIAL REPORTS**

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

- a. Report of the Secretary dated April 30, 2016([Attachment 6](#))
- b. Report of the Secretary dated May 31,, 2016([Attachment 6a](#))
- c. Report of the Treasurer dated April 30, 2016 ([Attachment 6b](#))
- d. Report of the Treasurer dated May 31, 2016 ([Attachment 6c](#))

Roll Call Vote

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

Nays:

Abstain:

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● **BOARD CERTIFICATION**

Motion by Mrs. Ruffo, seconded by Mrs. Duym and carried by roll call vote THAT: Pursuant to N.J.A.C. 6A:23A-16.10 (c) the Board certifies that after review of the Secretary's Monthly Financial Report and upon consultation with the appropriate district officials that to the best of its knowledge no major account or fund has been over-expended and that sufficient funds are available to meeting the district's financial obligations for the remainder of the year.

Roll Call Vote

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

Nays:

Abstain:

9. TRANSPORTATION CONTRACTS/JOINTURES

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

<u>Route #</u>	<u>Destination</u>	<u>Host District</u>	<u>Joiner District</u>	<u>Provider</u>	<u>Cost</u>
LB	Bass River Elem	Pinelands Reg'l	Bass River Elem	Durham Bus	\$ 1,138.20
B	Bass River Elem	Pinelands Reg'l	Bass River Elem	Durham Bus	\$24,784.20
C	Bass River Elem	Pinelands Reg'l	Bass River Elem	Durham Bus	\$27,847.80

Roll Call Vote

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

Nays:

Abstain:

Discussion

The Superintendent explained the process of the transportation bid contracts.

10. NCLB GRANT FUNDS

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

WHEREAS, The Bass River Board of Education received a grant allocation notice of:

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Title IA	\$24,558
Title IIA	4,513
Title III	<u>970</u>
	\$30,041

WHEREAS, Federal grant guidelines require a minimum allocation of \$10,000 in Title III funds to accept,

NOWTHEREFORE IT BE RESOLVED, The Bass River Board of Education , approve by roll call the submission of application for NCLB grant funds for the period 7/1/16 through 6/30/17 in the amount of \$29,071

Title IA	\$24,558
Title IIA.	<u>4,513</u>
	\$29,071

BE IT FURTHER RESOLVED, that the Bass River Board of Education refuse the Title III funds totaling \$970

Roll Call Vote

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

Nays:

Abstain:

Discussion

The Superintendent provided the Board the background of the NCLB Grant and the reasons behind the rejection of the Title III funds.

11. IDEIA Funds

Motion by Mrs. Duym, seconded by Mrs. Ruffo and carried by roll call vote to accept IDEIA grant funds in the amount of \$49,306 for the fiscal year ending June 30, 2017 as follows:

Basic	\$45,731
Preschool	<u>3,575</u>
Total	\$49,306

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Roll Call Vote

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

Nays:

Abstain:

12. INTERLOCAL AGREEMENT-FOOD SERVICE ([Attachment 9](#))

Motion by Mrs. Ruffo, seconded by Mrs. Duym and carried by roll call vote to approve the Shared Services Agreement between Pinelands Regional Board of Education and Bass River Township Board of Education to provide food service management per attached document.

Roll Call Vote

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

Nays:

Abstain:

Discussion

_____ The Superintendent and Business Administrator introduced the new Food Service Management Company.

13. MEAL PRICES

Motion by Mrs. Duym, seconded by Mrs. Ruffo and carried by roll call vote to approve meal prices for the fiscal year ending June 30, 2017 as follows:

	<u>Breakfast</u>	<u>Lunch</u>
Student	\$1.15	\$2.45
Adult	\$1.65	\$3.75

Roll Call Vote

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

Nays:

Abstain:

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Discussion

The Superintendent and Business Administrator explained the reason for the lunch price increase is due to requirements under the Federal Lunch Program.

14. LEASE PURCHASE AGREEMENT

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

WHEREAS, The Board of Education of the Bass River Township School District in the County of Burlington, New Jersey (the "Board") is created and is charged by law with the responsibility of providing a system of public education within the school district over which it has jurisdiction and to acquire capital equipment therefore; and

WHEREAS, the Board has determined to fund the acquisition of various technology equipment, instructional equipment, furniture, and athletic equipment, including financing and all incidental or related costs, (the "Equipment") by means of a lease purchase financing for a term that does not exceed five (5) years pursuant to the provisions of N.J.S.A. 18A:20-4.2(f), N.J.S.A. 18A:20-4.2(h) and N.J.S.A. 18A:18A-1 et. seq.; and

WHEREAS, the Board utilized the Educational Commission of New Jersey Cooperative Pricing System for the purpose of advising and assisting with the proposed lease purchase financing of the Equipment; and

WHEREAS, in accordance with the procedures set forth in N.J.S.A 18A:18A-1 et. seq. ("Public School Contract Law") and the regulations promulgated thereunder, the Board authorizes the Business Administrator/Board Secretary to award the lease based upon the recommendation of the Educational Services Commission of New Jersey ; and

WHEREAS, the Board will enter into a lease purchase agreement (the "Lease") and other related documents with the Purchaser in an amount not to exceed \$80,000 to finance the Equipment; and

WHEREAS, the Board desires to authorize the delegation of the award to the Business Administrator/Board Secretary and further authorizes the Board President or to prepare and execute the Lease and certain other documents and agreements necessary or incidental to the transactions contemplated thereby;

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NOW THEREFORE BE IT RESOLVED BY THE BOARD OF EDUCATION OF THE PINELANDS REGIONAL SCHOOL DISTRICT IN THE COUNTY OF OCEAN, as follows:

Section 1. The Board hereby determines to finance the Equipment by means of a lease purchase financing in a principal amount not exceeding \$80,000 in accordance with the requirements of the Public School Contracts Law. The Business Administrator/Board Secretary, Educational Commission of NEw Jersey and other appropriate representatives of the Board (the "Professionals") are hereby authorized to prepare the necessary timetables and other related documents as may be necessary and to take other steps necessary to prepare for and to implement the proposed financing.

Section 2. The Board hereby authorizes the Business Administrator/Board Secretary the ability to award the lease in accordance with the Public School Contracts Law based upon the recommendation of the Educational Service Commission of New Jersey in order to prepare for the proposed transaction. The Purchaser's interest rate will be held fixed for a period of thirty (30) days from the date of the solicitation. If the closing does not occur within thirty (30) days from the date of the solicitation, the interest rate will be calculated in accordance with the index rate established and agreed upon by the Business Administrator/Board Secretary.

Section 3. The Board President and/or the Business Administrator/Board Secretary are hereby authorized to negotiate, execute and deliver, subject to the review of Special Counsel, the Lease, an agent or an escrow agreement, an assignment agreement, if necessary, and such other documents as may be necessary to consummate the transaction. Specifically the Board authorizes the Board President or the Business Administrator/Board Secretary to establish an escrow account for the deposit of the lease proceeds and to direct the deposit and investment of the lease proceeds in the escrow for the term of the lease in accordance with the requirements of law. The Board hereby authorizes and directs the Board President or the Business Administrator/Board Secretary to approve any changes, additions, or deletions to the Lease or such other documents as may, in the judgment of Special Counsel, be necessary or advisable, such approval to be evidenced by the execution of the Lease or such other documents by the Board President or the Business Administrator/Board Secretary. The Business Administrator/Board Secretary is also authorized to pay any agreed upon fees of the escrow agent, if any. The Board President and/or Business Administrator/Board Secretary are also authorized and directed to take on behalf of the Board such other actions as shall be necessary and appropriate to accomplish the lease purchase financing for the Equipment in accordance with the terms of the lease and this resolution and pursuant to the terms of the agreements and instruments authorized to be

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prepared hereby and to accomplish the performance of the obligations of the Board in respect thereto.

Section 4. The payment of rent or other monies due under the Lease shall be made only from the General Fund of the Board. Neither the Board nor any agency, department or political subdivision thereof shall be obligated to pay any sum to the Purchaser under the Lease from any taxing source for the payment of any sums due under the Lease unless an appropriation is made in a duly approved budget of the Board. The obligations of the Board shall not constitute indebtedness of the Board or of the Pinelands Regional School District or of any department, agency or political subdivision thereof. The Lease shall set forth the term of the lease purchase agreement for the Equipment, the rental payments to be paid by the Board in respect thereof and the dates on which such rent shall be due and payable.

Section 5. The Board hereby covenants that it will comply with any conditions subsequent imposed by the Internal Revenue Code of 1986, as amended (the "Code"), in order to preserve the exemption from taxation of interest on the Lease, including the requirement to rebate all net investment earnings on the gross proceeds above the yield on the Lease, if applicable.

Section 6. The Board authorizes the Business Administrator/Board Secretary to act and determine on behalf of the Board whether the Lease will be designated as "bank qualified" within the meaning of Section 265 of the Code.

Section 7. If necessary, the Board reasonably expects to reimburse its expenditure of Project costs paid prior to the issuance of the Lease with proceeds from the tax-exempt lease.

(A) This resolution is intended to be and hereby is a declaration of the Board's official intent to reimburse the expenditure of Project costs paid prior to the issuance of the Lease with the proceeds of the Lease, in accordance with Treasury Regulations §150-2.

(B) The Project costs to be reimbursed with the proceeds of the Lease will be "capital expenditures" in accordance with the meaning of Section 150 of the Code.

(C) No reimbursement allocation will employ an "abusive arbitrage device" under Treasury Regulations §1.148-10 to avoid the arbitrage restrictions or to avoid the restrictions under Sections 142 through 147, inclusive, of the Code. The proceeds of the Lease used to reimburse the Board for Project costs will not be used in a manner that results in the creation of "replacement proceeds," including "sinking funds," "pledged funds," or funds subject to a "negative pledge" (as such terms are defined in Treasury Regulations §1.148-1), of the Lease, other than amounts deposited into a "bona fide debt service fund" (as defined in Treasury Regulations §1.148-1).

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(D) All reimbursement allocations will occur not later than 18 months after the later of (i) the date the expenditure from a source other than the Lease is paid, or (ii) the date the Project is "placed in service" (within the meaning of Treasury Regulations §1.150-2) or abandoned, but in no event more than 3 years after the expenditure is paid.

Section 8. This resolution shall take effect immediately.

Roll Call Vote

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

Nays:

Abstain:

Discussion

The Business Administrator explained the reasons behind the Lease/Purchase resolution.

15. INTERLOCAL AGREEMENT ([Attachment](#))

Motion by Mrs. Duym, seconded by Mrs. Ruffo and carried by roll call vote THAT: RESOLVED, Bass River Township Board of Education agrees to enter into an Inter-Local Agency/Shared Service Agreement/Consortium with the EIRC to provide products and services to the Bass River Board of Education per 40A:651et. seq., the Uniform Shared Services and Consolidation Act and 18A:695.1 Educational Information and Resource Center; establishment; services provided.

Roll Call Vote

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

Nays:

Abstain:

16. AUDIENCE PARTICIPATION

17. ADJOURNMENT

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

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Voice Vote

Ayes: **Roll Call Vote**

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

Nays:

Abstain:

Adjournment at 7:25 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 horizontal flourish extending to the right.

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