

**BASS RIVER TOWNSHIP BOARD OF EDUCATION  
REGULAR MEETING AGENDA  
May 1, 2018**

**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			
Mr. Allen			
Mrs. Heinrichs			
Ms. McGeoch			
Mrs. Ruffo			

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

**BASS RIVER TOWNSHIP BOARD OF EDUCATION  
REGULAR MEETING AGENDA  
May 1, 2018**

**5. MINUTES**

Motion to approve, by voice vote, the Meeting Minutes of the:

- Regular Meeting – May 1, 2018 ([Attachment 1](#))

**Voice Vote**

**Motion by: \_\_\_\_\_ Seconded by \_\_\_\_\_**

**Yeas: \_\_\_\_\_ Nays: \_\_\_\_\_ Abstain: \_\_\_\_\_**

**6. SUPERINTENDENT’S REPORT**

- **Revised 2017-2018 School Calendar** ([Attachment #](#))

Motion to approve by roll call vote the revised 2017-2018 school year calendar.

**Roll Call**

**Motion by \_\_\_\_\_ Seconded by \_\_\_\_\_**

<b>Mrs. Adams</b>	_____
<b>Mr. Allen</b>	_____
<b>Mrs. Heinrichs</b>	_____
<b>Ms. McGeoch</b>	_____
<b>Mrs. Ruffo</b>	_____

- **2018-2019 School Calendar** ([Attachment #](#))

Motion to approve by roll call vote the 2018-2019 school year calendar.

**Roll Call**

**Motion by \_\_\_\_\_ Seconded by \_\_\_\_\_**

<b>Mrs. Adams</b>	_____
<b>Mr. Allen</b>	_____
<b>Mrs. Heinrichs</b>	_____
<b>Ms. McGeoch</b>	_____
<b>Mrs. Ruffo</b>	_____

**BASS RIVER TOWNSHIP BOARD OF EDUCATION**

**REGULAR MEETING AGENDA**

**May 1, 2018**

● **Out of District Placement**

Motion to approve by roll call vote the the following out of district placement for the fiscal year ending June 30, 2018:

School District	Local ID	Enrollment Date	Total 2017-18 Tuition
Hammonton	914494	9/12/2017	\$20,054.75

**Roll Call**

**Motion by \_\_\_\_\_ Seconded by \_\_\_\_\_**

**Mrs. Adams**                    \_\_\_\_\_  
**Mr. Allen**                    \_\_\_\_\_  
**Mrs. Heinrichs**            \_\_\_\_\_  
**Ms. McGeoch**              \_\_\_\_\_  
**Mrs. Ruffo**                    \_\_\_\_\_

● **SUBSTITUTE STAFF APPOINTMENTS**

Motion to approve by roll call vote the following substitutes for the 2017-2018 school year:

--	--

**Roll Call**

**Motion by \_\_\_\_\_ Seconded by \_\_\_\_\_**

**Mrs. Adams**                    \_\_\_\_\_  
**Mr. Allen**                    \_\_\_\_\_  
**Mrs. Heinrichs**            \_\_\_\_\_  
**Ms. McGeoch**              \_\_\_\_\_  
**Mrs. Ruffo**                    \_\_\_\_\_

● **FACILITY USE REQUESTS**

Motion to approve by roll call vote the following facility requests:

**BASS RIVER TOWNSHIP BOARD OF EDUCATION  
REGULAR MEETING AGENDA  
May 1, 2018**

Organization	Days of Week	Dates	Times	Location
Bass River Elementary PTO	Friday	May 18th, 2018	5:30pm-8:30pm	All Purpose Room

**Roll Call**

**Motion by \_\_\_\_\_ Seconded by \_\_\_\_\_**

**Mrs. Adams**                    \_\_\_\_\_  
**Mr. Allen**                     \_\_\_\_\_  
**Mrs. Heinrich**                \_\_\_\_\_  
**Ms. McGeoch**                 \_\_\_\_\_  
**Mrs. Ruffo**                     \_\_\_\_\_

- **EV SZCZOTKA SPEECH LANGUAGE THERAPIST ( [Attachment #](#) )**

Motion to approve by roll call vote the contract between Bass River Township School District and Ev Szczotka Speech Language Therapist for speech language therapy services for the 2018-2019 school year:

**Roll Call**

**Motion by \_\_\_\_\_ Seconded by \_\_\_\_\_**

**Mrs. Adams**                    \_\_\_\_\_  
**Mr. Allen**                     \_\_\_\_\_  
**Mrs. Heinrichs**                \_\_\_\_\_  
**Ms. McGeoch**                 \_\_\_\_\_  
**Mrs. Ruffo**                     \_\_\_\_\_

- **PATRICIA LIBRIZZI, BSPT ( [Attachment #](#) )**

Motion to approve by roll call vote the contract between Bass River Township School District and Patricia Librizzi BSPT, for physical therapy services for the 2018-2019 school year:

**Roll Call**

**Motion by \_\_\_\_\_ Seconded by \_\_\_\_\_**

**Mrs. Adams**                    \_\_\_\_\_

**BASS RIVER TOWNSHIP BOARD OF EDUCATION**

**REGULAR MEETING AGENDA**

**May 1, 2018**

**Mr. Allen** \_\_\_\_\_  
**Mrs. Heinrichs** \_\_\_\_\_  
**Ms. McGeoch** \_\_\_\_\_  
**Mrs. Ruffo** \_\_\_\_\_

● **Certificated Staff - Tenure Contracts ( Attachment 5 )**

Motion to approve by roll call vote the 2018-2019 school year contracts for certificated tenured staff.

**Roll Call**

**Motion by** \_\_\_\_\_ **Seconded by** \_\_\_\_\_

**Mrs. Adams** \_\_\_\_\_  
**Mr. Allen** \_\_\_\_\_  
**Mrs. Heinrichs** \_\_\_\_\_  
**Ms. McGeoch** \_\_\_\_\_  
**Mrs. Ruffo** \_\_\_\_\_

● **Certificated Staff - Non-Tenure Contracts ( Attachment 5 )**

Motion to approve by roll call vote the 2018-2019 school year contracts for certificated non-tenure staff pending contract ratification.

**Roll Call**

**Motion by** \_\_\_\_\_ **Seconded by** \_\_\_\_\_

**Mrs. Adams** \_\_\_\_\_  
**Mr. Allen** \_\_\_\_\_  
**Mrs. Heinrichs** \_\_\_\_\_  
**Ms. McGeoch** \_\_\_\_\_  
**Mrs. Ruffo** \_\_\_\_\_

● **Non-Certificated Staff Contracts ( Attachment 5 )**

Motion to approve by roll call vote the 2018-2019 school year contracts for non-certificated staff pending contract ratification.

**Roll Call**

**BASS RIVER TOWNSHIP BOARD OF EDUCATION**

**REGULAR MEETING AGENDA**

**May 1, 2018**

*Motion by \_\_\_\_\_ Seconded by \_\_\_\_\_*

**Mrs. Adams** \_\_\_\_\_

**Mr. Allen** \_\_\_\_\_

**Mrs. Heinrichs** \_\_\_\_\_

**Ms. McGeoch** \_\_\_\_\_

**Mrs. Ruffo** \_\_\_\_\_

● **Confidential Secretary Contract**

Motion to approve by roll call vote the 2018-2019 school year contract of Christine Somers, Confidential Secretary, at a salary of \$30,697.00, pending contract ratification.

**Roll Call**

*Motion by \_\_\_\_\_ Seconded by \_\_\_\_\_*

**Mrs. Adams** \_\_\_\_\_

**Mr. Allen** \_\_\_\_\_

**Mrs. Heinrichs** \_\_\_\_\_

**Ms. McGeoch** \_\_\_\_\_

**Mrs. Ruffo** \_\_\_\_\_

● **Confidential Secretary Contract**

Motion to approve by roll call vote the 2018-2019 school year contract of JoAnn Stewart, Confidential Secretary, at a salary of \$38,655.00, pending contract ratification.

**Roll Call**

*Motion by \_\_\_\_\_ Seconded by \_\_\_\_\_*

**Mrs. Adams** \_\_\_\_\_

**Mr. Allen** \_\_\_\_\_

**Mrs. Heinrichs** \_\_\_\_\_

**Ms. McGeoch** \_\_\_\_\_

**Mrs. Ruffo** \_\_\_\_\_

● **Facilities Manager Contract**

**BASS RIVER TOWNSHIP BOARD OF EDUCATION**

**REGULAR MEETING AGENDA**

**May 1, 2018**

Motion to approve by roll call vote the 2018-2019 school year contract of Edward Bagnell, Facilities Manager, at a salary of \$44,584.00, pending contract ratification.

**Roll Call**

**Motion by \_\_\_\_\_ Seconded by \_\_\_\_\_**

**Mrs. Adams**                    \_\_\_\_\_  
**Mr. Allen**                    \_\_\_\_\_  
**Mrs. Heinrichs**            \_\_\_\_\_  
**Ms. McGeoch**              \_\_\_\_\_  
**Mrs. Ruffo**                    \_\_\_\_\_

**7. BOARD OF EDUCATION BUSINESS**

- **Old Business**
- **New Business**

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

Motion to approve by roll call vote the May 1, 2018 Bills List as attached.

**Roll Call**

**Motion by \_\_\_\_\_ Seconded by \_\_\_\_\_**

**Mrs. Adams**                    \_\_\_\_\_  
**Mr. Allen**                    \_\_\_\_\_  
**Mrs. Heinrichs**            \_\_\_\_\_  
**Ms. McGeoch**              \_\_\_\_\_  
**Mrs. Ruffo**                    \_\_\_\_\_

- **BUDGET TRANSFERS ( [Attachment](#) )**

Motion to approve by roll call vote the following:

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

**Roll Call**

**BASS RIVER TOWNSHIP BOARD OF EDUCATION  
REGULAR MEETING AGENDA  
May 1, 2018**

*Motion by \_\_\_\_\_ Seconded by \_\_\_\_\_*

**Mrs. Adams**                    \_\_\_\_\_  
**Mr. Allen**                    \_\_\_\_\_  
**Mrs. Heinrichs**            \_\_\_\_\_  
**Ms. McGeoch**              \_\_\_\_\_  
**Mrs. Ruffo**                    \_\_\_\_\_

● **FINANCIAL REPORTS**

Motion to accept the following financial reports:

- a. Report of the Secretary dated February 28, 2018 ([\*Attachment #\*](#))
- b. Report of the Treasurer dated February 28, 2018 ([\*Attachment #\*](#))

**Roll Call**

*Motion by \_\_\_\_\_ Seconded by \_\_\_\_\_*

**Mrs. Adams**                    \_\_\_\_\_  
**Mr. Allen**                    \_\_\_\_\_  
**Mrs. Heinrichs**            \_\_\_\_\_  
**Ms. McGeoch**              \_\_\_\_\_  
**Mrs. Ruffo**                    \_\_\_\_\_

● **BOARD CERTIFICATION**

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**

*Motion by \_\_\_\_\_ Seconded by \_\_\_\_\_*

**Mrs. Adams**                    \_\_\_\_\_  
**Mr. Allen**                    \_\_\_\_\_  
**Mrs. Heinrichs**            \_\_\_\_\_  
**Ms. McGeoch**              \_\_\_\_\_  
**Mrs. Ruffo**                    \_\_\_\_\_



**BASS RIVER TOWNSHIP BOARD OF EDUCATION  
REGULAR MEETING AGENDA  
May 1, 2018**

- **JUNE 30, 2018 FINAL BUDGET ( Attachment #5 )**

RESOLVED, by the Bass River Township Board of Education in the County of Burlington to approve and authorize the Business Administrator to submit the Final June 30, 2019 budget in the amount of \$2,527,921

General Fund:	\$ 2,442,217	Tax Levy:	\$1,514,402
Special Revenue Fund:	\$ 85,704		

**Roll Call**

**Motion by \_\_\_\_\_ Seconded by \_\_\_\_\_**

<b>Mrs. Adams</b>	_____
<b>Mr. Allen</b>	_____
<b>Mrs. Heinrichs</b>	_____
<b>Ms. McGeoch</b>	_____
<b>Mrs. Ruffo</b>	_____

- **Safety Grant**

The Bass River Township Board of Education hereby approves the submission of grant application for the 2018 Safety Grant Program through the New Jersey Schools Insurance Group's BACCEIC Sub fund for the purposes described in the application, in the amount of \$2,811.88 for the period July 1, 2018 through June 30, 2019.

**8. APPOINTMENTS**

Motion to approve by roll call vote the following appointments:

- **BASS RIVER TOWNSHIP BOARD OF EDUCATION – COMMITTEES**

Be It Resolved that the Bass River Township Board of Education acts as a committee of the whole for the fiscal year 2018-2019.

- **ADOPTION OF SCHOOL DISTRICT ADDRESS**

Be It Resolved to approve official addresses as follows:  
District: 11 North Maple Avenue, New Gretna, NJ 08224

- **ACCOUNT TRANSFERS**

**BASS RIVER TOWNSHIP BOARD OF EDUCATION**  
**REGULAR MEETING AGENDA**  
**May 1, 2018**

Be It Resolved that the Business Administrator be authorized to do account transfers that may be needed to close the fiscal year with Board confirmation at the next regular meeting.

- **ADOPTION OF EXISTING POLICIES**

Be It Resolved to adopt existing policies, and in the event any policy or part of a policy is judged to be inconsistent with the law, inoperative by a court of competent jurisdiction, or is invalidated by a policy duly adopted by this Board, the remaining policies and parts of policies shall remain in effect.

- **ADOPTION OF EXISTING TEXTBOOKS**

Be It Resolved to adopt existing textbooks, and in the event any textbook or part of a textbook is judged to be inconsistent with the law, inoperative by a court of competent jurisdiction, or is invalidated by a policy duly adopted by this Board, the remaining textbooks and parts of textbooks shall remain in effect.

- **ADOPTION OF EXISTING CURRICULUM**

Be It Resolved to adopt existing curriculum, and in the event any curriculum or part of a curriculum is judged to be inconsistent with the law, inoperative by a court of competent jurisdiction, or is invalidated by a policy duly adopted by this Board, the remaining curriculum and parts of curriculum shall remain in effect.

- **ADOPTION OF OFFICIAL SEAL**

Be It Resolved to adopt official seal of the District which is in the possession of the Business Administrator/Board Secretary.

- **DESIGNATION OF OFFICIAL NEWSPAPER**

Be It Resolved to designate The Atlantic City Press as the official newspaper of the District with the Beacon or Asbury Park Press as the alternate choice when a weekly publication will not suffice throughout the 2018-2019 fiscal year.

- **SCHOOL FUNDS INVESTOR**

Be It Resolved to designate Stephen J. Brennan as School Funds investor, pursuant to N.J.S.A. 17:12B-0241.

- **PURCHASING AGENT**

**BASS RIVER TOWNSHIP BOARD OF EDUCATION**  
**REGULAR MEETING AGENDA**  
**May 1, 2018**

Be It Resolved, that the Bass River Township Board of Education appoint Stephen J. Brennan as the Qualified Purchasing Agent subject to bid thresholds permitted by law under N.J.S.A. 18A:2-B.

- **FEDERAL PROGRAMS**

Be It Resolved, that the Bass River Township Board of Education appoints Stephen J. Brennan as the Authorized Representative for all Federal programs including: E-Rate, Child Nutrition, designated custodian for the general fund, building fund, child nutrition fund, bond fund, activity fund, all federal programs including E-Rate, all state programs, and all other school programs and activities not listed for the 2018-2019 school year.

- **TRANSPORTATION BID SPECIFICATIONS**

Be It Resolved, that in accordance with N.J.A.C. 6A:27-9.2(c), the Bass River Township Board of Education authorizes Stephen J. Brennan to prepare, advertise, and submit to the Executive County Superintendent for approval the necessary bid specifications to meet student transportation needs, throughout the 2018-2019 fiscal year.

- **FEES FOR COPIES OF PUBLIC DOCUMENTS**

Be It Resolved that the Bass River Township Board of Education hereby establishes a photocopy fee of five cents (\$.05) per letter size page and seven cents (\$.07) per legal size of official board minutes and other public documents; and,

Be It Further Resolved that all requests for public information where actual costs exceed the above mentioned amounts shall be charged actual costs in accordance with N.J.S.A. 47:1A-5.b

- **PROCUREMENT OF GOODS AND SERVICES THROUGH STATE CONTRACT**

WHEREAS, Title 18A:18A-10 provides that, "A Board of Education, without advertising for bids, or after having rejected all bids obtained pursuant to advertising therefore, by resolution may purchase any goods or services pursuant to a contract or contracts for such goods or services entered into on behalf of the State by the Division of Purchase and Property, and

WHEREAS, Bass River Township School District has the need, on a timely basis, to procure goods and services utilizing state contracts, and

**BASS RIVER TOWNSHIP BOARD OF EDUCATION**  
**REGULAR MEETING AGENDA**  
**May 1, 2018**

WHEREAS, the Bass River Township Board of Education desires to authorize its purchasing agent for the 2018-2019 fiscal year to make any and all purchases necessary to meet the needs of the school district throughout the school year.

NOW THEREFORE, BE IT RESOLVED, that the Bass River Township Board of Education does hereby authorize the district purchasing agent to make purchases of goods and services entered into on behalf of the State by the Division of Purchase and Property.

- **TRAVEL EXPENDITURE**

Be It Resolved to approve annual travel expenditure for the 2018-2019 fiscal year not to exceed \$20,000 district-wide.

- **CHART OF ACCOUNTS**

Be It Resolved, that the Bass River Township Board of Education will follow accounting policies and procedures that comply with Generally Accepted Accounting Principles (GAAP), which includes using an accounting system that provides for the proper recording and reporting of financial data in accordance with the Uniform Minimum Chart of Accounts for New Jersey Public Schools as issued, September 25, 2015.

- **BOARD ATTORNEY**

Be It Resolved, that Paul C. Kalac, Esq. of Schwartz, Simon, Edelstein & Celso, LLC be appointed as Board Attorney for the Bass River Township Board of Education, at the hourly rate of \$165 effective July 1, 2018 through June 30, 2019.

- **BOARD AUDITOR**

Be It Resolved, that Holman, Frenia, Allison P.C. be appointed as Board Auditor for the Bass River Township Board of Education, effective July 1, 2018 through June 30, 2019 at an annual cost of \$14,800.

- **SCHOOL PHYSICIAN**

Be It Resolved, that Dr. Joyce Leonetti, D.O., M.P.H. be reappointed as School Physician effective July 1, 2018 through June 30, 2019 at an annual salary of \$4,000.

- **TREASURER OF SCHOOL MONIES**

Be It Resolved, that Mrs. Kim Sprague be re-appointed Treasurer of School Monies effective July 1, 2018 through June 30, 2019 at an annual salary of \$3,000.

**BASS RIVER TOWNSHIP BOARD OF EDUCATION  
REGULAR MEETING AGENDA  
May 1, 2018**

- **AUTHORIZED SIGNATORIES**

Be It Resolved to authorize the signing of checks for the 2018-2019 Fiscal year as follows:

Account	# Required Signatu	Required Signatures
Warrant #18006001787	3	President or Vice President Business Administrator Treasurer of School Monies
Payroll #18006001795	1	President or Vice President or Business Administrator or Treasurer of School Monies
Agency #18006001803	1	President or Business Administrator or Treasurer of School Monies
Unemployment #18006001811	1	President or Vice President or Business Administrator
Student Activities #18006001829	2	Superintendent or Business Administrator or Administrative Assistant

- **APPOINTMENT OF INSURANCE AGENTS**

Be It Resolved to appoint insurance agents for the 2018-2019 fiscal year as follows:

<u>Type</u>	<u>Agent</u>
Property/Casualty	T.C. Irons/Haines & Haines
Medical/Dental/Vision	Brown and Brown.
Student Accident	T.C. Irons/Haines & Haines
Workers Compensation	T.C. Irons/Haines & Haines

- **TAX SHELTER ANNUITY COMPANIES**

Be It Resolved to approve the following tax shelter annuity brokers:

AXA/Equitable  
Valic  
Northwestern Mutual  
Wachovia

**BASS RIVER TOWNSHIP BOARD OF EDUCATION  
REGULAR MEETING AGENDA  
May 1, 2018**

**Roll Call**

**Motion by \_\_\_\_\_ Seconded by \_\_\_\_\_**

**Mrs. Adams**                    \_\_\_\_\_  
**Mr. Allen**                    \_\_\_\_\_  
**Mrs. Heinrichs**            \_\_\_\_\_  
**Ms. McGeoch**              \_\_\_\_\_  
**Mrs. Ruffo**                    \_\_\_\_\_

**NEW JERSEY SCHOOLS INSURANCE GROUP JOINT INSURANCE FUND**

WHEREAS, N.J.S.A. 18A:18B-1, et seq., enables boards of education to join with other boards of education in school board insurance trusts for the purpose of forming self-insurance pools;

WHEREAS, The New Jersey School Insurance Group (“NJSIG”) is a joint insurance fund authorized by N.J.S.A. 18A:18B-1, et seq. to provide insurance coverage and risk management services for its members.

WHEREAS, the Bass River Township Board of Education, herein after referred to as the “Educational Institution,” has resolved to apply for and/or renew its membership with NJSIG;

WHEREAS, the Educational Institution certifies that it has not defaulted on a claim, and has not been cancelled for non-payment of insurance premium for a period of at least two (2) years prior to the date of its application to NJSIG;

WHEREAS, the Educational Institution desires to secure protection, services, and savings relating to insurance and self-insurance for itself and its departments and employees; and,

WHEREAS, the Educational Institution finds that the best and most efficient way of securing this protection and services is by cooperating with other boards of education in the State of New Jersey.

NOW THEREFORE, BE IT RESOLVED THAT:

- 1) This agreement is made by and between NJSIG and the Educational Institution;
- 2) The Educational Institution joins with other boards of education in organizing and becoming members of NJSIG pursuant to N.J.S.A. 18A:18B-3(a), for a period of three years, beginning on July 1, 2018, and ending July 1, 2021 at 12:01 a.m.;
- 3) In consideration of membership in NJSIG, the Educational Institution agrees that for those types of coverage in which it participates, the Educational Institution shall jointly and severally assume and discharge the liabilities of each and every member of NJSIG to such agreement arising from their participation in NJSIG. By execution hereof the full faith and credit of the Educational Institution is pledged to the punctual payment of any sums which shall become due to NJSIG in accordance with the bylaws thereof, the plan of risk management, this Agreement and any applicable statute or regulation;

**BASS RIVER TOWNSHIP BOARD OF EDUCATION**

**REGULAR MEETING AGENDA**

**May 1, 2018**

- 4) The Educational Institution and NJSIG agree that NJSIG shall hold all monies paid by the Educational Institution to NJSIG as fiduciaries for the benefit of NJSIG claimants all in accordance with applicable statutes and/or regulations;
- 5) NJSIG shall establish and maintain Trust Accounts in accordance with N.J.S.A. 18A:18B-1, et seq. And such other statutes and regulations as may be applicable;
- 6) By adoption and signing of this resolution, the Educational Institution is hereby joining NJSIG in accordance with the terms of the Indemnity and Trust Agreement and Resolution to Join/Renew Membership, effective the date indicated below, for the types of insurance as indicated in the Insurance Binder issued by NJSIG;
- 7) The Educational Institution hereby ratifies and affirms the bylaws and other organizational and operational documents of NJSIG, and as from time to time amended by NJSIG and/or the State of New Jersey, Department of Banking and Insurance, in accordance with the applicable statutes and regulations as if each and every one of said documents were re-executed contemporaneously herewith;
- 8) The Educational Institution agrees to be a participating member of NJSIG for the period herein provided for and to comply with all of the rules and regulations and obligations associated with said membership, including, but not limited to the NJSIG's Plan of Risk Management;
- 9) The Educational Institution under its obligations as a member of NJSIG agrees to allow for safety inspections of its properties, to pay contributions in a timely fashion and to comply with the bylaws and standards of participation of NJSIG including the plan of risk management;
- 10) If NJSIG, in the enforcement of any part of this Agreement, shall incur necessary expense or become obligated to pay attorney's fees and/or court costs, the Educational Institution agrees to reimburse NJSIG for all such reasonable expenses, fees and costs on demand;
- 11) The Business Administrator is hereby authorized in accordance with the Public School Contracts Law, N.J.S.A. 18A:18A-1, et seq., to execute such contracts and documentation with NJSIG as is necessary to effectuate this resolution; and,
- 12) The Business Administrator is directed to send a certified copy of this Indemnity and Trust Agreement and Resolution to Join/Renew Membership to NJSIG.

**Roll Call**

**Motion by \_\_\_\_\_ Seconded by \_\_\_\_\_**

**Mrs. Adams** \_\_\_\_\_

**Mr. Allen** \_\_\_\_\_

**Mrs. Heinrichs** \_\_\_\_\_

**Ms. McGeoch** \_\_\_\_\_

**BASS RIVER TOWNSHIP BOARD OF EDUCATION  
REGULAR MEETING AGENDA  
May 1, 2018**

**Mrs. Ruffo** \_\_\_\_\_

● **REGULAR MEETING DATES FOR 2018-2019**

Be It Resolved to approve the Board of Education meeting schedule as follows:

Location: Bass River Elementary School Library,  
11 North Maple Avenue, New Gretna, NJ  
Time: Regular Session - 7:00 PM

<b>July 24, 2018</b>	<b>February 5, 2019</b>
<b>September 11, 2018</b>	<b>March 19, 2019</b>
<b>October 2, 2018</b>	<b>May 7, 2019 BUDGET HEARING</b>
<b>November 6, 2018</b>	<b>June 4, 2019</b>
<b>December 4, 2018</b>	
<b>January 8, 2019 ORGANIZATION MEETING</b>	

● **PUPIL RECORDS**

Be It Resolved, that the Bass River Township Board of Education authorizes the following pupil records to be collected and maintained by authorized certified school personnel in accordance with the Law:

- Record of Daily Attendance
- Descriptions of Pupil Progress
- Test Results
- Health Records

The Bass River Township Elementary School is prohibited from recording the religious or political affiliation of the pupil and/or parents unless requested to do so in writing by the parent.



**BASS RIVER TOWNSHIP BOARD OF EDUCATION**

**REGULAR MEETING AGENDA**

**May 1, 2018**

- **DESIGNATION OF PUBLIC AGENCY COMPLIANCE OFFICER (PACO) AND CUSTODIAN OF SCHOOL FUNDS**

Be It Resolved, that the Bass River Township Board of Education appoint Stephen J. Brennan as its Public Agency Compliance Officer and Custodian of School Funds.

- **AHERA COORDINATOR**

Be It Resolved to approve Edward Bagnell as the District AHERA Coordinator for the fiscal year 2018-2019.

- **RIGHT TO KNOW OFFICER**

Be It Resolved to approve Stephen J. Brennan as the District Right to Know Officer for the fiscal year 2018-2019.

- **INTEGRATED PEST MANAGEMENT COORDINATOR**

Be It Resolved to appoint Mr. Edward Bagnell as the District Integrated Pest Management Coordinator for the fiscal year 2018-2019.

- **AFFIRMATIVE ACTION OFFICER**

Be It Resolved, that the Bass River Township Board of Education appoints Dr. Detlef Kern as its Affirmative Action Officer for the fiscal year 2018-2019.

- **504 OFFICER**

Be It Resolved, that the Bass River Board of Education appoints Dr. Detlef Kern as its 504 Officer for the fiscal year 2018-2019.

- **ANTI BULLYING COORDINATOR**

Be It Resolved, that the Bass River Township Board of Education appoints Dr. Detlef Kern as its Anti Bullying Coordinator for the fiscal year 2018-2019.

- **SUBSTANCE AWARENESS COORDINATOR**

Be It Resolved, that the Bass River Township Board of Education appoints Dr. Detlef Kern as its Substance Awareness Coordinator for the fiscal year 2018-2019.

- **ANTI BULLYING SPECIALIST**

Be It Resolved, that the Bass River Township Board of Education appoints Joni Burns as its Anti Bullying Specialist for the fiscal year 2018-2019.

- **SCHOOL SAFETY SPECIALIST**

**BASS RIVER TOWNSHIP BOARD OF EDUCATION**  
**REGULAR MEETING AGENDA**  
**May 1, 2018**

Motion to appoint Dr. Detlef Kern as School Safety Specialist for the fiscal year ending June 30, 2019.

- **SECURITY PLAN**

It is recommended by the Superintendent that the Board of Education adopt the current Security Plan for the fiscal year 2018-2019.

- **MONTHLY EXPENSES**

It is recommended by the Superintendent that the Board of Education to approve Stephen J. Brennan to be granted the ability to pay any outstanding recurring expenses on months that Board Meetings are not held. (The bills list will be approved at the following Board meeting.)

It is further recommended by the Superintendent that the Board allow Stephen J. Brennan to make individual purchases of up to \$1,000 of goods and services that are unbudgeted for in the fiscal year 2018-2019.

- **INTERLOCAL AGREEMENT – BUSINESS SERVICES ( [\*Attachment #\*](#) )**

Be It Resolved to approve the Shared Services Agreement between Pinelands Regional Board of Education and Bass River Township Board of Education to provide business office administration as per attached document.

- **INTERLOCAL AGREEMENT – CHILD STUDY TEAM ( [\*Attachment #\*](#) )**

Be It Resolved, to approve the Shared Services Agreement between Pinelands Regional Board of Education and Bass River Township Board of Education to provide Child Study Team services as per attached document.

- **SUBSTITUTE PAY RATES**

Be It Resolved, that the Bass River Board of Education approve the following substitute pay rates:

Teachers	\$ 78.00/day
Aides	\$ 10.00/hour
Custodians	\$ 11.00/hour
Secretaries	\$ 10.00/hour
Nurses	\$130.00/day

- **SUBSTITUTE NURSING SERVICES**

**BASS RIVER TOWNSHIP BOARD OF EDUCATION**

**REGULAR MEETING AGENDA**

**May 1, 2018**

Be It Resolved, that the Bass River Board of Education approve Bayada Home Health Care, Inc to provide in school Nursing Services for the 2018-2019 School year at a rate of \$55/hour for Registered Nurse.

● **ANTICIPATED CONTRACTS 2017-18 (*Exhibit 14*)**

Pursuant to PL 2015, Chapter 47 the Bass River Township Board of Education intends to renew, award, or permit to expire the following contracts previously awarded by the Board of Education. These contracts are, and have been, in full compliance with all state and federal statutes and regulations; in particular, New Jersey Title 18A:18 et. seq., NJAC Chapter 23, and Federal Uniform Administrative Requirements 2 CFR, Part 200. Compliance with new contracts, not listed here, will be addressed prior to board action.

**Roll Call**

**Motion by \_\_\_\_\_ Seconded by \_\_\_\_\_**

**Mrs. Adams** \_\_\_\_\_  
**Mr. Allen** \_\_\_\_\_  
**Mrs. Heinrichs** \_\_\_\_\_  
**Ms. McGeoch** \_\_\_\_\_  
**Mrs. Ruffo** \_\_\_\_\_

**9. EXECUTIVE SESSION**

RESOLVED, that the Board of Education meet in closed session to discuss negotiations and superintendent search. 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.”

**Voice Vote**

**Motion by: \_\_\_\_\_ Seconded by \_\_\_\_\_**

**Yeas: \_\_\_\_\_ Nays \_\_\_\_\_ Abstain \_\_\_\_\_**

**Time in: \_\_\_\_\_**

**Time out: \_\_\_\_\_**

**10. AUDIENCE PARTICIPATION**

**11. ADJOURNMENT**

It is recommended that the Board of Education adjourn the meeting.

**BASS RIVER TOWNSHIP BOARD OF EDUCATION**

**REGULAR MEETING AGENDA**

**May 1, 2018**

*Voice Vote*

*Motion by \_\_\_\_\_ Seconded by \_\_\_\_\_*

*Yeas: \_\_\_\_\_ Nays \_\_\_\_\_ Abstain \_\_\_\_\_*

Adjournment at \_\_\_\_\_ PM