

**BASS RIVER TOWNSHIP BOARD OF EDUCATION  
REGULAR MEETING MINUTES  
February 6, 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	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).
5. Limit your comment(s) to the specific agenda items.

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**5. MINUTES**

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

- Reorganizational Meeting - January 2, 2018 ([Attachment 1](#))
- Regular Meeting – January 2, 2018 ([Attachment 1a](#))

**Voice Vote**

**Ayes:** Mrs. Adams, Mrs. Heinrichs, Ms. McGeoch, Mrs. Ruffo  
**Nays:** 0  
**Abstain:** 0

**6. SUPERINTENDENT’S REPORT**

- The Superintendent provided a report on the following events:
  - Meeting with township mayor & commissioner about matters affecting Bass River Board of Education.
  - The need for an attendance policy.
  - The details surrounding a new electronic device policy.
  - The opportunity for a presentation from the Ocean County prosecutor's that provide the students information on child predators.

● **TRAVEL/TRAINING**

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

Name	Seminar / Workshop Name	Event Date	Seminar / Workshop Cost	Mileage Cost	Tolls / Meals Cost	Total Cost
Joni Burns	Analyzing & Addressing Behavioral Issues in the Classroom	2/28/18	-0-	-0-	-0-	-0-

**Roll Call Vote**

**Ayes:** Mrs. Adams, Mrs. Heinrichs, Ms. McGeoch, Mrs. Ruffo  
**Nays:** 0

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**Abstain:** 0

- **SUBSTITUTE STAFF APPOINTMENTS**

Motion by Mrs. Ruffo, seconded by Mrs. Adams and carried by roll call vote to approve the following substitutes for the 2017-2018 school year:

Rinaldi, Joyce	Substitute Instructional Aide / Secretary
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**Roll Call Vote**

**Ayes:** Mrs. Adams, Mrs. Heinrichs, Ms. McGeoch, Mrs. Ruffo  
**Nays:** 0  
**Abstain:** 0

- **FACILITY USE REQUESTS**

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

<b>Organization</b>	<b>Days of Week</b>	<b>Dates</b>	<b>Times</b>	<b>Location</b>
Bass River Elementary PTO / Candy Bar Bingo	Thursday	February 15, 2018	6:00-8:00 pm	All Purpose Room

**Roll Call Vote**

**Ayes:** Mrs. Adams, Mrs. Heinrichs, Ms. McGeoch, Mrs. Ruffo  
**Nays:** 0  
**Abstain:** 0

- **FIELD TRIPS**

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

<b>Grade (s)</b>	<b>Destination</b>	<b>Date</b>	<b>Time</b>
3rd	Franklin Institute Philadelphia, PA	Friday, March 16th, 2018	8:45-4:00
K, 1st, & 2nd	Adventure Aquarium	Thursday,	8:45-3:45

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(Funded by PTO)	Camden, NJ	April 19th, 2018	
Preschool & 2nd	Cape May Zoo Cape May, NJ	Friday, May 4th, 2018	9:15-2:00
6th	Washington, DC	Friday, May 11th, 2018	8:30-10:30
5th	Tuckerton Seaport Tuckerton, NJ	Friday, May 18th, 2018	8:45-2:30
6th (Safety Patrol)	Six Flags Great Adventure Jackson, NJ	Friday, June 8th, 2018	10:00-7:00

**Roll Call Vote**

**Ayes:** Mrs. Adams, Mrs. Heinrichs, Ms. McGeoch, Mrs. Ruffo  
**Nays:** 0  
**Abstain:** 0

● **ATTENDANCE POLICY**

Motion by Mrs. Ruffo, seconded by Mrs. Adams and carried by roll call vote to approve the new Attendance Policy. ([Attachment 2](#))

**Roll Call Vote**

**Ayes:** Mrs. Adams, Mrs. Heinrichs, Ms. McGeoch, Mrs. Ruffo  
**Nays:** 0  
**Abstain:** 0

● **SEMI WAIVER ([Attachment 3](#))**

Motion by Mrs. Ruffo, seconded by Mrs. Adams and carried by roll call vote to approve the submission of a Special Education Medicaid Initiative (SEMI) Waiver to the Burlington County Office of Education for the 2018-2019 school year.

**Roll Call Vote**

**Ayes:** Mrs. Adams, Mrs. Heinrichs, Ms. McGeoch, Mrs. Ruffo  
**Nays:** 0  
**Abstain:** 0

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**Discussion**

- The Business Administrator provided details of the SEMI program and the reasons the District should approve the waiver.

**7. BOARD OF EDUCATION BUSINESS**

- **Old Business**
- **New Business**
  - [Superintendent Search](#)
    - The Board discussed the contents of this job posting.
    - Special Election
      - The Business Administrator advised the Board that it will need to hold a runoff election due to the November 2017 vote resulting in tie. The special runoff election will consist of 3 candidates. The Business Administrator mentioned that he is operating under the advice of the Board Attorney. He will update the Board on progress.
- **BILLS LIST ([Attachment 3](#))**

Motion by Mrs. Ruffo, seconded by Mrs. Adams and carried by roll call vote to approve the February 6, 2018 Bills List as attached.

**Roll Call Vote**

**Ayes:** Mrs. Adams, Mrs. Heinrichs, Ms. McGeoch, Mrs. Ruffo  
**Nays:** 0  
**Abstain:** 0

- **FINANCIAL REPORTS**

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

  - a. Report of the Secretary dated November 30, 2017 ([Attachment 4](#))
  - b. Report of the Secretary dated December 31, 2017 ([Attachment 4a](#))
  - c. Report of the Treasurer dated November 30, 2017 ([Attachment 4b](#))
  - d. Report of the Treasurer dated December 31, 2017 ([Attachment 4c](#))

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**Roll Call Vote**

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

**Nays:** 0

**Abstain:** 0

● **BOARD CERTIFICATION**

Motion by Mrs. Ruffo, seconded by Mrs. Adams and carried by roll call vote to approve 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. Adams, Mrs. Heinrichs, Ms. McGeoch, Mrs. Ruffo

**Nays:** 0

**Abstain:** 0

● **Energy Savings Implementation Agreement ([Attachment #5](#))**

Motion by Mrs. Ruffo, seconded by Mrs. Adams and carried by roll call vote to approve the Amendment to the Energy Savings Implementation Agreement

**Roll Call Vote**

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

**Nays:** 0

**Abstain:** 0

**Discussion**

- The Business Administrator explained the details behind the need for the agreement.

**9. AUDIENCE PARTICIPATION**

- A local resident sought information regarding special education costs.
- A Bass River employee invited the Board and public to participate in the Read Across America program and to participate with the students of Bass River Township elementary school

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**10. ADJOURNMENT**

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

**Voice Vote**

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

**Nays:** 0

**Abstain:** 0

Adjournment at 8:11 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