

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

June 5, 2018

1. CALL TO ORDER AT 6:10 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		
Mr. Allen	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. Adams, seconded by Ms. McGeoch and carried by voice vote to approve the Meeting Minutes of the:

- Regular Meeting – May 1, 2018 ([Attachment 1](#))
- Special Meeting – May 3, 2018 ([Attachment 1a](#))
- Special Meeting- May 16, 2018 ([Attachment 1b](#))
- Special Meeting- May 30, 2018 ([Attachment 1c](#))
- Executive Session - May 3, 2018 ([Attachment 2](#))
- Executive Session - May 16, 2018 ([Attachment 2a](#))
- Executive Session - May 30, 2018 ([Attachment 2b](#))

Voice Vote

Ayes: Mrs. Adams, Mr. Allen, Ms. McGeoch, Mrs. Ruffo

Nays: 0

Abstain: 0

6. SUPERINTENDENT'S REPORT

- The Superintendent reported on the following:
 - PTO Event - Pocket Bingo
 - Field Day
 - Spring Concert
 - Art Show

● **THERAPEUTIC LEARNING FOR CHILDREN ([Attachment #3](#))**

Motion by Mrs. Adams, seconded by Ms. McGeoch and carried by roll call vote to approve the contract between Bass River Township School District and Therapeutic Learning for Children for occupational therapy services for the 2018-2019 school year:

Roll Call Vote

Ayes: Mrs. Adams, Mr. Allen, Ms. McGeoch, Mrs. Ruffo

Nays: 0

Abstain: 0

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Discussion

- The Superintendent explained the company representatives that will be servicing the District.

- **HOMEBOUND INSTRUCTION**

Motion by Ms. McGeoch, seconded by Mrs. Adams and carried by roll call vote to approve Jennifer Gouveia as homebound instructor for Student ID# 8996431482 (LEHSD) effective immediately until the end of SY 2017-18.

Roll Call Vote

Ayes: Mrs. Adams, Mr. Allen, Ms. McGeoch, Mrs. Ruffo
Nays: 0
Abstain: 0

- **SUBSTITUTE STAFF APPOINTMENTS**

Motion by Mrs. Adams, seconded by Mr. Allen and carried by roll call vote to approve the following substitutes for the 2018-2019 school year:
(Attachment #4)

Roll Call Vote

Ayes: Mrs. Adams, Mr. Allen, Ms. McGeoch, Mrs. Ruffo
Nays: 0
Abstain: 0

- **FACILITY USE REQUESTS**

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

Organization	Days of Week	Dates	Times	Location
Bass River Elementary PTO (Candy Bar Bingo)	Wednesday	June 6th, 2018	5:00-7:30	All Purpose Room
New Gretna Presbyterian Church Community Basketball	Tuesdays	September 11 ,2018 - June 4, 2019	6:30-8:30 pm	All Purpose Room

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Pinelands Basketball (Lighting Sports Group)	Mondays & Thursdays	October 1, 2018- March 21, 2019	6-8:30 pm	All Purpose Room
New Gretna Presbyterian Church Youth Basketball Clinic	Wednesdays	October 10, 17, 24, November 7, 14, 21, 2018	6:15 - 7:45 pm	All Purpose Room
New Gretna Presbyterian Church Youth “Winter Fun Nights”	Wednesdays	February 6, 13, 20, 27, March 6, 13, 2019	6:15-7:45 pm	All Purpose Room

Roll Call Vote

Ayes: Mrs. Adams, Mr. Allen, Ms. McGeoch, Mrs. Ruffo
Nays: 0
Abstain: 0

● **FIELD TRIPS**

Motion by Mrs. Adams, seconded by Mr. Allen and carried by roll call vote to approve the following field trip:

Grade (s)	Destination	Date	Time
K, 1st, & 2nd	Seven Bridges Road End of Radio Road, Little Egg Harbor	Monday, June 11th, 2018 (rain date Tuesday, June 12th, 2018)	12:00 - 2:00 pm

Roll Call Vote

Ayes: Mrs. Adams, Mr. Allen, Ms. McGeoch, Mrs. Ruffo
Nays: 0
Abstain: 0

Discussion

- The Superintendent explained how the field trip relates to Project Terrapin.

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- **ESSA Title I Grant Application-SIA**

Motion by Mrs. Adams, seconded by Mr. Allen and carried by roll call vote to approve the submission of the ESSA Title I Grant Application amendment for the receipt of \$31,677 in Title A-SIA funds.

Roll Call Vote

Ayes: Mrs. Adams, Mr. Allen, Ms. McGeoch, Mrs. Ruffo

Nays: 0

Abstain: 0

- **TRAVEL/TRAINING**

Motion by Mrs. Adams, seconded by Mr. Allen 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
Christine Somers	2018 Realtime User's Group	5/30/18	-0-	-0-	-0-	-0-

Roll Call Vote

Ayes: Mrs. Adams, Mr. Allen, Ms. McGeoch, Mrs. Ruffo

Nays: 0

Abstain: 0

- **Resignation**

Motion by Mr. Allen, seconded by Mrs. Adams and carried by roll call vote to approve the resignation of Karissa Reinhold, Instructional Aide, effective the last date of employment on June 30, 2018.

(Attachment #5)

Roll Call Vote

Ayes: Mrs. Adams, Mr. Allen, Ms. McGeoch, Mrs. Ruffo

Nays: 0

Abstain: 0

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- **Extended School Year Program**

Motion by Mrs. Adams, seconded by Mr. Allen and carried by roll call to approve the following Extended School Year Program staff from July 9th, 2018 - August 2nd, 2018 at the specified rate, for 2.5 hours per day, 16 days total (Monday through Thursday).

Allison Russomanno \$40.24 / hour * **Hourly rate pending contract ratification**

Roll Call Vote

Ayes: Mrs. Adams, Mr. Allen, Ms. McGeoch, Mrs. Ruffo

Nays: 0

Abstain: 0

- **Extra Curricular Stipends**

Motion by Mrs. Adams, seconded by Mr. Allen and carried by roll call vote to approve the 2018-2019 Extra Curricular stipends as listed:

Lori Capaccio (Teacher in Charge) \$970 ***Pending contract ratification**

Lori Capaccio (Test Coordinator) \$2,385 ***Pending contract ratification**

Angela Randall (Newspaper Advisor) \$225/issue ***Pending contract ratification**

Angela Randall (Webmaster) \$485.50 ***Pending contract ratification**

Jennifer Gouveia (Webmaster) \$485.50 ***Pending contract ratification**

Ann Pomponio (Yearbook Advisor) \$970 ***Pending contract ratification**

Chris Manzer (Homework Club Advisor) \$40.24/hour ***Pending contract ratification**

Barbara Hund (Lunchroom Coordinator) \$970 ***Pending contract ratification**

Lisa Nino (Student Council Advisor) \$810 ***Pending contract ratification**

Ann Pomponio (Student Council Advisor) \$810 ***Pending contract ratification**

JoAnn Stewart (Student Council Advisor) \$810 ***Pending contract ratification**

Debbie Callan (Student Council Advisor) \$810 ***Pending contract ratification**

Roll Call Vote

Ayes: Mrs. Adams, Mr. Allen, Ms. McGeoch, Mrs. Ruffo

Nays: 0

Abstain: 0

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- **After School Club Stipend Appointments**

Motion by Mrs. Adams, seconded by Mrs. Allen and carried by roll call vote to approve the following After School club advisors for the 2018-2019 school year:

Lisa Nino \$970 ***Pending contract ratification**

Jennifer Gouveia \$970 ***Pending contract ratification**

Angela Randall \$970 ***Pending contract ratification**

Allison Russomanno \$970 ***Pending contract ratification**

Debbie Callan \$970 ***Pending contract ratification**

Roll Call Vote

Ayes: Mrs. Adams, Mr. Allen, Ms. McGeoch, Mrs. Ruffo

Nays: 0

Abstain: 0

- **INTERIM SUPERINTENDENT CONTRACT (*Attachment #2*)**

Motion by Mrs. Adams, seconded by Mr. Allen and carried by roll call vote to approve Dr. Detlef Kern as Interim Superintendent for the period of August 1, 2018 through June 30, 2019 at a per diem rate of \$500, pending Executive County Superintendent Contract Approval.

Roll Call Vote

Ayes: Mrs. Adams, Mr. Allen, Ms. McGeoch, Mrs. Ruffo

Nays: 0

Abstain: 0

7. BOARD OF EDUCATION BUSINESS

- **Old Business**

- Negotiations (Executive Session)

- Superintendent Search (Executive Session)

- **New Business**

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- **BILLS LIST ([Attachment #7](#))**

Motion by Mrs. Adams, seconded by Mr. Allen and carried by roll call vote to approve the June 5, 2018 Bills List as attached.

Roll Call Vote

Ayes: Mrs. Adams, Mr. Allen, Ms. McGeoch, Mrs. Ruffo
Nays: 0
Abstain: 0

- **BUDGET TRANSFERS ([Attachment #8](#))**

Motion by Mrs. Adams, seconded by Mr. Allen and carried by roll call vote to approve THAT:

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

Roll Call Vote

Ayes: Mrs. Adams, Mr. Allen, Ms. McGeoch, Mrs. Ruffo
Nays: 0
Abstain: 0

- **FINANCIAL REPORTS**

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

- a. Report of the Secretary dated March 31, 2018 ([Attachment #9](#))
- b. Report of the Treasurer dated March 31, 2018 ([Attachment #9a](#))

Roll Call Vote

Ayes: Mrs. Adams, Mr. Allen, Ms. McGeoch, Mrs. Ruffo
Nays: 0
Abstain: 0

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- **BOARD CERTIFICATION**

Motion by Mrs. Adams, seconded by Mr. Allen 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, Mr. Allen, Ms. McGeoch, Mrs. Ruffo

Nays: 0

Abstain: 0

- **LEASE PURCHASE AGREEMENT**

Motion by Mrs. Adams, seconded by Ms. McGeoch and carried by roll call vote to approve the following Lease Purchase Agreement.

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

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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 \$40,000 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;

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 \$40,000 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

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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 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.

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(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).

(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. Adams, Mr. Allen, Ms. McGeoch, Mrs. Ruffo

Nays: 0

Abstain: 0

8. EXECUTIVE SESSION

Motion by Mrs. Adams, seconded by Mr. Allen and carried by voice vote to approve THAT: 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

Ayes: Mrs. Adams, Mr. Allen, Ms. McGeoch, Mrs. Ruffo

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Nays: 0

Abstain: 0

Time in: 7:25 PM **Time out:** 7:38 PM

9. AUDIENCE PARTICIPATION

10. ADJOURNMENT

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

Voice Vote

Ayes: Mrs. Adams, Mr. Allen, Ms. McGeoch, Mrs. Ruffo

Nays: 0

Abstain: 0

Adjournment at 7:39 PM

Respectfully submitted,



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