

**Bass River Elementary School**  
MONTHLY BOARD MEETING AGENDA  
November 12, 2019  
Media Center  
Regular Meeting  
6:30 PM Executive Session - Tentative  
7:00 PM Regular Session  
Next meeting to be held on 12/3/2019

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**1. EXECUTIVE SESSION**

**Motion for the Board to approve the resolution to move to Executive Session.**

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

RESOLVED, that the Board of Education meet in closed session to discuss matters as listed below. 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** \_\_\_\_\_

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

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

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

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

**Mr. Schmidt** \_\_\_\_\_

**Motion for the Board to approve adjourning Executive Session.**

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

**Voice Vote**

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

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

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

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

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

**Mr. Schmidt** \_\_\_\_\_

**2. CALL TO ORDER**

**3. PRESIDENT'S DECLARATION**

"This is to advise those present at this meeting of the Board of Education of the Bass River 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."

4. ROLL CALL

Mrs. Adams	_____
Mr. Allen	_____
Mrs. Heinrichs	_____
Mrs. Ruffo	_____
Mr. Schmidt	_____

5. PLEDGE OF ALLEGIANCE

6. APPROVAL OF AGENDA

Motion to approve the agenda as presented.

**Voice Vote**  
**Motion by \_\_\_\_\_ Seconded by \_\_\_\_\_**

Mrs. Adams	_____
Mr. Allen	_____
Mrs. Heinrichs	_____
Mrs. Ruffo	_____
Mr. Schmidt	_____

7. RESIDENTS' FORUM - AGENDA ITEMS ONLY

**PLEASE NOTE:** This audience participation is limited only to items on the agenda. Audience Participation 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.

8. OLD BUSINESS

- A. Health Benefits update

9. NEW BUSINESS

- A. [Bass River Budget Plan of Action](#)
- B. Jesse Adams - NJSBA Representative

**10. REPORT OF THE SUPERINTENDENT**

- A. Superintendent's Update
  - a. NJSBA Conference
  - b. Second Step Character Ed/Social Emotional Learning
- B. October Attendance Report
- C. HIB Report:
  - a. September: 0 Reports
  - b. October: 0 Reports
- D. Safety & Security Drill Report:
  - a. Fire Drill 10/24/19
  - b. Lockdown Drill 10/29/19

E. Enrollment

Out of District (Pending)	1	3-Russomanno	9
PS-Schneider	5	4-Manzer	12
K-Nino	10	5-Wallis	12
1-Gouveia	15	6-Kraus	21
2-Callan	9		
Total			94

- **FACILITIES USE**

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

Organization	Date(s)	Times	Location
Bass River Elementary PTO Candy Bar Bingo Fundraiser	Tuesday, November 12, 2019	5:00-9:00pm	All Purpose Room
Bass River Elementary Band & Chorus Winter Concert and Community Tree Lighting Ceremony	Wednesday, December 11, 2019	5:00-7:00pm	All Purpose Room & School Grounds
Sadecky's Puppets Rising Above Assembly for Preschool - 6th Sponsored by the Bass River PTO @ a cost of \$850	Friday, January 17, 2020	9:15-10:45	All Purpose Room

**Roll Call**

**Motion by \_\_\_\_\_ Secoded by \_\_\_\_\_**

- Mrs. Adams \_\_\_\_\_
- Mr. Allen \_\_\_\_\_
- Mrs. Heinrichs \_\_\_\_\_
- Mrs. Ruffo \_\_\_\_\_
- Mr. Schmidt \_\_\_\_\_

- **SUBSTITUTE STAFF APPOINTMENTS**

Motion to approve by roll call vote Debi Nass for substitute classroom assignment for the 2019-2020 school year @ a rate of \$85 per day pending receipt of credentials.\_\_\_\_

**Roll Call**

**Motion by \_\_\_\_\_ Secoded by \_\_\_\_\_**

Mrs. Adams \_\_\_\_\_  
 Mr. Allen \_\_\_\_\_  
 Mrs. Heinrichs \_\_\_\_\_  
 Mrs. Ruffo \_\_\_\_\_  
 Mr. Schmidt \_\_\_\_\_

● **PRSD STUDENT INTERN / SENIOR PROJECT**

Motion to approve by roll call vote Kailie Fowler, senior from Pinelands Regional SD to complete her fieldwork / senior internship mentor of 20 hours at Bass River Elementary.

**Roll Call**

**Motion by \_\_\_\_\_ Secoded by \_\_\_\_\_**

Mrs. Adams \_\_\_\_\_  
 Mr. Allen \_\_\_\_\_  
 Mrs. Heinrichs \_\_\_\_\_  
 Mrs. Ruffo \_\_\_\_\_  
 Mr. Schmidt \_\_\_\_\_

● **TRAVEL/TRAINING**

Motion to approve by roll call vote the following seminars/workshops and all associated costs:

Staff Name	Seminar / Workshop	Event Date	Cost
Virginia Taylor	The Interactive ELA Classroom Lessons that Involve Every Student	Friday, December 13, 2019	-0- (Using ETTC Hours)

**Roll Call Vote**

**Motion by \_\_\_\_\_ Secoded by \_\_\_\_\_**

Mrs. Adams \_\_\_\_\_  
 Mr. Allen \_\_\_\_\_  
 Mrs. Heinrichs \_\_\_\_\_  
 Mrs. Ruffo \_\_\_\_\_  
 Mr. Schmidt \_\_\_\_\_

● **PROJECT SMILE / PROTECT YOUR SMILE**

Motion to approve by roll call vote Project Smile / Protect Your Smile program presented by the South Jersey Family Medical Center on December 4th, 2019 to grades Preschool

through 6th as part of the NJ Children's Oral Health Program which is provided at no cost to the Board of Education.

**Roll Call Vote**

**Motion by \_\_\_\_\_ Secoded by \_\_\_\_\_**

Mrs. Adams \_\_\_\_\_  
Mr. Allen \_\_\_\_\_  
Mrs. Heinrichs \_\_\_\_\_  
Mrs. Ruffo \_\_\_\_\_  
Mr. Schmidt \_\_\_\_\_

● **HOMEBOUND INSTRUCTORS**

Motion to approve by roll call vote Jennifer Gouveia and Christina Vezos as homebound instructors for Student ID#: 1831 beginning October 8, 2019 for ten (10) hours per week at the rate of \$42.41 as per BRTEA contract.

**Roll Call**

**Motion by \_\_\_\_\_ Secoded by \_\_\_\_\_**

Mrs. Adams \_\_\_\_\_  
Mr. Allen \_\_\_\_\_  
Mrs. Heinrichs \_\_\_\_\_  
Mrs. Ruffo \_\_\_\_\_  
Mr. Schmidt \_\_\_\_\_

● **SAFETY GRANT**

Motion to accept the Safety Grant from the NJSIG in the amount of \$2000. Funds received will pay for the district's lease obligation. ([Attachment #1](#))

**Roll Call Vote**

**Motion by \_\_\_\_\_ Secoded by \_\_\_\_\_**

Mrs. Adams \_\_\_\_\_  
Mr. Allen \_\_\_\_\_  
Mrs. Heinrichs \_\_\_\_\_  
Mrs. Ruffo \_\_\_\_\_  
Mr. Schmidt \_\_\_\_\_

● **XTEL AGREEMENT**

Motion to approve by roll call vote to accept the disconnection of outdated services / seven (7) phone lines as listed in the renewal contract from Xtel Communications. ([Attachment #2](#))

**Roll Call**

**Motion by \_\_\_\_\_ Secoded by \_\_\_\_\_**

Mrs. Adams \_\_\_\_\_  
 Mr. Allen \_\_\_\_\_  
 Mrs. Heinrichs \_\_\_\_\_  
 Mrs. Ruffo \_\_\_\_\_  
 Mr. Schmidt \_\_\_\_\_

- **FIELD TRIPS:**

Motion to approve by roll call vote the following field trips as follows:

Grade (s)	Destination	Date	Time
6th	Tuckerton Elementary School Inter-District Social	Friday, February 21, 2020 Snow date: 2/28/20	10:30-2:30 (sharing bus w/Eagleswood)
6th	Tip Seaman Park Inter-District Picnic & Softball Game	Monday, May 18, 2020 Rain date: 5/22/20	9:30-2:30 (sharing bus w/Eagleswood)

**Roll Call**

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

Mrs. Adams \_\_\_\_\_  
 Mr. Allen \_\_\_\_\_  
 Mrs. Heinrichs \_\_\_\_\_  
 Mrs. Ruffo \_\_\_\_\_  
 Mr. Schmidt \_\_\_\_\_

- **SCHOOL SAFETY & SECURITY PLAN:**

Motion to approve by roll call vote the submission of the School Safety and Security Plan Annual Review Statement of Assurance for the 2019-2020 school year. ([Attachment #3](#))

**Roll Call**

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

Mrs. Adams \_\_\_\_\_  
 Mr. Allen \_\_\_\_\_  
 Mrs. Heinrichs \_\_\_\_\_  
 Mrs. Ruffo \_\_\_\_\_  
 Mr. Schmidt \_\_\_\_\_

- **BOARD OF EDUCATION POLICY AND REGULATION:**

Motion to approve the second reading and adoption of the Policy and Regulation listed below:

- [1642](#) - Policy - Earned Sick Leave Law (M)
- [1642](#) - Regulation - Earned Sick Leave Law (M)

**Roll Call**

**Motion by \_\_\_\_\_ Secoded by \_\_\_\_\_**

Mrs. Adams \_\_\_\_\_  
Mr. Allen \_\_\_\_\_  
Mrs. Heinrichs \_\_\_\_\_  
Mrs. Ruffo \_\_\_\_\_  
Mr. Schmidt \_\_\_\_\_

● **HEALTH INSURANCE BENEFITS PROGRAM**

Motion to accept the following resolution to join the Schools Health Insurance Fund.

[\(Attachment #4\)](#)

**Roll Call**

**Motion by \_\_\_\_\_ Secoded by \_\_\_\_\_**

Mrs. Adams \_\_\_\_\_  
Mr. Allen \_\_\_\_\_  
Mrs. Heinrichs \_\_\_\_\_  
Mrs. Ruffo \_\_\_\_\_  
Mr. Schmidt \_\_\_\_\_

● **EXECUTIVE SESSION MEETING TIMES**

Motion to accept moving executive session start time from 6:30 PM to 6:45 PM.

**Roll Call**

**Motion by \_\_\_\_\_ Secoded by \_\_\_\_\_**

Mrs. Adams \_\_\_\_\_  
Mr. Allen \_\_\_\_\_  
Mrs. Heinrichs \_\_\_\_\_  
Mrs. Ruffo \_\_\_\_\_  
Mr. Schmidt \_\_\_\_\_

● **OMNI FINANCIAL GROUP ([Attachment #5](#))**

*Motion to accept the following:*

*RESOLVED* that the Board of Education appoints Omni Financial Group, Inc. as the Third Party Administrator to act on the behalf of the school district in any and all compliance matters pertaining to 403(b) and/or 457(b) program.

**Roll Call**

**Motion by \_\_\_\_\_ Secoded by \_\_\_\_\_**

Mrs. Adams \_\_\_\_\_  
Mr. Allen \_\_\_\_\_  
Mrs. Heinrichs \_\_\_\_\_

Mrs. Ruffo \_\_\_\_\_  
Mr. Schmidt \_\_\_\_\_

**11. FINANCE**

Motion to accept the following financial reports:

- A. **RESOLVED** that the Board of Education authorizes the School Business Administrator to pay bills due and owing as of November 12, 2019. Bills Lists will be reviewed by the Board President and will be ratified at the next regular Board meeting. [\(Attachment #6\)](#)
  
- B. **RESOLVED** that the Board of Education acknowledges receipt of the Treasurer's report and the Board Secretary's report which are in agreement for the period ending September 30, 2019. [\(Attachment #7\)](#).
  
- C. **RESOLVED** that the Board of Education approve all Line Item Transfers and Adjustments for the month of August 2019 as per attachments. [\(Attachment #8\)](#).
  
- D. **RESOLVED** that the Board approve the payroll as follows
  - October 15, 2019 = \$70,28377
  - October 30, 2019 = \$70,054.64
  
- E. **RESOLVED** that the Board of Education approve the Board Secretary's Monthly Certification: Pursuant to N.J.A.C. 6A:23A-16.10 (c) 3, that as of September 30, 2019, no major budgetary line item account has obligations and payments (contractual orders) which in total exceed the amount appropriated by the Bass River Board of Education pursuant to N.J.S.A. 18A:22-8.1 and N.J.S.A. 18A:22-8.2, and no budgetary line item has been over-expended in violation of N.J.A.C. 6A:23A-16.10 (a)1. In accordance with N.J.A.C. 6A:23A-16.10 (c)2, it is certified that there are no changes in anticipated revenue amounts and sources for the month of September 2019. [\(Attachment #9\)](#).

Jonathan R. Yates \_\_\_\_\_ September 30, 2019  
Board Secretary Date

**12. APPROVAL OF MINUTES**

Motion to approve the minutes from the Regular Board Meeting:  
October 1, 2019 [\(Attachment #10\)](#).

**Voice Vote**  
**Motion by** \_\_\_\_\_ **Seconded by** \_\_\_\_\_

Mrs. Adams \_\_\_\_\_  
Mr. Allen \_\_\_\_\_  
Mrs. Heinrichs \_\_\_\_\_  
Mrs. Ruffo \_\_\_\_\_  
Mr. Schmidt \_\_\_\_\_



**13. RESIDENTS' FORUM - GENERAL TOPICS**

Board Policy #0167 encourages community participation in every meeting. However the Board requests that the public respect a reasonable time limit when commenting on any topic.

1. Be recognized by the Board President.
2. State your full name and address before commenting.
3. Wait to be recognized before making your comment(s).

**14. \_\_\_ BOARD FORUM**

**15. ADJOURNMENT**

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

**Voice Vote**

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

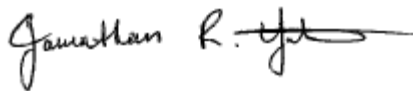
<b>Mrs. Adams</b>	_____
<b>Mr. Allen</b>	_____
<b>Mrs. Heinrichs</b>	_____
<b>Mrs. Ruffo</b>	_____
<b>Mr. Schmidt</b>	_____

**MEETING SCHEDULE**

Regular Meeting - December 3, 2019

Adjourned \_\_\_\_\_ pm.

Respectfully Submitted,



Jonathan Yates  
Board Secretary