

Bass River Elementary School
MONTHLY BOARD MEETING MINUTES
FEBRUARY 5, 2019

1. OPENING AND PLEDGE OF ALLEGIANCE

2. 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."

3. ROLL CALL

PRESENT: Mr. Allen, Mrs. Adams, Mrs. Heinrichs, Mrs. Ruffo, Mr. Schmidt

ABSENT: 0

Others Present: Mrs. Siobhan Grayson Principal/Superintendent
Mr. Nicholas K. Brown, Business Administrator/Board Secretary

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.

6. EXECUTIVE SESSION

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.

7. APPROVAL OF AGENDA

Motion by Mrs. Heinrichs, seconded by Mrs. Adams and carried by voice vote to approve the agenda as presented.

Voice Vote

Ayes: Mrs. Adams, Mr. Allen, Mrs. Heinrichs, Mrs. Ruffo, Mr. Schmidt

Nays: 0

Abstain: 0

8. APPROVAL OF MINUTES

Motion by Mrs. Heinrichs, seconded by Mr. Allen and carried by voice vote to approve the minutes from the Regular Board Meetings:

January 3, 2019. ([Attachment #1](#))

January 11, 2019 ([Attachment #1A](#))

Voice Vote

Ayes: Mrs. Adams, Mr. Allen, Mrs. Heinrichs, Mrs. Ruffo, Mr. Schmidt

Nays: 0

Abstain: 0

9. REPORT OF THE SUPERINTENDENT

A. Superintendent's Update

B. Monthly Attendance Report ([Attachment #2](#))

C. Security Drill Report:

a. Fire Drill 1/9/19

b. Safety & Security Drill: Lockdown/Active Shooter 1/31/19

D. SSDS, HIB Trainings, and HIB Programs

E. HIB: 0 Investigations

● **ORAL HEALTH PRESENTATION / ASSEMBLY:**

Motion by Mrs. Heinrichs, seconded by Mr. Schmidt and carried by roll call vote to approve that Deborah Tracy, Oral Health Educator for SJ Family Medical Centers, Inc. will be conducting a presentation for the preschool through 6th grade students on the importance of good oral health (at no cost to the board) on Wednesday, March 6th, 2019.

Roll Call Vote

Ayes: Mrs. Adams, Mr. Allen, Mrs. Heinrichs, Mrs. Ruffo, Mr. Schmidt

Nays: 0

Abstain: 0

● **BURLINGTON COUNTY BOOKMOBILE/MOBILE LIBRARY:**

Motion by Mr. Allen, seconded by Mrs. Heinrichs and carried by roll call vote to approve the Burlington County Bookmobile/Mobile Library visit to the Bass River School and use of parking lot to provide loan services to student card holders for the following dates: 2/26, 3/12, 3/26, and 4/9/19.

Roll Call Vote

Ayes: Mrs. Adams, Mr. Allen, Mrs. Heinrichs, Mrs. Ruffo, Mr. Schmidt

Nays: 0

Abstain: 0

● **SALARY ADJUSTMENT:**

○ Question from Mrs. Adams regarding the salary being approved. Business Administrator answered that the coursework and salary movement were consistent with Board approved contracts.

Motion by Mr. Schmidt, seconded by Mrs. Heinrichs and carried by roll call vote for Salary adjustment for Deborah Callan, due to advanced degree status.

*** Deborah Callan to Step 4 BA + 30**

Roll Call Vote

Ayes: Mr. Allen, Mrs. Heinrichs, Mrs. Ruffo, Mr. Schmidt

Nays: 0

Abstain: Mrs. Adams

● **TRAVEL/TRAINING:**

Motion by Mrs. Heinrichs, 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	Workshop Cost	Mileage Cost	Tolls / Parking/ Meals Cost	Total Cost
Alexandra Georgieff	2019 NJAHPERD Convention (NJ Association for Health, Physical Education, Recreation & Dance)	2/27/19	\$85.00	\$36.95	\$4.50	\$126.45
Lori Capaccio	Mandatory District Test Coordinator Training (NJSLA)	2/28/19	-0-	\$14.26	\$15	\$29.26
Siobhan Grayson	Mandatory School Safety Specialist Training	March 4th, 12th, 18th & 25th, 2019	-0-	\$132.44 (\$33.11 x 4)	-0-	\$132.44

Roll Call Vote

Ayes: Mrs. Adams, Mr. Allen, Mrs. Heinrichs, Mrs. Ruffo, Mr. Schmidt

Nays: 0

Abstain: 0

● **FIELD TRIPS:**

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

Grade (s)	Destination	Date	Time
Preschool through 2nd	Diggerland Berlin, NJ (Fully sponsored by PTO)	Tuesday, April 30, 2019 w/rain date of 5/7/19	9:15am-4:00pm

	including trip & busing costs)		
Preschool & 2nd grade	Cape May Zoo Cape May NJ	Friday, May 3, 2019	9:15am-1:45pm
Kindergarten & 1st grade	Storybook Land Egg Harbor Township NJ	Monday, May 13, 2019 w/rain date of 5/20/19 (trip postponed from 10/11/18; originally BOE approved 10/2/18)	9:15am-2:45pm
Kindergarten through 2nd	Project Terrapin Turtle Release Great Bay Boulevard, Little Egg Harbor	Thursday, June 6th, 2019	11:45am-2:00pm

Roll Call Vote

Ayes: Mrs. Adams, Mr. Allen, Mrs. Heinrichs, Mrs. Ruffo, Mr. Schmidt
Nays: 0
Abstain: 0

- **SEMI WAIVER** ([Attachment #3](#))
 Motion by Mrs. Heinrichs, seconded by Mr. Schmidt 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 2019-2020 school year.

Roll Call Vote

Ayes: Mrs. Adams, Mr. Allen, Mrs. Heinrichs, Mrs. Ruffo, Mr. Schmidt
Nays: 0
Abstain: 0

- **STATEMENT OF ASSURANCE:**
 Question from Mrs. Adams regarding the number of paras employed by District. Superintendent answered there are three funded out of general fund budget.

Motion by Mrs. Heinrichs, seconded by Mr. Allen and carried by roll call vote to approve the bi-annual SOA regarding the Use of Paraprofessional Staff.

Roll Call Vote

Ayes: Mr. Allen, Mrs. Heinrichs, Mrs. Ruffo, Mr. Schmidt
Nays: Mrs. Adams
Abstain: 0

Discussion

- The Superintendent fielded a Board member's question concerning the amount of paraprofessionals we have on staff.

- **STUDENT DATA SAFETY SYSTEM (SSDS) REPORT:**

Motion by Mrs. Heinrichs, seconded by Mr. Schmidt and carried by roll call vote to approve the submission of the SSDS report from September 1, 2018 through December 31, 2018.

Roll Call Vote

Ayes: Mrs. Adams, Mr. Allen, Mrs. Heinrichs, Mrs. Ruffo, Mr. Schmidt

Nays: 0

Abstain: 0

- **HARASSMENT, INTIMIDATION, AND BULLYING FOR TRAININGS AND PROGRAMS:**

Question from Mrs. Adams regarding the training and counseling provided by the District For students impacted by HIB. Superintendent explained HIB process.

Motion by Mr. Schmidt, seconded by Mr. Allen and carried by roll call vote to approve Harassment, Intimidation, and Bullying for Investigations and Incidents: Motion to approve the submission of the HIB report for Investigations and Incidents from September 1, 2018 through December 31, 2018.

Roll Call Vote

Ayes: Mrs. Adams, Mr. Allen, Mrs. Heinrichs, Mrs. Ruffo, Mr. Schmidt

Nays: 0

Abstain: 0

- **MEMORANDUM OF AGREEMENT 2019 REVISION:**

Motion by Mrs. Heinrichs, seconded by Mr. Allen and carried by roll call vote to approve the 2018-2019 Memorandum of Agreement Between Education and Law Enforcement Officials with 2019 revisions.

Roll Call Vote

Ayes: Mrs. Adams, Mr. Allen, Mrs. Heinrichs, Mrs. Ruffo, Mr. Schmidt

Nays: 0

Abstain: 0

Discussion

- General Board discussion ensued regarding revisions to previous agreement.

10. NEW BUSINESS

11. OLD BUSINESS

- Website Updates
- PTO Calendar/Sign Up
- Therapy Dog Visit Schedule
- First Grade Teachers Shared Schedule (Jen Gouveia)

12. BOARD WORK SESSION

- **Audit Presentation: Jerry Conaty, Holman Frenia Allison, P.C.**
- **Board Member Compliance**
 - **SEC Disclosures - Ethics**
 - **Governance Training with NJ School Boards**
 - **Partner with other local district training March 27th**
- **March Regular Meeting Date Change to March 13, 2019 at 7:00 pm.**

13. RESIDENT'S FORUM - AGENDA ITEMS ONLY

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

- Mrs. Van Orden shared concerns regarding whether schools have been notified about new LGBTQ curriculum; science & social studies.
 - Superintendent responded that Board awaits directive from NJ DOE regarding curriculum implementation
- Mrs. Bitzberger shared concerns with the Board regarding feral cats in town and asked permission to share literature with the Board of Education. She also asked if she could visit during the dog therapy session.
 - The Superintendent responded that the Board will review the literature and follow up directly with Mrs. Bitzberger on both questions

14. FINANCE

- A. **RESOLVED** that the Board of Education approve all bills and claims for January 2019, which have been examined by a member of the board and are presented for approval. ([Attachment #4](#))
- B. **RESOLVED** that the Board of Education approve the request to the Executive County Superintendent to seek an exemption from SEMI Program requirements
- C. **RESOLVED** that the Board approve the payroll as follows
 - January 15, 2018 = \$71,718.42
 - January 30, 2018 = \$70,222.23
- D. **RESOLVED** that the Board of Education approve the attached Energy savings Improvement Project (ESIP) Request For Pricing (RFP) from DCO Energy to complete **INSERT SCOPE OF WORK - ATTACH BID PACKET.** ([Attachment #5](#))

Roll Call Vote

Ayes: Mrs. Adams, Mr. Allen, Mrs. Heinrichs, Mrs. Ruffo, Mr. Schmidt
Nays: 0
Abstain: 0

15. 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.

16. ADJOURNMENT

Voice Vote

Ayes: Mrs. Adams, Mr. Allen, Mrs. Heinrichs, Mrs. Ruffo, Mr. Schmidt

Nays: 0

Abstain: 0

Adjourned 8:11 pm.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read "Nick K. Brown". The signature is fluid and cursive, with a long horizontal flourish extending to the right.

Nicholas K. Brown
Business Administrator/Board Secretary