

**Bass River Elementary School**  
**REGULAR MEETING MINUTES**  
**MAY 13, 2019**

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**1. CALL TO ORDER**

**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, Mr. Schmidt  
**ABSENT:** Mrs. Ruffo  
**Others Present:** Mrs. Siobhan Grayson, Principal/Superintendent  
Mr. Jonathan Yates, Board Secretary

**4. PLEDGE OF ALLEGIANCE**

**5. EXECUTIVE SESSION**

Motion by Mr. Allen, seconded by Mrs. Adams and carried by voice vote to approve THAT: RESOLVED, that the Board of Education meet in closed session to discuss items related to the projected current year deficit. 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:** Mr. Allen, Mrs. Adams, Mrs. Heinrichs, Mr. Schmidt  
**Nays:** 0  
**Abstain:** 0

**Time in:** 7:00 PM      **Time out:** 7:28 PM

**6. APPROVAL OF AGENDA**

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

**Voice Vote**

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

**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.

- Mr. Tom Williams, Bass River Township
  - Asked questions related to Debt/Lease payments the district has in total. Mr. Williams asked what the money was spent on and for how long the lease will be on the district's books.

**8. NEW BUSINESS**

- **Superintendent Evaluation: NJSBA**
- **ESY discussion**

**9. REPORT OF THE SUPERINTENDENT**

- A. Superintendent's Update
- B. Monthly Attendance Report ([Attachment # 1](#))
- C. HIB: 0 Investigations
- D. 2018-2019 NJ QSAC Placement Results
- E. Enrollment

Out of District	0	3-Russomanno	14
PS-Schneider	5	4-Manzer	12
K-Nino	17	5-Wallis	20
1-Gouveia	9	6-Kraus	16
2-Callan	11		

Total 104

**10. BOARD WORK SESSION**

- **Update on financials**
- **Executive session start time discussion**
- **Budget Presentation**

**11. FINANCE**

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

- A. **RESOLVED** that the Board of Education approve all bills and claims for May 13, 2019, which have been examined by a member of the board and are presented for approval. ([Attachment #2](#))
- 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 February 28, 2019.

- C. **RESOLVED** that the Board of Education approve all Line Item Transfers and Adjustments for the month of April as per attachments. ([Attachment #3](#)).
- D. Projected Line Item Deficits  
Motion to approve projected line item deficits as attached. ([Attachment #4](#))
- E. Corrective Action Plan  
Motion to approve the Corrective Action Plan for current year projected fund deficit as outlined in 6A:23A-16.10(b). ([Attachment #5](#))
- F. **RESOLVED** that the Board of Education approve the use of the NJ Schools Insurance Group's 2019 Safety Grant funds for the 2019-2020 School Year in the amount of \$2000.00
- G. **TENTATIVE BUDGET JUNE 30, 2019** ([Attachment #5a](#))  
To approve the tentative budget be approved for submittal for the 2019-2020 School Year using the 2019-2020 state aid figures and the Secretary to the Board of Education be authorized to submit the following tentative budget to the Executive County Superintendent of Schools for approval in accordance with the statutory deadlines:

	<u>GENERAL FUND</u>	<u>SPECIAL REVENUES</u>	<u>TOTAL</u>
<b>2019-2020 TOTAL EXPENDITURES</b>	\$2,427,354	\$86,905	\$2,514,259
<b>LESS: ANTICIPATED REVENUES</b>	\$861,924	\$86,905	\$948,829
<b>TAXES TO BE RAISED</b>	\$1,565,430	\$0.00	\$1,565,430

**BE IT FURTHER RESOLVED** to advertise said tentative budget in The Press of Atlantic City in accordance with the form suggested by the State Department of Education and according to law; and

**BE IT FURTHER RESOLVED** to approve travel and related expense reimbursement per policy. Pursuant to NJAC 6A:23A-73 budgeted travel expenses do not exceed \$4,000 and

**BE IT FURTHER RESOLVED** as required by NJAC 6A:23A-10-3(b), the 2019-2020 budget includes the use of banked cap in the amount of \$20,740. The need for banked cap is to offset decreases in State Aid. These costs cannot be deferred or incrementally completed over an extended period of time and must be completed by the end of the 2019-2020 budget year; and

**BE IT FURTHER RESOLVED** that a public meeting be held in the Bass River Elementary School Library, New Gretna, New Jersey on April 30, 2019 for the purpose of conducting a public hearing on the budget for the 2019-2020 School Year

H. **RESOLVED** that the Board approve the payroll as follows

- o April 15, 2019 = \$70,373.01
- o April 30, 2019 = \$70,759.65

**Roll Call Vote**

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

**12. FACILITIES**

Motion by Mrs. Adams, seconded by Mr. Schmidt and carried by roll call vote to approve the following facility / assembly / other requests:

Organization	Days of Week	Dates	Times	Location
Pinelands JH Students Community Service Learning Day	Friday	May 17th, 2019	9:00-1:30	Various classrooms
Heritage Harvest Foundation (Free monthly community dinner)	Friday	May 17th, 2019	5:00-6:30 pm	Library

**Roll Call Vote**

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

**13. APPROVAL OF MINUTES**

Motion by Mrs. Adams, seconded by Mr. Allen and carried by voice vote to approve minutes from the Regular Board Meetings: April 30, 2019. ([Attachment #6](#))

**Voice Vote**

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

**14. SUBSTITUTE STAFF APPOINTMENTS**

Motion by Mrs. Adams, seconded by Mr. Schmidt and carried by roll call vote to approve the following substitutes for the 2018-2019 school year:

Dara Conklin	Substitute Teacher / Instructional Aide
Jordyn Economos	Substitute Teacher

**Roll Call Vote**

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

**Nays:** 0

**Abstain:** 0

**15. PATRICIA LIBRIZZI, PHYSICAL THERAPY SPECIALIST ([Attachment #7](#))**

Motion by Mrs. Adams, seconded by Mr. Allen and carried by roll call vote to approve the contract between Bass River Township School District and Patricia Librizzi, Physical Therapist for physical therapy services for the 2019-2020 school year at \$100.00 for initial evaluations, \$60.00 for each 30 minute unit performing physical therapy services and/or attending Child Study Team meetings, and \$25.00 for 15 minute teacher consultations.

**Roll Call Vote**

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

**Nays:** 0

**Abstain:** 0

**16. TLC, OCCUPATIONAL THERAPY SPECIALIST ([Attachment #8](#))**

Motion by Mrs. Adams, seconded by Mr. Schmidt and carried by roll call vote to approve the contract between Bass River Township School District and Therapeutic Learning for Children (TLC), and Occupational Therapist for occupational therapy services for the 2019-2020 school year at \$125.00 for initial evaluations, \$60.00 for each 30 minute unit performing therapy services and/or attending Child Study Team meetings, and \$30.00 for 15 minute teacher consultations.

**Roll Call Vote**

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

**Nays:** 0

**Abstain:** 0

**17. PERSONNEL**

● **Reappointments**

Motion by Mr. Allen, seconded by Mrs. Adams and carried by roll call vote to approve as follows for the fiscal year ending June 30, 2020: certificated tenured staff.

a. Certified BEA Staff ([Attachment #9](#))

b. Non-certified BEA Staff ([Attachment #10](#))

**Roll Call Vote**

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

**Nays:** 0

**Abstain:** 0

● **Confidential Secretary Contract ([Attachment #11](#))**

Motion by Mr. Allen, seconded by Mr. Schmidt and carried by roll call vote to approve the 2019-2020 school year contract of Christine Somers, Confidential Secretary, at a salary of \$32,147.00.

**Roll Call Vote**

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

- **Confidential Secretary Contract ([Attachment #12](#))**  
Motion by Mrs. Adams, seconded by Mr. Allen and carried by roll call vote to approve the 2019-2020 school year contract of Joanne Stewart, Confidential Secretary, at a salary of \$40,480.83.

**Roll Call Vote**

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

- **Facilities Manager Contract ([Attachment #13](#))**  
Motion by Mrs. Adams, seconded by Mr. Allen and carried by roll call vote to approve the 2019-2020 school year contract of Edward Bagnell, Facilities Manager, at a salary of \$46,690.21.

**Roll Call Vote**

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

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**MOESC COORDINATED TRANSPORTATION**

Motion by Mrs. Adams, seconded by Mr. Schmidt and carried by roll call vote to approve the agreement with Monmouth/Ocean County Educational Services Commission for participation in coordinated transportation for the fiscal year ending June 30, 2020 as attached. ([Attachment #14](#))

**Roll Call Vote**

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

**FOOD SERVICE MANAGEMENT AGREEMENT**

Motion by Mrs. Adams, seconded by Mr. Schmidt and carried by roll call vote to approve Food Service Management Agreement between Little Egg Harbor Board of Education the Bass River Board of Education as attached. ([Attachment #15](#))

**Roll Call Vote**

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

**Nays:** Mrs. Adams

**Abstain:** 0\_\_\_\_\_

**18. 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. 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.

- Mrs. Schmidt
  - Cuts
- A. Sprague
  - Cuts
- Mrs. Vezos
  - Arts and music; are they programs?
- Mr. Williams
  - What is the plan for the future of the District?
- A Miller
  - What is considered discretionary spending?

**19. BOARD FORUM**

**20. ADJOURNMENT**

Motion by Mr. Allen, seconded by Mr. Schmidt and carried by voice vote that the Board of Education adjourn the meeting.

**Voice Vote**

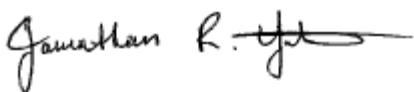
**Ayes:** Mr. Allen, Mrs. Adams, Mrs. Heinrichs, Mr. Schmidt

**Nays:** 0

**Abstain:** 0

Adjourned 8:16 pm.

Respectfully Submitted,



Jonathan Yates  
Board Secretary

