

**Bass River Elementary School**  
**MONTHLY BOARD MEETING MINUTES**  
September 10, 2019

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**1. EXECUTIVE SESSION**

**Motion by Mrs. Heinrichs, seconded by Mrs. Adams and carried by voice vote to approve the resolution to move to Executive Session.**

**Time: 6:30 pm.**

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**

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

**Nays:** 0

**Abstain:** 0

**Motion by Mrs. Heinrichs, seconded by Mrs. Adams and carried by voice vote to approve adjournment of the Executive Session.**

**Time: 6:40 pm.**

**Voice Vote**

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

**Nays:** 0

**Abstain:** 0

**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**

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

**ABSENT:** 0

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

**5. PLEDGE OF ALLEGIANCE**

**6. APPROVAL OF AGENDA**

Motion by Mr. Allen, seconded by Mrs. Heinrichs 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

**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. Foder asked about agenda item "Instruction and Assessment Stipends".

**8. OLD BUSINESS**

**9. NEW BUSINESS**

- Mrs. Ruffo passed out Board self assessments to be completed before the October meeting.

**10. REPORT OF THE SUPERINTENDENT**

- A. Superintendent's Update
  - a. Annual School Plan Update
  - b. QSAC District Improvement Plan Update
  - c. Teacher Inservice - School Opening

B. Enrollment			
Out of District	0	3-Russomanno	10
PS-Schneider	5	4-Manzer	13
K-Nino	10	5-Wallis	12
1-Gouveia	15	6-Kraus	21
2-Callan	9		
		Total	95

- **L.E.A.D. PROGRAM**

Motion by Mr. Schmidt, seconded by Mr. Allen and carried by roll call vote to approve Trooper Dean Sauchelli Badge #7867 of the NJ State Police as the Bass River Township School District's School Resource Officer and L.E.A.D. (Law Enforcement Against Drugs) program instructor. No cost to the Board of Education. ([Attachment #1](#))

**Roll Call Vote**

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

- **STATEMENT OF ASSURANCE**

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

**Discussion**

- Mrs. Adams asked how many, to which the Superintendent responded, three.
- **Extra Curricular Stipends**  
Motion by Mrs. Heinrichs, seconded by Mr. Allen and carried by roll call vote to approve the 2019-2020 Extra Curricular Stipends as per the Negotiated Agreement listed below:

Lori Capaccio, Test Coordinator \$2514  
Allison Russomanno, Teacher In Charge \$1022  
Christopher Manzer, Homework Club Advisor \$42.41 per hour  
Ann Pomponio, Yearbook Coordinator \$1022

**Roll Call Vote**

**Ayes:** Mrs. Adams (L. Capaccio, A. Russomanno), Mr. Allen, Mrs. Heinrichs, Mrs. Ruffo, Mr. Schmidt (L. Capaccio, A. Russomanno, C. Manzer)  
**Nays:** Mrs. Adams (A. Pomponio)  
**Abstain:** Mrs. Adams (C. Manzer), Mr. Schmidt (A. Pomponio)

- **Instruction and Assessment Stipends**

Motion by Mr. Allen, seconded by Mrs. Heinrichs and carried by roll call vote to approve Instruction and Assessment Stipends assignments as listed below:

Jennifer Gouveia, K-2 Lead Teacher, Instruction & Assessment \$1200  
Allison Russomanno, 3-6 Lead Teacher, Instruction & Assessment \$1200

**Roll Call Vote**

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

- **PTO EVENTS / FUNDRAISING EVENTS / SCHOOL EVENTS**

Motion by Mrs. Heinrichs, seconded by Mr. Allen and carried by roll call vote to approve the following PTO events/fundraising events/school events @ no cost to the Board of

Education:

1. PTO Monthly meetings at 7:00 pm on 9/24, 10/15, 11/19, & 12/11/2019, 1/21, 2,18, 3/24, 4/21, 5/19, and 6/9/2020 (pending submittal, approval of facilities use form, & current insurance certificate)
2. Emery Pie fundraiser 10/21/19-11/11/19
3. Scholastic Book Fair 10/8/19-10/10/19 and 2/25/20-2/27/20; book fair family night 10/9/19 & 2/26/20 from 6:00-8:00pm (pending submittal, approval of facilities use form, & current insurance certificate)
4. Fall Festival Dance 10/25/19 from 6:00pm - 7:30pm (pending submittal, approval of facilities use form, & current insurance certificate)
5. Santa's Secret Workshop 12/12/19-12/13/19 during school hours
6. Krispy Kreme Donut fundraiser 1/21/20-2/5/20
7. Lions Club of Stafford Township to provide free vision screenings on 11/13/19 for all Bass River students in grades preschool through 6th at no cost to the Board.

**Roll Call Vote**

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

**Nays:** 0

**Abstain:** 0

● **ANTI BULLYING ASSEMBLY**

Motion by Mr. Schmidt, seconded by Mrs. Heinrichs and carried by roll call vote to approve the "No Bully" magic show assembly presented by Ken Northridge from Dovetail Presentations on October 7th, 2019; cost to Board of Education \$500.00 (pending receipt of current insurance certificate listing BRES as certificate holder)

**Roll Call Vote**

**Ayes:** Mrs. Adams (no on PTO), Mr. Allen, Mrs. Heinrichs, Mrs. Ruffo, Mr. Schmidt (no on PTO)

**Nays:** 0

**Abstain:** 0

**Discussion**

- Mrs. Adams asked how long the assembly is. The Superintendent responded that the assembly is 1 hour.
- Mr. Schmidt asked if the PTO can cover this? The Superintendent answered that we have not yet asked.

● **NURSING SERVICES**

Motion by Mr. Schmidt, seconded by Mrs. Heinrichs and carried by roll call vote to approve the Nursing Services Plan for the 2019-20 school year. ([Attachment #2](#))

**Roll Call Vote**

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

**Nays:** 0

**Abstain:** 0

**Discussion**

- Mrs. Adams commented that the nurse plan does not include anything about mental health, and asked why are we not training in mental health?
- The Superintendent explained that this is not mandated.

- **Reading with Seuss Program**

Motion by Mr. Schmidt, seconded by Mrs. Adams and carried by roll call vote to approve the Reading with Seuss Program for the 2019-2020 school year provided by Mrs. Cowperthwaite and Seuss the therapy dog pending criminal history record check.  
[\(Attachment #3\)](#)

**Roll Call Vote**

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

- **New Energy Management System (Attachment #4)**

Motion by Mrs. Heinrichs, seconded by Mrs. Adams and carried by roll call vote to approve THAT: WHEREAS, The Bass River Board of Education is a duly organized Board of Education (hereinafter referred to as "The Board") having principal offices at 11 North Maple Avenue, New Gretna, NJ 08224; and

WHEREAS, on July 31, 2019 at 10:00 AM, the Board received the bids for a new Energy Management System as follows:

<u>Bidder</u>	<u>Base Bid</u>	<u>Total Bid</u>
<b>Jersey State Controls</b>	<b>\$111,000.00</b>	<b>\$111,000.00</b>
<b>Peterson Service Co. Inc.</b>	<b>\$149,050.00</b>	<b>\$149,050.00</b>

WHEREAS, the Board found the lowest bid from Jersey State Controls in the amount of \$111,000.00 is compliant with the bid specifications in all relevant respects pursuant to a technical review by DCO Energy.

NOW THEREFORE, BE IT RESOLVED by the Bass River Board of Education, in the County of Burlington and State of New Jersey, that the bid for the new Energy Management System at Bass River Elementary School totaling \$111,000.00 is hereby awarded to the lowest bidder, Jersey State Controls.

**Roll Call Vote**

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

**Discussion**

- Mrs. Adams asked if ESIP stood for Energy Savings Improvement Plan?

- **FACILITIES USE**

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

Organization	Days of Week	Dates	Times	Location
Pinelands Basketball (Lightning Sports Group)	Monday & Thursday	Nov. 25th Dec: 2,5,9,12,16,19 Jan: 6,9,13,16,23,27,30 Feb: 3,6,10,13,20,24,27 Mar: 2,5,9	6:00-8:00pm	All Purpose Room
Heritage Harvest Foundation (Free monthly community dinner)	Friday	Dec. 13, 2019* (Original date of 12/20/19 moved to week before due to Winter Break)	5:00-6:30 pm	All Purpose Room
Dovetail Presentations (pending facilities use form & insurance certificate)	Monday	October 7, 2019	8:15-10:15 (includes setup & end times)	All Purpose Room

**Roll Call Vote**

**Ayes:** Mrs. Adams (all except Dovetail), Mr. Allen, Mrs. Heinrichs, Mrs. Ruffo, Mr. Schmidt

**Nays:** Mrs. Adams (Dovetail)

**Abstain:** 0

- **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:

Staff Name	Seminar / Workshop	Event Date	Cost
John Dondero	Classroom Management SRI / ETTC Pomona, NJ	September 25, 2019	\$10.00 Mileage -0- Workshop (using ETTC hours)
Deborah Callan	Jersey Shore Consortium K-8 NGSS Institute Cohort 3 Frog Pond ES Little Egg Harbor NJ	September 24th, October 15th, and November 19th, 2019	\$325.00

**Roll Call Vote**

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

**Nays:** 0

**Abstain:** 0

**Discussion**

- Mrs. Adams asked what the Jersey Shore Consortium is.

**11. FINANCE**

Motion by Mrs. Heinrichs, seconded by Mr. Schmidt and carried by roll call vote 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 September 10, 2019. Bills Lists will be reviewed by the Board President and will be ratified at the next regular Board meeting.  
[\(Attachment #5\)](#)
- 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 July 31, 2019 [\(Attachment #6\)](#).
- C. **RESOLVED** that the Board of Education approve all Line Item Transfers and Adjustments for the month of July 2019 as per attachments. [\(Attachment #7\)](#).
- D. **RESOLVED** that the Board approve the payroll as follows
  - August 15, 2019 = \$11,952.09
  - August 30, 2019 = \$12,033.28
- 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 July 31, 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 July [\(Attachment #8\)](#).

<u>Jonathan R. Yates</u>	<u>July 31, 2019</u>
Board Secretary	Date

**Roll Call Vote**

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

**12. APPROVAL OF MINUTES**

Motion by Mr. Allen, seconded by Mrs. Heinrichs and carried by roll call vote to approve the minutes from the Regular Board Meeting, August 6, 2019 [\(Attachment #9\)](#)

**Voice Vote**

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

### 13. RESIDENTS' FORUM - GENERAL TOPICS [\(Attachment #10\)](#)

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.
  - Kevin Foder
    - Asked about elections ballot and who was on it. Asked about feasibility study to regionalize. Mr. Foder stated that he spoke with the State and that it takes 2-3 years to close. Mr. Foder did not specify who or what department at the State he spoke with.
  - Ms. Bitzberger
    - How many students need special services? Why awarding a stipend for Instructions and Assessment? Asked about school finances and various town joining together.
  - Ms. Cope
    - Are you still doing clothing drive? Spoke about 2 people who mowed the lawn.
  - Kevin Foder
    - Asked about feasibility study and accused the Board of being dishonest and withholding of information.
  - Barbara Foder
    - Discussed school closing.
  - Ashley Kramer
    - Asked if Little Egg Harbor is the district we are looking to join.
  - Kevin Foder
    - Offered an apology for his behavior and words at the previous Board meeting. Accused the Secretary of being unprofessional (at the prior Board meeting) and demanded an apology. Mrs. Adams then stated that Mr. Brown previously upset the public for which the Board received a letter and said an apology could go a long way. Mr. Yates advised Mr. Foder, that he (Mr. Foder) did not correctly account for his (the Secretary) words.
  - Ms. Bitzberger
    - Asked why the school doesn't merge grade levels. Inquired if NJ school districts required to go with the lowest bid on public contracts.

### 14. \_\_\_ BOARD FORUM

- Mrs. Adams recognized the PTO for their help around school. She said she is proud to live in Bass River. Discussed volunteerism and wants to improve our policy shared services. Discussed list provided by the Board Secretary. Asked about merging preK and K classes.
- Mrs. Ruffo encourage the Board to complete self-evaluation and to not reply all to emails.



**15. ADJOURNMENT**

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

**Voice Vote**

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

**Nays:** 0

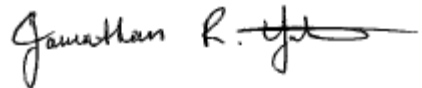
**Abstain:** 0

**MEETING SCHEDULE**

Regular Meeting - October 1, 2019

Adjourned 8:10 pm.

Respectfully Submitted,

A handwritten signature in black ink that reads "Jonathan R. Yates" with a stylized flourish at the end.

Jonathan Yates  
Board Secretary