

**Bass River Elementary School**  
Reorganization Meeting Minutes  
January 7, 2020

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**1. CALL TO ORDER**

**2. RECOGNITION**

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 Meetings 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:** Mrs. Adams, Mr. Allen, Mr. Foder, Mrs. Heinrichs, Mr. Schmidt

**ABSENT:** 0

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

**4. PLEDGE OF ALLEGIANCE**

**5. ELECTION RESULTS**

The annual Election of the Bass River Board of Education was held on Tuesday November 5, 2019. Mrs. Bonnie Adams and Mr. Kevin Foder were elected to three-year terms.

<u>Board Members</u>	<u>Term Expires</u>
Bonnie Adams	2022
John Allen	2020
Kevin Foder	2022
Jacqueline Heinrichs	2021
Robert Schmidt	2021

**6. NEW BOARD MEMBERS OATH**

Mr. Yates will administer the oath of office to elected board members; Mrs. Bonnie Adams and Mr. Kevin Foder. ([Attachment #1](#))

**7. TEMPORARY CHAIR**

Motion by Mr. Schmidt, seconded by Mrs. Heinrichs and carried by roll call vote to approve the following resolution:

BE IT HEREBY RESOLVED BY THE BASS RIVER BOARD OF EDUCATION to appoint the Board Secretary as temporary chair to conduct an election of Board President.

**Roll Call Vote**

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

**Discussion**

- Mr. Foder asked the Secretary to move the meeting into Executive session to discuss a private matter.

**8. EXECUTIVE SESSION**

Motion by Mr. Allen, seconded by Mrs. Heinrichs and carried by voice vote to approve THAT: RESOLVED, that the Board of Education meet in closed session to discuss board member conflict of interest. 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, Mr. Foder, Mrs. Heinrichs, Mr. Schmidt  
**Nays:** 0  
**Abstain:** 0

**Time in:** 7:06 PM      **Time out:** 7:09 PM

**Discussion**

- Mr. Foder feels Mrs. Heinrichs is conflicted as a Board member due to her being a Pinelands employee.
- Mr. Yates advised Mr. Foder that this was not an appropriate reason to enter into an Executive Session and the closed session was adjourned to Regular Session.
- Mr. Yates advised the public what was discussed.

**9. NOMINATION FOR PRESIDENT**

Motion by Mr. Foder, seconded by Mrs. Heinrichs and carried by roll call vote to approve the following resolution:

BE IT HEREBY RESOLVED BY THE BASS RIVER BOARD OF EDUCATION to open the floor for nominations for President.

The floor is now open for nominations:  
Mr. Foder nominated Mrs. Adams.  
Mrs. Adams nominated Mrs. Heinrichs.

The Secretary took voice votes for Mrs. Adams.  
Mr. Allen: Yes  
Mr. Foder: Yes  
Mrs. Heinrichs: Yes  
Mr. Schmidt: Yes

All members voted "Yes" for Mrs. Adams. With all members voting "Yes" for Mrs. Adams, the vote for Mrs. Heinrichs became unnecessary.

### **NOMINATION FOR VICE PRESIDENT**

Motion by Mr. Schmidt, seconded by Mrs. Heinrichs and carried by roll call vote to approve the following resolution:

BE IT HEREBY RESOLVED BY THE BASS RIVER BOARD OF EDUCATION to open the floor for nominations for Vice President.

The floor is now open for nominations:  
Mrs. Heinrichs nominated Mr. Schmidt.

Mrs. Adams: Yes  
Mr. Allen: Yes  
Mr. Foder: Yes  
Mrs. Heinrichs: Yes  
Mr. Schmidt: Yes

### **Roll Call Vote**

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

## **10. CODE OF ETHICS**

Motion by Mr. Foder, Seconded by Mr. Allen and carried by roll call vote to approve the following resolution:

BE IT HEREBY RESOLVED BY THE BASS RIVER BOARD OF EDUCATION to adopt the following 18A:12-24.1 Code of Ethics for School Board Members as listed a through j:

- a) I will uphold and enforce all laws, state board rules and regulations, and court orders pertaining to schools. Desired changes should be brought about only through legal and ethical procedures.
- b) I will make decisions in terms of the educational welfare of children and will seek to develop and maintain public schools which meet the individual needs of all children regardless of their ability, race, creed, sex or social standing.
- c) I will confine my Board action to policy-making, planning, and appraisal, and I will help to frame policies and plans only after the board has consulted those who will be affected by them.
- d) I will carry out my responsibility, not to administer the schools, but, together with my fellow Board members, to see that they are well run.
- e) I will recognize that authority rests with the Board of Education and will make no personal promises nor take any private action which may compromise the Board.
- f) I will refuse to surrender my independent judgment to special interest or partisan, political groups or to use the schools for personal gain or for the gain of friends.
- g) I will hold confidential all matters pertaining to the schools which, if disclosed, would needlessly injure individuals or the schools. But in all other matters, I will provide accurate information and, in concert with my fellow Board members, interpret to the staff the aspirations of the community for its schools.

- h) I will vote to appoint the best qualified personnel available after consideration of the recommendation of the chief administrative officer.
- i) I will support and protect school personnel in proper performance of their duties.
- j) I will refer all complaints to the chief administrative officer and will act on such complaints at public meetings only after failure of an administrative solution.

**Roll Call Vote**

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

**11. APPROVAL OF AGENDA**

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

**Voice Vote**

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

**12. APPROVAL OF MINUTES**

Motion by Mr. Schmidt, seconded by Mr. Allen and carried by voice vote to approve the minutes for the December 3, 2019. ([Attachment #2](#))

**Voice Vote**

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

**13. BOARD PRESENTATIONS**

- a. Audit Presentation: Jerry Conaty, Holman Frenia Allison, P.C.
- b. Feasibility Study Update

**14. REPORT OF THE SUPERINTENDENT**

- a. Superintendent's Update
- b. December Attendance Report ([Attachment #3](#))
- c. SSDS Submission for Period #1
- d. HIB Report:
  - i. December: 0 reports
- e. Safety & Security Drill Report:
  - i. Fire Drill: 12/12/19
  - ii. Safety & Security Drill: Evacuation (Bomb Threat) 12/18/19

e. Enrollment			
Out of District	1	3-Russomanno	9
PS-Schneider	5	4-Manzer	12
K-Nino	10	5-Wallis	12
1-Gouveia	15	6-Kraus	21

**15. RESIDENT’S FORUM - AGENDA ITEMS ONLY**

The Board of Education recognizes the value of public comment on educational issues and the importance of allowing members of the public to express with each statement made by a participant, limited to three minutes as cited in Policy No. 0167. The public may comment on any item on the agenda at this time. General public comment will occur later in the meeting.

- Nick Imbriglio
  - Asked about November’s attendance numbers.
  - Are we above 90%?
  - Inquired about standardized test scores.
- Mrs. Bitzberger
  - Asked about lease payments totals.
  - Asked about consolidation of grade levels.
- Mr. Williams
  - Asked about lease payments.

**16. NEW BUSINESS**

- Nothing at this time.

**17. FINANCE**

Motion by Mr. Schmidt, seconded by Mr. Allen and carried by roll call vote to approve the following Finance items as listed A through H:

- A. **RESOLVED** that the Board of Education approve all bills and claims for January 7, 2020 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 all Line Item Transfers and Adjustments as per attachments. [\(Attachment #5\)](#)
- C. **RESOLVED** that the Board of Education approve the November Board Secretary’s Monthly Certification: Pursuant to N.J.A.C. 6A:23A-16.10 (c) 3, that as of November 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 Township 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 November 2019. [\(Attachment #6\)](#)

<u>Jonathan R. Yates</u>	<u>January 7, 2020</u>
Board Secretary	Date

- D. **RESOLVED** that the Board of Education approve the Board Secretary’s Monthly Certification: Pursuant to N.J.A.C. 6A:23A-16.10 (c)4, the Bass River Township Board of Education certifies that as of November 2019, and after review of the secretary’s monthly financial report appropriations section as presented, and upon consultation with appropriate district officials, that to the best of the Board’s knowledge no major account or fund has

been over-expended in violation of N.J.A.C. 6A:23A-16.10 and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.

E. **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 November 2019. **(Attachment #7)**

F. **RESOLVED** that the Board of Education approve the payroll as follows:

- o December 13, 2019 = \$83,295.73
- o December 20, 2019 = \$69,950.69

Gross pay includes gross pay, employer share of FICA and Medicare.

G. **RESOLVED** that the Board of Education accept the Emergency Aid funding in the amount of \$29,467 for the fiscal year 2020. **(Attachment #8)**

H. **RESOLVED** that the Board of Education accept the audit for the 2018-2019 school year as prepared and presented by Mr. Jerry Conaty, Holman Frenia Allison P.C.

**Roll Call Vote**

**Ayes:** Mrs. Adams (except attachment #5), Mr. Allen, Mrs. Heinrichs, Mr. Schmidt

**Nays:** Mrs. Adams (item #5)

**Abstain:** Mr. Foder

**Discussion**

- Mr. Foder questioned the bills list.
- Mrs. Adams
  - o Are we paying speech services 5 days each month?
- Mr. Foder
  - o Shouldn't her days be less due to Christmas?
  - o What is the Warrant account?
  - o Why are checks numbered incorrectly?
    - Mr. Yates advised this was the OS checks list and check numbers missing means those checks were cashed.

**18. FACILITIES**

Motion to approve the following Facilities items as listed:

- **None at this time.**

A. **RESOLVED** that the Board of Education approve the following requests for Community Use of School Property as per Board Policy #7510.

Organization/Event	Date/Time	Location
None at this time	N/A	N/A

**19. TECHNOLOGY**

Motion to approve the following Technology items as listed:

- **None at this time.**

**20. TRAVEL/TRAINING**

Motion by Mrs. Heinrichs, seconded by Mr. Schmidt and carried by roll call vote to approve the following seminars/workshops and all associated costs:

Staff Name	Seminar / Workshop	Event Date	Cost
Lisa Nino	BCSCRT Meetings / Workshops	12/5, 1/23, & 6/4	-0-
Siobhan Grayson / Staff	Dyslexia 2 Training Workshop	2/14/20	-0- (Using ETTC hours)
Regina Schneider	Unique Methods for Teaching Young Children Empathy	4/7/2020	\$7.56

**Roll Call Vote**

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

**Discussion**

- Mr. Foder
  - Why \$7.56?
- Mrs. Adams
  - Do teachers get paid for travel, and we still pay a sub? Is it possible to use teachers as floaters?

**21. TRANSPORTATION**

Motion by Mrs. Heinrichs, seconded by Mr. Schmidt and carried by roll call vote to approve the following transportation items as listed A:

- A. Transportation for student ID#9152477084 to ACSSSD at a cost to the Board of \$104.95 for 128 days (\$13,433.60).

**Roll Call Vote**

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

**22. PERSONNEL**

Motion by Mrs. Heinrichs, seconded by Mr. Allen and carried by roll call vote to approve the following items upon the recommendation of the Superintendent of Schools.

- 1. **Retirements:**  
None at this time.

**2. New Hires:**

\_\_\_ **RESOLVED** that the Board of Education approve and/or accept the following appointment(s) upon recommendation of the Superintendent of Schools. (Appointment(s) and salaries are contingent upon verified documentation.)  
None at this time.

**3. Salary Adjustment/Stipend/Hours:**

None at this time.

**4. Substitutes**

**RESOLVED** that the Board of Education approve the attached substitutes for the 2019-2020 school year.  
None at this time.

**5. Statement of Assurance**

RESOLVED that the Board of Education approve the bi-annual SOA regarding the Use of Paraprofessional Staff for second half of the 2019-2020 school year. ([Attachment #9](#))

**6. PACO**

RESOLVED that the Board of Education approve Nicholas K. Brown as Public Agency Compliance Officer. ([Attachment #10](#))

**Roll Call Vote**

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

**Nays:** 0

**Abstain:** Mr. Foder

**23. POLICIES AND PROCEDURES**

**STUDENT SAFETY DATA SYSTEM (SSDS)**

\_\_\_ Motion by Mr. Schmidt, seconded by Mrs. Heinrichs and carried by roll call vote to approve the 2019-2020 SSDS submission for the report period #1, September 1, 2019 to December 31, 2019.

**Roll Call Vote**

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

**Nays:** 0

**Abstain:** Mr. Foder

**24. PUBLIC COMMENT**

The floor is now open to members of the public. The Board of Education recognizes the value of public comment on educational issues and the importance of allowing members of the public to express with each statement made by a participant limited to three minutes as cited in Policy No. 0167.

- a. Be recognized by the Board President.
- b. State your full name and address before commenting.
- c. Wait to be recognized before making your comment(s).

**Discussion**



- Mrs. Adams
  - SOA was blank; Mr. Foder agreed.
- Mrs. Schmidt
  - Inquired about emergency aid application.
- Mrs. Bitzberger
  - Possible to get a copy of feasibility study info?
  - Commented about stipends.
  - Confused about teacher extra pay.
- Mr. Berglioni
  - Concerned about closing and students being sent to Burlington County. Would prefer our students remain in Ocean County; likes Ocean County Vocational School.

**25. BOARD FORUM**

- Mr. Foder
  - Advised that he abstained from the travel reimbursement motion because he feels teachers who are paid a full day and also apply for reimbursement are childish.
- Mrs. Adams
  - Recognized Mrs. Taylor and Mr. Manzer for their updated websites.
  - Discussed the NJSBA.
  - Congratulated Mr. Foder on his Board appointment.

**26. EXECUTIVE SESSION**

**Motion by Mr. Foder, seconded by Mr. Schmidt and carried by voice vote to approve the Board resolution to move to Executive Session.**

**Time: 8:23 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, Mr. Foder, Mrs. Heinrichs, Mr. Schmidt

**Nays:** 0

**Abstain:** 0

**Discussion**

- The Board was presented with an update regarding the Feasibility study.
- The Board was presented with an update regarding the status of the preliminary Bass River budget.

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

**9:35 pm.**

**Voice Vote**

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

**Nays:** 0

**Abstain:** 0

## 27. ADJOURNMENT

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

adjourn at 9:35 pm

### Voice Vote

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

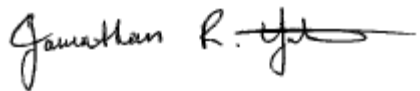
**Nays:** 0

**Abstain:** 0

## MEETING SCHEDULE

Regular Meeting - February 18, 2020

Respectfully Submitted,



Jonathan Yates  
Board Secretary