

**Bass River Elementary School**  
**REGULAR MEETING MINUTES**  
March 16, 2021  
(VIRTUAL)

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**1. CALL TO ORDER**

**2. ROLL CALL**

**PRESENT:** Mrs. Bitzberger, Mrs. Adams, Mr. Foder, Mrs. Heinrichs, Mr. Schmidt  
**ABSENT:** Mr. Nicholas Brown, Business Administrator  
**Others Present:** Mr. Jonathan Yates, Board Secretary  
Mr. Paul Kalac, Board Solicitor

**3. EXECUTIVE SESSION**

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

**Time: 6:41 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. Bitzberger, Mrs. Adams, Mr. Foder, Mrs. Heinrichs, Mr. Schmidt  
**Nays:** 0  
**Abstain:** 0

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

**Time: 6:59 pm**

**Voice Vote**

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

**4. 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 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.”

**5. PLEDGE OF ALLEGIANCE**

**6. APPROVAL OF AGENDA**

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

**Voice Vote**

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

**Nays:** 0

**Abstain:** 0

**7. APPROVAL OF MINUTES**

Motion by Mrs. Heinrichs, seconded by Mr. Foder and carried by voice vote to approve the following minutes:

- a. February 9, 2021 - [Regular Meeting](#)
- b. February 9, 2021 - [Executive Meeting](#)

**Voice Vote**

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

**Nays:** 0

**Abstain:** 0

**Discussion**

- Mrs. Bitzberger asked for explanation regarding answers to inquiries made at the February meeting not being reflected in the minutes. Mr. Yates and Mr. Kalac provided clarification on this.
- General Board discussion ensued on this matter.

**8. MOTION TO TABLE MINUTES**

Motion by Mr. Foder, seconded by Mrs. Bitzberger and carried by voice vote to approve the following minutes.

**Voice Vote**

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

**Nays:** 0

**Abstain:** 0

**Discussion**

- A motion has been made to table the minutes until further details can be made.

**9. 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 comment. Each statement made by a participant is 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.

- None at this time.

**10. BOARD WORK SESSION**

- School Ethics Disclosure - New format

- Mr. Yates provided information on the new format of the School Ethics Disclosure.
- Special Meeting Date
  - Mr. Yates explained that we will need to schedule a special meeting to discuss the sale of the building, hopefully within the next two weeks. Mr. Yates said he would like Mr. Brown to be present. This discussion will most likely be discussed in Executive Session. Mr. Kalac provided further information.
  - General discussion ensued on when the meeting will take place.
- Family Information Night Recap
  - Mr. Yates provided an update of the Family Information Night Recap zoom meeting and fielded questions regarding topics discussed, including Summer Learning Program.
  - General Board discussion ensued on this subject.
- Budget Presentation
- Discussion
  - Mr. Foder brought up the “Bass River Elementary Petition Points.” He asked where it came from? Mr. Foder stated that this, “evidently came from the Business Administrators office.” Believes that if there is a petition out there and the Board doesn’t know about it, that this is a problem.
  - Mrs. Bitzberger asked who is he talking about? - Mr. Foder stated that he believes this came from one of the BA’s secretaries.
  - Mr. Schmidt stated he knows nothing about it.
  - Mr. Foder continued that he finds it “a little hard to believe that the BA’s know nothing about it if it came from one of his secretaries.”
  - Mr. Kalac clarified some details of the document Mr. Foder sent him and advised that this does not fall under any reason to enter into Executive Session.
  - Mr. Kalac advised Mr. Foder to share the document with the other Board members and they can decide at a later stage how to proceed.
  - Mr. Foder said he will share the document with the rest of the Board and then left the meeting.

## 11. NEW BUSINESS

## 12. FINANCE

Motion by Mrs. Heinrichs, seconded by Mr. Schmidt and carried by roll call vote to approve the following finance items as listed a through f:

- a. **RESOLVED** that the Board of Education approve all bills and claims for March 16, 2021 in the amount of \$ 147,365.98 which are presented for approval. ([Attachment #1](#))
- b. **RESOLVED** that the Board of Education approve all Line Item Transfers and Adjustments as per attachments. ([Attachment #2](#))
- c. **RESOLVED** that the Board of Education approve the August Board Secretary’s Monthly Certification: Pursuant to N.J.A.C. 6A:23A-16.10 (c) 3, that as of January 2021, 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 January 2021. ([Attachment #3](#))

- d. **RESOLVED** that the Board of Education approve the Board of Education'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 January 2021, 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(a)1, 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 January 2021. ([Attachment #4](#))
- f. **TENTATIVE BUDGET JUNE 30, 2021**  
Resolved that the the Board of Education hereby adopts the preliminary budget for the 2021-2022 school year, as follows, subject to final approval or modification at the public hearing on April 27, 2021

<b><u>BASS RIVER</u></b>	<b><u>GENERAL FUND</u></b>	<b><u>SPECIAL REVENUES</u></b>	<b><u>DEBT SERVICE</u></b>	<b><u>TOTAL</u></b>
2021-2022 Total Expenditures:	\$1,761,630	\$0	\$0	\$1,761,630
Less: Anticipated Revenues:	\$654,745	\$0	\$0	\$654,745
Taxes to be Raised:	\$1,106,885	\$0	\$0	\$1,106,885

**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** that a public meeting be held in the Bass River Elementary School, New Gretna, New Jersey on April 27, 2021 for the purpose of conducting a public hearing on the budget for the 2021-2022 School Year.

**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 \$10,000.

**Roll Call Vote**

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

**13. AMEND LRF**

Motion by Mrs. Heinrichs, seconded by Mr. Schmidt and carried by roll call vote to approve THAT: **RESOLVED** that the Board of Education approve the Minor amendment of the Long Range Facilities Plan to the New Jersey Department of Education for review and Department approval.

Further, the Board authorizes Garrison Architects to make the submission to the Department of Education on behalf of the district.

**Roll Call Vote**

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

**Discussion**

- Mr. Yates provided clarifying information on this resolution.

**14. DONATION**

Motion by Mrs. Heinrichs, seconded by Mr. Schmidt and carried by roll call vote to approve THAT: *RESOLVED* that the Board of Education approve the donation of adaptive equipment for elementary school aged children to the Little Egg Harbor School District.

**Roll Call Vote**

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

**Discussion**

- General Board discussion arose on the description of adaptive equipment and why this is a donation and not a purchase.
- Also discussed was if Bass River residents were made aware of this.
- Mr. Yates provided background information.

**15. WEBSITE**

Motion by Mrs. Heinrichs, seconded by Mr. Schmidt and carried by roll call vote to approve THAT: *RESOLVED* that the Board of Education approve the attached proposals for website development and maintenance from Bill Curtin. ([Attachment #5, #5a](#))

**Roll Call Vote**

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

**Discussion**

- Mrs. Bitzberger commented that Bill Curtin does a great job.

**16. REQUEST**

Motion by Mrs. Heinrichs, seconded by Mr. Schmidt and carried by roll call vote to approve THAT: *RESOLVED* that the Board of Education approve the purchase of the attached items by Eagleswood Township. ([Attachment # 6](#))

**Roll Call Vote**

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

**17. 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.

- None at this time.

**18. BOARD FORUM**

- Mrs. Bitzberger - Brought up the subject of possibly getting a tax abatement on the sale of the school.
  - Mr. Yates provided clarification on this process. Mr. Kalac also provided guidance on this. General Board discussion ensued on this subject.
- Mrs. Adams - Looks forward to in person meetings, once vaccines are given. Mrs. Bitzberger and Mr. Schmidt concurred.
- Mr. Schmidt - Thanks Mr. Brown for everything he's been doing at the school. Everything looks great. He's impressed.
- Mr. Yates confirmed for Mrs. Bitzberger that all auction items are on the front page of the Bass River website.

**19. ADJOURNMENT**

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

adjourn at 8:06 pm

**Voice Vote**

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

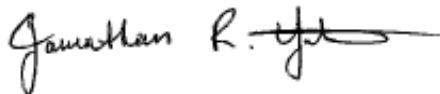
**Nays:** 0

**Abstain:** 0

**MEETING SCHEDULE**

Regular Meeting - April 27, 2021

Respectfully Submitted,



Jonathan Yates  
Business Administrator/Board Secretary