

**Bass River Elementary School**  
**REGULAR MEETING MINUTES**  
August 3, 2021

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**1. CALL TO ORDER**

**2. ROLL CALL**

**PRESENT:** Mrs. Adams (virtual), Mrs. Bitzberger, Mrs. Heinrichs, Mr. Schmidt

**ABSENT:** Mr. Foder

**Others Present:** Mr. Jonathan Yates, Board Secretary  
Mr. Nicholas Brown, Business Administrator  
Mr. Joshua Savitz, Board Solicitor (virtual)

- Mr. Brown informed the Board and public that Mr. Joshua Savitz will replace Mr. Paul Kalac as Board Solicitor for tonight's meeting.

**3. EXECUTIVE SESSION**

- No Executive Session at this time.

**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 MINUTES**

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

- a. June 1, 2021 - [Regular Meeting](#)
- b. June 1, 2021 - [Executive Meeting](#)

**Voice Vote**

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

**Nays:** 0

**Abstain:** 0

**7. NEW BUSINESS**

**8. 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.

## 9. BOARD WORK SESSION

- Parent Information Night
  - Monday August 16th
    - Mr. Brown explained that Dr. McCooley will be available to meet with Bass River parents to answer questions. Little Egg Harbor Back to School night will also provide information.
  - Please RSVP to Cindy Barton at [cbarton@lehsd.org](mailto:cbarton@lehsd.org)
- Security Update
  - The security camera installation has been completed. We now have additional cameras as well as expanded coverage. The Board will turn footage over to the State Police for investigation when necessary.
- Mrs. Bitzberger asked what time the parent information session would begin, and if Board members should attend.
  - Mr. Brown responded that it will begin at 5:00 pm and said that would be fine. It will be a virtual meeting and information on how to attend will be provided. Mr. Brown reminded the Board and parents that any questions concerning curriculum, etc. may be directed to the Little Egg Harbor Board of Education, and recommended attending the Little Egg Harbor BOE meetings.

## 10. MOTION TO APPROVE AGENDA

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

### Voice Vote

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

**Nays:** 0

**Abstain:** 0

## 11. 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 August 3, 2021 in the amount of \$71,378.18 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-May](#), [Attachment #2a-June](#))
- C. **RESOLVED** that the Board of Education approve the May and June Board Secretary's Monthly Certification: Pursuant to N.J.A.C. 6A:23A-16.10 (c) 3, that as of May and June 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 months of May and June 2021. ([Attachment #3-May](#), [Attachment #3a-June](#))

Jonathan R. Yates  
Board Secretary

August 3, 2021  
Date

- 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 May and June 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 May and June 2021. ([Attachment #4-May](#), [Attachment #4a-June](#))
- F. **RESOLVED** that the Board of Education approve the tentative Board Secretary's report for July 2021.

**Roll Call Vote**

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

**Discussion**

- Mrs. Bitzberger asked about a maintenance payment.
  - Mr. Brown advised that this was to clean up the retention area.
- She also asked about a lease payment.
  - Mr. Brown and Mr. Yates advised this was a budgeted lease payment.

**12. DONATION TO PINELANDS WILDCAT SHACK**

Motion Mr. Schmidt, seconded by Mrs. Heinrichs and carried by roll call vote to approve donation of storage totes to the Pinelands Wildcat Shack.

**Roll Call Vote**

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

**13. ITEMS FOR PURCHASE**

Motion by Mr. Schmidt, seconded by Mrs. Heinrichs and carried by roll call vote to approve sale of items to Pinelands Regional BOE ([Attachment #5](#))

**Roll Call Vote**

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

#### 14. 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.

#### 15. BOARD FORUM

- Mrs. Bitzberger:
  - Is there a lot of equipment still in the school?
    - Mr. Brown advised that there is not much left, but what is left will be discarded or sold.
  - Can items be offered to the public?
    - Mr. Brown explained that legal counsel advised against this, but we can donate items to local non profit organizations.
  - Have the non profit organizations been contacted?
    - Mr. Brown and Mr. Yates explained that all items for sale have been advertised and discussed at public meetings, but we have not reached out to any particular organizations directly.
  - Asked about potential sale of the building.
    - Mr. Brown advised that we need permission from the Dept of Education to sell the building and we cannot list the building for sale until we hear back from the DOE. Mr. Savitz said that the request to see the building was made to the ECS. He advised that the DOE is working with a small staff and we are hoping they will approve soon.
  - Mrs. Bitzberger believes that if people have questions about the school board meetings, they should attend.
- Mrs. Heinrichs:
  - Do we have any update on the feasibility study?
    - Mr. Brown advised we should have information at the end of August. He explained that any vote regarding the consolidation of a school district has to happen at the general election in September of any year.
  - What happens to our bills and the building if the schools consolidate?
    - Mr. Brown explained that he isn't sure of that answer, but that the study is supposed to provide those answers.
- Mrs. Adams via Mr. Brown:
  - Happy remainder of summer. Please be mindful of covid protocols and mandates.
  - Encourages parents to attend the parent information session.

#### 16. ADJOURNMENT

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

adjourn at 7:28 pm

#### Voice Vote

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

**Nays:** 0

**Abstain:** 0

**MEETING SCHEDULE**

Regular Meeting - October 5 , 2021

Respectfully Submitted,

A handwritten signature in black ink, appearing to read "Nick Brown", written in a cursive style.

Nicholas K. Brown  
Business Administrator/Board Secretary