

**Bass River Elementary School
MEETING MINUTES
February 16, 2023**

1. Call to Order and Pledge of Allegiance led by the Board Secretary Mrs. Van Tassel
Time: 6:34 pm

2. ROLL CALL by Board Secretary Mrs. Van Tassel
PRESENT: Mrs. Bitzberger, Mr. Swanseen, Mr. Williams

ABSENT:

Others Present: Katherine Van Tassel, School Business Administrator/Board Secretary,

3. EXECUTIVE SESSION

• **EXECUTIVE SESSION**

Motion by Mrs. Bitzberger, seconded by Mr. Swanseen and carried by voice vote to approve the Board resolution to move to Executive Session.

Time: 6:34 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. Personnel, Budget, **Acquisition of School Property**

Voice Vote

Ayes: Mrs. Bitzberger, Mr. Swanseen, Mr. Williams

Nays: 0

Abstain: 0

Motion Carried

Motion by Mr. Swanseen, seconded by Mrs. Bitzberger and carried by voice vote to adjourn the Executive Session and enter public session.

Time: 7:13 pm

Voice Vote

Ayes: (3), Mrs. Bitzberger, Mr. Swanseen, Mr. Williams

Nays: 0

Abstain: 0

Motion Carried

1. RECOGNITION

The notice was read aloud to the public by the Board Secretary, Mrs. Van Tassel.

“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 on the Board of Education Website. The notice was also mailed to the Press of Atlantic City and filed with the Municipal Clerk of Bass River Township.”

2. APPROVAL OF MINUTES

Motion by Mr. Swanseen, seconded by Mrs. Bitzberger to approve the minutes for the January 3, 2023 Reorg meeting and January 3, 2023 Executive session as presented:

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Voice Vote

Ayes: (3) Mrs. Bitzberger, Mr. Swanssen, Mr. Williams

Nays: 0

Abstain: 0

Motion carried

3. MOTION TO APPROVE AGENDA

Motion by Mr. Swanssen, seconded by Mrs. Bitzberger to approve the agenda as presented:

Voice Vote

Ayes: (3) Mrs. Bitzberger, Mr. Swanssen, Mr. Williams

Nays: 0

Abstain: 0

Motion carried

4. OLD BUSINESS - None

5. NEW BUSINESS

The Board and the Board Secretary had discussion regarding the April and May meetings needed for Public Budget Hearing and Board Adoption. The Dates of April 25, 2023 for the Public Hearing and May 9, for the Adoption of the budget were agreed upon.

6. 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. The public may comment on any item on the agenda at this time. General public comment will occur later in the meeting. (Policy 0167).

Mr. William Curtain, township resident, was present and had a discussion with the Board about the open Board seat and the sale of the building. Mr. Williams, Board President, did disclose the building was sold on February 6, 2023.

7. FINANCE

Motion by Mrs. Bitzberger, seconded by Mr. Swanssen to approve Item 10 A- E as presented:

A. RESOLVED that the Board of Education approve all bills and claims for December, 2022 and January 2023 in the amount of \$123,517.47 which are presented for approval. Also, authorize the Business Administrator to pay any bills due and owing before the next Board of Education meeting, and make any transfers of funds necessary so that no budgetary line item is over expended for the 2022-2023 school year. Any additional bills paid, and transfers made will be presented at the next Board of Education meeting.

B. RESOLVED that the Board of Education approve all Line Item Transfers and Adjustments as per attachments.

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C. RESOLVED that the Board of Education approve the December, 2022 and January 2023 Board Secretary's Monthly Certifications: Pursuant to N.J.A.C. 6A:23A-16.10 (c) 3, that as of January 2023, 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 December, 2022 and January 2023.

Katherine Van Tassel
Board Secretary

February 16, 2023
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 January 2023, 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 periods ending December, 2022 and January 2023 .

Voice Vote

Ayes: (3) Mrs. Bitzberger, Mr. Swanseen, Mr. Williams

Nays: 0

Abstain: 0

Motion carried

8. 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.

No Public Comment

9. BOARD FORUM - No additional comments

10. ADJOURNMENT

Motion by Mr. Swanseen and seconded by Mrs. Bitzberger to adjourn the meeting:

BE IT HEREBY RESOLVED BY THE BASS RIVER BOARD OF EDUCATION to adjourn at 7:48 pm

11. MEETING SCHEDULE

Meeting - March 7, 2023 at 6:30 p.m.

The Bass River Board of Education meeting will be held at the Bass River Municipal Building located at:
3 North Maple Ave, New Gretna.