

**Bass River Elementary School
MEETING MINUTES
December 12, 2023**

1. Work Session - Executive Session

Voice Vote to enter executive session for the purpose of budget matters. Time in: 6:30 p.m.

Ayes: (4) Mrs. Bitzberger, Mr. Bush, Mr. Curtin, Mr. Swanseen

Nays: 0

Abstain:

Motion carried

Voice Vote to exit executive session announced Time out: 7:00 p.m.

Ayes: (4) Mrs. Bitzberger, Mr. Bush, Mr. Curtin, Mr. Swanseen

Nays: 0

Abstain:

Motion carried

2. Call to Order and Pledge of Allegiance led by the Board Secretary Mrs. Van Tassel

Time: 7:00 pm at a time

3. ROLL CALL by Board Secretary Mrs. Van Tassel

PRESENT: Mrs. Bitzberger, Mr. Bush, Mr. Curtin, Mr. Swanseen

ABSENT:

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

4. RECOGNITION

The notice was read aloud to the public by the Vice President, Mr. Swanseen.

“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.”

5. APPROVAL OF MINUTES

- October 17, 2023 Regular Meeting.

Motion by Mr. Curtin, seconded by Mrs. Bitzberger to approve the minutes for the October 17, 2023 regular meeting as presented:

Voice Vote

Ayes: (4) Mrs. Bitzberger, Mr. Bush, Mr. Curtin, Mr. Swanseen

Nays: 0

Abstain:

Motion carried

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6. MOTION TO APPROVE AGENDA

Motion by Mr. Curtin, seconded by Mr. Bush to approve the agenda with the amended Bill Payment amount as reflected in attachments.

Voice Vote

Ayes: (4) Mrs. Bitzberger, Mr. Bush, Mr. Curtin, Mr. Swanseen

Nays: 0

Abstain: 0

Motion carried

7. OLD BUSINESS - None

8. NEW BUSINESS - Board Meeting on January 2, 2024 for Re-Org meeting. Elections results were discussed.

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

No public comments and forum closed. (7:03 p.m.)

10. FINANCE

Motion by Mr. Curtin, seconded by Mr. Bush to approve 10 A-G as presented:

A. **RESOLVED** that the Board of Education approve all bills and claims for November and December, 2023 in the amount of \$178,369 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 2023-2024 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.

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

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Katherine Van Tassel
Board Secretary

December 12, 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 November and December 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 period ending November and December 2023.

F. **RESOLVED** Approve the School Business Administrator to open and to transfer and maintain school reserve funds into the NJ Cash Management Fund, established by N.J.A.C. 17:16-61.1 and per the guidelines established by the terms and conditions of the administration of the Fund as outlined in the regulations promulgated by the State Treasurer pursuant to P. L. 1977, c. 281 as amended in the attached application.

The NJ Cash Management Fund will allow the district to earn additional revenues on the reserve funds to be used for future budget opportunities.

August Rate of Return - 5.20%

September Rate of Return - 5.27%

October Rate of Return - 5.32%

G. **Approve** the Joint Transportation Agreement with Pinelands Regional School District for the 2023-2024 School Year as attached at a cost of \$120,799.80. [Transportation Agreement.pdf](#)

Voice Vote

Ayes: (4) Mrs. Bitzberger, Mr. Bush, Mr. Curtin, Mr. Swanseen

Nays: 0

Abstain: 0

Motion carried

11. 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 comments and session closed. at 7:50 p.m.

12. BOARD FORUM - Mr. Curtin commented that at the last town meeting that the commissioner questioned where the tax levy payment was getting spent. He was advised to attend a BOE meeting.

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13. ADJOURNMENT

Motion by Mr. Bush and seconded by Mr. Curtin to adjourn the meeting:

BE IT HEREBY RESOLVED BY THE BASS RIVER BOARD OF EDUCATION to adjourn at 8:02 pm

14. MEETING SCHEDULE

Meeting - January 2, 2024 at 6:30 p.m work session, 7:00 public meeting.

The Bass River Board of Education meeting will be held at the Bass River Municipal Building located at:

3 North Maple Ave, New Gretna.