

Bass River Elementary School
MEETING AGENDA
December 15, 2025
Bass River Township Municipal Building
(In Person)
6:30 Executive Session 7:00 PM Public Session

1. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

2. ROLL CALL

Mr. Bush _____ Mr. Curtin _____ Mr. Swanseen _____

3. EXECUTIVE SESSION

- **RESOLVED**, that the Board of Education will meet in closed session to discuss matters as listed below. Items(s) discussed will be disclosed to the public providing it does not violate New Jersey statutes and regulations regarding disclosure of Information affecting this matter.
 - Budget Matters/Attorney Client Privilege

1st _____ 2nd _____ Mr. Bush _____ Mr. Curtin _____ Mr. Swanseen _____

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 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. MOTION TO APPROVE AGENDA

Motion to approve agenda as presented.

1st _____ 2nd _____ Mr. Bush _____ Mr. Curtin _____ Mr. Swanseen _____

6. APPROVAL OF MINUTES

- October 6, 2025 Regular Meeting. ([Meeting Minutes October 6, 2025](#))
- October 6, 2025 Executive Session. ([Executive Minutes October 6, 2025](#))

1st _____ 2nd _____ Mr. Bush _____ Mr. Curtin _____ Mr. Swanseen _____

7. OLD BUSINESS

8. NEW BUSINESS- Presentation of Annual Audit

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.

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10. FINANCE

Motion to approve Finance Items A-E

A. **RESOLVED** that the Board of Education approve all bills and claims for November and December in the amount of \$89,150.37 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 2025-2026 school year. Any additional bills paid, and transfers made will be presented at the next Board of Education meeting. ([BillsList Nov.pdf](#),[BillsList Dec.pdf](#))

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 October and November 2025 Board Secretary's Monthly Certification: Pursuant to N.J.A.C. 6A:23A-16.10 (c) 3, that as of November 2025, 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 November 2025.
(,,)

Katherine Van Tassel December 15, 2025
Board Secretary 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 2025, 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 October and November 2025. ([Treasurer November 2025.pdf](#),[Treasurer October 2025.pdf](#))

F. **RESOLVED** to Accept and Approve the Annual Audit as Pursuant to NJSA 18A:23-5. CAFR as presented.
The Synopsis per N.J.S.A. 18A:23-4 is attached for your review. There are no findings for the audit year 2024-205.[ACFR.pdf](#),[Synopsis \(1\).xlsx](#),[AMR.pdf](#)

Audit Synopsis Includes:

- a. Governmental Funds Balance Sheet (Exhibit B-1).
- b. Governmental Funds Statement of Revenues, Expenditures, and Changes in Fund Balance

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(Exhibit					B-2).
c.	Audit	Recommendations	Summary		-
1.	Administrative	Practices	&		Procedures
2.	Financial	Planning,	Accounting	&	Reporting
3.	School		Purchasing		Programs
4.	School		Food		Service
5.	Student		Body		Activities
6.	Application	for	State	School	Aid
7.		Pupil			Transportation
8.	Facilities	and		Capital	Assets
9.					Miscellaneous
10.	Status of Prior Year Findings - NONE				

G. **RESOLVED** to accept and approve the Business Administrator’s submission of the annual ASSA and the DRTRS,(retroactive to November 14, 2025)as delineated. [2025-26 - District Report of Transported Resident Students.pdf](#)
[2026-2027 ASSA SUMMARY \(1\).pdf](#)

1st _____ 2nd _____ Mr. Bush _____ Mr. Curtin _____ Mr. Swanseen _____

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.

12. BOARD FORUM

13. ADJOURNMENT

BE IT HEREBY RESOLVED BY THE BASS RIVER BOARD OF EDUCATION to adjourn at _____ pm

1st _____ 2nd _____ Mr. Bush _____ Mr. Curtin _____ Mr. Swanseen _____

14. MEETING SCHEDULE

Re-Org Meeting - (January 6, 2026)

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

3 North Maple Ave, New Gretna.