

**Bass River Elementary School**  
MEETING AGENDA  
March 23, 2026  
Bass River Township Municipal Building  
(In Person)  
**6:00 Executive Session    6:30 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 owas 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**

- March 3, 2026 Regular Meeting [Meeting Minutes March 3, 2026](#)
- March 3, 2026 Executive [Executive Minutes March 3, 2026](#)

(1st \_\_\_\_\_ 2nd \_\_\_\_\_ Mr. Bush \_\_\_\_\_ Mr. Curtin \_\_\_\_\_ Mr. Swanseen \_\_\_\_\_

**7. OLD BUSINESS -**

**8. NEW BUSINESS -**

**A Motion to accept resignation of Jessica Frederick, Board Clerk, Effective 3/3//2026**

**B. Motion to approve Darlene Lutz, Board Clerk at an annual salary of \$3,500 prorated for the remainder of the 25/26 SY start date of 4/1/2026.**

**C. Motion to approve Memorandum of Agreement with Little Egg Harbor School district for shared transportation services for the 2026-2027 School Year at a cost per student of \$1,100 (one thousand one hundred dollars) for an estimated total cost annually of \$106,700 (one hundred six thousand seven hundred dollars) based on projected enrollment of 97 students. [LEH Shared Service Transportation Memorandum.pdf](#)**

**Bass River Elementary School**  
**MEETING AGENDA**  
March 23, 2026  
Bass River Township Municipal Building  
(In Person)  
**6:00 Executive Session    6:30 PM Public Session**

---

**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.

**10. FINANCE**

**Motion to approve Finance Items A-E**

A. **RESOLVED** that the Board of Education approve all bills and claims for March in the amount of \$13,964.27 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 March.pdf](#).)

B. **RESOLVED** that the Board of Education approve all Line Item Transfers and Adjustments as per attachments. ([MonthlyTransferReport-2026 february.pdf](#))

C. **RESOLVED** that the Board of Education approve the January and February 2026 Board Secretary’s Monthly Certification: Pursuant to N.J.A.C. 6A:23A-16.10 (c) 3, that as of February 2026, 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 February 2026. ([bsr2-2025-26-JANUARY-All-Funds \(2\).pdf](#), [bsr2-2025-26-FEBRUARY-All-Funds \(1\).pdf](#))

<u>Katherine Van Tassel</u>	<u>March 23, 2026</u>
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 February 2026, 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 January and February 2026. ([BR - January.pdf](#),[BR - February \(1\).pdf](#))

F. Tentative Budget

**Bass River Elementary School**

**MEETING AGENDA**

March 23, 2026

Bass River Township Municipal Building

(In Person)

**6:00 Executive Session 6:30 PM Public Session**

**Motion to** approve to adopt the Tentative Budget for FY 2026-2027:

BE IT RESOLVED that the tentative budget be approved for the 2026-2027 School Year using the 2026-2027 state aid figures and the School Business Administrator/Board Secretary be authorized to submit the following tentative budget to the Executive County Superintendent of Schools for approval in accordance with the statutory deadline:

		General Fund	Special Revenue	Debt Service	TOTAL
2026-2027 Total Expenditures		\$1,853,636	\$ -0-	\$ -0-	\$1,853,636
Less: Anticipated Revenues		\$712,062	\$ -0-	\$ -0-	\$ 712,062
Taxes to be Raised		\$1,141,574	\$ -0-	\$ -0-	\$1,141,574

And to post said tentative budget on the district's website in accordance with the form required by the State Department of Education and according to law; and

**Use of Banked Cap**

BE IT RESOLVED that the Bas River Board of Education includes in the proposed budget the adjustment for banked cap in accordance with N.J.A.C. 6A:23A-10.1(b). The district has fully exhausted all eligible statutory spending authority and must increase the base budget in the amount of \$20,000 for the purpose of Tuition Costs. The district intends to complete said purposes by June 2027.

**Tuition Reserve Withdrawal**

BE IT RESOLVED that the general fund appropriations include a \$158,800 withdrawal from the Tuition Reserve Account which were deposited into the account in SY 2024-2025 and are now required to be withdrawn to pay tuition obligations in the 2026-2027 SY.

**Bass River Elementary School**

**MEETING AGENDA**

March 23, 2026

Bass River Township Municipal Building

(In Person)

**6:00 Executive Session    6:30 PM Public Session**

---

BE IT FURTHER RESOLVED, that a public hearing be held at the Bass River Board of Education located at 3 North Maple Street on April 27 at 6:00 p.m. for the purpose of conducting a public hearing on the budget for the 2026-2027 School Year.

**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**

Public Hearing Budget SY 26-27I - April 27, 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.