

**Bass River Elementary School
MEETING MINUTES
May 18, 2026**

1. Call to Order and Pledge of Allegiance led by the Board President, Mr. Swanseen

Time: 6:15 pm

2. ROLL CALL by Board Secretary Mrs. Van Tassel
PRESENT: Mr. Bush, Mr. Curtin, Mr. Swanseen

ABSENT:

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

3. Work Session - Executive Session - No Executive Session

4. 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.”

5. MOTION TO APPROVE AGENDA

Motion by Mr. Curtin, seconded by Mr. Bush to approve the agenda as presented.

Ayes: (3) Mr. Bush, Mr. Curtin, Mr. Swanseen

Nays:

Abstain:

Motion carried

6. MOTION TO APPROVE MINUTES

Motion by Mr. Bush, seconded by Mr. Curtin to approve April 27th Regular Meeting and Executive minutes.

Ayes: (3) Mr. Bush, Mr. Curtin, Mr. Swanseen

Nays:

Abstain:

Motion carried

7. OLD BUSINESS - None

8. NEW BUSINESS - None

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 resident’s participation

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10. FINANCE

Motion by Mr. Curtin seconded by Mr. Bush to approve finance as presented

A. WHEREAS, the Bass River Board of Education (hereinafter referred to as the "Board") desires to employ Katherine Van Tassel as the School Business Administrator/Board Secretary; and

WHEREAS, the Board and Katherine Van Tassel have negotiated an employment contract for the period commencing July 1, 2026 through June 30, 2027; and

WHEREAS, pursuant to *N.J.A.C. 6A:23A-3.1*, proposed employment contracts for School Business Administrators must be submitted to the Executive County Superintendent for review and approval prior to final execution by the Board; and

NOW, THEREFORE, BE IT RESOLVED, that the Board hereby approves the proposed employment contract for Katherine Van Tassel as School Business Administrator/Board Secretary, subject to the review and approval of the Executive County Superintendent; and

BE IT FURTHER RESOLVED, that the Board Secretary/Superintendent is hereby authorized and directed to submit the proposed employment contract and detailed cost statement to the Executive County Superintendent for review and approval;

B. RESOLVED that the Board of Education approve all bills and claims for May 2026 in the amount of \$411,070.91 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.

C. RESOLVED that the Board of Education approve the contract for the Business Clerk for July 1, 2026 through June 30, 2027 as attached.

D. . BE IT HEREBY RESOLVED BY THE BASS RIVER BOARD OF EDUCATION approve the following professional appointments:

Firm/Appointment	Project/Service	Contract Terms	Notes
Weiner Law Group	Board Attorney	Hourly Rate of \$165 effective July 1, 2026 through June 30, 2027	
Mrs. Kelly Righter	Treasurer of School Monies	Effective July 1, 2026 through June 30, 2027 at an annual salary of \$3,500.	

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Holman, Frenia, Allison, PC	Auditor for Bass River Township Elementary School District	Effective July 1, 2026 through June 30, 2027.	
T.C. Irons Agency	Insurance Broker	Effective January 1, 2026 to December 31, 2027	

Voice Vote

Ayes: (3) Mr. Bush, Mr. Curtin, Mr. Swanseen

Nays: 0

Abstain:

Motion carried

13. 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

14. BOARD FORUM - None

15. ADJOURNMENT

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

BE IT HEREBY RESOLVED BY THE BASS RIVER BOARD OF EDUCATION to adjourn at 6:46pm

14. MEETING SCHEDULE

Meeting - Regular Meeting June 22, 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.