

**Bass River Elementary School
MEETING MINUTES
August 17, 2026**

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

Time: 6:00 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

Voice Vote to enter executive work sessions for the purpose of budget matters.

Ayes: Nays:

Abstain:

Ayes:

Nays:

Abstain:

Motion carried

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. Bush, seconded by Mr. Curtin 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 June 22nd Regular Meeting minutes.

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

Nays:

Abstain:

Motion carried

7. OLD BUSINESS - None

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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

10. FINANCE

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

Motion to approve Finance Items A-F

A. **RESOLVED** that the Board of Education approve all bills and claims for July 2026 in the amount of \$9,466.01 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 - Aug.pdf](#))

B. **RESOLVED** that the Board of Education approve all Line Item Transfers and Adjustments as per attachments for year end June 30, 2026 . ([MonthlyTransferReport-2026 june.pdf](#))

C. **RESOLVED** that the Board of Education approve the June 2026 Board Secretary's Monthly Certification: Pursuant to N.J.A.C. 6A:23A-16.10 (c) 3, that as of June 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 June 2026.
([bsr2-2025-26-JUNE.pdf](#))

Katherine Van Tassel
Board Secretary

August 17, 20256
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 June 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 June 2026.
([Bass River - June 2026 - Treasurer.pdf](#))

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F. **RESOLVED** that the Board of Education approve the School Business Administrator's contract for the 2026-2027 school year at an annual salary of \$24,500 as approved by the Executive County Superintendent.

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.

Leo Assur - spoke to the Board regarding qualifications to be a Board member and current status of Board business such as setting the tax levy, total students attending Little Egg Harbor School District.

No other public comments

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 7:15 pm

14. MEETING SCHEDULE

Meeting - Regular Meeting September 21, 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.