

**BRADLEY BEACH BOARD OF EDUCATION**  
**515 Brinley Avenue**  
**Bradley Beach, NJ 07720**

**OFFICIAL MINUTES**

**Regular Meeting**  
**December 17, 2024**

Bradley Beach Mission Statement

*The mission of the Bradley Beach Elementary School is to provide a supportive learning environment to a diverse student community, where student success is defined through the demonstration of academic, emotional, and social growth. Our students will develop critical thinking skills to become valued members in today's society, while mastering the skills necessary to pursue future educational achievement.*

I. Call To Order

The workshop portion of the meeting held by the Bradley Beach Board of Education was called to order at 7:02 p.m. by President Franks at the school, 515 Brinley Avenue, Bradley Beach, NJ.

II. Roll Call

Present:      Ms. Caruso Walker      Ms. Saldutti  
                 Ms. Davis                      Ms. Walleston  
                 Ms. Devane                      Ms. Weinberg  
                 Ms. Flynn                      Dr. Franks  
                 Ms. Sacci  
                 Dr. Heidelberg, Superintendent/Principal  
                 Mr. Tonzola, Business Administrator/Board Secretary

III. Announcement of Notice – Open Public Meetings Act

In accordance with the Open Public Meetings Act, notice of this meeting has been given to the designated newspapers, *The Asbury Park Press* and *the Coast Star*, and posted in the school in a place reserved for this kind of notice.

IV. Flag Salute

V. Discussion Items

Dr. Franks called the meeting to order and welcomed the Board to tonight's meeting. Dr. Franks then turned over the meeting to Dr. Heidelberg. Dr. Heidelberg recognized the High Honor Roll recipients. After recognizing the High Honor Roll recipients, Dr. Heidelberg and Ms. Courtney Hammell, the district's athletic director, recognized the boys' and girls' soccer teams.

VI. President's Report

After recognizing the High Honor Roll achievers and boys' and girls' soccer teams, Dr. Franks gave her President's Report. Dr. Franks discussed the following items:

1. The board congratulations to the High Honor Roll achievers and the boys' and girls' soccer teams
2. An update on the County Office letter regarding the ability of a Bradley Beach board member to sit on Neptune's board for the upcoming calendar year 2025
3. A moment of silence was requested to recognize the recent events in Wisconsin
4. Thank the PTA for their financial support
5. Wishing everyone Happy Holidays and a wonderful New Year.

VII. Student Representative's Report

After Dr. Frank's President's Report, Ms. Kayley Kremen, an 8th-grade student, gave the Student Representative Report. Ms. Kremen informed the Board of the current events that have happened and will happen in the upcoming weeks. Ms. Kremen discussed the following with the Board:

1. Student Council help with the Food Drive
2. Spirit Week
3. School-wide morning meeting
4. The start of the basketball season
5. The annual Turkey Shoot
6. The PTA Holiday Shop
7. Pre-k field trip to ShopRite
8. The food advisory meeting with Maschio's Food Service, Inc.

VIII. Superintendent's Report

After the Student Representative Report, Dr. Heidelberg gave the Board his Superintendent's Report. Dr. Heidelberg gave the Board an overview of the recent events held at Bradley Beach from the previous board meeting. These events included:

1. The safety of the school building
2. The announcement of the Teacher of the Year, Ms. Laurel Degnan, and the Educational Services Professional of the Year, Ms. Anya Angeloni
3. The current HIB investigations
4. The Holiday Concert
5. The staff vs. student Turkey Shoot

IX. Committee Reports

Ms. Flynn stated that the curriculum committee did not meet.

Ms. Walleston stated that the finance and facilities committee met on December 10th and discussed all the items on tonight's agenda. They also met with the district's auditor to discuss the 2024 audit. Moreover, Ms. Walleston stated that the committee discussed the NJ Save Green Project update.

Ms. Sacci stated the policy and personnel committee did not meet this month.

X. Public Comments – Agenda Items Only – None

XI. Executive Session

President Franks called for an Executive Session at 7:28 p.m. to discuss student and legal matters.

Resolved: That the Board agree to a Confidential Executive Session.

MOTION: Ms. Davis SECOND: Ms. Caruso Walker VOTE: 9-0

Public Workshop Reconvened

On a motion made by Ms. Davis, and seconded by Ms. Sacci, the Board reconvened into the workshop session at 8:12 p.m.

XII. Workshop Agenda Items

Dr. Heidelberg reviewed his agenda items with the Board, particularly the personal items.

After Dr. Heidelberg's report, Dr. Franks turned the meeting over to Mr. Tonzola. Mr. Tonzola reviewed his agenda items with the Board,

On a unanimous voice vote the workshop portion of the meeting adjourned at 8:21 p.m.

XIII. Regular Meeting

The Regular Public Meeting was called to order by President Franks at 8:22 p.m.

Present: Ms. Caruso Walker Ms. Saldutti  
Ms. Davis Ms. Walleston  
Ms. Devane Ms. Weinberg  
Ms. Flynn Dr. Franks  
Ms. Sacci  
Dr. Heidelberg, Superintendent/Principal  
Mr. Tonzola, Business Administrator/Board Secretary

XIV. Approval of Minutes

Approval of Meeting Minutes

Resolved: That the Board approve the Minutes of:

Regular Meeting – November 19, 2024

MOTION: Ms. Caruso Walker SECOND: Ms. Sacci VOTE: 9-0

XV. Regular Meeting – Superintendent

A. Personnel – The superintendent recommends:

*Note: All appointments of district staff are contingent upon satisfying the requirements of the New Jersey Criminal History Background Check Status*

1. Resolved: That the Board approve the appointment of the following substitute teacher, counselor or paraprofessional for the 2024/2025 school year, at a rate of \$100.00 per day, under the supervision of Dr. Michael Heidelberg, Principal / Superintendent: [B]

- Chloe Lehrfeld

2. Resolved: That the Board approve the following personnel for stipend positions for the 2024/2025 school year as agreed in the BBEA Collective Bargaining Agreement, under the supervision of Dr. Michael Heidelberg, Principal / Superintendent, noting the approval of the Executive County Superintendent: (Attachment XV-A.2) [B]

Position	Staff Member(s)	Payment
Boys Baseball	Mr. Thomas Gavin, Jr.	\$3,834.00

3. Resolved: That the Board approve the following personnel for extra-curricular positions for the 2024/2025 school year, under the supervision of Mr. Michael Heidelberg, Principal / Superintendent: [G]

Position	Staff Member(s)	Payment
3rd and 4th Grade Club (Lego / STEM and Physical Activity)	Ms. J. DiZefalo Ms. S. Soriano	\$45.00 per hour, at a total cost not to exceed a grand total of \$3,834
3rd and 4th Grade Art and Craft Club	Ms. Maria Pantetta	\$17.50 per hour, at a total cost not to exceed \$2,894.00

4. Resolved: That the Board approve the attendance and the registration cost of the following staff members for engagement in the designated professional training: [G]

Staff Member	Date(s) of Event	Name/Title of Professional Training	Location	Cost
Christian Monterrosa	1/16/25	NJSLA Technology Coordinator Training	Sheraton, Atlantic City	At a cost not to exceed \$100
Hilary Karpoff	5/20/25 5/21/25	NJ TESOL Annual Conference	Hyatt, New Brunswick	\$450

MOTION: Ms. Davis                      SECOND: Ms. Flynn                      VOTE: 9-0

B. Students – The superintendent recommends:

1. Resolved: That the Board adopt the following resolution:

Whereas, the Bradley Beach Elementary School District desires to apply for and obtain a grant from the New Jersey Department of Community Affairs for approximately \$150,000 to carry out a project to construct an ADA-compliant playground, including adaptive play equipment, sensory components, and accessible pathways to foster inclusivity and equitable access for children of all abilities.

Be it therefore RESOLVED,

1. That the Bradley Beach Elementary School District does hereby authorize the application for such a grant; and,
2. Recognizes and accepts that the Department may offer a lesser or greater amount and therefore, upon receipt of the grant agreement from the New Jersey Department of Community Affairs, does further authorize the execution of any such grant agreement; and also, upon receipt of the fully executed agreement from the Department, does further authorize the expenditure of funds pursuant to the terms of the agreement between Bradley Beach Elementary School District and the New Jersey Department of Community Affairs.

Be it further RESOLVED, that the persons whose names, titles, and signatures appear below are authorized to sign the application, and that they or their successors in said titles are authorized to sign the agreement and any other documents necessary in connection therewith:

- Dr. Michael Heidelberg, Superintendent / Principal
- Mr. David Tonzola, School Business Administrator

2. Resolved: That the Board approve the following 2024/2025 student field trips that provide community onsite learning aligning with the New Jersey Student Learning Standards: [B]

Date	Grade	Location	Cost	Bus
12/20/24	8th	Food Pantry	\$0	At a cost not to exceed \$200 (in case of inclement weather)

MOTION: Ms. Davis                      SECOND: Ms. Caruso Walker                      VOTE: 9-0

XVI. Regular Meeting – Business Administrator/Board Secretary

Board Secretary’s Monthly Certification

That pursuant to N.J.A.C. 6A:23A-16.10(c) 3, I David Tonzola, Business Administrator/Board Secretary does hereby certify that as of October 31, 2024 no line item account has encumbrances and expenditures, which in total exceed the line items appropriations in violation of N.J.A.C. 6A:23A-16.10(c) 4.

David Tonzola  
School Business Administrator/Board Secretary

Payroll Certification

The School Business Administrator/Board Secretary reports, in compliance with N.J.S.A. 18A:19-1b, that he has certified the following October amounts:

October 15, 2024 \$217,201.45  
October 30, 2024 \$216,145.17

A. The Superintendent Recommends the Approval of the Results of Annual School Election – November 5, 2024

Resolved: That the Board make the following Combined Statement of Results of the Annual School Election of the Bradley Beach Board of Education, held on November 5, 2024 part of the December 17, 2024 minutes. (Attachment XVI-A)

MOTION: Ms. Davis SECOND: Ms. Caruso Walker VOTE: 9-0

B. The Superintendent Recommends the Approval of the Submission of the Every Student Succeeds Act (ESSA) Fiscal Year 2025 Grant Amendment

Resolved: That the Board approve the submission of the Every Student Succeeds Act (ESSA) Fiscal Year 2025 Grant Amendment. The reason for this amendment is to transfer funds for the consortium district Henry Hudson Regional. Henry Hudson Regional will transfer \$851 of their allocation from instructional supplies account to a non-instructional supply account.

MOTION: Ms. Davis SECOND: Ms. Caruso Walker VOTE: 9-0

C. The Superintendent Approves the Submission of the Long Range Facilities Major Amendment Update

Resolved: That the Board approve the following resolution:

Whereas, The Board of Education of Bradley Beach School District in the County of Monmouth, New Jersey (the Board) desires to proceed with a school facilities project consisting generally of:

Long Range Facilities Project Major Amendment Update

Whereas, the Board now seeks to take the initial steps in order to proceed with the Project:

Now, therefore, be it resolved by the Board of Education of Bradley Beach School District in the County of Monmouth, State of New Jersey, as follows:

Section 1. In accordance with the requirement of Section 6A:26-3 of the New Jersey Administrative Code, the Board hereby approves the Major Amendment Update to its previously approved LRFP and the Board further authorizes the submission of same to the Monmouth County Superintendent of Schools and the New Jersey Department of Education for approval.

Section 2. The Board hereby authorizes the amendment to its Long Range Facilities Plan in order to reflect proposed Project(s).

Section 3. The School Administration and such other officers and agents of the Board as are necessary, including the board attorney and architect, are hereby authorized to perform such other acts, to execute such other documents and to do such other things as are necessary to implement the determinations of the Board set forth in this resolution. Including the submission of the required information to the New Jersey Department of Education as applicable to the proposed Project.

Section 4. This resolution shall take effect immediately.

MOTION: Ms. Davis                      SECOND: Ms. Caruso Walker                      VOTE: 9-0

D. The Superintendent Recommends the Approval of Bradley Beach Elementary School Parent Teacher Association Donation

Resolved: That the Board approve the acceptance of the donation of \$1,005.00 from the Bradley Beach Elementary School Parent Teacher Association to be used for pre-k through seventy grade school field trips. Furthermore, that the Board authorize the Business Administrator to create budget account 20-001-100-800-25-PT as well as revenue code 20-1000-001-PT.

MOTION: Ms. Davis                      SECOND: Ms. Caruso Walker                      VOTE: 9-0

E. The Superintendent Recommends the Approval of Business Administrator/Board Secretary's Financial Report

Resolved: That the Financial Report of the Business Administrator/Board Secretary for the month ending November 30, 2024 is hereby approved, and the Business Administrator/Board Secretary is instructed to file same. (Attachment XVI-E)

MOTION: Ms. Davis                      SECOND: Ms. Caruso Walker                      VOTE: 9-0

F. The Superintendent Recommends the Approval of Treasurer's Financial Report

Resolved: That the Financial Report of the Treasurer of School Funds for the month ending November 30, 2024 is hereby approved, and the Business Administrator/Board Secretary

is instructed to file same. The report is in agreement with the report of the Business Administrator/Board Secretary. (Attachment XVI-F)

MOTION: Ms. Davis SECOND: Ms. Caruso Walker VOTE: 9-0

G. The Superintendent Recommends the Approval of Monthly Certification

Resolved: That pursuant to N.J.A.C. 6A:23A-16.10(c)3 I, David Tonzola, Business Administrator/Board Secretary, do hereby certify that as of November 30, 2024, after review of the Secretary's Monthly Financial Report (appropriations section) and, upon consultation with the appropriate district officials, that, to the best of our knowledge, no major account or fund has been over-expended in violation of N.J.A.C. 6A:23A-16.10(c)4, that no line item appropriation is in violation of N.J.A.C. 6A:23A-16.10(c)4, and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.

MOTION: Ms. Davis SECOND: Ms. Caruso Walker VOTE: 9-0

H. The Superintendent Recommends the Approval of Budget Transfers (2024/2025)

Resolved: That the Board approve the 2024/2025 budget transfers as listed on Attachment XVI-H.

MOTION: Ms. Davis SECOND: Ms. Caruso Walker VOTE: 9-0

I. The Superintendent Recommends the Approval of November 2024 Payroll

Resolved: That the Board approve the November 2024 gross payroll in the amount of \$422,378.49.

MOTION: Ms. Davis SECOND: Ms. Caruso Walker VOTE: 9-0

J. The Superintendent Recommends the Approval of Bills Payment

Resolved: That the Board approve payment of the December 17, 2024 regular bills list and as certified and approved. (Attachment XVI-J)

MOTION: Ms. Flynn SECOND: Ms. Davis VOTE: 9-0

XVII. Regular Meeting – Old Business – None

XVIII. Regular Meeting – New Business

Dr. Franks thanked Ms. Saldutti for her help with the holiday gift initiative and wanted to thank Ms. Weinberg for her help and support with the holiday food drive.

XIX. Public Comments – None

XX. Executive Session (if needed) – None

Regular Meeting  
December 17, 2024

XXI. Adjournment

By a unanimous voice vote the meeting was adjourned at 8:39 p.m.

Respectfully submitted,

David Tonzola  
Business Administrator/Board Secretary