

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

OFFICIAL MINUTES

Regular Meeting
January 28, 2025

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 6:03 p.m. by President Franks at the school, 515 Brinley Avenue, Bradley Beach, NJ.

II. Roll Call

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

Absent: Ms. Walleston

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 the meeting over to Dr. Heidelberg. Dr. Heidelberg turned the meeting over to student representative, Jared Walker in 5th grade.

VI. President's Report – None

VII. Student Representative's Report

Mr. Walker informed the Board of the current events that have happened and will happen in the upcoming weeks. Mr. Walker discussed the following with the Board.

1. The girls' and boys' basketball seasons
2. The 5th and 6th grade gifted and talented trip to Middletown Art Center
3. The middle school dance
4. World Typing Day
5. The start of drama club
6. Winter I Ready Testing
7. The celebration of Martin Luther King Day

After the Student Representative Report, Mr. Tonzola introduced Mr. Chris Soleberry from Holman Frenia & Allison, P.C., to present the 2023-2024 audit to the Board. Mr. Soleberry discussed with the Board the independent auditor's opinion and the different audits conducted. These included the regular audit, the audit on internal controls, and the single audit, which dealt with grants that the district received throughout the fiscal year. Mr. Soleberry also discussed the Boards fund balance and surplus accounts.

VIII. Superintendent's Report

After the auditor's 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. School funding formula discussion. The school submitted testimony to the district.
2. January School Board Recognition Month.
3. Health and Safety of students are paramount to the Board and the staff at Bradley Beach.
4. PTA Family Fun Night will be held on January 30th.

IX. Committee Reports

Ms. Weinberg stated that the curriculum committee met and discussed the following:

1. The Board will not have a seat on the Neptune Board this upcoming calendar year.
Ms. Weinberg wanted to thank Ms. Flynn for her service.
2. The district is applying for a field trip grant.
3. The district is finalizing the playground grant.
4. The mobile dentist visited the school.
5. There will be an upcoming professional development activity at Deal School.
6. The Jazz Festival will be held on February 7th and 8th.
7. The district will hold a coffee talk on January 30th.
8. The district is currently celebrating Kindness Week.
9. The committee discussed the health and physical education curriculum .
10. A review of the mid-year assessments occurring now.
11. The return of e-Fridays.

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Mr. Tonzola stated that the finance and facilities committee met on January 14th and discussed all the items on tonight's agenda. The committee also began to review the facilities assessment report to pick those projects that have the highest priority for the committee.

Ms. Davis stated that the policy and personnel committee met and discussed the process for non-renewals, budget constraints on staffing, an update on the teamster negotiations, an update on the PERC hearing, the policies on tonight's agenda, and the Bradley Beach Education Foundation scholarship initiative.

X. Public Comments – Agenda Items Only

Mr. Thomas Cohen, 612 Third Avenue, Bradly Beach, NJ had a question about the audit fund balance.

XI. Executive Session

President Franks called for an Executive Session at 6:45 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: 8-0

Public Workshop Reconvened

On a motion made by Ms. Weinberg, and seconded by Ms. Caruso Walker, the Board reconvened into the workshop session at 7:29 p.m.

XII. Workshop Agenda Items

Dr. Heidelberg reviewed his agenda items with the Board.

On a unanimous voice vote the workshop portion of the meeting adjourned at 7:36 p.m.

XIII. Regular Meeting

The Regular Public Meeting was called to order by President Franks at 7:37 p.m.

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

Absent: Ms. Walleston

XIV. Approval of Minutes

Approval of Meeting Minutes – The superintendent recommends:

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Resolved: That the Board approve the Minutes of:

Regular Meeting – December 17, 2024
Confidential Executive Session – December 17, 2024

MOTION: Ms. Davis SECOND: Ms. Flynn VOTE: 8-0

Resolved: That the Board approve the Minutes of:

Reorganization Meeting – January 7, 2025

MOTION: Ms. Flynn SECOND: Ms. Saldutti VOTE: 7-0-1
Ms. Caruso Walker abstained

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 request for Maternity Leave by Ms. Ashley Fox, to begin on or about March 17, 2025, and ending on or about October 22, 2025, utilizing sick time and FMLA. (Attachment XV-A.1)
2. Resolved: That the Board approve the request for maternity leave by Ms. Amanda Silverstein, beginning on or about April 21, 2025. Ms. Silverstein will utilize sick days through June 3, 2025 followed by FMLA leave tentatively ending on November 14, 2025. (Attachment XV-A.2)
3. 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
Michael Heidelberg	2-14-25	AI Literacy Training for Educators	Deal Elementary School	\$125
Kirsty Sucato	2-14-25	AI Literacy Training for Educators	Deal Elementary School	\$125
Ashley Fox	2-14-25	AI Literacy Training for Educators	Deal Elementary School	\$125
Jennifer DiZefalo	2-14-25	AI Literacy Training for Educators	Deal Elementary School	\$125
Ashley Bancroft	2-14-25	AI Literacy Training for Educators	Deal Elementary School	\$125

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Christian Monterrosa	2-7-25	Genesis Scheduling Workshop	300 Buckelew Ave. Suite 201, Jamesburg, NJ	\$0 Registration \$17.86 Mileage
Anya Angeloni	2-7-25	Genesis Scheduling Workshop	300 Buckelew Ave. Suite 201, Jamesburg, NJ	\$0
Courtney Hammell	2-18-25	Genesis Scheduling Workshop	4 Municipal Plaza Monroe Township, NJ	\$0
Alison Zylinki	2-18-25	Genesis Scheduling Workshop	4 Municipal Plaza Monroe Township, NJ	\$0
Jennifer Dizefalo	2-1-25	Putting the A in Steam	Grounds for Sculpture	\$65

4. Resolved: That the Board approve the following clinical practice placements for the 2024/2025 school year, under the supervision of Ms. Morgan Maclearie-Gonzalez, Director of Curriculum and Instruction:

Name	University	Cooperating Teachers	Timeline
Kali Young	Brookdale Community College	Laurel Degnan Diana Rodrick	January - May 2025
William Collett	Brookdale Community College	Courtney Hammell	January - May 2025
Lilian Maxwell	Monmouth University	Amanda Schutzbank	January - May 2025
Kathryn Gioia	Monmouth University	Amanda Schutzbank Lucia Newberry	January - May 2025

5. Resolved: That the Board approve the appointment of the following staff members to facilitate the 3rd/4th Grade Physical Education Club for the 2024/2025 school year, under the supervision of Dr. Michael Heidelberg, Principal/Superintendent. [G]

Staff Member	Position	Hourly Rate
Ms. Courtney Hammell	Teacher	\$45.00
Ms. Donna Taylor	Paraprofessional	\$17.50

MOTION: Ms. Davis SECOND: Ms. Caruso Walker VOTE: 8-0

B. Students – The superintendent recommends:

1. Resolved: That the Board affirms the HIB determination from November 2024 as presented by Dr. Heidelberg in executive session at the December Board of Education meeting.
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
2-27-25	Kindergarten and 2nd Grade	Jenkinson’s Aquarium	No to exceed \$450	\$300 First Student Inc.
3-11-25	Band, Bleacher Breakers, Cheerleaders	Prudential Center Newark, NJ	\$1320	\$1,080 First Student Inc.
3-13-25	Preschool	Jenkinson’s Aquarium	No to exceed \$500	\$225 First Student Inc.
4-08-25	4th Grade and 5th Grade	Jersey Old Village	Free	\$385 First Student Inc.
4-08-25	3rd Grade and 8th Grade	Allaire State Park Historic Village	\$434	\$350 First Student Inc.

3. Resolved: That the Board approve the following tuition student for the 2024/2025 school year with the registration date of 11/25/24:

Student # 3024 – Grade K

MOTION: Ms. Davis SECOND: Ms. Caruso Walker VOTE: 8-0

C. Policy – The superintendent recommends:

1. Resolved: That the Board approve the following Policies and Regulations for a first reading: (Attachment XV-C.1)

Policy/Regulation Number	Policy/Regulation Title
P 5512	Harassment, Intimidation, or Bullying (HIB)
P&R 5533	Student Smoking
P 7441	Electronic Surveillance in School Buildings and Grounds
P 9320	Cooperation with Law Enforcement Agencies
P 8500	Food Services
P 9163	Spectator Code of Conduct for Interscholastic Events
P 5701	Academic Integrity
P 5710	Student Grievance

2. Resolved: That the Board approve the following resolution:

WHEREAS, The New Jersey School Boards Association has declared January 2025 to be School Board Recognition Month, a time when all residents can acknowledge the contributions made by our local school board members; and

WHEREAS, The Bradley Beach Board of Education is one of 581 local school boards in New Jersey, which sets policies and oversees operations for public school districts; and

WHEREAS, The Bradley Beach Board of Education embraces the goal of high-quality education for all New Jersey public school students; and

WHEREAS, New Jersey's local school boards help determine the educational goals for approximately 1.4 million children in pre-kindergarten through 12th grade; and

WHEREAS, New Jersey's 5,000 local school board members, who receive no remuneration for their services, act as advocates for public school students as they work with administrators, teachers and parents for the betterment of public education; and

WHEREAS, School boards strive to provide the resources necessary to meet the needs of all students, including those with special needs; and

WHEREAS, Boards of education provide accountability to the public; they communicate the needs of the school district to the public; and they convey to school administrators the public's expectations for the schools; and

WHEREAS, New Jersey can take pride in its schools, which rank among the nation's best in key achievement indicators such as the National Assessment of Educational Progress scores, and the preparation for college through advanced placement offerings and SAT assessments; Now, therefore, be it

RESOLVED, That the Bradley Beach Board of Education, does hereby recognize the services of local school board members throughout New Jersey as we join communities statewide in observing January 2025 as SCHOOL BOARD RECOGNITION MONTH; and be it further

RESOLVED, That the Bradley Beach Board of Education urges all New Jersey citizens to work with their local boards of education and public school staffs toward the advancement of our children's education.

MOTION: Ms. Davis SECOND: Ms. Caruso Walker VOTE: 8-0

D. Curriculum – The superintendent recommends:

1. Resolved: That the Board approve the participation of the 5th Grade in the D.A.R.E. program, which is run in partnership with the Bradley Beach Police Department.
2. Resolved: That the Board approve curriculum documents for the following courses:

Course	Grade Level
Health	K-8
Physical Education	K-8

MOTION: Ms. Davis SECOND: Ms. Caruso Walker VOTE: 8-0

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 December 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 December amounts:

December 13, 2024 \$220,627.26
December 20, 2024 \$244,945.51

A. The Superintendent Recommends the Approval of Special Public Meeting and Public Hearing Dates

Resolved: That the Board schedule the following meetings:

1. Workshop/Regular Public Meeting and Adoption of the 2025/2026 Tentative Budget on Tuesday, March 18, 2025 at 6:00 p.m.
2. Special Formal Public Meeting/Final Adoption of the 2025/2026 School Budget on Tuesday, May 6, 2025 at 6:00 p.m. for the purpose of conducting a formal public hearing on the proposed budget for the 2025/2026 school year.

MOTION: Ms. Davis SECOND: Ms. Caruso Walker VOTE: 8-0

B. The Superintendent Recommends the Approval of the Budget Calendar

Resolved: That the Board approve the Budget Calendar as per Attachment XVI-B.

MOTION: Ms. Davis SECOND: Ms. Caruso Walker VOTE: 8-0

C. The Superintendent Recommends the Approval to Request Approval to Delete State Dated Checks

Resolved: That the Board approve the deletion of the following stale dated checks from the Bradley Beach Warrant Account ending in 0062:

Check Date	Check Number	Check Amount
1/30/2024	22135	\$109.96
2/20/2024	22163	46.44
2/20/2024	22190	582.50
5/21/2024	22340	60.00

MOTION: Ms. Davis SECOND: Ms. Caruso Walker VOTE: 8-0

D. The Superintendent Recommends the Approval of Acceptance of the 2023/2024 Audit

Resolved: That the Board approve the acceptance of the Annual Comprehensive Financial Report (ACFR) and single audit as prepared by Holman, Frenia & Allison, P.C. for the fiscal year July 1, 2023 through June 30, 2024. (Attachment XVI-D)

Note: There are no recommendations per the Annual Comprehensive Financial Report (ACFR) and Auditor's Management Report (AMR).

MOTION: Ms. Davis SECOND: Ms. Caruso Walker VOTE: 8-0

E. The Superintendent Recommends the Approval to Accept Donation of Instructional Materials from Donors Choose

Resolved: That the Board approve the acceptance of the generous donation from Donors Choose of 12 Writing Boogie Boards.

MOTION: Ms. Davis SECOND: Ms. Caruso Walker VOTE: 8-0

F. The Superintendent Recommends the Approval to Accept Donation from Ms. Lenore Lambert

Resolved: That the Board approve the acceptance of the generous donation from Lenore Lambert of 500 pairs of socks as part of her participation in the "Sock It To Em" national sock campaign, a 501©(3) organization. This initiative was organized through Ms. Lambert's

role as Ms. New Jersey Senior America 2024. The donation aims to support Bradley Beach families in need.

MOTION: Ms. Davis SECOND: Ms. Caruso Walker VOTE: 8-0

G. The Superintendent Recommends the Approval to Accept Donation from Ms. Noelle Weinberg

Resolved: That the Board approve the acceptance of the generous donation from Ms. Noelle Weinberg in the amount of \$200 to cover the cost of the bus trip to the Bradley Beach Food Pantry. Furthermore, that the Board authorize the Business Administrator to create budget account 20-001-100-500-00 as well as revenue code 20-1000-001-28.

MOTION: Ms. Davis SECOND: Ms. Caruso Walker VOTE: 8-0

H. 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 December 31, 2024 is hereby approved, and the Business Administrator/Board Secretary is instructed to file same. (Attachment XVI-H)

MOTION: Ms. Davis SECOND: Ms. Caruso Walker VOTE: 8-0

I. 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 December 31, 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-I)

MOTION: Ms. Davis SECOND: Ms. Caruso Walker VOTE: 8-0

J. 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 December 31, 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: 8-0

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K. 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-K.

MOTION: Ms. Davis SECOND: Ms. Caruso Walker VOTE: 8-0

L. The Superintendent Recommends the Approval of December 2024 Payroll

Resolved: That the Board approve the December 2024 gross payroll in the amount of \$465,572.77.

MOTION: Ms. Davis SECOND: Ms. Caruso Walker VOTE: 8-0

M. The Superintendent Recommends the Approval of Bills Payment

Resolved: That the Board approve payment of the January 28, 2025 regular bills list and as certified and approved. (Attachment XVI-M)

MOTION: Ms. Flynn SECOND: Ms. Caruso Walker VOTE: 8-0

XVII. Regular Meeting – Old Business – None

XVIII. Regular Meeting – New Business

1. Ms. Davis gave the Board an update on the Bradley Beach Rec. events
2. Ms. Weinberg gave the Board an update on the Food Pantry and Shade Tree events.
3. Ms. Saldutti gave the Board on upcoming BBBCA events.
4. Ms. Devane gave the Board an update on the Historical Society events.
5. Dr. Franks stated that the Bradley Beach Education Foundation will be meeting on January 29th.

XIX. Public Comments – None

XX. Executive Session (if needed) – None

XXI. Adjournment

By a unanimous voice vote the meeting was adjourned at 7:56 p.m.

Respectfully submitted,

David Tonzola
Business Administrator/Board Secretary