

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

OFFICIAL MINUTES

Regular Meeting
September 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 7:08 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. Flynn Dr. Franks
Ms. Sacci
Mr. Heidelberg, Superintendent/Principal
Mr. Tonzola, Business Administrator/Board Secretary

Absent: Ms. Devane
Ms. Weinberg

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. Timothy Teehan, New Jersey School Boards Association Filed Service Representative. Dr. Teehan presented the Board with their official plaque for achieving their Spring 2024 Board Certification. Dr. Teehan stated that the Bradley Beach Board of Education, having

completed the requirements prescribed by the NJSBA Board Member Academy, has been recognized as achieving this award.

VI. President's Report

After Dr. Teehan's presentation, Dr. Franks gave her president's report. Dr. Franks wanted to thank Mr. Heidelberg, all the teachers, administrators, and support staff for a lovely opening. Moreover, Dr. Franks thanked the Parent Teacher Organization for Friday's excellent Mexican Independence Day Celebration. Dr. Franks informed the Board that the NJSBA Annual Convention agenda is available.

VII. Student Representative's Report

After Dr. Frank's President's report, Ms. Nora Weber, an 8th-grade student, gave the student representative report. Ms. Weber informed the Board of the current events that have happened, and will happen in the upcoming weeks. Ms. Weber discussed the following with the Board:

1. The pre-k and kindergarten orientations
2. The Boo Hoo Yahoo Event
3. The 8th Grade Car Wash
4. The school's first fire drill
5. The bus evacuation drill
6. The Mexican Independence Day Celebration
7. The school book fair
8. The start of the fall athletic season

VIII. Superintendent's Report

After the Student Representative Report, Mr. Heidelberg gave the Board his Superintendent's Report. First and foremost, Mr. Heidelberg wanted to thank the Board, the administrators, and the custodial staff for all the summer work to prepare the school for September. Mr. Heidelberg also discussed the following:

1. The start of the boiler project
2. The professional development during the first two days of the school year
3. The introduction of the new phonics program
4. The launch of the dual language program
5. The upcoming Back to School Night

IX. Committee Reports

Ms. Flynn stated that the curriculum committee discussed all the items on this evening's agenda and the upcoming High School Transition Night.

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Ms. Walleston stated that the finance and facilities committee met on September 10th and discussed all the items on tonight's agenda. The committee also discussed the start of the boiler project.

Ms. Sacci stated the policy and personnel committee met and discussed the items on tonight's agenda.

X. Public Comments – Agenda Items Only – None

XI. Executive Session

President Franks called for an Executive Session at 7:38 p.m. to discuss student and security matters.

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

MOTION: Ms. Davis SECOND: Ms. Caruso Walker VOTE: 7-0

Public Workshop Reconvened

On a motion made by Ms. Flynn, and seconded by Ms. Walleston, the Board reconvened into the workshop session at 8:24 p.m.

XII. Workshop Agenda Items

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

After Mr. Heidelberg's report, Dr. Franks turned the meeting over to Mr. Tonzola. Before reviewing his agenda items with the Board, Mr. Tonzola reminded those Board members who must complete mandatory training sessions for the upcoming calendar year. Mr. Tonzola reviewed his agenda items with the Board, in particular the two change orders on tonight's agenda and their impact on the HVAC upgrade project.

On a unanimous voice vote the workshop portion of the meeting adjourned at 8:53 p.m.

XIII. Regular Meeting

The Regular Public Meeting was called to order by President Franks at 8:54 p.m.

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

Absent: Ms. Devane
Ms. Weinberg

XIV. Approval of Minutes

Approval of Meeting Minutes

Resolved: That the Board approve the Minutes of:

Confidential Executive Session (Second) – June 24, 2024

MOTION: _____ SECOND: _____ VOTE: _____
Motion Tabled

Resolved: That the Board approve the Minutes of:

Regular Meeting – August 20, 2024

MOTION: Ms. Davis SECOND: Ms. Caruso Walker VOTE: 7-0

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 ratify the appointment of the following breakfast aides for the 2024/2025 school year, at a rate of \$17.50 per hour, under the supervision of Mr. Michael Heidelberg, Principal / Superintendent: [B]

- Ms. Maria Panetta
- Ms. Rosita Guzman (Substitute)

2. Resolved: That the Board ratify the modification in the hours and salary of Ms. Carmen Torres, attendance secretary to 5 hours a day, at a total yearly salary of \$19,550, under the supervision of Mr. Michael Heidelberg, Principal / Superintendent. [B]

3. Resolved: That the Board ratify the appointment of Ms. Jesica Santamaria and Ms. Courtney Pappas as substitute Attendance secretaries at an hourly rate of \$19.55 per hour under the supervision of Mr. Michael Heidelberg, Principal / Superintendent. [B]

4. Resolved: That the Board ratify the appointment of the following lunch aide for the 2024/2025 school year, at a rate of \$17.50 per hour, under the supervision of Mr. Michael Heidelberg, Principal / Superintendent: [B]

- Ms. Courtney Papas

5. Resolved: That the Board approve the request for Maternity Leave by Mrs. H. Mansur, to begin on or about December 6, 2024 and end on or about April 30, 2025. (Attachment VI-A.5)

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6. Resolved: That the Board approve the extended appointment of Ms. Valerie Kneis, Elementary School Maternity Leave Replacement teacher, from September 1, 2024 to on or about May1, 2025, salary guide step 5, (BA , \$61,350), per the negotiated contract agreement, replacing Ms.Goldsworthy and Ms. H. Mansur, under the supervision of Mr. Michael Heidelberg, Superintendent / Principal. [T/B]
7. Resolved: That the Board ratify the appointment of the following substitute teachers, paraprofessionals for the 2024/2025 school year, at a rate of \$100.00 per day, under the supervision of Mr. Michael Heidelberg, Principal / Superintendent: [B]
- William J Barrett
 - Diane Dimperio
 - Michael Mattingly
 - Daniel Zagury
8. 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	Registration Cost
Anthony LeProtto	9/24/24 1/24/25 4/9/25	Neptune Township Professional Learning Communities	Neptune Township School District	\$0
Jennifer DiZefalo	9/26/24 1/22/25 4/11/25	Neptune Township Professional Learning Communities	Neptune Township School District	\$0
Paul Mulligan	9/25/24 1/30/25 3/18/25	Neptune Township Professional Learning Communities	Neptune Township School District	\$0
Alisa Guzzi Lisa D'Amore	10/3/24 1/16/25 3/19/25	Neptune Township Professional Learning Communities	Neptune Township School District	\$0
Brittany Caputo	10/1/24 1/29/25 3/20/25	Neptune Township Professional Learning Communities	Neptune Township School District	\$0
Hilary Karpoff	10-24-24 1-30-25 4-8-25 6-9-25	MLLSEA (Multi-Lingual Learner Shore Education Association) Meetings	Locations TBD	\$0
Ashley Fox Jeanne Acerra Kirsty Sucato Courtney Hammell	10-30-24	Neptune Township Articulation	Neptune Township School District	\$0
Mr. Heidelberg Ms. Zylinski Ms. Angeloni Ms. Whitman	9-24-24	Threat Assessment Team Training	Monmouth County Fire Academy	N/A

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Ms. Fox Ms. Sauer Ms. Vitale	10-23-24	NJSBA Workshop Sustainable Jersey	Atlantic City Convention Center	Part of District Registration Costs
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9. Resolved: That the Board approve the following staff member salary adjustment, effective October 1, 2024, as a result of the completion of coursework, which was completed at an accredited university. [T]

Name	Previous Salary Level	New Salary Level
Ms. C. Hammell	Step 5, BA + 30	Step 5, MA + 30

10. Resolved: That the Board approve the shared service agreement between Belmar Board of Education and Bradley Beach Board of Education for Technology Coordinator Mentor. (Attachment XV-A.10) [T]

MOTION: Ms. Davis SECOND: Ms. Sacchi VOTE: 7-0

B. Curriculum – The superintendent recommends:

1. Resolved: The Board approve the curriculum for the courses and integrated book lists offered at the Bradley Beach School District for the 2024/2025 school year. The course list is available via the Genesis Parent Portal.

2. Resolved: That the Board approve the curriculum documents for the following courses:

Course	Grade Level
Reading	K-8
Writing	K-8
Phonics	K-2
Mathematics	K-8

3. 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
4-23-25	6	Philadelphia, Pennsylvania	At a cost not to exceed \$850	Shared bus cost of \$2100
4-23-25	7	Philadelphia, Pennsylvania	At a cost not to exceed \$300	Shared bus cost of \$2100
6-10-25 6-11-25 6-12-25	8	Washington DC	At a cost not to exceed \$16975	\$7025
Date TBD	3rd and 4th Grade G&T	Allaire Farm, Culinary Institute, Fulfill	At a cost not to exceed \$1000	Included with total cost of attendance

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Date TBD	4th and 5th Grade G&T	Middletown Arts Center, Info Age	At a cost not to exceed \$1200	Included with total cost of attendance
Date TBD	5th and 6th Grade G&T	Middletown Arts Center, Buehler Challenger and Science Center	At a cost not to exceed \$1200	Included with total cost of attendance
Date TBD	7th and 8th Grade G&T	Monmouth University	At a cost not to exceed \$1050	Included with total cost of attendance
10-16-24	Pre-K	Allaire Community Farm	\$432	At a cost not to exceed \$500

MOTION: Ms. Davis SECOND: Ms. Flynn VOTE: 7-0

C. Policy – The superintendent recommends:

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

Policy/Regulation Number	Policy/Regulation Title
P 0141.1	Board Member Number and Term – Sending District (Revised)
P 0164.6	Remote Public Board Meetings During a Declared Emergency (M) (Abolished)
P 2200	Curriculum Content (M) (Revised)
P & R 3160	Physical Examination (M) (Revised)
P & R 4160	Physical Examination (M) (Revised)
R 5200	Attendance (M) (Revised)
P 5337	Service Animals (Revised)
P 5350	Student Suicide Prevention (M) (Revised)
P 7231	Gifts From Vendors (M) (Abolished)
P 8420	Emergency and Crisis Situations (M) (Revised)
P & R 8467	Firearms and Weapons (M) (Revised)
P 9181	Volunteer Athletic Coaches and Co-Curricular Activity Advisors/Assistants (Revised)

2. Resolved: That the Board approve and endorse the Board of Education Goals for the 2024/2025 school year to ensure effective leadership and support for the entire educational community. (Attachment XV-C.2)
3. Resolved: That the Board approve and accept the District Goals for the 2024/2025 school year, derived from the 5 Year Strategic Plan, outlining the operational and administrative objectives to ensure continuous advancement, growth, and achievement for all staff and students. (Attachment XV-C.3)

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4. Resolved: That the Board approve the Uniform State Memorandum of Agreement Between Education and Law Enforcement Officials (MOA). (Attachment XV-C.4)

MOTION: Ms. Davis SECOND: Ms. Caruso Walker VOTE: 7-0

D. Students – The superintendent recommends:

1. Resolved: The BBES Bullying Specialist reports 0 incidents of Harassment, Intimidation, and Bullying, with 0 investigations, with one Principal determination in the Month of September, 2024.
2. Resolved: On Wednesday, September 11, 2024, the Bradley Beach School District conducted a bus evacuation drill. The drill began at 9:55 am and concluded at 11:00 am. The drill was conducted at Bradley Beach Elementary School for all students. There is no specific route number for the route, as Bradley Beach School District is a walking district. The drill was supervised by Mr. Michael Heidelberg, Superintendent / Principal. (Attachment XV-D.2)
3. Resolved: That the Board approve the following tuition students for the 2024/2025 school year:
 - Student # 2554 – Grade 7
 - Student # 2972 – Grade 5

MOTION: Ms. Sacci SECOND: Ms. Caruso Walker VOTE: 7-0

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 August 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 August amounts:

August 15, 2024 \$65,827.65
August 30, 2024 \$61,326.04

A. The Superintendent Recommends the Approval of the FY 2024 Elementary and Secondary Education (ESEA) Formula Grant Carry-Over Application Submission

Resolved: That the Board approve the submission of the FY 2024 ESEA Title Carry-Over Application in the following amounts:

Program Name	Carry-Over Amount
Title IA	0.00
Title IIA	0.00
Title III (Bradley Beach)	\$ 400.00
Title III (Brielle Consortium)	\$1,288.00
Title IV	0.00

MOTION: Ms. Davis SECOND: Ms. Flynn VOTE: 7-0

B. The Superintendent Recommends the Approval of Acceptance of FY 2024 Individuals with Disabilities Act (IDEA) Formula Grant Carry-Over Application Submission

Resolved: That the Board approve the submission of the FY 2024 IDEA Basic Carry-Over Application in the following amount:

Program Name	Carry-Over Amount
IDEA Basic	\$6,223.73

MOTION: Ms. Davis SECOND: Ms. Flynn VOTE: 7-0

C. The Superintendent Recommends the Approval of Salaries to be Funded by Federal Grants: FY 2025 IDEA

Resolved: That the Board approve the following salaries to be charged to the following federal grants: [G]

Name	Salary	Account Code	Federal Grant	Percentage of Salary
Stephanie Soriano	\$33,000.00	20-250-100-101-00	IDEA Basic	54.59%
		11-120-100-101-00	General Fund	45.41%
Tetania Dmytryshyn	28,819.00	20-250-100-106-00	IDEA Basic	100.00%
Nichole Covert	28,819.00	20-250-100-106-00	IDEA Basic	100%
Laurel Degnan	1,691.00	20-252-100-101-00	IDEA Preschool	1.86%
		20-218-100-101-00	Preschool Expansion	98.14%
				100.00%

MOTION: Ms. Davis SECOND: Ms. Flynn VOTE: 7-0

D. The Superintendent Recommends the Approval of Salaries to be Funded by Federal Grants: FY 2025 Elementary and Secondary Education (ESEA) Formula Grants

Resolved: That the Board approve the following salaries to be charged to the following federal grants: [G]

Name	Salary	Account Code	Federal Grant	Percentage of Salary
Alisa Guzzi	\$51,179.00	20-231-100-101.00	ESEA Title I	99.88%
	61.00	11-120-100-101-00	General Fund	.12%
Lucia Newberry	23,155.00	20-231-100-101.00	ESEA Title I	30.71%
	5,843.00	20-241-100-101-00	ESEA Title III	7.75%
	46,402.00	11-240-100-101-00	General Fund	61.54%

MOTION: Ms. Davis SECOND: Ms. Flynn VOTE: 7-0

E. The Superintendent Recommends the Approval to Delete Stale Dated Check

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

Check Date	Check Number	Check Amount
7/31/2023	21763	\$511.00

MOTION: Ms. Davis SECOND: Ms. Flynn VOTE: 7-0

F. The Superintendent Recommends the Approval of Chief Negotiator for the Board of Education for the 2024/2025 School Year

Resolved: That the Board approve the appointment of Robert Mahon to serve as Chief Negotiator for the Board of Education at the agreed upon hourly rate of \$75.00 for the 2024/2025 school year.

MOTION: Ms. Davis SECOND: Ms. Flynn VOTE: 7-0

G. The Superintendent Recommends the Approval of Expanded Uniform Minimum Chart of Accounts for 2024/2025 School Year

Resolved: That the Board adopt the expanded Uniform Minimum Chart of Accounts for New Jersey Public Schools for the 2024/2025 School Year. (Attachment XVI-G)

MOTION: Ms. Davis SECOND: Ms. Flynn VOTE: 7-0

H. The Superintendent Recommends the Approval of Donation from Donors Choose

Resolved: That the Board approve the generous donation from Donors Choose of a photo printer and various support materials. The estimated value of this donation is \$728.79. (Attachment XVI-H)

MOTION: Ms. Davis SECOND: Ms. Flynn VOTE: 7-0

I. The Superintendent Recommends the Approval of Construction Project Change Orders

Resolved: That the Board approve the following resolution:

WHEREAS, on October 17, 2023 the Bradley Beach Board of Education awarded Chappelle Mechanical, Inc. for the HVAC Upgrades at Bradley Beach Elementary School project in the total contract lump sum of \$345,560, which included one allowance.

WHEREAS, changes are necessary in order for the project to be completed;

NOW, THEREFORE BE IT RESOVLVED that the Bradley Beach Board of Education approves the following change orders, GC-03 and GC-04, to Chappelle Mechanical, Inc. as per attachment XVI-I. [B]

MOTION: Ms. Davis SECOND: Ms. Flynn VOTE: 7-0

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

MOTION: Ms. Davis SECOND: Ms. Flynn VOTE: 7-0

K. 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 August 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-K)

MOTION: Ms. Davis SECOND: Ms. Flynn VOTE: 7-0

L. 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 August 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. Flynn VOTE: 7-0

M. The Superintendent Recommends the Approval of Budget Transfers (2023/2024)

Resolved: That the Board approve the 2023/2024 budget transfers as listed on Attachment XVI-M.

MOTION: Ms. Davis SECOND: Ms. Flynn VOTE: 7-0

N. The Superintendent Recommends the Approval of August 2024 Payroll

Resolved: That the Board approve the August 2024 gross payroll in the amount of \$127,153.69.

MOTION: Ms. Davis SECOND: Ms. Flynn VOTE: 7-0

O. The Superintendent Recommends the Approval of Bills Payment

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

MOTION: Ms. Flynn SECOND: Ms. Davis VOTE: 7-0

XVII. Regular Meeting – Old Business - None

XVIII. Regular Meeting – New Business

Ms. Davis reported on the Bradley Beach Recreation Department.

Ms. Saldutti reported on the BBCA

Ms. Flynn reported on the PTA and stated that Dr. Crader, the Superintendent of Neptune Township, won the Region II Central Jersey Superintendent of the Year award.

XIX. Public Comments - None

XX. Executive Session (if needed) - None

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XXI. Adjournment

By a unanimous voice vote the meeting was adjourned at 9:03 p.m.

Respectfully submitted,

David Tonzola
Business Administrator/Board Secretary