

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

**OFFICIAL MINUTES**

**Regular Meeting**  
**August 20, 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 6:07 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 arrived at 6:10 p.m.  
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 Mr. Heidelberg. Mr. Heidelberg led the board through the 2024/2025 district and board goals. Mr. Heidelberg first led the board through the strategic plan. Mr. Heidelberg then discussed the district goal development.

After discussing the district goals, Mr. Heidelberg turned the meeting over to Dr. Franks. Dr. Franks led the Board through the board goals development process.

After the board retreat items, Mr. Heidelberg presented the State Safety Data System (SSDS) PowerPoint to the board.

VI. President's Report

After Mr. Heidelberg led the discussion on the SSDS report, Dr. Franks presented her president's report. Dr. Franks stated that Tim Teehan from New Jersey School Boards will attend the September meeting to present the board with their Board Certification. Dr. Franks also informed the board that a letter will be drafted to the state department of Education expressing Bradley Beach's position as it relates to the scoring of QSAC.

VII. Student Representative's Report – None

VIII. Superintendent's Report

Mr. Heidelberg shared the upcoming highlights for the 2024/2025 school year with the board. These included:

1. The new phonics program
2. The dual language program
3. Continuation of the AVID program
4. Student wellness initiative
5. The available extracurricular and sports programs
6. Family engagement initiatives
7. The Sole program

IX. Committee Reports

Ms. Flynn stated that the curriculum committee discussed all the items on this evening's agenda.

Ms. Walleston stated that the finance and facilities committee met on August 13th and discussed all the items on tonight's agenda.

Ms. Sacci stated that the policy committee did not meet, but they did receive all the information on tonight's agenda via email.

X. Public Comments – Agenda Items Only – None

XI. Executive Session – None

XII. Workshop Agenda Items

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

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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.

On a unanimous voice vote the workshop portion of the meeting adjourned at 7:59 p.m.

XIII. Regular Meeting

The Regular Public Meeting was called to order by President Franks at 8:00 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:

Special Meeting – July 25, 2024  
Regular Meeting – July 25, 2024  
Confidential Executive Session – July 25, 2024

MOTION: Ms. Davis SECOND: Ms. Caruso Walker VOTE: 6-0-1  
Ms. Walleston 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 Ms. Courtney Hammell to complete a District Leadership Internship facilitated through Montclair State University, for a total of 300 hours, under the mentorship of Ms. Morgan Maclearie-Gonzalez.
2. Resolved: That the Board approve Ms. Maria Cristina Arruda, as Substitute Custodian, at an hourly rate of \$17.50 an hour, for the 2024/2025 school year, under the supervision of Mr. David Tonzola. (Attachment XV-A.2) [B]
3. Resolved: That the Board approve 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]
  - Karen A McFadden
  - Jean M. Slover
4. Resolved: That the Board approve the following teacher/mentor pairing and the stipends associated with the mentor program, which will be paid by the employee:
  - Ms. Nicole Cohen-Perez (CE) with Ms. A. Silverstein at a cost of \$1,000
5. Resolved: That the Board approve the appointment of Ms. Isabel Segoviano as the Home School Liaison, for the 2024/2025 school year, paid at the rate of \$45.00 an hour, under the supervision of Mr. Michael Heidelberg, Principal / Superintendent. [B]
6. 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	Attendance Cost
Ms. A. Zylinski	9-16-24 9-17-24 9-18-24	Handle With Care: Train the Trainer	Hamilton, NJ	\$1,525.00	\$120 (mileage)

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

B. Students – The superintendent recommends:

1. Resolved: The BBES Bullying Specialist reports no incidents of Harassment, Intimidation, and Bullying, with no investigations in the Month of July or August (Extended School Year / Summer Jumpstart Program).

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

C. Curriculum – The superintendent recommends:

1. Resolved: That the Board approve the Bradley Beach School District Professional Development Plan for the 2024/2025 school year. (Attachment XV-C.1)
2. Resolved: That the Board approve the Bradley Beach School District Mentoring Plan for the 2024/2025 school year. (Attachment XV-C.2)
3. Resolved: That the Board approve the Bradley Beach School District Code of Student Conduct for the 2024/2025 school year. (Attachment XV-C.3)
4. Resolved: That the Board approve the adoption of the Really Great Reading Phonics Program for formal Phonics instruction in primary grades.
5. Resolved: That the Board re-adopt the Stronge Teacher and Leader Effectiveness Performance Evaluation System for staff evaluation for the 2024/2025 school year.

MOTION: Ms. Davis SECOND: Ms. Flynn 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 July 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 July amounts:

July 14, 2024 \$41,074.60  
July 28, 2024 \$50,934.40

A. The Superintendent Recommends the Approval of Attendance at NJSBA 2024 Workshop and Exhibition October 21<sup>st</sup> – 24<sup>th</sup>, 2024

Resolved: That the Board approve the attendance of the following board members and administrators to the annual New Jersey School Boards Association Conference, which will be held October 21<sup>st</sup> – 24<sup>th</sup> at the Atlantic City Convention Center, Atlantic City, NJ, at a total travel cost not to exceed \$5,280. [B]

Name	Registration Amount	Travel: Hotel (Not to Exceed)	Travel: Meals & Incidentals per GSA Rates (Not to Exceed)	Travel: Mileage per State OMB .47 rate (Not to Exceed)	Travel: Tolls/Parking Receipts Needed (Not to Exceed)
Roseann Caruso Walker	\$ 200.00	\$0.00	\$0.00	\$ 220.00	\$ 60.00
April Davis	200.00	0.00	0.00	220.00	60.00
Bridget Devane	200.00	0.00	0.00	220.00	60.00
Liza Flynn	200.00	0.00	0.00	220.00	60.00
Elizabeth Franks	200.00	0.00	0.00	220.00	60.00
Felicia Sacci	200.00	0.00	0.00	220.00	60.00
Cortney Walleston	200.00	0.00	0.00	220.00	60.00
Katelyn Saldutti	200.00	0.00	0.00	220.00	60.00
Noelle Weinberg	200.00	0.00	0.00	220.00	60.00
Michael Heidelberg	200.00	0.00	0.00	220.00	60.00
David Tonzola	200.00	0.00	0.00	220.00	60.00
<b>Total</b>	\$2,200.00	\$0.00	\$0.00	\$2,420.00	\$660.00

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

B. The Superintendent Recommends the Approval of Toilet Room Facilities Waiver for Pre-Kindergarten Classroom-15 for the 2024/2025 School Year

Resolved: That the Board approve the Toilet Room Waiver for pre-kindergarten classroom number-15 for the 2024/2025 school year.

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

C. The Superintendent Recommends the Approval of Toilet Room Facilities Waiver for Pre-Kindergarten Classroom-16 for the 2024/2025 School Year

Resolved: That the Board approve the Toilet Room Waiver for pre-kindergarten classroom number-16 for the 2024/2025 school year.

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

D. The Superintendent Recommends the Approval of Toilet Room Facilities Waiver for Pre-Kindergarten Classroom-17 for the 2024/2025 School Year

Resolved: That the Board approve the Toilet Room Waiver for pre-kindergarten classroom number-17 for the 2024/2025 school year.

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

E. The Superintendent Recommends the Approval of Preschool Classroom Square Footage Waiver for Preschool Classroom-15 for the 2024/2025 School Year

Resolved: That the Board approve the Preschool Classroom Square Footage Waiver for Preschool Classroom-15 for the 2024/2025 school year. (Attachment XVI-E)

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

F. The Superintendent Recommends the Approval of Preschool Classroom Square Footage Waiver for Preschool Classroom-16 for the 2024/2025 School Year

Resolved: That the Board approve the Preschool Classroom Square Footage Waiver for Preschool Classroom-16 for the 2024/2025 school year. (Attachment XVI-F)

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

G. The Superintendent Recommends the Approval of Preschool Classroom Square Footage Waiver for Preschool Classroom-17 for the 2024/2025 School Year

Resolved: That the Board approve the Preschool Classroom Square Footage Waiver for Preschool Classroom-17 for the 2024/2025 school year. (Attachment XVI-G)

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

H. The Superintendent Recommends the Approval of Acceptance of FY 2025 IDEA Consolidated Formula Grant Funds

Resolved: That the Board approve the acceptance of the FY 2025 IDEA Part B Consolidated Formula Grant Funds:

Program Name	FY 2022 Award Amount
IDEA Basic	\$120,178
IDEA Preschool	2,774

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

I. The Superintendent Recommends the Approval of Acceptance of the FY 2025 Elementary and Secondary Education (ESEA) Formula Grant Application Funds

Resolved: That the Board approve the acceptance of the FY 2024 ESEA Formula Grant Applications Funds as follows:

Program Name	FY 2023 Award Amount
ESEA Title IA	\$93,169
ESEA Title IIA	10,096
ESEA Title III	9,983*
ESEA Title IV	10,000

\*Note: The district must form a consortium for its Title III funds. Therefore, the total award amount will be the total allocation of the created consortium. Therefore, the total allocation of funds is \$17,441 (\$9,983 Bradley Beach Board of Education, \$6,276 Henry Hudson Regional District, and \$1,182 Brielle Board of Education).

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

J. 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 RESOLVED that the Bradley Beach Board of Education approves the following change order, GC-02 to Chappelle Mechanical, Inc. as per attachment XVI-J. [B]

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

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

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



L. 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 July 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-L)

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

M. 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 July 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. Sacchi VOTE: 7-0

N. 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-N.

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

O. The Superintendent Recommends the Approval of July 2024 Payroll

Resolved: That the Board approve the July 2024 gross payroll in the amount of \$92,009.

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

P. The Superintendent Recommends the Approval of Bills Payment

Resolved: That the Board approve payment of the August 20, 2024 regular bills list and as certified and approved. (Attachment XVI-P)

MOTION: Ms. Flynn SECOND: Ms. Carusso Walker VOTE: 7-0

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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 and the Holiday Drive. Ms. Flynn reported on the PTA and the upcoming Mexican Independence Day event on September 13th.

XIX. Public Comments

Mr. Thomas Cohen, 612 Third Avenue, Bradley Beach, NJ, stated that he was happy to hear about the creation of the preschool dual language program and that a family has moved into the town based on this program.

XX. Executive Session (if needed) – None

XXI. Adjournment

By a unanimous voice vote the meeting was adjourned at 8:05 p.m.

Respectfully submitted,

David Tonzola  
Business Administrator/Board Secretary