

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

OFFICIAL MINUTES

Regular Meeting
August 15, 2023

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 6:05 p.m. by President Franks at the school, 515 Brinley Avenue, Bradley Beach, NJ.

II. Roll Call

Present: Mr. Carrea Ms. Sacchi
 Ms. Caruso Walker Ms. Walleston arrived at 6:17 p.m.
 Ms. Davis Ms. Weinberg
 Ms. Devane Dr. Franks
 Ms. Flynn
 Mr. 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 Mr. Heidelberg. Mr. Heidelberg went over the remainder of the Board retreat agenda items. The first item on the retreat agenda to continue discussing was the program updates for the 2023-2024 school year. The first program item that Mr. Heidelberg discussed was the expansion of the preschool program. Mr. Heidelberg turned the meeting over to Ms. Alison Zylinski, Director of Special Services to elaborate on the preschool expansion. Ms. Zylinski gave the Board an overview of the additional preschool class and the total preschool enrollment. Ms. Zylinski then discussed the PBSIS/SEL program. This program will provide social-emotional initiatives for the students.

Furthermore, Ms. Zylinski spoke about the SOLE program. Ms. Zylinski then went over the new AVID program. The AVID program will be an elective program to prepare students for college, career readiness, and success in a global society. Ms. Zylinski then turned the meeting back over to Mr. Heidelberg, who reviewed the current class sizes and the master schedule for the 2023/2024 school year. Mr. Heidelberg broke the master schedule into grade levels. Mr. Heidelberg then reviewed the district's professional development plan and the gifted and talented program. The last items discussed dealt with facilities' needs, including outdoor maintenance, sustainability, the maintenance and replacement of the two playgrounds, and the need to address multiple mandated policies for the upcoming QSAC audit.

Mr. Heidelberg then reviewed his discussion items with the Board. The first item Mr. Heidelberg discussed was the new code of conduct for the upcoming school year. Mr. Heidelberg reviewed last year's code of conduct and the updates that have been made to it.

Lastly, Mr. Heidelberg reviewed the 2022/2023 SSDS Summary Report. Mr. Heidelberg reported two incidents of violence, zero incidents of vandalism, zero incidents of substance abuse, zero incidents of weapons, and two confirmed HIB incidents. Mr. Heidelberg also informed the Board that the district conducted seven pieces of training and held three programs concerning violence, vandalism, substance abuse, weapons, harassment, intimidation, and bullying during the 2022/2023 school year.

VI. President's Report

1. Dr. Franks wanted to thank Mr. Heidelberg and Mr. Tonzola for a successful and effective Board Retreat.
2. Dr. Franks expressed her thanks for the update to the code of conduct and the professional development plan.
3. Dr. Franks announced that the Monmouth County School Boards will hold their first meeting on October 6th at 6:00 pm.
4. Dr. Franks stated that the Bradley Beach Foundation is moving forward and is almost active.
5. Dr. Franks reviewed policies 0146 and 9120 with the Board. These policies deal with Board member authority.

VII. Student Representative's Report – None

VIII. Superintendent's Report – None

IX. Committee Reports

Ms. Sacci stated that the curriculum committee did not meet this month.

Mr. Carrea stated that the finance and facilities committee did not meet; however, they did review the items on tonight's agenda via email. Mr. Carrea reviewed the agenda items with the Board.

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Ms. Caruso-Walker went over the personal and policy committee report. Ms. Caruso-Walker stated that the committee reviewed the policies and personnel items on tonight's agenda.

X. Public Comments – Agenda Items Only

XI. Executive Session (if needed)

XII. Workshop Agenda Items – None

On a unanimous voice vote the workshop portion of the meeting adjourned at 7:47 p.m.

XIII. Regular Meeting

The Regular Public Meeting was called to order by President Franks at 7:48 p.m.

Present: Mr. Carrea Ms. Sacci
Ms. Caruso Walker Ms. Walleston arrived at 6:17 p.m.
Ms. Davis Ms. Weinberg
Ms. Devane Dr. Franks
Ms. Flynn
Mr. Heidelberg, Superintendent/Principal
Mr. Tonzola, Business Administrator/Board Secretary

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

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 also gave the Board a timeline for the rebid of the HVAC projects.

XIV. Approval of Minutes

Approval of Meeting Minutes – The superintendent recommends:

Resolved: That the Board approve the Minutes of:

Special Meeting – July 31, 2023
Regular Meeting – July 31, 2023

MOTION: Ms. Walleston SECOND: Ms. Flynn VOTE: 8-0-1
Ms. Davis 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

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- Resolved: That the Board approve Ms. Brittany Dilger, P.E. Teacher, as Boy’s Soccer Coach for the 2023 Fall season under the supervision of Mr. Michael Heidelberg, Principal / Superintendent at a stipend rate of \$3,703.00. [B]
- 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
Ms. A. Schutzbank	8-30-23 8-31-23	Tools of the Mind Training	Virtual	\$1,420	\$540
Ms. S. Schall	8-30-23 8-31-23	Tools of the Mind Training	Virtual	Included in Teacher Cost	\$240

- Resolved: That the Board approve the resignation, with regret, of the following staff members: (Attachment XV-A.3)

Staff Member	Position	Effective Date
Ms. E. D’Angelo	Elementary School Teacher	September 30, 2023
Ms. J. Hunter-Ormsbee	Paraprofessional	August 10, 2023
Ms. Tatiana Mincenova	Lunch Aide	August 11, 2023

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

B. Students – The superintendent recommends:

- 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. Flynn SECOND: Ms. Sacci VOTE: 9-0

C. Curriculum – The superintendent recommends:

- Resolved: That the Board approve Curriculum documents for the following courses:

Course	Grade Level
AVID, Course 1	6-8
AVID, Course 2	6-8
STEAM	K-2

STEAM	3-5
STEAM	6-8

2. Resolved: That the Board approve the Bradley Beach School District Professional Development Plan for the 2023/2024 school year. (Attachment XV-C.2)
3. Resolved: That the Board approve the Bradley Beach School District Mentoring Plan for the 2023/2024 school year. (Attachment XV-C.3)
4. Resolved: That the Board approve the Bradley Beach School District Request to Eliminate a Special Education Program or Service Application for the 2023/2024 school year. (Attachment XV-C.4)
5. Resolved: That the Board approve the Bradley Beach School District Code of Student Conduct for the 2023/2024 school year. (Attachment XV-C.5)
6. Resolved: That the Board re-adopt the Stronge Teacher and Leader Effectiveness Performance Evaluation System for staff evaluation for the 2023/2024 school year.

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

D. Policy – The superintendent recommends:

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

Policy/Regulation Number	Policy/Regulation Title
P & R 2624	Grading System
P & R 5420	Reporting Pupil Progress

2. Resolved: That the Board suspend Bylaw 0131 until August 16th, 2023 and adopt the following Policy and Regulations (new Policy 1642.01 and new Regulation 1642.01 and revised Policy 2419 and new Regulation 2419) with one reading based on recently approved sick leave legislation that is effective immediately and recent New Jersey Department of Education guidance provided to school districts that is effective September 1, 2023. (Attachment XV-D.2)

Policy/Regulation Number	Policy/Regulation Title
P & R 2419	School Threat Assessment Team (M) (New)
P & R 1642.01	Sick Leave
P 3442 & 4432	Abolish

MOTION: Ms. Caruso Walker SECOND: Ms. Davis 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 July 31, 2023 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, 2023 \$41,293.42
July 28, 2023 \$47,145.55

A. The Superintendent Recommends the Approval of Attendance at NJSBA 2023 Workshop and Exhibition October 23rd – 26th, 2023

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 23rd – 26th at the Atlantic City Convention Center, Atlantic City, NJ, at a total travel cost not to exceed \$5,560. [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)
Dominic Carrea	\$ 183.33	\$0.00	\$0.00	\$ 220.00	\$ 60.00
Roseann Caruso Walker	183.33	0.00	0.00	220.00	60.00
April Davis	183.33	0.00	0.00	220.00	60.00
Bridget Devane	183.33	0.00	0.00	220.00	60.00
Liza Flynn	183.33	0.00	0.00	220.00	60.00
Elizabeth Franks	183.33	0.00	0.00	220.00	60.00
Felicia Sacci	183.33	0.00	0.00	220.00	60.00
Cortney Walleston	183.33	0.00	0.00	220.00	60.00
Noelle Weinberg	183.34	0.00	0.00	220.00	60.00
Salvatore Catalano	183.34	0.00	0.00	220.00	60.00
Michael Heidelberg	183.34	0.00	0.00	220.00	60.00
David Tonzola	183.34	0.00	0.00	220.00	60.00
Total	\$2,200.00	\$0.00	\$0.00	\$2,640.00	\$720.00

MOTION: Mr. Carrea SECOND: Ms. Sacci VOTE: 9-0

B. The Superintendent Recommends the Approval of Toilet Room Facilities Waiver for Pre-Kindergarten Classroom-15 for the 2023/2024 School Year

Resolved: That the Board approve the Toilet Room Waiver for pre-kindergarten classroom number-15 for the 2023/2024 school year.

MOTION: Mr. Carrea SECOND: Ms. Sacci VOTE: 9-0

C. The Superintendent Recommends the Approval of Toilet Room Facilities Waiver for Pre-Kindergarten Classroom-16 for the 2023/2024 School Year

Resolved: That the Board approve the Toilet Room Waiver for pre-kindergarten classroom number-16 for the 2023/2024 school year.

MOTION: Mr. Carrea SECOND: Ms. Sacci VOTE: 9-0

D. The Superintendent Recommends the Approval of Toilet Room Facilities Waiver for Pre-Kindergarten Classroom-17 for the 2023/2024 School Year

Resolved: That the Board approve the Toilet Room Waiver for pre-kindergarten classroom number-17 for the 2023/2024 school year.

MOTION: Mr. Carrea SECOND: Ms. Sacci VOTE: 9-0

E. The Superintendent Recommends the Approval of Preschool Classroom Square Footage Waiver for Preschool Classroom-15 for the 2023/2024 School Year

Resolved: That the Board approve the Preschool Classroom Square Footage Waiver for Preschool Classroom-15 for the 2023/2024 school year.

MOTION: Mr. Carrea SECOND: Ms. Sacci VOTE: 9-0

F. The Superintendent Recommends the Approval of Preschool Classroom Square Footage Waiver for Preschool Classroom-16 for the 2023/2024 School Year

Resolved: That the Board approve the Preschool Classroom Square Footage Waiver for Preschool Classroom-16 for the 2023/2024 school year.

MOTION: Mr. Carrea SECOND: Ms. Sacci VOTE: 9-0

G. The Superintendent Recommends the Approval of Preschool Classroom Square Footage Waiver for Preschool Classroom-17 for the 2023/2024 School Year

Resolved: That the Board approve the Preschool Classroom Square Footage Waiver for Preschool Classroom-17 for the 2023/2024 school year.

MOTION: Mr. Carrea SECOND: Ms. Sacci VOTE: 9-0

H. The Superintendent Recommends the Approval of Acceptance of FY 2024 IDEA Consolidated Formula Grant Funds

Resolved: That the Board approve the acceptance of the FY 2024 IDEA Part B Consolidated Formula Grant Funds:

Program Name	FY 2022 Award Amount
IDEA Basic	\$121,817
IDEA Preschool	2,871

MOTION: Mr. Carrea SECOND: Ms. Sacci VOTE: 9-0

I. 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, 2023 is hereby approved, and the Business Administrator/Board Secretary is instructed to file same. (Attachment XVI-I)

MOTION: Mr. Carrea SECOND: Ms. Sacci VOTE: 9-0

J. 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, 2023 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-J)

MOTION: Mr. Carrea SECOND: Ms. Sacci VOTE: 9-0

K. 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, 2023, 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: Mr. Carrea SECOND: Ms. Sacci VOTE: 9-0

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L. 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-L.

MOTION: Mr. Carrea SECOND: Ms. Sacci VOTE: 9-0

M. The Superintendent Recommends the Approval of July 2023 Payroll

Resolved: That the Board approve the July 2023 gross payroll in the amount of \$88,438.97.

MOTION: Mr. Carrea SECOND: Ms. Sacci VOTE: 9-0

N. The Superintendent Recommends the Approval of Bills Payment

Resolved: That the Board approve payment of the August 15, 2023 regular bills lists and as certified and approved. (Attachment XVI-N)

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

XVII. Regular Meeting – Old Business – None

XVIII. Regular Meeting – New Business – None

XIX. Public Comments

Mr. TJ Cohen, 612 Third Avenue, Bradley Beach, NJ stated that he enjoyed the new Board venue.

XX. Executive Session (if needed) – None

XXI. Adjournment

By a unanimous voice vote the meeting was adjourned at 8:02 p.m.

Respectfully submitted,

David Tonzola
Business Administrator/Board Secretary