

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

**OFFICIAL MINUTES**

**Regular Meeting**  
**March 18, 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 6:07 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  
                  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 the meeting over to Dr. Heidelberg. Dr. Heidelberg began the meeting by welcoming the winter athletes to tonight's meeting. Dr. Heidelberg introduced Coach Walker, the boys' basketball coach, who introduced the boys' basketball team. Dr. Heidelberg then introduced Mr. Mulligan, the girls' basketball coach, who recognized and introduced the girls' basketball team. Lastly, Dr. Heidelberg introduced Ms. Covert and Ms. Soriano, the two cheerleader advisors, and had them recognize all the cheerleaders.

VI. President's Report

Dr. Franks expressed her thanks to the parents, and congratulated the student athletes for a great winter season. Moreover, Dr. Franks wanted to thank both Dr. Heidelberg and Mr. Tonzola for their hard work developing the tentative budget.

VII. Student Representative's Report

The Board received the student representative report from 7<sup>th</sup> grader, Molly Flynn. Ms. Flynn discussed the following:

1. Family Fun Night
2. Celebration of Black History Month
3. Neptune High School Junior ROTC event
4. The Jazz Festival
5. The 100<sup>th</sup> Day celebration
6. Talent Show
7. Read Across America Week
8. The New Jersey Devil's Band Trip
9. The participation of 8<sup>th</sup> grader, Nora Weber at the 8<sup>th</sup> Grade Monmouth Dialogue Night
10. Pi Night
11. The upcoming Spring Formal

VIII. Superintendent's Report

Dr. Heidelberg informed the Board that the school was recognized at the Sustainable Jersey event held at The College of New Jersey this afternoon. Dr. Heidelberg stated that the school won a \$2,000 grant from Sustainable Jersey, and he was able to speak on behalf of the school at the event. Dr. Heidelberg also gave the Board an update on the Before the Bell Breakfast Program, and the safety improvement initiative along Memorial Drive.

IX. Committee Reports

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

1. Review of District Goals
2. The science assessment program
3. Social Studies program
4. An update on the visual art curriculum
5. Review of all field trips
6. The partnership with the Mercy Center
7. The upcoming Spring Formal
8. The upcoming parent teacher conferences
9. The upcoming Night at the Museum
10. The presentation of two Allied Health students
11. A review of all the agenda items

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Ms. Walleston stated that the finance and facilities committee met on March 11th and discussed the tentative budget for adoption. Furthermore, the committee also reviewed all the agenda items.

Ms. Davis stated that the personnel and policy committee did not meet this month, but did review all the items on the agenda via email discussion.

X. Public Comments – Agenda Items Only – None

XI. Executive Session

President Franks called for an Executive Session at 6:51 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. Flynn, and seconded by Ms. Sacchi, the Board reconvened into the workshop session at 7:22 p.m.

XII. Workshop Agenda Items

Dr. Heidelberg reviewed his agenda items with the Board.

Mr. Tonzola reviewed his agenda items with the Board. In particular, Mr. Tonzola reviewed the tentative budget being approved at tonight meeting, as well as the tax levy approval. Mr. Tonzola reviewed the school tax rate for the upcoming 2025/2026 school year.

On a unanimous voice vote the workshop portion of the meeting adjourned at 8:04 p.m.

XIII. Regular Meeting

The Regular Public Meeting was called to order by President Franks at 8:05 p.m.

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

XIV. Approval of Minutes

Approval of Meeting Minutes – The superintendent recommends:

Resolved: That the Board approve the Minutes of:

Regular Meeting – February 18, 2025  
Confidential Executive Session – February 18, 2025

MOTION: Ms. Caruso Walker SECOND: Ms. Sacci 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*

1. Resolved: That the Board approve the appointment of Ms. Nicole Ciafardini and Ms. Sara Mendoza as substitute administrative assistants for the 2024/2025 school year, at a rate of \$100.00 per day, under the supervision of Dr. Michael Heidelberg, Principal / Superintendent. [B]
2. Resolved: That the Board approve the appointment of Ms. Donna Taylor as a paraprofessional for the 3rd and 4th Grade STEM / LEGO Club for the 2024/2025 school year, retroactive to February 1, 2025, at a rate of \$20.00 per hour, under the supervision of Dr. Michael Heidelberg, Principal / Superintendent. [G]
3. Resolved: That the Board amend the end date of Ms. Valerie Kneis's assignment as an elementary school maternity leave replacement teacher from May 1, 2025, to June 30, 2025, under the supervision of Dr. Michael Heidelberg, Principal / Superintendent. [T]
4. Resolved: That the Board approve the appointment of Ms. Isabella Nieves as a volunteer assistant softball coach for the 2024/2025 school year, under the supervision of the softball coaches and Dr. Michael Heidelberg, Principal/Superintendent.
5. 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
Alisa Guzzi	4-04-25	Monmouth County Reading Specialist PLC	Eatontown School District	\$0
David Tonzola	3-25-25	Purchasing Review and Update	Westin Mt. Laurel, NJ	\$145

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

B. Students – The superintendent recommends:

1. Resolved: That the Board affirms the HIB determinations, (one HIB and one unfounded HIB) from January 2025 as presented by Dr. Heidelberg in executive session at the February 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
3/19/25	Environmental Club	Brinley Avenue Beach Bradley Beach	Not to Exceed \$250	N/A
5/21/25	7th Grade	Neptune Township High School	\$0	N/A
3/26/25	7th and 8th	Red Bank Regional Theater	\$0	\$275 First Student
4/22/25	Environmental and Garden Club	Kula Urban Farm	Not to Exceed \$475	\$225 First Student

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

C. Curriculum – The superintendent recommends:

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

Course	Grade Level
Visual Arts	K-8

2. Resolved: That the Board approve the participation of the 7th Grade in the SNAP program, which is run in partnership with the Mercy Center and their partners.

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 February 28, 2025 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 February amounts:

February 14, 2025 \$222,870.28

February 28, 2025 \$207,441.31

A. The Superintendent Recommends the Approval of Tentative School Budget – 2025/2026 School Year

Resolved: That the Board approve the Tentative School Budget for the 2025/2026 school year using the 2025/2026 state aid figures and the School Business Administrator/Board Secretary be authorized to submit the following tentative budget to the Executive County Superintendent for approval in accordance with statutory deadline:

	<b>General Fund</b>	<b>Special Revenue</b>	<b>Debt Service</b>	<b>Total</b>
2025/2026 Total Expenditures	\$8,020,846	\$693,428	\$0	\$8,714,274
Less Anticipated Revenues	\$829,153	\$693,428	\$0	\$1,522,581
Taxes to be Raised	\$7,191,693	\$0	\$0	\$7,191,693

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

B. The Superintendent Recommends the Approval of General & Debt Service Funds' Tax Levies – 2025/2026 School Year

Resolved: That the Board approve the following amounts to be raised by taxes:

General Fund	\$7,191,693
Debt Service	0

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

C. The Superintendent Recommends the Approval of Maintenance Reserve Withdrawal

Resolved: That as per N.J.A.C. 6A:23A-14.2(d) the general fund appropriations include a \$35,000 withdrawal from the Maintenance Reserve Account for use on required maintenance activities for a school facility as reported in the comprehensive maintenance plan pursuant to N.J.A.C. 6A:26-20.5.

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

D. The Superintendent Recommends the Approval of the Health Care Cost Adjustment

Resolved: That the Bradley Beach Board of Education includes in the final budget the adjustment for increased costs of health benefits in the amount of \$54,653. The additional funds will be used to pay for the additional increases in health benefit premiums.

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

E. The Superintendent Recommends the Approval to Advertise Tentative Budget

Resolved: That the Business Administrator is authorized to advertise said tentative budget in the Asbury Park Press on April 30, 2025 in accordance with the format required by the State Department of Education and according to law.

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

F. The Superintendent Recommends the Approval of Public Hearing Date

Resolved: That a public hearing be held at the Bradley Beach Elementary School, Bradley Beach New Jersey, on May 6, 2025 at 6:00 p.m. for the purpose of conducting a public hearing on the budget for the 2025/2026 school year.

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

G. The Superintendent Recommends the Approval of Maximum General Fund Travel Expenditure

Resolved: That in accordance with State Statue the maximum general fund expenditure for travel and related expenditures for the 2025/2026 school year for all staff and board members is \$15,000.00. For 2024/2025 the maximum amount approved for travel and related general fund expenditures was \$15,000.00 of which \$4,344.79. has been spent to date.

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

H. The Superintendent Recommends the Approval of the District's General Fund Professional Services Appropriation Budget

Resolved: That in accordance with the New Jersey Accountability Regulations the 2025/2026 general fund professional services appropriation budget be set for the amount of:

Professional Services	Amount
Legal	\$ 9,700.00
Auditing	25,000.00
Architectural/Engineering	5,000.00

Occupational Therapist	40,000.00
Physician	2,000.00

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

I. The Superintendent Recommends the Approval of the District's Special Revenue Fund Professional Services Appropriation Budget

Resolved: That in accordance with the New Jersey Accountability Regulations the 2025/2026 special revenue fund professional services appropriation budget be set for the amount of:

Professional Services	Amount
Physical Therapy	\$ 10,000.00

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

J. The Superintendent Recommends the Approval of the District's General Fund Co-Curricular Appropriation Budget

Resolved: That in accordance with the New Jersey Accountability Regulations the 2025/2026 general fund co-curricular appropriation budget be established as follows:

Co-Curricular Activities	Salaries
Safety Patrol	\$ 2,997.00
Yearbook	2,997.00
Yearbook Tech. Advisor	2,997.00
Environmental Club	2,997.00
Computer Club	2,997.00
Newspaper Relations	2,997.00
Music Director	3,438.00
DJ	2,997.00
Student Government	2,997.00
Drama Club	2,997.00
8 <sup>TH</sup> Grade Trip Advisor	2,997.00
Webmaster	2,997.00
Washington Stipend	1,200.00
<b>Total</b>	<b>\$37,605.00</b>

Co-Curricular Activities	Supplies
Safety Patrol	\$ 201.38
Yearbook	201.38
Environmental Club	201.38
Computer Club	201.38
Newspaper Club	201.37
Choral Director	201.37
Student Government	201.37



Drama Club	201.37
<b>Total</b>	<b>\$1,611.00</b>

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

K. The Superintendent Recommends the Approval of the District's General Fund Athletics Appropriation Budget

Resolved: That in accordance with the New Jersey Accountability Regulations the 2025/2026 general fund athletics appropriation budget be established as follows:

<b>Athletics</b>	<b>Salaries</b>
Baseball	\$3,834.00
Softball	3,834.00
Girls Basketball	3,834.00
Boys Soccer	3,834.00
Girls Soccer	3,834.00
Athletic Director	2,997.00
Cheerleaders	3,834.00
<b>Total</b>	<b>\$26,001.00</b>

<b>Athletics</b>	<b>Purchased Services (Board Subsidy e.g. transportation &amp; officials)</b>
Baseball	\$ 3,103.00
Softball	3,103.00
Boys Basketball	3,103.00
Girls Basketball	3,103.00
Boys Soccer	3,104.00
Girls Soccer	3,104.00
Cheerleaders	n/a
<b>Total</b>	<b>\$18,620.00</b>

<b>Athletics</b>	<b>Supplies</b>
Baseball	\$ 357.14
Softball	357.14
Boys Basketball	357.14
Girls Basketball	357.14
Boys Soccer	357.14
Girls Soccer	357.14
Cheerleaders	357.16
<b>Total</b>	<b>\$2,500.00</b>

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

K.1 The Superintendent Recommends the Approval of the District's General Fund Athletics Appropriation Budget

Resolved: That in accordance with the New Jersey Accountability Regulations the 2025/2026 general fund athletics appropriation budget be established as follows:

Athletics	Salaries
Boys Basketball	\$3,834.00
<b>Total</b>	<b>\$3,834.00</b>

MOTION: Ms. Davis SECOND: Ms. Sacci VOTE: 7-0-2  
Ms. Caruso Walker recused  
Dr. Franks recused

L. The Superintendent Recommends the Approval of the 2025/2026 Preschool Budget Workbook and Preschool Budget Narrative

Resolved: That the Board approve the submission of the 2025/2026 Preschool Budget Workbook and Preschool Budget Narrative. (Attachment XVI-L)

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

M. 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 February 28, 2025 is hereby approved, and the Business Administrator/Board Secretary is instructed to file same. (Attachment XVI-M)

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

N. 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 February 28, 2025 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-N)

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

O. 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 February 28, 2025, 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. Sacci VOTE: 9-0

P. 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-P.

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

Q. The Superintendent Recommends the Approval of February 2025 Payroll

Resolved: That the Board approve the February 2025 gross payroll in the amount of \$430,311.59.

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

R. The Superintendent Recommends the Approval of Bills Payment

Resolved: That the Board approve payment of the March 18, 2025 regular bills list and as certified and approved. (Attachment XVI-R)

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

S. The Superintendent Recommends the Approval of the Updated/Amended/Change Order Proposal with Limbach Company, LLC through the New Jersey Natural Gas Direct Install SAVEGREEN Project program

Resolved: That the Board approve the updated/amended/change order proposal with Limbach Company, LLC (NJ State Cooperative # T1372) through the New Jersey Natural Gas Direct Install Project through New Jersey Natural Gas' SAVEGREEN Project for replacement of two steam boilers and lighting upgrades to light emitting diode (LED), for the sum of \$583,864.05. This is based off of the New Jersey Natural Gas Direct Install Program through New Jersey Natural Gas' SAVEGREEN Project. Bradley Beach Board of Education will receive an incentive (grant) of \$391,408.95 from NJNG that will be paid directly to Limbach Company, LLC. Bradley Beach Board of Education is responsible for the balance of \$192,455.10; which will be financed with New Jersey Natural Gas and added to the Board's monthly utility bill over 59 months at 0% interest or \$3,207.59 a month and one payment of \$3,207.29. (Attachment XVI-S)

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

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XVII. Regular Meeting – Old Business – None

XVIII. Regular Meeting – New Business

1. Ms. Flynn gave the PTA liaison report
2. Ms. Weinberg gave the Board an update on the Food Pantry
3. Ms. Saldutti gave the Board an update on upcoming BCA events
4. Ms. Devane gave the Board an update on the Historical Society events

XIX. Public Comments – None

XX. Executive Session (if needed) – None

XXI. Adjournment

By a unanimous voice vote the meeting was adjourned at 8:17 p.m.

Respectfully submitted,

David Tonzola  
Business Administrator/Board Secretary