

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

**OFFICIAL MINUTES**

**Regular Meeting**  
**August 19, 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 5:48 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 to review his discussion items. Dr. Heidelberg gave the Board a presentation on the SSDS Summary Report (Student Safety Data System) and the HIB Data Reporting Period 2 Report.

VI. President's Report - None

VII. Student Representative's Report - None

VIII. Superintendent's Report

Dr. Heidelberg wanted to thank the Board and the Borough for the creation of the shared service agreement on tonight's agenda.

IX. Committee Reports

Ms. Davis stated that the policy and personnel committee met and discussed all of the personnel and policy items on the agenda.

Ms. Weinberg stated that the curriculum committee met and discussed all of the curriculum items on the agenda as well as the State of New Jersey's acceptance of the district's Comprehensive Equity Plan and the planned PTA raffle.

Mr. Tonzola stated that the finance and facilities committee did not meet this month. Mr. Tonzola reviewed the agenda items under the Business Administrator section with the Board.

X. Public Comments – Agenda Items Only - None

XI. Executive Session (if needed) -None

XII. Workshop Agenda Items

Dr. Heidelberg reviewed his agenda items with the Board, particularly the personnel and policy items. Dr. Franks and Ms. Devane also discussed the possibility of what steps would be needed to reduce the number of Board members from the current nine to seven or five members.

XIII. Regular Meeting

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/Boars Secretary

Absent: Ms. Walleston

XIV. Approval of Minutes

Approval of Meeting Minutes – The superintendent recommends:

Resolved: That the Board approve the Minutes of:

Regular Meeting – July 22, 2025

MOTION: Ms. Sacci SECOND: Ms. Caruso Walker VOTE: 7-0-1  
Ms. Davis abstained

Resolved: That the Boards approve the Minutes of:  
  
Confidential Executive Session – July 22, 2025

MOTION: Ms. Davis SECOND: Ms. Weinberg VOTE: 5-0-3  
Ms. Davis abstained  
Ms. Caruso Walker – recused  
Dr. Franks recused

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 custodial staff for the 2025/2026 school year, as per the attached list. (Attachment XV-A.1) [B]
2. Resolved: That the Board approve the appointment of the following substitute teacher, counselor or paraprofessional for the 2025/2026 school year, at a rate of \$100.00 per day, under the supervision of Mr. Michael Heidelberg, Principal / Superintendent: [B]
  - Margaret Huber
  - Sophia Ayers
3. Resolved: That the Board rescind the appointment of Ms. Nicole DiPeri as a short-term maternity leave replacement math teacher for the 2025/2026 school year, previously approved at the June 25, 2025 Board of Education meeting.
4. Resolved: That the Board approve the appointment of Mr. Thomas Pulcine as the Physical Education Teacher for the 2025/2026 school year, at salary guide Step 7, BA, per the negotiated contract agreement, under the supervision of Dr. Michael Heidelberg, Principal / Superintendent. (Attachment XV-A.4) [B]
5. Resolved: That the Board approve the following teacher/mentor pairing and the stipends associated with the mentor program, at a cost of \$1,000 which will be paid by the employee:
  - Mr. T. Pulcine and Ms. C. Hammell
6. Resolved: That the Board approve the appointment of Ms. Maria Panetta as a breakfast aide for the 2025/2026 school year, at a rate of \$17.50 per hour, under the supervision of Dr. Michael Heidelberg, Principal / Superintendent. [B]

7. Resolved: That the Board approve the appointment of Ms. Jesica Santamaria Delgado as a .8 Paraprofessional for the 2025/2026 school year, at a prorated salary of \$23,862.40, under the supervision of Dr. Michael Heidelberg, Principal / Superintendent. [B] / [T]
8. Resolved: That the Board approve the appointment of Ms. Isabel Segoviano as the Home School Liaison, for the 2025-26 school year, paid at the rate of \$45.00 an hour, under the supervision of Mr. Michael Heidelberg, Principal / Superintendent. [B]
9. 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
Heather Sauer	10-21-25 10-22-25	NJ Science Convention	Princeton	\$335
Kristin Goldsworthy	Either: 10-21-25 or 10-22-25	NJ Science Convention	Princeton	\$205
Anthony LeProtto	9-23-25 1-23-26 4-15-26	Music Teachers Professional Learning Communities	Neptune Township School District	\$0
Jennifer DiZefalo	9-25-25 1-21-26 4-17-26	Visual Arts Teachers Professional Learning Communities	Neptune Township School District	\$0
Paul Mulligan	11-25-25 1-29-26 3-31-26	STEM Teachers Professional Learning Communities	Neptune Township School District	\$0
Mr. Thomas Pulcine	10-1-25 1-27-26 3-19-26	Health and PE Teachers Professional Learning Communities	Neptune Township School District	\$0

10. Resolved: That the Board approve the following personnel for stipend positions for the 2025/2026 school year as agreed in the BBEA Collective Bargaining Agreement Schedule D, under the supervision of Dr. Michael Heidelberg, Principal / Superintendent: [B]

Position	Staff Member(s)	Payment
Boys Soccer	Mr. T. Pulcine	\$3,834
Girls Soccer	Ms. C. Hammell	\$3,834
Cheerleaders Advisor (split stipend)	Ms. N. Covert Ms. S. Soriano	\$1,917 \$1,917
Athletic Director	Ms. C. Hammell	\$2,997
Environmental Club	Ms. H. Sauer	\$2,997
Musical Director	Mr. A. LeProtto	\$3,438

Safety Patrol Director (split stipend)	Ms C. Hammell (2/10) Ms. A. Fox (8/10)	\$599.40 \$2,397.60
Student Government (split stipend)	Ms. J. Acerra Ms. N. Covert	\$1,498.50 \$1,498.50
Computer Club (split stipend)	Ms C. Hammell (2/10) Ms. A. Fox (8/10)	\$599.40 \$2,397.60
Drama Club (split stipend)	Ms. N. Covert Ms. M. Vitale	\$1,498.50 \$1,498.50
Newspaper	Ms. K. Sucato	\$2,997
Yearbook Advisor	Ms. H. Sauer	\$2,997
Webmaster	Ms. A. Fox	\$2,997
DJ	Mr. A. LeProtto	\$2,997
8th Grade Trip Advisor (split stipend)	Ms. J. Acerra Ms. N. Covert	\$1,498.50 \$1,498.50

11. Resolved: That the Board approve the following yearly stipend positions for the 2025/2026 school year, under the supervision of Dr. Michael Heidelberg, Principal / Superintendent:

- Yearbook II
- Garden Club
- High School Math Preparation

12. Resolved: That the Board approve the following personnel for yearly stipend position for the 2025/2026 school year, under the supervision of Mr. Michael Heidelberg, Principal / Superintendent: [B]

Position	Staff Member(s)	Payment
Yearbook II Advisor	Ms. M. Vitale	\$45.00 Per Hour, at a total cost not to exceed \$2,997.00
Garden Club Advisor	Mr. K. Cosgrove	\$45.00 Per Hour, at a total cost not to exceed \$2,997.00
High School Math Preparation Advisor	Ms C. Hammell Ms. A. Fox	\$45.00 Per Hour, at a total cost not to exceed \$2,997.00

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

B. Students

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 Program).
2. Resolved: That the Board approve the tuition contracts for the 2025/2026 school year for the

following students, pending full registration requirements:

- SID #3024
- RegID #689.1
- RegID #689.2

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

C. Curriculum

1. Resolved: That the Board approve the Bradley Beach School District Professional Development Plan for the 2025/2026 school year. (Attachment XV-C.1)
2. Resolved: That the Board approve the Bradley Beach School District Mentoring Plan for the 2025/2026 school year. (Attachment XV-C.2)
3. Resolved: That the Board approve the Bradley Beach School District Code of Student Conduct for the 2025/2026 school year. (Attachment XV-C.3)
4. Resolved: That the Board re-adopt the Stronge Teacher and Leader Effectiveness Performance Evaluation System for staff evaluation for the 2025/2026 school year.
5. Resolved: That the Board approve the curriculum for the courses and the integrated book lists offered at the Bradley Beach School District for the 2025-2026 school year. The course list is available via the Genesis Parent Portal.
6. Resolved: The Board approve revised curriculum documents for the following courses:

Course	Grade Level
Science	K-8
Accelerated World Language	7, 8
AVID, Course 3	6-8
ELA	7, 8

7. Resolved: That the Board approve the adoption of the OpenSciEd for formal Science instruction in grades 6-8.
8. Resolved: That the Board approve the adoption of the HealthSmart for formal Health instruction in grades 6-8.
9. Resolved: That the Board approve the participation of middle school grades in the SNAP program, which is run in partnership with the Mercy Center and their partners.
10. Resolved: That the Board approve the submission of the Reading Intervention for Secondary Engagement (RISE) Grant.

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

D. Policy

1. Resolved: That the Board approve the revised Bradley Beach School District calendar for the 2025 - 2026 school year to reflect necessary adjustments. (Attachment XV-D.1)
2. Resolved: That the Board approve the following Policies and Regulations for first read. (Attachment XV-D.2)

<b>Policy/Regulation Number</b>	<b>Policy/Regulation Title</b>	<b>Status</b>
P 0173	Duties of Public School Accountant	Revised
P 0174	Legal Services ( <i>M</i> )	Revised
P 0177	Professional Services ( <i>M</i> )	Revised
P & R 1570	Internal Controls ( <i>M</i> )	Revised
P 1620	Administrative Employment Contracts ( <i>M</i> )	Revised
P & R 6111	Special Education Medicaid Initiative (SEMI) Program ( <i>M</i> )	Revised
P 6220	Budget Preparation ( <i>M</i> )	Revised
R 6220	Budget Preparation	Revised
P 0143	Board Member Election and Appointment	Revised
P 1636.01	Notification of Promotion, New Job, and Transfer Opportunities	New
P 1648.15	Recordkeeping for Healthcare Settings in School Buildings – COVID-19 ( <i>M</i> )	Abolished
P 2422	Statutory Curricular Requirements ( <i>M</i> )	Revised
P 5339.01	Student Sun Protection ( <i>M</i> )	New

MOTION: Ms. Caruso Walker SECOND: Ms. Flynn 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 July 31, 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 July amounts:

July 15, 2025	\$41,361.00
July 30, 2025	\$45,037.54

A. The Superintendent Recommends the Approval of Attendance at NJSBA 2025 Workshop and Exhibition October 20<sup>th</sup> – 23<sup>rd</sup>, 2025

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 20<sup>th</sup> – 23<sup>rd</sup> at the Atlantic City Convention Center, Atlantic City, NJ, at a total travel cost not to exceed \$5,660. [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	\$ 191.66	\$0.00	\$0.00	\$ 220.00	\$ 60.00
April Davis	191.66	0.00	0.00	220.00	60.00
Bridget Devane	191.66	0.00	0.00	220.00	60.00
Liza Flynn	191.66	0.00	0.00	220.00	60.00
Elizabeth Franks	191.66	0.00	0.00	220.00	60.00
Felicia Sacci	191.66	0.00	0.00	220.00	60.00
Cortney Walleston	191.66	0.00	0.00	220.00	60.00
Katelyn Saldutti	191.66	0.00	0.00	220.00	60.00
Noelle Weinberg	191.66	0.00	0.00	220.00	60.00
Michael Heidelberg	191.68	0.00	0.00	220.00	60.00
Christian Monterros	191.68	0.00	0.00	220.00	60.00
David Tonzola	191.70	0.00	0.00	220.00	60.00
<b>Total</b>	<b>\$2,300.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$2,640.00</b>	<b>\$720.00</b>

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

B. The Superintendent Recommends the Approval of Acceptance of FY 2026 IDEA Consolidated Formula Grant Funds

Resolved: That the Board approve the acceptance of the FY 2026 IDEA Part B Consolidated Formula Grant Funds:

Program Name	FY 2026 Award Amount
IDEA Basic	\$118,074
IDEA Preschool	2,742

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

C. The Superintendent Recommends Approval to Create a FY 2026 Elementary and Secondary Education (ESEA) Formula Grant Title III Consortium Application

Resolved: That the Board create a FY 2026 Elementary and Secondary Education (ESEA) Formula Grant Title III Consortium with Brielle Elementary School and Henry Hudson Regional District, and include their allocation within the Bradley Beach Elementary School Title III Grant Application.

LEA	Amount
Brielle Elementary School	\$629
Henry Hudson Regional District	\$6,047 plus \$1,316 Title III Immigrant

Note: The total amount of the Title III award amount is \$15,924, which is made up of Bradley Beach Elementary School's allocation of \$7,932 Brielle Elementary School's allocation of \$629, and Henry Hudson Regional District's allocation of \$6,047 plus \$1,316 Title III Immigrant.

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

D. The Superintendent Recommends the Approval of Acceptance of the FY 2026 Elementary and Secondary Education (ESEA) Formula Grant Application Submission

Resolved: That the Board approve the submission of the FY 2026 ESEA Formula Grant Application Submission as follows:

Program Name	FY 2026 Award Amount
ESEA Title IA	\$65,399
ESEA Title IIA	8,911
ESEA Title III	7,932*
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 \$15,924. \$7,932 Bradley Beach Board of Education, \$6,047 plus \$1,316 Title III Immigrant Henry Hudson Regional District, and \$629 Brielle Board of Education.

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

E. The Superintendent Recommends the Approval of the Shared Service Agreement between the

Bradley Beach Borough and the Bradley Beach Board of Education

Resolved: That the Board approve the shared service agreement between the Bradley Beach Borough and the Bradley Beach Education to provide for seasonal grounds maintenance service at a cost of \$2,000. [B] (Attachment XVI-E)

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

F. The Superintendent recommends the Approval of the Memorandum of Agreement and Salary Guides between the Bradley Beach Board of Education and the Bradley Beach Education Association

Resolved: That the Board approve the memorandum of agreement between the Bradley Beach Board of Education and the Bradley Beach Education Association and the associated salary guides for the five year agreement. (Attachment XVI-F)

MOTION: Ms. Davis SECOND: Ms. Caruso Walker VOTE: 6-0-2  
Ms. Caruso Walker recused  
Dr. Franks recused

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

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

H. 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, 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-H)

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

I. 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, 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

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

J. The Superintendent Recommends the Approval of Budget Transfers (2025/2026)

Resolved: That the Board approve the 2025/2026 budget transfers as listed on Attachment XVI-J.

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

K. The Superintendent Recommends the Approval of July 2025 Payroll

Resolved: That the Board approve the July 2025 gross payroll in the amount of \$86,398.54.

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

L. The Superintendent Recommends the Approval of Bills Payment

Resolved: That the Board approve payment of the August 19, 2025 regular bills list and as certified and approved. (Attachment XVI-L)

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

XVII. Regular Meeting – Old Business

Ms. Sacci inquired about the Board self-evaluation.

XVIII. Regular Meeting – New Business

Ms. Saldutti reviewed the Bradley Beach Business & Community Alliance report

Ms. Davis reviewed the Bradley Beach Recreation report

Ms. Devane reviewed the Bradley Beach Historical Society Report

XIX. Public Comments - None

XX. Executive Session (if needed) - None

XXI. Adjournment

By a unanimous voice vote the meeting was adjourned at 6:43 p.m.

Respectfully submitted,

David Tonzola  
Business Administrator/Board Secretary