

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

OFFICIAL MINUTES

Tentative Budget Meeting

March 24, 2026

Start time 6:00 p.m.

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 6:04 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. Walleston
Ms. Flynn Ms. Weinberg
Dr. Franks
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 and public to tonight's meeting. Dr. Franks then turned the meeting over to Dr. Heidelberg. Dr. Heidelberg began the meeting by presenting his discussion on two items. The first item that Dr. Heidelberg presented on was the Fulfill Backpack Program. This program offers meals to economically disadvantaged students on the weekends. Dr. Heidelberg discussed the participation in the program and the logistics. The second item Dr. Heidelberg discussed was the breakfast after the bell program. The program, in its third year of operation, has maintained high participation rates among the student population.

VI. President's Report

Dr. Franks wanted to congratulate 8th-grade student Ms. Molly Flynn for her participation in the 8th-grade Dialogue Night hosted by the New Jersey School Boards Association.

VII. Student Representative's Report

Ms. Liza Flynn read the student representative report from Ms. Aaliyah Martinez, who was unable to attend the meeting. Ms. Martinez reported on the following events:

1. The 3rd and 4th grade clubs
2. The 2nd and 6th-grade Jenkinson trip
3. The 8th-grade New York City field trip
4. The Read Across America events
5. Jack Hartmann's assembly
6. Literacy Night
7. The Poetry Slam

VIII. Superintendent's Report

Dr. Heidelberg's Superintendent's report was part of the discussion items

IX. Committee Reports

Ms. Flynn stated that the curriculum committee met on March 17th and discussed the agenda items on tonight's agenda. Moreover, the other items discussed were:

1. The upcoming parent-teacher conferences
2. The upcoming PTA gift auction on March 29th
3. The high school acceptances for the current 8th-grade students
4. The upcoming Stop Motion Viewing Party on March 30th
5. Red Bank Regional High School open house for the 7th-grade class
6. The upcoming extended year program
7. The various upcoming field trips.

Ms. Walleston stated that the finance and facilities committee met on March 17th and discussed the agenda items on tonight's agenda. A majority of the meeting was spent reviewing the tentative budget and the tax levy amount.

Ms. Davis stated that the policy and personnel committee met on March 17th. The committee reviewed the agenda items at its meeting and the recruitment status for the upcoming staff openings in the 2026/2027 school year.

X. Public Comments - (None)

XI. Executive Session - (None)

XII. Workshop Agenda Items

Dr. Heidelberg reviewed his agenda items.

Before reviewing his agenda items with the Board, Mr. Tonzola reminded Board members who need to complete the mandatory training that they have until the end of the calendar year to do so. Moreover Mr. Tonzola stated that the financial disclosure form emails have been sent out and that the forms are due April 30th. Mr. Tonzola then reviewed his agenda items with the Board, in particular the tentative budget.

By a unanimous voice the board agreed to adjourn the workshop session at 6:50 p.m.

XIII. Regular Meeting

The Regular Meeting was called to order by Dr. Franks at 6:51 p.m.

Present: Ms. Caruso Walker Ms. Sacci
Ms. Davis Ms. Saldutti
Ms. Devane Ms. Walleston
Ms. Flynn Ms. Weinberg
Dr. Franks
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 17, 2026
Confidential Executive Session – February 17, 2026

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

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 approve the request for maternity leave by Ms. Morgan Maclearie-Gonzalez, to begin on or about August 8, 2026, and ending on or about January 19, 2027. Ms. Maclearie-Gonzalez will utilize her available sick days and accrued vacation days, followed by up to twelve (12) weeks of leave under the Family and Medical Leave Act (FMLA). (Attachment XV-A.1)

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2. Resolved: That the Board approve the request for maternity leave by Ms. Hilary Karpoff for the 2026–2027 school year, to begin on or about September 1, 2026. Ms. Karpoff will utilize up to twelve (12) weeks of leave under the Family and Medical Leave Act (FMLA) through December 1, 2026, followed by an unpaid leave of absence for the remainder of the 2026–2027 school year. Ms. Karpoff is expected to return to work on September 1, 2027. (Attachment XV-A.2)
3. Resolved: That the Board approve the elimination of the .8 Paraprofessional position held by Ms. Sophia Ayers, effective April 1, 2026, due to a reduction in enrollment and corresponding staffing needs, under the supervision of Dr. Michael Heidelberg, Principal/Superintendent.
4. Resolved: That the Board approve the attendance and the registration cost of the following staff members for engagement in the designated professional training:

Staff Member	Date(s) of Event	Name/Title of Professional Training	Location	Cost
Jessica Mack	4-17-2026	NJDOE and Office of Special Education Autism in Education	Virtual	\$0
Ashley Fox	4-15-2026	Red Bank Regional Articulation	Red Bank Regional High School	\$0

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

B. Students – The superintendent recommends:

1. Resolved: That the Board affirm the HIB determinations (two unfounded investigations) from January and February 2026, as presented by Dr. Heidelberg in Executive Session at the February Board of Education meeting.
2. Resolved: That the Board approve the following 2025/2026 student field trips that provide community onsite learning aligning with the New Jersey Student Learning Standards: [B]

Date	Grade	Location	Cost	Bus
4/15/2026	G&T 3rd-6th	Raritan High School	\$385	(included)
5/22/2026 5/29/2026	3rd-8th	Neptune Aquatics Center	\$800	\$450
4/15/2026	G&T 8th Grade	Monmouth University	\$280	(included)
3/12/2026 (Retro)	3rd Grade	Mayor’s Office	\$0	\$175

3. Resolved: That the Board approve a tuition contract for student ID #2819 effective Thursday, March 5th through Friday, March 27th for a total of 15.5 days (March 20th school closed for students and March 27th is an early dismissal). The Total Tuition Cost is \$8,072.25.

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

C. Policy

1. Resolved: That the Board approve the following Policies and Regulations for first read. (Attachment XV-C.1)

Policy/Regulation Number	Policy/Regulation Title
P&R 9130	Public Complaints
P&R 2419	School Threat Assessment Teams

2. Resolved: That the Board approve the adoption of the updated job description for Teacher. (Attachment XV-C.2)
3. Resolved: That the Board approve the adoption of the updated job description for Special Education Teacher. (Attachment XV-C.3)
4. Resolved: That the Board approve the adoption of the revised 2025–2026 Bradley Beach Elementary School Calendar. (Attachment XV-C.4)

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, do hereby certify that as of February 28, 2026, 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 13, 2026 \$220,527.79
 February 27, 2026 \$212,037.07

A. The Superintendent Recommends the Approval of Tentative School Budget – 2026/2027 School Year

Resolved: That the Board approve the Tentative School Budget for the 2026/2027 school year using the 2026/2027 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:

	General Fund	Special Revenue	Debt Service	Total
2026/2027 Total Expenditures	\$8,506,846	\$701,510	\$0	\$9,208,356
Less Anticipated Revenues	\$1,062,933	\$701,510	\$0	\$1,764,443
Taxes to be Raised	\$7,443,913	\$0	\$0	\$7,443,913

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

B. The Superintendent Recommends the Approval of General & Debt Service Funds’ Tax Levies – 2026/2027 School Year

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

General Fund	\$7,443,913
Debt Service	0

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

C. The Superintendent Recommends the Approval of Maintenance Reserve Withdrawal

Resolved: That as per N.J.AC. 6A:23A-14.2(d) the general fund appropriations include a \$60,000 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. Saldutti VOTE: 9-0

D. The Superintendent Recommends the Approval of Capital Reserve Withdrawal – Other Capital Projects

Resolved: That the Bradley Beach Board of Education include in the general fund appropriations, budget line 620 a withdrawal from Capital Reserve – Other Capital Projects in the amount of \$177,515 for other capital project costs associated with the construction service for the steam boiler accessory equipment project at Bradley Beach Elementary School. The total cost of this project is \$177,515, which represents expenditures for construction elements of projects that are in addition to the facilities efficiency standards determined by the Commissioner as necessary to achieve the New Jersey Student Learning Standards.

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

E. 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 \$108,386. The additional funds will be used to pay for the additional increases in health benefit premiums.

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

F. 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 29, 2026, in accordance with the format required by the State Department of Education and according to law.

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

G. 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 5, 2026, at 6:00 p.m. for the purpose of conducting a public hearing on the budget for the 2026/2027 school year.

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

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

Resolved: That in accordance with State Statute the maximum general fund expenditure for travel and related expenditures for the 2026/2027 school year for all staff and board members are \$15,000.00. For 2025/2026 the maximum amount approved for travel and related general fund expenditures was \$15,000.00 of which \$4,286.75 has been spent to date.

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

I. The Superintendent Recommends the Approval of the 2026/2027 Preschool Budget Workbook and Preschool Budget Narrative

Resolved: That the Board approve the submission of the 2026/2027 Preschool Budget Workbook and Preschool Budget Narrative. (Attachment XVI-I)

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

J. The Superintendent Recommends the approval of the update to the 403(b) plan document

Resolved: That the Board approve the update to the 403(b) plan document as per attachment XVI-J.

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

K. The Superintendent Recommends the approval of Donation from Donors Choose

Resolved: That the Board approve the generous donation from Donors Choose as per attachment XVI-K.

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

L. The Superintendent Recommends the Approval of the additional Joint Transportation Agreement – Neptune Township Board of Education

Resolved: That the Board approve additional joint transportation with Neptune Township Board of Education contract for the 2025/2026 school year as follows:

Route #	Destination	Total
CA4	College Achieve	\$1,037.64

MOTION: Ms. Davis SECOND: Ms. Saldutti 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, 2026, is hereby approved, and the Business Administrator/Board Secretary is instructed to file same. (Attachment XVI-M)

MOTION: Ms. Davis SECOND: Ms. Saldutti 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, 2026, 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. Saldutti 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, 2026, 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. Davis SECOND: Ms. Saldutti VOTE: 9-0

P. 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-P.

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

Q. The Superintendent Recommends the Approval of February 2026 Payroll

Resolved: That the Board approve the February 2026 gross payroll in the amount of \$432,564.86.

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

R. The Superintendent Recommends the Approval of Bills Payment

Resolved: That the Board approve payment of the March 24, 2026, regular bills list and as certified and approved. (Attachment XVI-R)

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

XVII. Regular Meeting – Old Business (None)

XVIII. Regular Meeting – New Business

Dr. Heidelberg gave the Board an update on the ad hoc public relations committee.

Ms. Saldutti gave the Board an update on the BBBCA's upcoming events.

Ms. Davis gave the Board an update on the upcoming events at Bradley Breach Recreation.

Ms. Flynn gave an update on the Bradley Beach Parent-Teacher Association's upcoming events.

Dr. Franks gave the Board an update on the Bradley Beach Foundation events.

XIX. Public Comments – (None)

XX. Executive Session

President Franks called for an Executive Session at 7:01 p.m.

Resolve: That the Board agree to a Confidential Executive Session

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

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XXI. Adjournment

The meeting was adjourned from the Executive Session at 8:04 p.m.

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

Respectfully submitted,

David Tonzola
Business Administrator/Board Secretary