

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

OFFICIAL MINUTES

Regular Meeting
November 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 6:01 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. Sacci Dr. Franks
Dr. Heidelberg, Superintendent/Principal
Mr. Tonzola, Business Administrator/Board Secretary

Absent: Ms. Flynn

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. Before going over the discussion items, Dr. Heidelberg turned the meeting over to Ms. Delta Sorensen, the student representative, to go over her report. After the student representative report, Dr. Heidelberg reviewed his discussion items with the Board. Dr. Heidelberg and Dr. Franks presented the PTA leadership with a certificate of recognition and expressed their appreciation for all that the Bradley Beach PTA does for the school. After the PTA recognition, Dr. Franks turned the meeting over to the New Jersey School Boards Association field service representative, Dr. Tim Teehan. Dr. Teehan presented a professional development session on ethics to the Board. Dr. Teehan went over the four functions of a board of education, the roles of the Board, and the conflict of interest relationships that could exist between a board and the district.

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VI. President's Report

Dr. Franks discussed with the Board upcoming workshops with the Monmouth County School Boards Association. Moreover, Dr. Franks addressed the possibility of the policy committee reviewing the district's bylaws regarding the placement of the student representative report on the agenda.

VII. Student Representative's Report

Ms. Delta Sorensen, a 5th-grade student, gave the student representative report. Ms. Sorensen informed the Board of the current event at the school. Ms. Sorensen discussed the following with the Board.

1. The completion of the soccer season
2. The high school presenters day
3. The state testing field test
4. The Halloween Parade
5. The food drive
6. The start of cheerleading and basketball seasons

VIII. Superintendent's Report

Dr. Heidelberg highlighted the following events at the school:

1. Red Ribbon Week
2. Coffee Talk presentations

Moreover, Dr. Heidelberg wanted to express his gratitude to the staff and community partners for their help with Bradley Beach families during the government shutdown and for the care the town shows.

IX. Committee Reports

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

1. Parent Teachers Conferences
2. Year in a glance calendar
3. NJSLED reporting
4. The fall field testing
5. The three year preschool plan

Ms. Walleston stated that the finance and facilities committee met on November 11th and discussed all the items on tonight's agenda. The committee also discussed the auditors' completion of their fieldwork, the tentatively scheduled audit exit conference on December 9th, a potential facilities request in the spring, and potential facilities projects for the next school year and the 2027-2028 school year,

Ms. Davis stated that the policy and personnel committee met and discussed the items on tonight's agenda, as well as the potential to take policy 9130 off the agenda.

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X. Public Comments – Agenda Items Only - None

XI. Executive Session

President Franks called for an Executive Session at 7:33 p.m. to discuss student issues.

Resolve: That the Board agree to a Confidential Executive Session

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

XII. Workshop Agenda Items

Dr. Heidelberg reviewed his agenda items with the Board in particular the personnel items and the three year preschool plan.

Mr. Tonzola reviewed his agenda items with the Board.

XIII. Regular Meeting

The Regular Meeting was called to order by President Franks at 7:54 p.m.

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

Absent: Ms. Flynn

XIV. Approval of Minutes

The Superintendent recommend:

Resolved: That the Board approve the Minutes of:
Regular Meeting – October 23, 2025
Confidential Executive Session – October 23, 2025

MOTION: Ms. Davis SECOND: Ms. Caruso Walker VOTE: 7-0-1
Ms. Caruso Walker
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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1. 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
Heather Sauer	11-19-25	Starlab Training	Raritan Valley Community College	\$175
Amanda Schutzbank	12-11-25	Elevating Early Childhood – Research Informed Strategies for Teaching Multilingual Learners	William Patterson	\$0
Jeanne Acerra	12-5-25	Council of Holocaust Educators Annual Conference 2025	Brookdale Community College	\$0
Julie Ellner Ashley Fox Jeanne Acerra Heather Sauer Kirsty Sucato Marissa Vitale Hilary Karpoff	12-1-25	Neptune Township Articulation	Neptune Township High School	\$0

2. Resolved: That the Board approve the salary adjustment for Ms. Anya Angeloni, School Counselor effective December 1, 2025, due to advancement on the salary guide from MA/BA+30 Step 9, \$74,800, to MA+15 Step 9, \$76,150 [T].
3. Resolved: That the Board approve the appointment of Ms. Amy Raiola as a temporary replacement teacher, effective on or about December 1 through June 30, 2026 at Step 7 MA on the salary guide at an annual salary of \$69,625, replacing Ms. Cara Vilaridi, under the supervision of Dr. Michael Heidelberg, Principal/Superintendent [T]. (Attachment XV-A.3)
4. Resolved: That the Board approve the appointment of the following substitute lunch aide, Conya Bradforth, for the 2025/2026 school year, at a rate of \$17.50 per hour, under the supervision of Dr. Michael Heidelberg, Principal/Superintendent: [B]
5. Resolved: That the Board approve the appointment of the following substitute paraprofessional, Conya Bradforth, for the 2025/2026 school year, at a rate of \$100.00 per day, under the supervision of Ms. Alison Zylinski and Dr. Michael Heidelberg, Principal/Superintendent: [B]

6. Resolved: That the Board approve the following student observer placements for the 2025/2026 school year, under the supervision of Ms. Morgan Maclearie-Gonzalez, Director of Curriculum and Instruction:

Name	University	Cooperating teacher	Timeline
Kelsey Comerford	Brookdale Community College	Amanda Schutzbank	November - December

7. Resolved: That the Board approve the appointment of the following paraprofessionals to work additional hours as needed to support special education students in extracurricular activities and events for the 2025/2026 school year at the rate of \$20.00 per hour: [T]

- Donna Taylor
- Danielle Dolan
- Maria Panetta
- Nichole Covert
- Jesica Santamaria Delgado
- Rosita Guzman
- Barbara Schall
- Sophia Ayers

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

B. Curriculum – The superintendent recommends:

1. Resolved: The Board approve the submission of the 2026/2027 Three Year Preschool Program Plan and Annual Update, and the Preschool Projected Enrollment. (Attachment XV-B.1)
2. Resolved: That the Board adopt the following resolution:

Whereas, the Parent Teacher Association (PTA) is a vital part of the Bradley Beach Elementary School community, fostering collaboration among parents, teachers, and staff to support the academic and personal growth of all students; and

Whereas, the PTA provides meaningful opportunities for parents and caregivers to engage in their children’s education, advocate for programs that enrich learning, and promote the welfare of all children in our community; and

Whereas, the PTA supports initiatives that enhance the educational environment through volunteerism, fundraising, and community engagement, thereby strengthening the partnership between home and school; and

Whereas, the Bradley Beach PTA has consistently demonstrated leadership, dedication, and generosity in its efforts to provide resources, events, and opportunities that contribute to student success; and

Whereas, the Board of Education recognizes and deeply appreciates the efforts of the PTA leadership and membership in fostering a spirit of cooperation and unity that benefits every student;

Now, therefore, be it resolved, that the Bradley Beach Board of Education hereby proclaims November 2025 as **PTA Membership Month** in the Bradley Beach School District; and

Be it further resolved, that the Board encourages all parents, guardians, and community members to support and join the Bradley Beach PTA, recognizing the essential role it plays in enhancing the educational experience of our students and strengthening our school community.

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

C. Policy – The superintendent recommends:

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 2530	Resource Materials (Revised)
P&R 2535	Library Material (New and Mandated)

2. Resolved: That the Board approve the following Policies and Regulations for second read and Adoption (Attachment XV-C.2)

Policy/Regulation Number	Policy/Regulation Title
P 2431	Athletic Competition (M)
P 174	Legal Services
P 8454	Management of Pediculosis (Revised)

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

NOTE: P&R 9130 Public Complaints (Revised) was removed from the agenda by Dr. Heidelberg and was not voted on.

D. Students – The superintendent recommends:

1. Resolved: That the Board affirms the HIB determination, (one unfounded HIB) from October 2025 as presented by Dr. Heidelberg in executive session at the October Board of Education meeting.

MOTION: Ms. Weinberg SECOND: Ms. Saldutti 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 October 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 October amounts:

October 15, 2025 \$219,950.71
October 30, 2025 \$205,483.69

A. The Superintendent Recommends the Approval of Special Education, Public School & Non-Public School Routes with the Monmouth-Ocean Educational Services Commission, Colts Neck, NJ for the 2025/2026 School Year

Resolved: That the Board approve the special education, public school and non-public school routes with the Monmouth-Ocean Educational Services Commission, Colts Neck, NJ for the transportation of Bradley Beach students to various schools for the 2025/2026 school year. [B]

Route #	Destination	Cost
NP172	Academy Charter High School	\$1,643.40
RANTH9	Trinity Hall and Ranney	1,990.80
V8122	MAST	6,152.40
	Total	\$9,786.60

MOTION: Ms. Weinberg SECOND: Ms. Sacci VOTE: 8-0

B. The Superintendent Recommends the Approval of Joint Transportation Agreement – Red Bank Regional High School for the 2025/2026 School Year

Resolved: That the Board approve the following joint transportation agreement with the Red Bank Regional High School Board of Education for the transportation of Bradley Beach students for the 2025/2026 school year. [B]

Route #	Destination	Total
V621	Red Bank Regional High School	\$48,350.72

MOTION: Ms. Weinberg SECOND: Ms. Sacci VOTE: 8-0

C. The Superintendent Recommends the Approval to Accept the Fiscal Year 2025 Safety Grant Funds from New Jersey Schools Insurance Group

Resolved: That the Board accept the FY 2025 safety grant funds of \$2,000.00 from New Jersey Schools Insurance Group. Furthermore, that the Board authorize the Business Administrator to create budget account 20-001-200-600-25-SG as well as revenue code 20-1000-001-26 to account for this transaction.

MOTION: Ms. Weinberg SECOND: Ms. Sacci VOTE: 8-0

D. The Superintended Recommends the Approval of updated Salaries to be Funded by Federal Grants: FY 2026 IDEA

Resolved: That the Board approve the following salaries to be charged to the following federal grants: [G]

Name	Salary	Account Code	Federal Grant	Percentage of Salary
Stephanie Soriano	\$32,836.00	20-250-100-101-00	IDEA Basic	52.28%
	4,515.00	20-251-100-101-00	IDEA Basic CO	7.19%
	25,459.00	11-120-100-101-00	General Fund	<u>40.53%</u>
				100.00%
Amanda Schutzbank	1,672.00	20-252-100-101-00	IDEA Preschool	1.99%
	118.00	20-253-100-101-00	IDEA Preschool CO	0.14%
	81,257.00	20-218-100-101-00	Preschool Expansion	96.73%
	953.00	11-105-100-101-00	General Fund	<u>1.14%</u>
				100.00%

MOTION: Ms. Weinberg SECOND: Ms. Sacci VOTE: 8-0

E. The Superintendent Recommends the Approval of updated Salaries to be Funded by Federal Grants: FY 2026 Elementary and Secondary (ESEA Formula Grants)

Resolved: That the Board approve the following salaries to be charged to the following federal grants: [G]

Name	Salary	Account Code	Federal Grant	Percentage of Salary
Lucia Newberry	4,515.00	20-231-100-101.00	ESEA Title I	5.69%
	1,692.00	20-232-100-101-00	ESEA Title I CO	2.14%
	4,817.00	20-241-100-101-00	ESEA Title III	6.08%
	68,226.00	11-240-100-101-00	General Fund	<u>86.09%</u>
				100.00%

MOTION: Ms. Weinberg SECOND: Ms. Sacci VOTE: 8-0

F. The Superintendent Recommends the Approval of Donation from Donors Choose

Resolved: That the Board approve the generous donation from Donors Choose of a Canon PIXMA TR4720 Wireless Color Inkjet printer and standard yield ink cartridge.

MOTION: Ms. Weinberg SECOND: Ms. Sacci VOTE: 8-0

G. The Superintendent Recommends the Approval of Donation from Donors Choose

Resolved: That the Board approve the generous donation from Donors Choose of the following items:

1. Libima 27 Inch Giant Inflatable Volleyball Large Beach Pool for Outdoor Activity Themed Party x 1
2. 4E's Novelty Beach Balls [3 Pack] 20" Inflatable Beach Balls for Kids - Pool Games Toys for Kids & Toddlers, Classic Rainbow Color x 1
3. Lewtemi 2 Pcs 40 Inch Giant Inflatable Soccer Ball Large Huge Beach Balloons Oversized Football Sport Birthday Party Decoration Favor Gift Pool Supplies for Outdoor Game Summer Activity x 1
4. 4E's Novelty 16 Inch Inflatable Beach Balls Bulk 24 Pack - Birthday Pool Party Favors for Kids, Summer Goodie Bags Stuffers Toys, End of Year Student GIFS x 1

MOTION: Ms. Weinberg SECOND: Ms. Sacci VOTE: 8-0

H. The Superintendent Recommends the Approval of Donation from Donors Choose

Resolved: That the Board approve the generous donation from Donors Choose of a Mott's Fruit Flavored Snacks, Halloween Treats, Assorted Fruit, Gluten Free Snack, Family Pack, 40 count.

MOTION: Ms. Weinberg SECOND: Ms. Sacci VOTE: 8-0

I. The Superintendent Recommends the Approval of the Donation of Several Gift Cards

Resolved: That the Board approve the generous donation of several gift cards (valued at \$250.00), from Mr. Daniel and Linda Duffy, for the benefit of district families identified as being in financial need. The Board authorizes the Superintendent to oversee the confidential distribution of these cards in accordance with Policy 7230 and applicable New Jersey statutes.

MOTION: Ms. Weinberg SECOND: Ms. Sacci VOTE: 8-0

J. The Superintendent Recommends the Approval of the Donation of Gift Cards

Resolved: That the Board approve the generous donation of gift cards, (valued at approximately \$200.00), from community residents Josane Monahan and Dennis Sweeney, for the benefit of district families identified as being in financial need. The Board authorizes the Superintendent to oversee the confidential distribution of these cards in accordance with Policy 7230 and applicable New Jersey statutes.

MOTION: Ms. Weinberg SECOND: Ms. Sacci VOTE: 8-0

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 October 31, 2025 is hereby approved, and the Business Administrator/Board Secretary is instructed to file same. (Attachment XVI-K)

MOTION: Ms. Weinberg SECOND: Ms. Sacci VOTE: 8-0

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 October 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-L)

MOTION: Ms. Weinberg SECOND: Ms. Sacci VOTE: 8-0

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 October 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 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. Weinberg SECOND: Ms. Sacci VOTE: 8-0

N. 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-N.

MOTION: Ms. Weinberg SECOND: Ms. Sacci VOTE: 8-0

O. The Superintendent Recommends the Approval of October 2025 Payroll

Resolved: That the Board approve the October 2025 gross payroll in the amount of \$425,434.40.

MOTION: Ms. Weinberg SECOND: Ms. Sacci VOTE: 8-0

P. The Superintendent Recommends the Approval of Bills Payment

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

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

XVII. Regular Meeting – Old Business

Dr. Franks stated that the ad hoc public relations committee met.

XVIII. Regular Meeting – New Business

Ms. Davis gave the Board an update on the Bradley Beach Recreation events.

Ms. Devane gave the Board an update on the Bradley Beach Historical Society meeting.

Ms. Saldutte gave the Board an update on the BBCA's upcoming events.

Ms. Weinberg gave the Board an update on the Food Pantry events.

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XIX. Public Comments - None

XX. Executive Session

President Franks called for an Executive Session at 8:09 p.m. to discuss personnel issues.

Resolved: That the Board agree to a Confidential Executive Session

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

XXI. Adjournment

By a unanimous voice vote the meeting was adjourned at 8:38 p.m.

Respectfully submitted,

David Tonzola
Business Administrator/Board Secretary