

# **EDUCATIONAL SERVICES COMMISSION OF NEW JERSEY**

**Nadia Romano**  
*Superintendent*

1660 Stelton Road  
Piscataway, NJ 08854  
(732) 777-9848  
<http://www.escnj.us>

**Steven K. Robinson**  
*Business Office Consultant/  
Board Secretary*

**Gary E. Molenaar**  
*Assistant Superintendent for  
Learning/Educational Services*



**Matthew J. Scanlon Ed.D**  
*Assistant Superintendent of  
Operations & Security*

**DATE:** October 18, 2024  
**TIME:** 9:00 A.M.  
**PLACE:** ESCNJ Professional Conference Center  
1690 Stelton Road  
Piscataway, NJ 08854

## **Board of Directors Meeting Minutes**

**Present:** Cranbury, Dunellen, East Brunswick, Jackson, Jamesburg, Middlesex, Milltown, Monroe (arrived after roll call), New Brunswick, North Brunswick, Old Bridge, Perth Amboy, Piscataway (arrived after roll call) Sayreville, Somerset Hills Regional, South Amboy, South Brunswick, South Plainfield, South River, Woodbridge, Middlesex County Magnet Schools, Executive County Superintendent, Kean University Liaison

Superintendent Romano, Asst. Superintendent Molenaar, Asst. Superintendent Scanlon, Business Office Consultant Robinson, Asst. Business Administrator Pao, Asst. Business Administrator Nicholson, Human Resources Director Hudson

Jonathan Busch, Board Counsel

### **Call to Order – 9:00 a.m.**

#### **1. Opening Statement/Notice of Meeting**

The New Jersey Open Public Meeting Law was enacted to ensure the right of the public to have advance notice of and to attend meetings of public bodies at which any business affecting their interests is discussed or acted upon. In accordance with the provisions of this act, the Board Secretary has caused notice of this meeting to be published by having the date, time and place thereof posted on the bulletin board of the County Superintendent's office on August 1, 2024 and notice as provided to the Home News & Tribune on August 1, 2024.

#### **2. Roll Call/ Attendance**

### **STATEMENT FOR PRIVATE SESSION**

BE IT RESOLVED, pursuant to the Sunshine Act, N.J.S. 10:4-12 and 13 that the Board of Directors will now meet in closed session to discuss Personnel and that matters discussed will be disclosed to the public as soon as the reason for confidentiality no longer exists.

WHEREAS, the aforesaid subjects to be discussed are within the exemptions which are in Chapter 231, it is therefore resolved that the aforesaid subjects shall be discussed in closed session by the Board and administrative staff at the conclusion of the public segment of the meeting, and information pertaining thereto will be made available to the public as soon thereafter as possible and once the reasons for non-disclosure no longer exist.

On motion by Middlesex County Magnet Schools, seconded by South Amboy the Board moved into Private session at 9:03 a.m.

The board resumed the regular session at 9:11 a.m.

**3. Pledge of Allegiance**

**4. Presentation: Student Centered 18-21 Programming  
Denise Geddis, Supervisor of Community-Based Instruction (CBI)**

**5. Superintendent's Report, Nadia Romano**

Superintendent Romano discussed the start date of Mr. Havlusch, the new School Business Administrator, provided Board members with the booth number for the upcoming NJSBA Convention and also noted that the date of EXPO would be May 21, 2025. Superintendent Romano also discussed the upcoming needs assessment to ascertain what would be of assistance to the various school districts and the logistics of the survey that has been created by Assistant Superintendent Molennar and Human Resources Director Hudson.

Superintendent Romano noted that enrollment at ESCNJ schools is currently 740 students.

**6. Committee Reports:**

**a. Personnel**

Dr. Villani provided a report from the October 16, 2024 Personnel Committee meeting. Topics at the meeting included pay rates for nursing, a review of job descriptions and discussed the Superintendent's evaluation. Dr. Labbe noted that a recommendation would be made to the Executive Committee.

**b. Finance**

Dr. Brotchel reported from the October 15, 2024 Finance Committee meeting. Topics at the meeting included a summary of the financial reports, approval of conference expenses, grants, gifts and donations, field trips, the contract for the May 21, 2025 vendor EXPO, the awarding of four bids and purchasing vehicle service items for transportation. Dr. Brotchel noted that a review of department policy and procedures would be reviewed and continued information would be discussed in light of the Corrective Action Plan.

**c. Curriculum**

Dr. Johnson reported from the October 2024 Curriculum Committee meeting. Topics at the meeting included assessments that are used to identify areas for improvement and skill, recruitment for curriculum writing and professional development.

**d. Facilities**

Dr. Massimino reported from the October 9, 2024 Facilities Committee meeting. Topics at the meeting included the Long Range Facilities Plans, the Fitness and Aquatics Center, a plan to visit property the Commission is interested in and security upgrades.

**e. Policy**

Mr. Ross reported from the October 11, 2024 Policy Committee meeting. Topics at the meeting included the policy audit, the current policies are on the ESCNJ website and discussed the policies that are on for first reading.

**f. Negotiations**

No report.

Board President noted the importance and talent of the Board of Directors that are showing leadership, time and dedication and thanked them for their work on the committees.

**The Board President presented the option of having a Consent Agenda vote to the Board of Directors.**

On motion by Middlesex County Magnet Schools and seconded by South Amboy, the use of a consent agenda was approved by the following roll call vote:

"Ayes" - Cranbury, Dunellen, East Brunswick, Jackson, Jamesburg, Middlesex, Milltown, Monroe, New Brunswick, North Brunswick, Old Bridge, Perth Amboy, Piscataway, Sayreville, Somerset Hills Regional, South Amboy, South Brunswick, South Plainfield, South River, Woodbridge, Middlesex County Magnet Schools, Executive County Superintendent, Kean University Liaison  
"Noes" - NA  
"Abstain"- NA

**7. Motion to approve the September 20, 2024 Minutes ([Enclosure A](#))**

The Educational Services Commission of New Jersey does hereby approve the September 20, 2024 Board of Director meeting minutes:

**8. Commission Business:**

**A. Curriculum/Policy/Program**

Curriculums:

- Pre-School ([Preschool Curriculum 2024.pdf](#))
- ELA ([ELA Oct 2024.docx.pdf](#))
- VP Map ([VB-MAPP Curriculum Updated Summer 2024.pdf](#))
- PDP ([ESCNJ PDP 2024 2025.doc.pdf](#))



Policies:

- **Revised Policy 3160. First Reading.pdf**
- **Revised Policy 5350. First Reading.pdf**
- **Revised Policy 8467. First Reading.pdf**
- **Revised Policy 2200. First Reading.pdf**
- **Revised Policy 4160. First Reading.pdf**
- **Revised Policy 8420. First Reading.pdf**
- **Abolished 0164.6**

**B. Student Services**

**Accept the enrollment or termination of pupils for ESY 25 and FY 25 at:**

- Academy Learning Center ([Enclosure B](#))
- Bright Beginnings Learning Center ([Enclosure C](#))
- Future Foundations Academy
- Center for Lifelong Learning ([Enclosure D](#))
- NuView Academy
- Piscataway Regional Day School & Community Based Instruction ([Enclosure E1](#)) ([Enclosure E](#))
- Nonpublic Department – Title I Services ([Enclosure F](#))
- Pathways to Adult Living (PAL) Program
- Adult Community Services (ACS) Program

**C. Finance**

1. Board Secretary's Monthly Certification ([Enclosure G](#))
2. Bill List ([Enclosure H](#))
3. Secretary's Report ([Enclosure I](#))
4. Cooperative Transportation Adjustments for FY 25 ([Enclosure J](#))
5. Approval of Conference Expenses ([Enclosure K](#)) ([Enclosure K1](#))
6. Approval of Grants, Gifts and Donations ([Enclosure L](#))
7. Approval of Field Trips for ESCNJ Programs ([Enclosure M](#))
8. Approve a Contract from New Jersey Convention and Exposition Center, 97 Sunfield Avenue, Raritan Center, Edison, NJ 08837 for the ESCNJ Expo 2025 to be held on May 21, 2025 in the amount of \$15,300. ([Enclosure N](#))
9. Approve the Extension of Bids ([Enclosure O](#))
10. Approve the Award of Commercial Air Purifiers, Accessories & Replacement Filters Bid #ESCNJ 24/25-22 ([Enclosure P](#)) to:
  - Ferguson Enterprises, LLC, 737 Route 9, Forked River, NJ 08731 and
  - RFS Commercial, Inc., 280 N. Midland Avenue, Bldg. M, Saddle Brook, NJ 07663for the bid term 12/18/24 through 12/17/26, with extensions as permitted by NJ law.
11. Approve the Award of Vehicle Service Lifts and Accessories Bid #ESCNJ 24/25-14 ([Enclosure Q](#)) for all counties to:
  - First Choice Automotive Parts & Equipment, Inc., 2212 Camplain Road, Hillsborough, NJ 08844;
  - Mohawk Lifts LLC, 65 Vrooman Avenue, P.O. Box110, Amsterdam, NY 12010
  - Hoffman Services, Inc., 55 East Bigelow Street, Newark, NJ 07114for the bid term 11/16/24 through 11/15/26, with extensions as permitted by NJ law.

12. Approve the Fencing, Purchase Installation and Repair Bid #ESCNJ 24/25-15 ([Enclosure R](#)) to:
- Rosando Fence Co., Inc. T/A Fox Fence Enterprises, Inc., 417 Crooks Avenue, Clifton, NJ 07011
- for the bid term 11/20/24 through 11/19/26, with extensions as permitted by NJ law.
13. Approve the Maintenance, Repair & Operation Supplies and Equipment Bid #ESCNJ 24/25-19 ([Enclosure S](#)) to:
- DC Equipment and Supplies, 6 Paragon Way, Suite 101, Freehold, NJ 07728
  - Ferguson Enterprises LLC, 737 Route 9, Forked River, NJ 08731
  - HD Supply Facilities Maintenance, 9000 Southside Boulevard, Bldg. 100, Jacksonville, FL 32256
  - Oak Security Group, 10640 E. 59th Street, Indianapolis, IN 46236
  - Weilgus and Sons - NJ, Inc., One Naylor Place, Livingston, NJ 07039
- for the bid term 10/24/24 through 10/23/26, with extensions as permitted by NJ law.
14. Approve Representation to the ESCNJ Representative Assembly, Dr. Joseph Massimino, Woodbridge Superintendent:
- WHEREAS the Board of Education retroactively approve the following resolution:
- WHEREAS, Legislation, P.L. 192-1989, Chapter 254, requires representation to the representative Assembly of the Educational Services Commission of New Jersey; and
- WHEREAS, this representative will serve from July 1, 2024, to June 30, 2025.
- NOW, THEREFORE, BE IT RESOLVED by the Board of Education of the Township of Woodbridge, County of Middlesex, State of New Jersey, that Joseph Massimino, Ed.D., be appointed to the Representative Assembly of the Educational Services Commission of New Jersey.

**D. Personnel**

- Approve Personnel Changes ([Enclosure V](#))
- Approval of Job Description: Adult Community Services ([Enclosure W](#))

On motion by Monroe, seconded by South Amboy, Items #7 and #8 were approved by the following roll call vote:

“Ayes” - Cranbury, Dunellen (abstain on Meeting Minutes only), East Brunswick, Jackson, Jamesburg, Middlesex, Milltown, Monroe, New Brunswick, North Brunswick, Old Bridge, Perth Amboy, Piscataway, Sayreville, Somerset Hills Regional, South Amboy, South Brunswick, South Plainfield, South River, Woodbridge (abstained on reappointment-only), Middlesex County Magnet Schools, Executive County Superintendent, Kean University Liaison

“Noes” - NA

“Abstain”- Dunellen (Meeting Minutes Only), Woodbridge (Reappointment Only)

**E. Public Comment:**

No comments were made.

**F. Motion to Adjourn**

On motion by Woodbridge, and seconded by South Amboy and approved by all present, the meeting was adjourned at 9:53 a.m.

Respectfully submitted,

A handwritten signature in dark ink, appearing to read 'Steven Robinson', followed by a long horizontal line extending to the right.

Steven Robinson  
Business Office Consultant

**Next Meeting – Board of Directors Meeting – Friday, November 22, 2024 at 9:00 a.m. at the Professional Conference Center, 1690 Stelton Road, Piscataway, NJ**