

EDUCATIONAL SERVICES COMMISSION OF NEW JERSEY

Nadia Romano
Superintendent

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Timothy Havlusch
*Business Administrator/
Board Secretary*

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



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

DATE: November 22, 2024

TIME: 9:30 A.M.

**PLACE: ESCNJ Professional Conference Center
1690 Stelton Road
Piscataway, NJ 08854**

Board of Director Meeting Minutes

Present: Carteret, Cranbury, East Brunswick, Edison, Highland Park, Jamesburg (arrived after roll call), Metuchen, Middlesex, Milltown, New Brunswick, Old Bridge, Piscataway, Sayreville, Somerset Hills Regional, South Amboy, South Brunswick, South Plainfield, Woodbridge, Middlesex County Magnet Schools and Perth Amboy.

Executive County Superintendent Anderson, Kean University Liaison Zychowski and Middlesex College Liaison McCormick.

Superintendent Romano, Asst. Superintendent Molenaar, Asst. Superintendent Scanlon, Business Administrator Havlusch, Asst. Business Administrator Pao, Asst. Business Administrator Nicholson, Human Resources Director Hudson

Jonathan Busch, Board Counsel

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

3. Pledge of Allegiance

Board President Roman thanked everyone for attending the meeting. Dr. Roman discussed the Superintendent evaluation tool and the process involved and the refinancing of bonds for the district and provided an explanation of the savings to the ESC thanking Superintendent Romano and all those that attended the meeting.

4. Superintendent's Report:

Superintendent Romano provided enrollment information for the district, the presence of the ESC at the NJ League of Municipalities, the success and the advantage of participation to the district, provided the upcoming date of May 21, 2025 for the upcoming vendor EXPO in Edison, the parent teacher conferences occurring at the ESC, discussed the timeline for Curriculum for the 2025/26 school year, a recent anti-bullying meeting, the HIB Self-Assessment reports, the policies on the agenda that are up for second reading and a recent Human Rights Committee meeting, including the implementation of Ukeru and the possibility of additional resources that may be needed for the upcoming school year.

Superintendent Romano thanked everyone for responding to the recent survey and wished everyone a Happy Thanksgiving highlighting students at NuView that had recently done an outreach program to assist local families in need.

5. Committee Reports:

a. Personnel

Dr. Labbe provided a report from the Personnel Committee Meeting that occurred on November 20, 2024. Dr. Labbe discussed the topics of staffing, an upcoming position for an assistant business administrator for purchasing and sharing data of narrative responses and exchange of information and supporting documentation.

b. Finance

Dr. Caputo provided a report from the November 19, 2024 meeting. Topics at the meeting included a review of the November financial reports, transportation adjustments, approval of conference attendance, field trips, reviewed bid extensions and awards that are on the agenda for approval, the purchase of Transfinder software, disposal of equipment, the discussion of the purchasing supervisor, the CAP and discussed the surplus and recommendations, expanding services for the Commission and the Long Range Facilities Plan.

c. Curriculum

Dr. Johnson reported from the November 20, 2024 Curriculum Committee meeting. Topics at the meeting were a walkthrough of classrooms and practices across the classrooms and programs, reviewed a survey regarding Compassionate Care and professional development, reviewed data on restraint and seclusion along with Workers Compensation and discussed upcoming professional development across the district that will occur in December 2024.

d. Facilities

Dr. Massiminio provided a report from the November 15, 2024 Facilities Committee meeting. The Facilities Committee reviewed the property adjacent to the NuView Academy and possible purchase and the Long Range Facilities Plan and highlighted topics to address within the district along with logistics involved.

e. Policy

Ms. Ciarrocca provided a report from the November 15, 2024 Policy Committee meeting. Topics included a discussion of the fund balance policies, the policy audit with Strauss Esmay, threat assessment team policies and that the committee had reviewed the policies that are on the agenda for first and second reading.







f. Negotiations- NA







Dr. Roman discussed the committee meetings and thanked the Board Members for their hard work and participation.

6. October 18, 2024 Minutes ([Enclosure A](#))

7. Commission Business:

A. Curriculum/Policy/Program

- . School Self-Assessment for Determining Grades under the Anti-Bullying Bill of Rights Act:
 - Center for Lifelong Learning  CLL School Self Assessment
 - Future Foundations Academy  FFA School Self Assessment
 - Bright Beginnings Learning Center  BBLC School Self Assessment
 - NuView Academy  NuView School Self Assessment
 - Academy Learning Center  ALC School Self Assessment
 - Piscataway Regional Day School  PRDS School Self Assessment

- . Policies:
 -  Revised Policy 8420. Second Reading
 -  Revised Policy 3160. Second Reading
 -  Revised Policy 4160. Second Reading
 -  Revised Policy 8467. Second Reading
 -  Revised Policy 2200. Second Reading
 -  Revised Policy 5350. Second Reading

- . Regulations:
 -  Revised Regulation 4160. First Reading
 -  Revised Regulation 3160. First Reading
 -  Revised Regulation 8467. First Reading
 -  Revised Regulation 5200. First Reading

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 ([Enclosure D](#))
- . Center for Lifelong Learning ([Enclosure E](#))
- . NuView Academy
- . Piscataway Regional Day School & Community Based Instruction ([Enclosure F](#))
- . Nonpublic Department – Title I Services ([Enclosure G](#))
- . Pathways to Adult Living (PAL) Program ([Enclosure H](#))
- . Adult Community Services (ACS) Program

C. Finance

1. Board Secretary's Monthly Certification ([Enclosure I](#))
2. Bill List ([Enclosure J](#))
3. Secretary's Report ([Enclosure K](#))
4. Cooperative Transportation Adjustments for FY 25 ([Enclosure L](#))
5. Approval of Professional Day Expenses ([Enclosure M](#))
6. Approval of Conference Expenses ([Enclosure N](#))
7. Approval of Grants, Gifts and Donations ([Enclosure O](#))
8. Approval of Field Trips for ESCNJ Programs ([Enclosure P](#))
9. Approve the following extension of bids at the same terms, conditions and pricing as stated in the original bids:

Bid Name	Bid Number	Awarded Vendor	Bid Term Extension
Glass & Glazing Services	ESCNJ 21/22-31	Crystal Clear Glass	1/21/25–1/20/26
GPS Tracking Devices	ESCNJ 22/23-07	LB Technology Talosys, Inc.	1/20/25–1/19/26
Flexible Spending Account Management	ESCNJ 21/22-21	Total Administrative Services Corp.	1/1/25–12/31/25

10. Approve the award of the Water Bottle Filling Stations Bid #ESCNJ 24/25-23 to the following vendor for all counties for the bid term 12/18/24 through 12/17/26, with extensions as permitted by NJ law: ([Enclosure Q](#))
 - Ferguson Enterprises, LLC, 737 Route 9, Forked River, NJ 08731
11. Approve the award of the Speech Services Bid #ESCNJ 24/25-27 to the following vendors for all counties for the bid term 11/22/24 through 11/21/26, with extensions as permitted by NJ law: ([Enclosure R](#))
 - Delta-T Group of New Jersey, Inc., 1460 Route 9 North, Suite 300, Woodbridge, NJ 07095
 - Kaleidoscope Education Solutions, Inc., 950 E. Haverford Road, Suite 100B, Bryn Mawr, PA 19010
 - Jump Ahead Pediatrics, 35 Journal Square, Suite 610, Jersey City, NJ 07306
 - The Stepping Stones Group LLC, 225 Washington Street, Suite 11440, Chicago, IL 60606
12. Approve the award of the Tree Trimming and Removal Services Bid #ESCNJ 24/25-29 to the following vendor for all counties for the bid term 1/22/25 through 1/21/27, with extensions as permitted by NJ law: ([Enclosure S](#))
 - Independence Constructors Corporation of New Jersey, 50 Senn Drive, Chester Springs, PA 19425
13. Approve the Contract, Software License & Hosting Agreement with Transfinder, 440 State Street, Schenectady, NY 12305 ([Enclosure T](#))
14. Approve the Disposal/Donation of Equipment ([Enclosure U](#))
15. Approve the Refinancing of the Commission's Guaranteed Lease Revenue Refunding Series 2024 Bonds by the Middlesex County Improvement Authority ([Enclosure U-1](#))

D. Personnel ([Enclosure V](#))

On motion by New Brunswick, seconded by South Amboy, Items #6 and #7 were approved by the following roll call vote:

“Ayes” - Carteret, Cranbury, East Brunswick, Edison, Highland Park, Jamesburg, Metuchen, Middlesex, Milltown, New Brunswick, Old Bridge, Piscataway, Sayreville, Somerset Hills Regional, South Amboy, South Brunswick, South Plainfield, Woodbridge, Middlesex County Magnet Schools and Perth Amboy.

“Noes” - NA

“Abstain”- None

8. Public Comments:

No comments were made.

9. Presentation: Future Foundations Academy - English Language Arts In Action

Superintendent Romano presented the logistics for the first part of the presentation which is a tour of Future Foundations Academy centering around reviewing the ELA activities.

Upon return, Board President Roman discussed the tour of the facility that took place. Dr. Roman discussed the resources utilized to educate the students and the student and staff interaction that was witnessed.

Board members noted the classroom environment that was calm and engaging for the students and thanked the ESC for providing the tour for the presentation.

Superintendent Romano discussed the Ukeru training that is being used in the classroom, communication devices that are utilized by the students and thanked the Future Foundations Academy administrative team and staff for the presentation.

10. Motion to Adjourn

On motion by North Brunswick, and seconded by Piscataway and approved by all present, the meeting was adjourned at 10:29 a.m.

Respectfully submitted,

Timothy Havlusch
Business Administrator/ Board Secretary

**Next Meeting – Board of Directors Meeting – Friday, December 20, 2024 at 9:30 a.m.
Professional Conference Center, 1690 Stelton Road, Piscataway, NJ**