

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: May 1, 2025

TIME: 9:45 A.M.

**PLACE: Eastern Atlantic States Technical Center
75 Fieldcrest Ave
Edison, N.J. 08837**

Board of Directors Meeting Minutes

Present: Carteret, Cranbury, Dunellen, East Brunswick, East Windsor, Edison, Jamesburg, Metuchen, Middlesex, Old Bridge, Sayreville, South Amboy, Woodbridge, Middlesex County Magnet Schools and Perth Amboy.

Executive County Superintendent Anderson and Kean University Liaison Zychowski.

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 March 28, 2025 and notice as provided to the Home News & Tribune on March 28, 2025.

2. Roll Call

3. Pledge of Allegiance

4. Presentation: All Kids Bike Pilot Program- Keep Middlesex Moving

Superintendent Romano provided a background of the All Kids Bike Pilot Program that takes place at Future Foundations Academy.

The program is provided by Keep Middlesex Moving, All Kids Bike and Safe Routes to School Program. The program is developed to instruct students how to ride bikes nationally.

Using a fleet of new Strider bikes students learn first how to balance on the bicycle and included Future Foundations Academy to develop a class for the students.

In the presentation students spoke about the fun that they experience in riding the bike and were enthusiastic about learning how to ride.

Board President Roman discussed the opportunity and importance of programs such as these that provides students with a skill and confidence.

5. **Superintendent's Report:**

Superintendent Romano thanked the Board for their flexibility with the date change for this meeting and provided the enrollment information and engagement numbers from Parent Teacher conferences.

Superintendent Romano reported that the NJMVC was on the Piscataway Campus for an unannounced safety check; it was a very smooth operation.

Superintendent Romano reported that New Jersey Division of Fire Safety, on April 23rd, notified ESCNJ that Piscataway Regional Day School is no longer under purview of the State Division of Fire Safety and PRDS will now coordinate with Piscataway Fire Department for fire inspections.

ESCNJ programs celebrated Autism Acceptance Month and Neurodiversity with student activities and opportunities to celebrate student achievements and abilities.

ESCNJ continues to develop staff awareness on cyber security with 2 new training modules for phishing and AI.

Superintendent Romano highlighted community collaboration with students at FFA and Hands for Hope Food Pantry in Edison. The food pantry is a work study site for FFA students, they stock shelves, check labels for expiration dates and follow a 10 step packaging process. The story was picked up by the local Edison news.

The dental program with Middlesex College is being renewed, it has been another successful year and the Superintendent looks forward to this continued partnership.

Superintendent Romano announced that a student in the PAL Program has been selected as one of the recipients of the 2025 **Rebecca S. McDonald Award**, presented by the Transition Coordinator Network of New Jersey. This prestigious award honors graduating seniors who have demonstrated exceptional success in their transition to adulthood through activities that reflect self-determination, resilience, and achievement.

Superintendent Romano thanked COLT for all hard work and the HR director for a great job on the Personnel agenda.

Mr. Hudson met with Leslie Calabrese, District Partnership Leader and Coordinator of the 5-Year Master of Education Program in Elementary and Special Education. They toured the campus and discussed opportunities to further strengthen the partnership with ESCNJ as a placement site for the various tiers of student experience. This will build on the positive experience we have had this year with graduate students from the program at Future Foundations Academy.

Superintendent Romano discussed the Vendor Expo to be held on May 21, 2025 at the Edison Convention Center. Thanks to Mr. Havlusch for his outreach and coordination with NJASBO. Mr. Havlusch spoke at the County BA meetings in Sussex, Passaic, Warren, Essex, Middlesex and Hudson Counties.

Superintendent Romano noted that Senators Gopal and Diegnan will be in attendance at the September Board of Directors meeting and that Senator Gopal will be visiting the Piscataway Campus on Monday, May 5th.

Superintendent Romano acknowledged the retirement of the Assistant Superintendent, Mr. Molenaar and thanked him for his service to the ESCNJ.

Mr. Molenaar thanked everyone and noted his gratitude for his ability to serve the ESCNJ, his excitement toward his future and discussed the privilege and honor to work with students from many districts. Mr. Molenaar highlighted the services that the ESCNJ are able to provide to the students, his pride in the educational arm of the district and the dedication of the staff, discussed the Community-based Instruction Program at PAL that assists students in getting them out to the community, programs at Turning Point Academy and the Adult Community Services program that have been implemented into the district. Mr. Molenaar thanked everyone for their patience, support and the privilege to support the students citing his commitment to the transition and support of the programs.

Vice President Valeski pointed out that Mr. Molenaar was also a member of the Air Force and highlighted that portion of the career that preceded his education career. Board members thanked Mr. Molenaar.

Board President Roman wished Mr. Molenaar the best for his future.

6. **Committee Reports:**

a. Executive

Board President Roman provided a report from the Executive Committee meeting addressing the topic of the Superintendent Evaluation process.

b. Personnel

Dr. Labbe provided a report from the April 23, 2025 Personnel Committee meeting addressing the topics of the open position list, staffing summary, reviewed the non-renewal list, reappointments, reviewed job descriptions and upcoming positions and thanked Superintendent Romano and Mr. Hudson for their preparation for the meeting.

c. Finance

Dr. Caputo provided a report from the April 29, 2025 Finance Committee meeting. Topics discussed at the meeting included financial report review, transportation adjustments, PD days and gifts and grants, bids and extensions, pool and visitor management system, a review of the increases and administrative salaries and a review of the letter from the OSC and the broker of records.

d. Curriculum

No report.

e. Facilities

Dr. Massiminio provided a report from the April 11, 2025 Facilities Committee meeting. Topics discussed at the meeting included buildings and grounds items and the purchase of the Park Avenue property.

f. Policy

Mr. Ross provided a report from the April 11, 2025 Policy Committee meeting. Topics discussed at the meeting included the bylaws on the agenda and plan for updating policies and regulations.

g. Negotiations

Superintendent Romano noted that the Negotiations Committee would be meeting on May 12, 2025.

h. Discussion Item ([BOD Meeting Schedule](#))

- 7. **Approve the March 21, 2025 Minutes** ([Enclosure A](#))
- 8. **Commission Business:**

A. Personnel ([Enclosure B](#))

- Re-appointments for FY 25/26 ([Enclosure C](#))

B. Approval of Job Descriptions:

- BCBA ([Enclosure D](#))
- BCBA with NJDOE certification([Enclosure E](#))

C. BE IT RESOLVED, by the Educational Services Commission of New Jersey, to approve the submission of the 51 Park Avenue Site Purchase to the New Jersey Department of Education, for review and Department approval of an “other capital project” with no state funding. Further, the Board authorizes Spiezle Architectural Group Inc, to make the submission to the Department of Education on behalf of the district.

D. Finance

- 1. Board Secretary's Monthly Certification ([Enclosure F](#))
- 2. Bill List ([Enclosure G](#))
- 3. Secretary's Report ([Enclosure H](#))
- 4. Cooperative Transportation Adjustments for FY 25 ([Enclosure I](#))
- 5. Approval of Professional Day Expenses ([Enclosure J](#))
- 6. Approval of Grants, Gifts and Donations ([Enclosure K](#))
- 7. Approval of Field Trips for ESCNJ Programs ([Enclosure L](#))
- 8. Approve the Extension of Bids ([Enclosure M](#))

9. WHEREAS, the New Jersey Schools Insurance Group (“NJSIG”) is a school board insurance group authorized by N.J.S.A. 18A:18B-1, et seq. to provide insurance coverage and risk management services for its members; WHEREAS, the Educational Services Commission of New Jersey, hereinafter referred to as the “Educational Institution,” is a member of NJSIG; and

WHEREAS, in accordance with NJSIG Policy 3710, the goal of the safety grant program is to provide members the necessary resources to complete risk reduction projects and improve the safety of the population NJSIG members serve.

NOW THEREFORE, BE IT RESOLVED that:

- 1) The Educational Institution applies for a safety grant through the 2025 NJSIG safety grant program in the amount of \$7,282.00 for the purposes set forth in their safety grant application, which is attached hereto; and
- 2) The Business Administrator or their designee is hereby authorized to take all action necessary to apply for and receive a safety grant award.

10. Approve the award of the Bleacher Systems, Interior, Purchase and Installation Bid #ESCNJ 24/25-33 for the bid term 5/1/25 through 4/30/26, with possible extensions as permitted by NJ law to: ([Enclosure N](#))
 - Nickerson NY, LLC, 11 Moffitt Boulevard, Bay Shore, NY 11706
11. Approve the award of the Signs and Graphics Bid #ESCNJ 24/25-38 for the bid term 5/1/25 through 4/30/26, with possible extensions as permitted by NJ law to: ([Enclosure O](#))
 - KC Sign, 143 Conchester Highway, Aston, PA 19014
12. Approve the award of the Pool Equipment/Supplies and Repair & Maintenance Bid #ESCNJ 24/25-39 for the bid term 5/1/25 through 4/30/26, with possible extensions as permitted by NJ law to: ([Enclosure P](#))
 - Main Line Commercial Pools, Inc., 441 Feheley Drive, King of Prussia, PA 19406
13. Approve the award of the School Bus Bid Type S and Minivan Wheelchair Accessible Vehicle Bid ESCNJ 24/25-30 for the bid term 5/1/25 through 4/30/26, with extensions as permitted by NJ law to: ([Enclosure Q](#))
 - Model 1 Commercial Vehicles, Inc., 9225 Priority Way West Drive, Suite 300, Indianapolis, IN 46240
 - Wolfington Body Company, Inc., 1315 Route 38, Hainesport, NJ 08036
14. Approve the award of the Visitor Management System Bid #ESCNJ 24/25-44 for the bid term 5/1/25 through 4/30/27, with extensions as permitted by NJ law to: ([Enclosure R](#))
 - Eyemetric Security Systems, LLC, 13 Plumb Ridge Drive, New Egypt, NJ 08533
 - Navigate 360, 3500 Kinross Lakes Parkway – Suite 200, Richfield OH 44286
15. Approve the award of the Interior and Exterior Athletic LED Scoreboards, Marquees, Scorer Tables, Sports Events Audio Sound Systems and Auxiliary Equipment - Purchase and Installation Bid #ESCNJ 24/25-42 for the bid term 5/3/25 through 5/2/26, with extensions as permitted by NJ law to: ([Enclosure S](#))
 - Nickerson NY, LLC, 11 Moffitt Boulevard, Bayshore, NY 11706
16. Approve the award of the Occupational Therapy Services CC/RFP #25/26-01 to ESCNJ for the bid term 7/1/25 through 6/30/26, with extensions as permitted by NJ law to: ([Enclosure T](#))

Therapy Source, Inc.
Plymouth Meeting, Pennsylvania 19462

Certified Occupational Therapist	\$96.00 Per Hour
Certified Occupational Therapist Assistant	\$83.00 Per Hour
Evaluations: Per Evaluation, Fee	\$295.00 Per Evaluation
Final Report: Flat Fee	\$96.00 Per Report
Home-based Services	\$98.00 Per Hour

Occupational Therapy Consultants, Inc.
Somerset, New Jersey 08873

Certified Occupational Therapist	\$105.00 Per Hour
Certified Occupational Therapist Assistant	\$89.00 Per Hour
Evaluations: Per Evaluation, Fee	\$460.00 Per Evaluation
Final Report: Flat Fee	\$105.00 Per Report
Home-based Services	\$110.00 Per Hour

LEBA Therapeutic Services, Inc.
Highland Park, New Jersey 08904

Certified Occupational Therapist	\$107.50 Per Hour
Certified Occupational Therapist Assistant	\$76.00 Per Hour
Evaluations: Per Evaluation, Fee	\$322.50 Per Evaluation
Final Report: Flat Fee	\$0 Per Report
Home-based Services	\$132.00 Per Hour

17. Approve the award of the Physical Therapy Services CC/RFP #25/26-02 to ESCNJ for the bid term 7/1/25 through 6/30/26, with extensions as permitted by NJ law to: ([Enclosure U](#))

GHR Education
Blue Bell, Pennsylvania 19422

Certified Physical Therapist	\$92.00 Per Hour
Certified Physical Therapist Assistant	\$72.00 Per Hour
Evaluations: Per Evaluation Fee (flat rate)	\$400.00 Per Evaluation
Final Report; Flat Fee	\$600.00 Per Report
Home-based Services	\$ 0.00 Per Hour

Jump Ahead Pediatrics
Jersey City, New Jersey 07306

Certified Physical Therapist	\$98.50 Per Hour
Certified Physical Therapist Assistant	\$75.50 Per Hour
Evaluations: Per Evaluation Fee (flat rate)	\$350.00 Per Evaluation
Final Report; Flat Fee	Included In Hourly
Home-based Services	\$103.50 Per Hour

LEBA Therapeutic Services, Inc.
Highland Park, New Jersey 08904

Certified Physical Therapist	\$107.50 Per Hour
Certified Physical Therapist Assistant	\$78.00 Per Hour
Evaluations: Per Evaluation Fee (flat rate)	\$322.50 Per Evaluation
Final Report; Flat Fee	\$ 0.00 Per Report
Home-based Services	\$132.00 Per Hour

18. Approve the award of the Speech Language Services CC/RFP #25/26-03 to ESCNJ for the bid term 7/1/25 through 6/30/26, with extensions as permitted by NJ law to: ([Enclosure V](#))

The Stepping Stones Group
Boston, Massachusetts 02110

Certified Speech Language Therapist	\$95.00 Per Hour
Certified Speech Language Therapist Assistant	No Bid Per Hour
Evaluations: Per Evaluation, Fee	\$350.00 Per Evaluation
Final Report: Flat Fee	\$150.00 Per Report
Home-based Services	\$100.00 Per Hour

Therapy Source, Inc.
Plymouth Meeting, Pennsylvania 19462

Certified Speech Language Therapist	\$98.00 Per Hour
Certified Speech Language Therapist Assistant	\$88.00 Per Hour
Evaluations: Per Evaluation, Fee	\$495.00 Per Evaluation
Final Report: Flat Fee	\$98.00 Per Report
Home-based Services	\$100.00 Per Hour

Jump Ahead Pediatrics
Jersey City, New Jersey 07306

Certified Speech Language Therapist	\$98.50 Per Hour
Certified Speech Language Therapist Assistant	\$75.50 Per Hour
Evaluations: Per Evaluation, Fee	\$350.00 Per Evaluation
Final Report: Flat Fee	Included in Hourly Per Report
Home-based Services	\$103.50 Per Hour

19. Approve the award of the Nursing Services: Students with Disabilities CC/RFP #25/26-04 to ESCNJ for the bid term 7/1/25 through 6/30/26, with extensions as permitted by NJ law to: ([Enclosure W](#))

Advance Education Advisement Corp
Hillsborough, New Jersey 08844

Registered Nurse	\$62.00 Per Hour
Licensed Practical Nurse	\$48.00 Per Hour

The Stepping Stone Group LLC
Boston, Massachusetts 02110

Registered Nurse	\$65.00 Per Hour
Licensed Practical Nurse	\$55.00 Per Hour

Soliant Health, LLC
Peachtree Corners, Georgia 30092

Registered Nurse	\$65.25 Per Hour
Licensed Practical Nurse	\$60.00 Per Hour

20. Approve the Disqualification and Rejection of Commercial Vended Meals RFP #ESCNJ 25/26-06 received on 4/22/25 at 11:00 a.m. ([Enclosure W1](#))

21. Acknowledgement of Correspondence from OSC

ESCNJ is in receipt of the letter dated April 8, 2025, and will adhere to the requirements that amendments, extensions, change orders or renewals that itself meets the pre-advertisement review threshold will be submitted prior to the amendment, extension, changed order or renewal, as required pursuant to the amended Comptroller regulations that became effective on February 3, 2025, after the extensions had been issued. In accordance with your letter, the ESCNJ will provide notice of the letter to the Board Members at its next regular public meeting, and will submit the meeting minutes.

ESCNJ will provide OSC with its written procurement policies and procedures for valuing procurements, consistent with the guidance provided by the Director of the Division of Local Government Services.



E. Student Services

Accept the enrollment or termination of pupils for FY25 at:

- Academy Learning Center:
Tuition Students FY 25 and FY 26
Extended School Year Program Students ([Enclosure X](#))
- Bright Beginnings Learning Center:
Tuition Students FY 25 and FY 26
Extended School Year Program Students ([Enclosure Y](#))

- . Future Foundations Academy:
Tuition Students FY 25 and FY 26
Extended School Year Program Students ([Enclosure Z](#))
- . Center for Lifelong Learning:
Tuition Students FY 25 and FY 26
Extended School Year Program Students ([Enclosure Z1](#))
- . NuView Academy:
Tuition Students FY 25 and FY 26
Extended School Year Program Students ([Enclosure Z2](#))
- . Piscataway Regional Day School:
Tuition Students FY 25 and FY 26
Extended School Year Program Students ([Enclosure Z3](#))
- . Pathways to Adult Living:
Tuition Students FY 25 and FY 26
Extended School Year Program Students ([Enclosure Z4](#))

F. Curriculum:

- School Calendars
-  FY26 Calendars for Agenda.pdf
- Dental Hygiene Agreement with Middlesex County College
-  Dental Hygiene Agreement w/MCC

G. Bylaws:

- Board Committees
-  Revised Policy 0155 ByLaw Second Reading 5.1.25.pdf
- Organization Meeting
-  Revised Policy 0152 ByLaw Second Reading 5.1.25.pdf
- Board Officers
-  Revised Policy 0151 ByLaw Second Reading 5.1.25.pdf

On motion by Sayreville, seconded by Woodbridge Items #7-8 were approved by the following roll call vote:

“Ayes” - Carteret, Cranbury, Dunellen, East Brunswick, East Windsor, Edison, Jamesburg, Metuchen, Middlesex, Old Bridge, Sayreville, South Amboy, Woodbridge, Middlesex County Magnet Schools and Perth Amboy.

“Noes” - None

“Abstain”- None

9. Public Comment

No comments were made.

10. Next Meeting – Board of Directors Meeting

Friday, June 6, 2025 at 9:30 a.m. at the Professional Conference Center, 1690 Stelton Road, Piscataway, NJ

11. **Motion to Adjourn**

On motion by Middlesex County Magnet Schools and seconded by Woodbridge, and approved by all present, the meeting was adjourned at 10:26 a.m.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'TH', is positioned above the typed name.

Timothy Havlusch
Business Administrator/Board Secretary