

Educational **S**ervices **C**ommission of **N**ew **J**ersey

Nadia Romano
Superintendent

1660 Stelton Road
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Timothy Havlusch
*Business Administrator/
Board Secretary*

Kaitlin Jones
*Assistant Superintendent for
Learning/Educational Services*



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

DATE: November 21, 2025

TIME: 9:30 A.M.

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

A G E N D A

1. **Opening Statement/Notice of Meeting: 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 29, 2025 and notice as provided to the Home News & Tribune on August 29, 2025.**
2. **Roll Call**
3. **Pledge of Allegiance**
4. **Presentation:**
 - **Carceral Youth Educational Funding**
 - **DRLAP Bundling Demand K12 Broadband Procurement**
5. **Superintendent's Report**
6. **Committee Reports:**
 - a. **Personnel**
 - b. **Finance**
 - c. **Curriculum**
 - d. **Facilities**
 - e. **Policy**
 - f. **Negotiations**

7. Minutes:
Motion to approve the October 17, 2025 Minutes- Regular Session ([Enclosure A](#))
Motion to approve the October 17, 2025 Minutes- Executive Session ([Enclosure A1](#))

8. Representative Assembly:

Representation to the ESCNJ Representative Assembly

Dr. Sylvia Zircher (South River Superintendent)



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(s) will serve from January 1, 2026, to December 31, 2026.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Educational Services Commission of New Jersey, that Sylvia Zircher, Ed.D., be appointed to the Representative Assembly of the Educational Services Commission of New Jersey.

9. Commission Business:

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

- Approval of Job Description:
 ASSISTANT SUPERINTENDENT FOR OPERATIONS, SECURITY, and TECHNOLOGY.pdf
- Organization Chart :  ESCNJ Org Chart.pdf

B. Finance:

1. Board Secretary's Monthly Certification ([Enclosure C](#))
2. Bill List ([Enclosure D](#))
3. Secretary's Report ([Enclosure E](#))
4. Treasurer's Report ([September 2025](#))
5. Cooperative Transportation Adjustments for FY 26 ([Enclosure F](#))
6. Professional Day Expenses ([Enclosure G](#))
7. Grants, Gifts and Donations ([Enclosure H](#))
8. Professional Conference Center Event Calendar for December 2025 ([Enclosure I](#))
9. Bid Extensions ([Enclosure J](#))
10. Approve the Proposal for the Renovation of the ESCNJ Board Office Facilities (2nd Floor, Bright Beginnings Building) from Spiezle Architectural Group, Inc. in the amount of approximately \$2.5 million, including construction cost, contingency and estimates for soft costs. ([Enclosure K](#))

11. Approve the Long Range Facility Plan Budget ([Enclosure L](#))
12. Bloomfield Board of Education Professional Services Contract for Bedside Instruction. ([Enclosure M](#))
13. Approve the award of the Document Management Services Bid #ESCNJ #25/26-40 for a two-year period from 11/21/25 through 11/20/27, with extensions as permitted by NJ law to: ([Enclosure N](#))
 - . Foveonics Imaging Technologies, Inc., 99 Grayrock Road - Unit 103, Clinton, NJ
 - . Reynolds Business Systems, 5402 Chestnut Street, Emmaus, PA
 - . Sedna Consulting Group, 860 Route 1 N. - Suite 102, Edison, NJ
 - . Toshiba America Business Solutions, Inc., 900 Route 9 North, Woodbridge, NJ
14. Approve the award of the Ceiling Tiles (Product Only) Bid #ESCNJ 25/26-42 to ERCO Interior Systems, Inc., 32 North Delsea Drive, Glassboro, NJ 08028 for a two-year period from 12/16/25 through 12/15/27, with extensions as permitted by NJ law. ([Enclosure O](#))

C. Curriculum: No Action Items

D. Facilities: No Action Items

E. Policies: Bylaws

- [PDF](#) 0110 - IDENTIFICATION - for First Reading November 21, 2025.pdf
- [PDF](#) 0132 EXECUTIVE AUTHORITY - for First Reading November 21, 2025.pdf
- [PDF](#) 0141 - BOARD MEMBER NUMBER AND TERM - for First Reading November 21, 2025 se...
- [PDF](#) 0144 BOARD MEMBER ORIENTATION AND TRAINING - for First Reading November 21, ...
- [PDF](#) 0146 BOARD MEMBER AUTHORITY - for First Reading November 21, 2025.pdf
- [PDF](#) 0153 ANNUAL APPOINTMENT - for First Reading November 21, 2025
- [PDF](#) 0157 BOARD OF EDUCATION WEBSITE - for First Reading November 21, 2025.pdf
- [PDF](#) 0161 CALL, ADJOURNMENT, AND CANCELLATION - for First Reading November 21, 202...
- [PDF](#) 0162 NOTICE OF BOARD MEETINGS - for First Reading November 21, 2025.pdf
- [PDF](#) 0169 BOARD MEMBER USE OF ELECTRONIC MAIL - INTERNET - for First Reading Nov...
- [PDF](#) 0169.02 BOARD MEMBER USE OF SOCIAL NETWORKS - for First Reading November 2...
- [PDF](#) 0171 DUTIES OF BOARD PRESIDENT AND VICE PRESIDENT - for First Reading Novem...
- [PDF](#) 0173 DUTIES OF PUBLIC SCHOOL ACCOUNTANT - for First Reading November 21, 202...
- [PDF](#) 0134 - BOARD SELF EVALUATION - for First Reading November 21, 2025

F. Negotiations: No Action Items

G. Student Services:

Accept the enrollment or termination of pupils for FY26 at:

- . Academy Learning Center:
Tuition Students FY 26 ([Enclosure P](#))
- . Bright Beginnings Learning Center:
Tuition Students FY 26 ([Enclosure Q](#))
- . Future Foundations Academy:
Tuition Students FY 26 ([Enclosure R](#))

- . Center for Lifelong Learning:
Tuition Students FY 26 ([Enclosure S](#))
- . NuView Academy:
Tuition Students FY 26 ([Enclosure T](#))
- . Nonpublic Department – Title I Services:
FY 26 ([Enclosure U](#))

Roll Call

10. **Public Comments:**
11. **Next Meeting – Board of Directors Meeting – Friday, December 19, 2025 at the Professional Conference Center, 1690 Stelton Road, Piscataway, NJ 08854**
12. **Motion to Adjourn**

Roll Call