

# **E**ducational **S**ervices **C**ommission of **N**ew **J**ersey

**Nadia Romano**  
*Superintendent*

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

**Timothy Havlusch**  
*Business Administrator/  
Board Secretary*

**Kaitlin Jones**  
*Assistant Superintendent for  
Learning/Educational Services*



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

**DATE: December 19, 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**
  - A. Executive Session - Legislative Matters**

**WHEREAS, the Open Public Meetings Act, N.J.S.A. 10:4-12(b), permits a public body to exclude the public from that portion of a meeting at which the public body discusses certain matters as set forth therein; and**

**WHEREAS, the Board of Directors of the Educational Services Commission of New Jersey (ESCNJ) seeks to enter Executive Session for the purpose of discussing matters related to Attorney Client privilege and potential legislation as well as negotiations;**

**NOW, THEREFORE, BE IT RESOLVED, that the Board will enter into Executive Session for the aforementioned purpose(s); and**

**BE IT FURTHER RESOLVED, that the matters discussed in Executive Session will be made public when confidentiality is no longer required and action pursuant to said discussion, if any, will be taken in public session.**

4. **Presentation:**
  - Andrew Ullman - Security & Transportation Presentation
  - **Student Transport Vehicle Camera Presentation.pptx**
  - PRDS Choir (Presentation at 10:15am)
  
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 November 21, 2025 Minutes- Regular Session ([Enclosure A](#))

8. **Representative Assembly:**

- Representation to the ESCNJ Representative Assembly

Dr. Evelyn Mamman (East Brunswick 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 December 1, 2025, to December 31, 2026.

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

Dr. Noreen Tansey Lishak (South Plainfield 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 Noreen Tansey Lishak, Ed.D., be appointed to the Representative Assembly of the Educational Services Commission of New Jersey.

Dr. Bernard Bragen (South Brunswick 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 December 1, 2025, to December 31, 2026.

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

Dr. Roberta Freeman (Middlesex Borough 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 Roberta Freeman, 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:

 Transportation Business Operations Coordinator Job Description

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 ([October 2025](#))
5. Cooperative Transportation Adjustments for FY 26 ([Enclosure F](#))
6. Professional Day Expenses ([Enclosure G](#))
7. Grants, Gifts and Donations ([Enclosure H](#))
8. Field Trips for ESCNJ Programs ([Enclosure I](#))
9. Professional Conference Center Event Calendar for January 2026 ([Enclosure J](#))
10. Bid Extensions ([Enclosure K](#))
11. Approval to reject the Kitchen Equipment Maintenance & Repair Services - Time and Material Bid #ESCNJ 25/26-45 submission due to a material deficiency and authorize the Business Administrator to solicit a new bid for said services.
12. Approve the award of the Uniforms and Workwear Bid #ESCNJ 25/26-39 for a two-year period from 1/2/26 through 1/1/28, with extensions as permitted by NJ law to: ([Enclosure L](#))
  - . DOT Designing, 837 Route 33 West, Monroe, NJ
  - . Keyport Army & Navy, PO Box 985, Brick, NJ
  - . Smart Stitch, LLC, 129 Walters Avenue, Ewing, NJ
13. Approve the award of the Office Supplies Bid #ESCNJ 25/26-38 for a two-year period from 12/19/25 through 12/18/27 , with extensions as permitted by NJ law to: ([Enclosure M](#))
  - . W.B. Mason Co., 300 Prospect Plains Road, Cranbury, NJ 08512
  - . Alpha I, Inc. dba Village Office Supply, 245 Belmont Drive, Suite 2, Somerset, NJ 08873

14. Approve the award of the Technology Supplies & Services Bid #ESCNJ/AEPA 26-D to CDWG, 230 M. Milwaukee Avenue, Vernon Hills, IL 60061 for the period 12/19/25 through 2/28/27, with an option to extend for up to two years. ([Enclosure N](#))
15. Item removed. (Enclosure O)
16. Approve the award of the Translation Services Bid #ESCNJ 25/26-46 to Indus Translation Services, Inc., 7 Lincoln Highway #206, Edison, NJ 08820 for a one-year period from 12/19/25 through 12/18/26, with extensions as permitted by NJ law. ([Enclosure P](#))
17. Approve the award of the Athletic Apparel and Uniforms Bid #ESCNJ 25/26-48 for a two-year period from 12/19/25 through 12/18/27, with extensions as permitted by NJ law to: ([Enclosure Q](#))
  - . Riddell, 7501 Performance Lane, North Ridgeville, OH 44039
  - . Metuchen Center, Inc., 10-12 Embroidery Street, Sayreville, NJ 08872
18. Approve the award of the Web Development CC/RFP #ESCNJ 25/26-49 to New Possibilities Group, LLC for a period through 12/19/25 - 12/18/26, with extensions as permitted by NJ law. ([Enclosure R](#))
19. Approve the award of the Piscataway Outdoor Playground Area (POPA) RFP #ESCNJ 25/26-41 to Parette Somjen Architects LLC, 439 Rockaway, NJ 07866 for the RFP term of 5/1/26 through 9/30/26. ([Enclosure S](#))
20. Approve the FY 27 Preliminary Tuition Rates ([Enclosure T](#))
21. Approve the FY 27 Extended School Year Program Budgets ([Enclosure U](#))
22. Approval of Access Agreement with Phillipsburg School District ([EnclosureZ-3](#))
23. Acknowledgement of draft response to OSC. ([Draft Enclosure](#))




C. Curriculum: No Action Items

D. Facilities: No Action Items








E. Policies: Bylaws

- [PDF](#) 0110 IDENTIFICATION - for Second Reading December 19 2025.pdf
- [PDF](#) 0132 EXECUTIVE AUTHORITY - for Second Reading December 19 2025.pdf
- [PDF](#) 0141 BOARD MEMBER NUMBER AND TERM - for Second Reading December 19 2025.pdf
- [PDF](#) 0144 BOARD MEMBER ORIENTATION AND TRAINING - for Second Reading December ...
- [PDF](#) 0146 BOARD MEMBER AUTHORITY - for Second Reading December 19 2025.pdf
- [PDF](#) 0153 ANNUAL APPOINTMENT - for Second Reading December 19 2025.pdf
- [PDF](#) 0157 BOARD OF EDUCATION WEBSITE - for Second Reading December 19 2025.pdf
- [PDF](#) 0161 CALL, ADJOURNMENT, AND CANCELLATION - for Second Reading December 19 2...
- [PDF](#) 0162 NOTICE OF BOARD MEETINGS - for Second Reading December 19 2025.pdf
- [PDF](#) 0169 BOARD MEMBER USE OF ELECTRONIC MAIL - INTERNET - for Second Reading ...
- [PDF](#) 0169.02 BOARD MEMBER USE OF SOCIAL NETWORKS - for Second Reading Decembe...
- [PDF](#) 0171 DUTIES OF BOARD PRESIDENT AND VICE PRESIDENT - for Second Reading Dec...
- [PDF](#) 0173 DUTIES OF PUBLIC SCHOOL ACCOUNTANT - for Second Reading December 19 2...
- [PDF](#) 0134 BOARD SELF EVALUATION - for Second Reading December 19 2025.pdf

Policies 3000/4000

-  Policy 3125 - Employment of Teaching Staff Member for First Reading December 19 2025.pdf
-  Policy 3134 - Assignment of Extra Duties for First Reading Decemeber 19 2025.pdf
-  Policy 3144.3 - Suspension for First Reading December 19 2025.pdf
-  Policy 3146 - Conduct of Reduction in Force - for First Reading December 19, 2025.pdf
-  Policy 3152 - Withholding an Increment - for First Reading December 19, 2025.pdf
-  Policy 3161 - Examination for Cause for First Reading December 19, 2025.pdf
-  Policy 3212 - Attendance - for First Reading December 19, 2025.pdf
-  Policy 3216 - Dress and Grooming - for First Reading December 19, 2025.pdf
-  Policy 3217 - Use of Corporal Punishment - for First Reading December 19, 2025.pdf
-  Policy 3230 - Outside Activities - for First Reading December 19, 2025.pdf
-  Policy 3282 - Use of Social Networking Sites - for First Reading December 19, 2025.pdf
-  Policy 3324 - Right of Privacy - for First Reading December 19, 2025.pdf
-  Policy 3340 - Grievance with Choices - for Second Reading, December 19, 2025
-  Policy 3351 - Healthy Workplace Environment - for First Reading December 19, 2025.pdf
-  Policy 3370 - Teaching Staff Member Tenure - for First Reading December 19, 2025.pdf
-  Policy 3372 - Teaching Staff Member Tenure Acquisition - for First Reading December 19, 2025.pdf
-  Policy 3373 - Tenure Upon Transfer or Promotion - for First Reading December 19, 2025.pdf
-  Policy 3374 - Tenure Upon Transfer to an Underperforming School - for First Reading Decem...
-  Policy 4124 - Employment Contract w choice - for First Reading December 19, 2025.pdf
-  Policy 4152 - Withholding an Increment w choice - for First Reading December 19, 2025.pdf
-  Policy 4161 - Examination for Cause - for First Reading December 19, 2025.pdf
-  Policy 4212 - Attendance - for First Reading December 19, 2025.pdf
-  Policy 4217 - Use of Corporal Punishment - for First Reading December 19, 2025.pdf
-  Policy 4230 - Outside Activities - for First Reading December 19, 2025.pdf
-  Policy 4282 - Use of Social Networking Sites - for First Reading December 19, 2025.pdf
-  Policy 4324 - Right of Pricacy - for First Reading December 19, 2025.pdf
-  Policy 4340 - Grievance w choice - for First Reading December 19, 2025.pdf
-  Policy 4351 - Healthy Workplace Environment - for First Reading December 19, 2025.pdf

#### Regulations 3000/4000

-  Regulation 3212 - Attendance - for First Reading December 19, 2025.pdf
-  Regulation 3232 - Tutoring Services - for First Reading December 19, 2025.pdf
-  Regulation 3270 - Lesson Plans and Plan Books - for First Reading December 19, 2025.pdf
-  Regulation 3362 - Sexual Harassment of Teaching Staff Members Complaint Procedure - f...
-  Regulation 4212 - Attendance - for First Reading December 19, 2025.pdf
-  Regulation 4218 - Use Possession or Distribution of Substances - For First Reading Dece...
-  Regulation 4352 - Sexual Harassment of Support Staff Members Complaint Procedure - for...

#### 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 & ESY 25/26 ([Enclosure V](#))
- Bright Beginnings Learning Center:  
Tuition Students FY 26 ([Enclosure W](#))
- Center for Lifelong Learning:  
Tuition Students FY 26 & ESY 25/26 ([Enclosure X](#))
- Future Foundations Academy:  
Tuition Students FY 26 ([Enclosure Y](#))

- . **NuView Academy:**  
Tuition Students FY 26 ([Enclosure Z](#))
- . **Pathways to Adult Living:**  
Tuition Students FY 26 ([Enclosure Z1](#))
- . **Piscataway Regional Day School:**  
Tuition Students FY 26 & ESY 25/26 ([Enclosure Z2](#))

**Roll Call**

10. **Public Comments:**
11. **Next Meeting – Board of Directors Meeting – Friday, January 23, 2026 at the Professional Conference Center, 1690 Stelton Road, Piscataway, NJ 08854**
12. **Motion to Adjourn**

**Roll Call**