

EDUCATIONAL SERVICES COMMISSION OF NEW JERSEY

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 & Technology*

DATE: February 20, 2026

TIME: 9:30 A.M.

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

Board of Directors Meeting Minutes

Present: Cranbury, Dunellen, East Brunswick, East Windsor Regional (arrived 9:45), Edison (arrived 9:36), Highland Park, Jamesburg, Metuchen (arrived 9:42), Middlesex, Middlesex County Magnet Schools, Milltown, Monroe, New Brunswick, North Brunswick, Old Bridge, Piscataway, Sayreville, Somerset Hills Regional, South Amboy, South Brunswick, South Plainfield and Perth Amboy.

Superintendent Romano, Asst. Superintendent Jones, Asst. Superintendent Scanlon, Business Administrator Havlusch, Asst. Business Administrator Pao, Asst. Business Administrator DeAngelo, Asst. Business Administrator Diaz, Human Resources Director Hudson

Hope Blackburn, Board Counsel

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:**
 - A representation was made by Andrew Ullman the Director of Security for ESCNJ regarding a program of upgraded safety equipment on district vehicles. A brief video showing the clarity and accuracy of the new equipment was made.
 - Budget Presentation (FY27) - The Superintendent gave a brief budget presentation on the projected status of the FY27 budget for ESCNJ. It was announced that members would receive a 2% credit on published tuition rates for the upcoming school year and that \$14.5 million in Operation Reserve is being incorporated into the planned budget mainly for the purposes of completing necessary one-time projects and to provide subsidy for the tuition rates.

- There was also a brief but very positive presentation made that provided an update on the enrollment and revenue projections for AFC.

5. **Superintendent's Report**

The Superintendent gave an update on a proposed site visit for TPA. A date and time would be shared as soon as options are provided by the County.

The Superintendent also gave an update on multiple meetings scheduled for next week between ESCNJ and NJDOE and another separate meeting with DLGS.

The Superintendent reminded everyone that next month's meeting would be held at the STEM building at Kean University on March 27th @ 9:30 AM.

6. **Committee Reports:**

- Personnel** - An update was provided on the current staffing level as well as vacancies and new/revised positions that were up for approval on today's Agenda as well as the budget impact of staffing recommendations for FY27.
- Finance** - The most recent committee meeting had been held and the items being presented for approval were reviewed in detail including the tuition rates up for adoption, bid extensions. Clarification was also provided by the committee on other topics up for approval as well.
- Curriculum** - The Curriculum committee was pleased to report on Universal Supports and the effect of the walk thru data and the targeted areas of instruction being addressed by staff. Restraint and seclusion data was reviewed and the trending continues to be positive.
- Facilities** - Nothing to report at this time.
- Policy** - The Policy Committee reported on the recent updates and the policies that were up for a first reading on today's agenda.
- Negotiations** - Nothing to report at this time.

Public Comment - Agenda Items Only

Nothing at this time

7. **Minutes:**

Motion to approve the January 23, 2026 Minutes- Regular Session ([Enclosure A](#))

Motion to approve the January 23, 2026 Minutes- Executive Session ([Enclosure A1](#))

8. **Commission Business:**

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

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 ([December 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 March 2026 ([Enclosure J](#))
10. Bid Extensions ([Enclosure K](#))
11. Approve the New Brunswick Board of Education home instruction billing rate in the amount of \$59.00 an hour and a payment rate of \$49.00 an hour for the FY 27 school year.
12. Approve the revised home instruction billing rate in the amount of \$59.00 an hour and a payment rate of \$49.00 an hour for the FY 26 school year.
13. Approve the North Brunswick Board of Education home instruction billing rate in the amount of \$71.00 an hour and a payment rate of \$58.00 an hour for the FY 27 school year.

14. Approve the Formula for Distribution of Administrative Expenses

WHEREAS, the Educational Services Commission of New Jersey is required to develop an administrative distribution formula; and

WHEREAS, this formula shall provide for the equitable distribution of administrative costs to all Commission programs;

WHEREAS, this formula must be approved by the Representative Assembly on a yearly basis as part of the budget process;

NOW THEREFORE, BE IT RESOLVED, that the Business Administrator shall use 6% of each program budget or administrative fee for the purpose of calculating the administrative percentage to be approved to each program.

The administrative estimate shall be divided by the total of all administrative estimates to establish each program's percentage share of Commission expenses.

The allocation of Commission expenses shall be made and billed to participating districts as part of tuition or service fees. Billings to the district shall be based on the actual number of students enrolled in Commission programs or services provided.

THEREFORE, BE IT FURTHER RESOLVED, that the administrative distribution for FY 27 shall be as follows and subject to change based on actual program revenues:

P.L. 192-193	5.00%
Piscataway Regional Day School	8.47%
Academy Learning Center	11.58%
Title I/Title III	0.04%
Cooperative Transportation	1.81%
Nonpublic Textbook Program	0.02%
Nonpublic Nursing Program	0.18%
ESC General	20.58%
Bright Beginnings Learning Center	10.55%
Future Foundations Academy	13.09%
Nonpublic Technology	0.03%
Nonpublic Security Aid	0.15%
Collaborative – Carteret	4.38%
NuView Academy	4.93%
Center for Lifelong Learning	15.13%
Pathways to Adult Living	0.69%
Turning Point Academy	1.88%
Andover	1.50%

15. Approve the Proposed Budgets 2026-2027 and Revised Budgets 2025-2026 ([Enclosure L](#))
 - Approve the Proposed Tuition Rates for the 2026-2027 School Year, as noted in the budget documentation including a 2% discount on posted rates for FY27 for all member districts.
 - Approve the program/service costs for FY27, pending office state notification, as noted in the budget documentation.
16. Approve the execution of a Certificate of Compliance with Federal and State Law Respecting the Reporting of Compensation for Certain Employees ([Enclosure M](#))
17. Student Safety Data System Report for the period 9/1/25 - 12/31/25 ([Enclosure N](#))
18. Approve a SaaS and Services Agreement and Health Wellness Program Proposal from Insite Health, Inc., 5 Greentree Center, Suite 301, Marlton, NJ 08053 for the 2026-2027 school year in the amount of \$213,220. ([Enclosure O](#))
19. Approval of Revised Access Agreement with Phillipsburg School District ([Enclosure P](#))
20. Approve the extension of the On-Demand Contract for Speech Therapy Services from BBB.SLP Therapy, LLC until June 30, 2026. ([Enclosure Q](#))

C. **Curriculum:**

- Approval of the 2025-2026 Revised School Calendars ([Enclosure R](#))

D. **Facilities:** No Action Items

E. **Policy: Policies & Regs for First Reading:**

-  Policy 2220 - ADOPTION OF COURSES.pdf
-  Policy 2270 - RELIGION IN THE SCHOOLS.pdf
-  Policy 2360 - USE OF TECHNOLOGY.pdf
-  Policy 2363 - STUDENT USE OF PRIVATELY-OWNED TECHNOLOGY.pdf
-  Policy 2416 - PROGRAMS FOR PREGNANT STUDENTS.pdf
-  Policy 2416.01 - POSTNATAL ACCOMMODATIONS FOR STUDENTS.pdf
-  Policy 2419 - SCHOOL THREAT ASSESSMENT TEAMS.pdf
-  Policy 2425 - EMERGENCY VIRTUAL OR REMOTE INSTRUCTION PROGRAM.pdf
-  Policy 2510 - ADOPTION OF TEXTBOOKS.pdf
-  Policy 2520 - INSTRUCTIONAL SUPPLIES.pdf
-  Policy 2610 - EDUCATIONAL PROGRAM EVALUATION.pdf
-  Policy 6320 - PURCHASES SUBJECT TO BID.pdf
-  Policy 6340 - MULTIPLE YEAR CONTRACTS.pdf
-  Policy 6421 - PURCHASES BUDGETED.pdf
-  Policy 6423 - EXPENDITURES FOR NON-EMPLOYEE ACTIVITIES, MEALS, AND REF...
-  Policy 6424 - EMERGENCY CONTRACTS.pdf
-  Policy 3216 - DRESS AND GROOMING.pdf
-  Policy 4216 - DRESS AND GROOMING.pdf

Regulations:

-  Reg 2419 - SCHOOL THREAT ASSESSMENT TEAMS.pdf
-  Reg 2425 - EMERGENCY VIRTUAL OR REMOTE INSTRUCTION PROGRAM.pdf
-  Reg 2460.8 - SPECIAL EDUCATION - FREE AND APPROPRIATE PUBLIC EDUCATION...
-  Reg 2461.08 SPECIAL EDUCATION-RECEIVING SCHOOLS – IN-SERVICE TRAINING....
-  Reg 2461.13 - SPECIAL EDUCATION-RECEIVING SCHOOLS – OBSERVATION OF ED...
-  Reg 2461.16 - SPECIAL EDUCATION/RECEIVING SCHOOLS – EMPLOYMENT OF A F...
-  Reg 2461.17- SPECIAL EDUCATION/RECEIVING SCHOOLS - SUBMISSION OF FISCA...
-  Reg 2461.18 - SPECIAL EDUCATION/RECEIVING SCHOOLS – NOTICE TO DEPARTM...
-  Reg 6424 - EMERGENCY CONTRACTS.pdf
-  Reg 6470.01 - ELECTRONIC FUNDS TRANSFER AND CLAIMANT CERTIFICATION.pdf
-  Reg 6620 - PETTY CASH.pdf
-  Reg 6810 - FINANCIAL OBJECTIVES.pdf

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 S](#))
- . Bright Beginnings Learning Center:
Tuition Students FY 26 ([Enclosure T](#))
- . Center for Lifelong Learning:
Tuition Students FY 26 ([Enclosure U](#))
- . Future Foundations Academy:
Tuition Students FY 26 ([Enclosure V](#))
- . NuView Academy:
Tuition Students FY 26 ([Enclosure W](#))
- . Piscataway Regional Day School:
Tuition Students FY 26 & ESY 25/26 ([Enclosure X](#))

Roll Call

On motion by South Amboy, seconded by Piscataway, Items #7-9, were approved by the following roll call vote:

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

“Noes” - None

“Abstain” - None

9. **Public Comments:** N/A
10. **Next Meeting** – Board of Directors Meeting – Friday, March 27, 2026 9:30 AM at Kean University/Stem Building, 1075 Morris Avenue, Union, NJ 07083
11. **Motion to Adjourn**

On motion by Middlesex County Magnet Schools, seconded by South Amboy and approved by all present, the meeting was adjourned at 10:03 a.m.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read 'TH', is positioned above the printed name of the signatory.

Timothy Havlusch
Business Administrator/ Board Secretary