

EDUCATIONAL SERVICES COMMISSION OF NEW JERSEY

Nadia Romano
Superintendent

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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: March 27, 2026

TIME: 9:30 A.M.

**PLACE: Kean University/STEM Building
1075 Morris Avenue
Union, NJ 07083**

Board of Directors Meeting Minutes

Present: Alexandria, Carteret, Dunellen, East Brunswick, Edison, Highland Park, Jamesburg, Metuchen, Middlesex County Magnet Schools, Milltown, Monroe, North Brunswick, Old Bridge, Sayreville, South Amboy, South Brunswick, South Plainfield, Spotswood and Perth Amboy.

Superintendent Romano, Asst. Superintendent Jones, Asst. Superintendent Scanlon, Business Administrator Havlusch, 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 March 9, 2026 and notice as provided to the Home News & Tribune on March 9, 2026.
2. **Roll Call**
3. **Pledge of Allegiance**
4. **Presentation:**
 - Thank You video from Turning Point Academy.
5. **Superintendent's Report**

The Superintendent gave an update on an award presented to PAL from NJ ARC.

The Superintendent also gave an update on an on-site NJ MVC audit of Commission vehicles in which all vehicles passed the inspection.

The Superintendent commented on the Unsung Heroes event last night that took place in Sayreville.

The Superintendent concluded her report with potential meeting dates for the Executive Committee for the end of June and she would follow up with the members for a consensus.

6. **Committee Reports:**

- a. **Personnel** - An update was provided on the current staffing level as well as vacancies and new/revised job descriptions. ESY positions have been posted and a candidate for the Director of Non Public services has been selected. Agenda as well as the budget impact of staffing recommendations for FY27.
- b. **Finance** - The most recent committee meeting had been held and the items being presented for approval were reviewed in detail including the financial reports, bid extensions, OSC/DCA comments and the white paper that was sent to the NJDOE regarding cooperative procurement..
- c. **Curriculum** - The Curriculum committee was pleased to report onmid-year status and goals as well as the ELA standards. The committee reported on the upcoming new staff orientation and the positive trends taking place as well as the family events taking place on site.
- d. **Facilities** - Reported on the revised lease for PAL, the ACS/NuView transition and the status of 51 Park Avenue.
- e. **Policy** - The Policy Committee reported on the three new policies and the action items on today's agenda.
- f. **Negotiations** - Nothing to report at this time.

Public Comment - Agenda Items Only

Nothing at this time

7. **Minutes:**

Motion to approve the February 20, 2026 Minutes- Regular Session ([Enclosure A](#))

8. **Representative Assembly:**

Representation to the ESCNJ Representative Assembly

Dr. Elizabeth Fillipatos (Plainfield Acting 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 March 24, 2026, to June 30, 2026.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Educational Services Commission of New Jersey, that Elizabeth Fillipatos, 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 Descriptions:
 -  Director of Technology Job Description.pdf
 -  District Supervisor of School Programs and Services_Job Description.pdf
 -  Secretary to the Assistant Superintendent of Learning_Education.pdf
 -  Secretary to the Assistant Superintendent of Operations.pdf
- Progress Toward Achievement of Merit Goals 1-4 First Update

-  Qualitative Goal Audit Romano March 2026
-  Quantitative Goal Dashboard Romano March 2026.pdf
-  Quantitative Goal Parent Education Romano March 2026.pdf
-  Qualitative Goal Andover-Morris Romano March 2026

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 ([January 2026](#))
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 H1](#))
9. Professional Conference Center Event Calendar for April 2026 ([Enclosure I](#))
10. Bid Extensions ([Enclosure J](#))
11. Disposal of a 2018 black Jeep Wrangler, VIN #1C4AJWAG6JL848044 in accordance with Public School Contracts Law 18A:18-45.
12. Disposal of a Clark machine as it is an older unit and is in disrepair ([Enclosure K](#))
13. Approve the award of the Hybrid Phone Systems Bid #ESCNJ 25/26-58 to RFP Solutions, Inc., 10-F Greenwood Avenue, West Deptford, NJ 08096 for the bid term 3/27/26 through 3/26/28, with extensions as permitted by NJ law. ([Enclosure L](#))
14. Approve the award of the Weight Training and Exercise Equipment Bid #ESCNJ 25/26-44 for a two-year bid term from 3/27/26 through 3/26/28, with extensions as permitted by NJ law to: ([Enclosure M](#))
 - . Energy Fitness & Wellness Solutions, LLC, 23 Fontana Lane, Suite 105, Rosedale, MD 21237
 - . Fitness Lifestyles, 37 Route 35, Neptune, NJ 07753
15. Approve the award of the Athletic Field and Court Coverings Bid #ESCNJ 25/26-60 for a two-year bid term from 3/27/26 through 3/26/28, with extensions as permitted by NJ law to: ([Enclosure N](#))
 - . Nickerson NY, LLC, 11 Moffitt Boulevard, Bay Shore, NY 11706
 - . Partac Peat Corporation, One Kelsey Park, Great Meadows, NJ 07838
16. Approve the award of the Device Repair Bid #ESCNJ 25/26-56 to MMI-CPR School Tech Repair, LLC DBA K-12 Tech, 82 Bethany Road, Suite 3, Hazlet, NJ 07730 for a two-year bid term from 3/27/26 through 3/26/28, with extensions as permitted by NJ law. ([Enclosure O](#))
17. Approve the attached Settlement Agreement. ([Enclosure P](#))

C. Curriculum:

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

D. Facilities: No Action Items

E. Policy: Policies & Regulations for Second Reading

- [PDF Policy 2220 - ADOPTION OF COURSES.pdf](#)
- [PDF Policy 2270 - RELIGION IN THE SCHOOLS.pdf](#)
- [PDF Policy 2360 - USE OF TECHNOLOGY.pdf](#)
- [PDF Policy 2363 - STUDENT USE OF PRIVATELY-OWNED TECHNOLOGY.pdf](#)
- [PDF Policy 2416 - PROGRAMS FOR PREGNANT STUDENTS.pdf](#)
- [PDF Policy 2416.01 - POSTNATAL ACCOMMODATIONS FOR STUDENTS.pdf](#)
- [PDF Policy 2419 - SCHOOL THREAT ASSESSMENT TEAMS.pdf](#)
- [PDF Policy 2425 - EMERGENCY VIRTUAL OR REMOTE INSTRUCTION PROGRAM.pdf](#)
- [PDF Policy 2510 - ADOPTION OF TEXTBOOKS.pdf](#)
- [PDF Policy 2520 - INSTRUCTIONAL SUPPLIES.pdf](#)
- [PDF Policy 2610 - EDUCATIONAL PROGRAM EVALUATION.pdf](#)
- [PDF Policy 6320 - PURCHASES SUBJECT TO BID.pdf](#)
- [PDF Policy 6340 - MULTIPLE YEAR CONTRACTS.pdf](#)
- [PDF Policy 6421 - PURCHASES BUDGETED.pdf](#)
- [PDF Policy 6423 - EXPENDITURES FOR NON-EMPLOYEE ACTIVITIES, MEALS, AN...](#)
- [PDF Policy 6424 - EMERGENCY CONTRACTS.pdf](#)
- [PDF Policy 6520 - PAYROLL DEDUCTIONS.pdf](#)
- [PDF Policy 6620 - PETTY CASH.pdf](#)

Regulations:

- [PDF Reg. 2419 - SCHOOL THREAT ASSESSMENT TEAMS.pdf](#)
- [PDF Reg. 2425 - EMERGENCY VIRTUAL OR REMOTE INSTRUCTION PROGRAM.pdf](#)
- [PDF Reg. 2460.8 - SPECIAL EDUCATION - FREE AND APPROPRIATE PUBLIC EDU...](#)
- [PDF Reg. 2461.07 - SPECIAL EDUCATION/RECEIVING SCHOOLS TERMINATION O...](#)
- [PDF Reg. 2461.08 SPECIAL EDUCATION-RECEIVING SCHOOLS – IN-SERVICE TR...](#)
- [PDF Reg. 2461.11 - SPECIAL EDUCATION-RECEIVING SCHOOLS – STAFF CONSU...](#)
- [PDF Reg. 2461.13 - SPECIAL EDUCATION-RECEIVING SCHOOLS – OBSERVATION...](#)
- [PDF Reg. 2461.16 - SPECIAL EDUCATION-RECEIVING SCHOOLS OF A FULL-TIME ...](#)
- [PDF Reg. 2461.17- SPEC. ED. RECEIVING SCHOOLS- SUBMISSION of FISCAL INF...](#)
- [PDF Reg. 2461.18 - SPEC. ED.-RECEIVING SCHOOLS DEPARTMENT OF ED. PRIO...](#)
- [PDF Reg. 6424 - EMERGENCY CONTRACTS.pdf](#)
- [PDF Reg. 6470.01 - ELECTRONIC FUNDS TRANSFER AND CLAIMANT CERTIFICAT...](#)
- [PDF Reg. 6620 - PETTY CASH.pdf](#)
- [PDF Reg. 6810 - FINANCIAL OBJECTIVES.pdf](#)

Policy: Policies & Regulations for First Reading:

- [PDF Bylaw 0142.1 - NEPOTISM \(M\).pdf](#)
- [PDF Policy 1552 - SEXUAL HARASSMENT - STAFF.pdf](#)
- [PDF Reg. 1552 - SEXUAL HARASSMENT - STAFF.pdf](#)
- [PDF Policy 2535 - LIBRARY MATERIAL.pdf](#)
- [PDF Reg. 2535 - LIBRARY MATERIAL.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 R](#))
- . Bright Beginnings Learning Center:
Tuition Students FY 26 ([Enclosure S](#))
- . Center for Lifelong Learning:
Tuition Students FY 26 ([Enclosure T](#))
- . Future Foundations Academy:
Tuition Students FY 26 ([Enclosure U](#))
- . NuView Academy:
Tuition Students FY 26 ([Enclosure V](#))
- . Piscataway Regional Day School:
Tuition Students FY 26 ([Enclosure W](#))

Roll Call

On motion by Middlesex County Magnet Schools, seconded by South Amboy #7-9, were approved by the following roll call vote:

“Ayes” - Alexandria, Carteret, Dunellen, East Brunswick, Edison, Highland Park, Jamesburg, Metuchen, Middlesex County Magnet Schools, Milltown, Monroe, North Brunswick, Old Bridge, Sayreville, South Amboy, South Brunswick, South Plainfield, Spotswood and Perth Amboy.

“Noes” - None

“Abstain” - None

9. **Public Comments:** N/A

10. **Next Meeting** – Board of Directors Meeting – Friday, April 24, 2026 at the Professional Conference Center, 1690 Stelton Road, Piscataway, NJ 08854

11. **Motion to Adjourn**

On motion by Milltown, seconded by North Brunswick and approved by all present, the meeting was adjourned at 9:51 a.m.

Respectfully submitted,



Timothy Havlusch
Business Administrator/ Board Secretary