



WEST WINDSOR-PLAINSBORO REGIONAL SCHOOL DISTRICT ADMINISTRATION & FACILITIES COMMITTEE

MINUTES

September 6, 2011
7:00 P.M.
Board of Education

Committee:

Bob Johnson (Chair)
Hemant Marathe
Todd Hochman

Administration Liaison:

Victoria Kniewel
Russ Schumacher
Dave Aderhold

Guests:

- The Administration and Facilities Committee recommends the acceptance of an International Exchange Student to attend High School North for the 2011 – 2012 school year.
- The Ad Hoc Committee for Building Use conducted its second meeting in August. The committee interviewed Colleen O’Cone, Building Use Secretary, to discuss the district’s building use policies and regulations. The committee will convene again on September 19th and will meet with Ken Jacobs from West Windsor Township Recreation Department.
- The West Windsor – Plainsboro Athletic Foundation has submitted a copy of their Major Preliminary/Final Site Plan to the district for review and approval. The administration has received satisfactory clarification on their questions about the Booster Club’s application and supports the approval of such submission. Upon receiving the district’s approval for submission, the Booster Club will now submit this plan to the West Windsor Township for approval.
- The Committee briefly discussed the district’s Naming Rights Policy. The Committee does not recommend any action at this time; however the Committee did discuss utilizing a wait time prior to considering the naming of district facilities. Further conversations will take place as we continue to develop this policy.
- The Committee established its meeting schedule for the 2011 – 2012 school year. We will continue to meet twice a month as we maintain our vigilance in the review and updating of the district’s policy and procedure manual.

- The superintendent informed the Committee of recent damage sustained to the Central Office, located at 505 Village Road West. The building suffered significant water damage during Hurricane Irene and all staff members located in the basement have been temporarily relocated throughout the building: staff members are utilizing hallways and the conference room, and sharing small office spaces.

Due to ongoing concerns about the use of this building, the Administration and Facilities Committee supports a study and review of options for the district Central Office, which includes the relocation of staff members from the 505 Village Road West office as well as the renting of office space within West Windsor Township.

- The Committee began its review of the 4000 series of the policy manual.

NEXT MEETING: September 19, 2011 – **High School South Media Center** at 7:00 p.m.