



WEST WINDSOR-PLAINSBORO REGIONAL SCHOOL DISTRICT ADMINISTRATION & FACILITIES COMMITTEE

MINUTES

**June 4, 2012
7:00 P.M.
Central Office**

<u>Committee:</u> Bob Johnson (Chair) Ellen Walsh Michele Kaish	<u>Administration Liaison:</u> Victoria Kniewel Russ Schumacher Dave Aderhold	<u>Guests:</u> Mike Welborn
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- Mike Welborn presented a plan for the “Wicoff Beautification Project.” Mike is working with a Wicoff parent/grandparent volunteer, Sharon Pae, to secure donations for the work requested below. The areas under consideration include:
 - New sconces in keeping with the architectural style as well as a more proportioned look
 - Re-paint and re-putty the existing windows over the front door
 - Solar lighting for the front Wicoff sign on Plainsboro Road
 - Belgian block (or similar) curbs for the "sidewalk" to the benched area
 - Updated landscaping
 - Light Box - A back lit historic photo wall at the door to create a "view" into a Plainsboro 1919 classroom.

The Committee is supportive of moving forward with the first five bullets and asked for further information regarding the “light box.” Mr. Welborn met with Plainsboro Township officials to ensure that all work met their approval.

- The Administration and Facilities Committee was presented with several concerns regarding staffing for nursing services. It is the recommendation of the administration that the district add a “floater” nurse position. As of May 1, 2012, the district had utilized over 250 days of nursing substitutes. This number is in direct relationship to the number of field trips that occur throughout the year. This issue is further complicated in that the district has a limited number of nursing substitutes. Of our three regular substitutes, two have been offered full time positions in other districts. Absent a sufficient number of substitutes, the district would have to resort to contracting with a nursing contractor (such as Bayada Nurses). These services can often cost \$65 per hour or more. With the restructuring of ESL staff, we have a moment of opportunity to transfer an existing staff member into this recommended position as one of our ESL staff members has a School Nurses’ certificate and has worked in that capacity within the district as a nursing substitute before becoming an ESL teacher.

The Committee further discussed the concern with overnight field trips and the difficulty securing nurses to participate in these trips. This topic will need to be revisited in a future meeting.

- Field Lights Update
 - DRCC – Van Cleef Engineering and Kevin Sheehan, BOE Attorney, are preparing our submission to the DRCC in order to secure the permitted uses for HSS and to secure the close out of the 2007 Referendum Project.
 - DCA – George Duthie has submitted the application for the HSS Field Lights project to the DCA for their review and approval. The DRCC approval is a mandatory close out item before the DCA will issue acceptance. This permission is needed for West Windsor Township to issue permits for the field light work.
 - HSN – The Booster Club has begun discussions with Plainsboro Township regarding the lights at HSN. It is anticipated that a pre-planning meeting will take place in July with a possible Planning Board review by early Fall.
- West Windsor Township has approached the district with a ROW request for approximately 4,200 square feet of land at the corner of Clarksville Road and Princeton Hightstown Road (Rt. 571). Francis Guzik, Township Engineer, Jimmy Stives and Dave Aderhold will meet to discuss this request further.
- The Penn Lyle Easement was reviewed and recommended to the full BOE for their approval at the June 5, 2012, BOE meeting.
- The Committee reviewed the recommendations of the Curriculum Committee on Policy 2361 - ACCEPTABLE USE OF COMPUTER NETWORK/COMPUTERS AND RESOURCES (INTERNET POLICY). The Committee endorsed the recommendations of the Curriculum Committee.
- The Committee continued their review of 7000 Series (Policy and Regulations 7100 – 7300).

NEXT MEETING: June 25th – Canceled.....rescheduled for July 17th 5:30 at Community Middle School – Media Center.