



WEST WINDSOR-PLAINSBORO REGIONAL SCHOOL DISTRICT ADMINISTRATION & FACILITIES COMMITTEE

MINUTES

August 28, 2012
6:30 P.M.
Central Office

Committee:

Bob Johnson (Chair)
Ellen Walsh
Michele Kaish

Administration Liaison:

Victoria Kniewel
Russ Schumacher
Dave Aderhold

Guests:

1. The Committee reviewed their 2012-2013 Goals. Members agreed that the Committee would work to complete the review of the Policy and Procedures Manual, complete the Naming Rights Policy and revisit the Ad Hoc Committee's report on Facilities Use.
2. The Committee set their meeting dates through December 2012 with tentative dates for the remainder of the 2012-2013 school year.
3. Dr. Aderhold discussed the principals' feedback regarding the Naming Rights Policy. The Committee reviewed the policy and recommended moving Policy 7250 for a first reading at the September 11, 2012 Board of Education meeting.
4. The Committee reviewed concerns regarding lighting and sound for building use events. Currently the district has no approved lighting or sound technicians. As there are several organizations that have requested lighting and sound support with their building use requests, there is no proposed solution at this time.
5. The lighting project for HSS is tentatively scheduled for completion during the week of September 3rd being weather dependent. It is anticipated that games may be played under the lights as early as Thursday September 6th. Marty Flynn prepared a list of field lights usage for the Committee to review and approve for the Fall season. This list was supported by the Committee and feedback was provided to Mr. Flynn.
6. The Penn Lyle Road project is currently underway and will have some impact on the opening of school. Limited access to the faculty parking lot will begin starting Tuesday September 4th as the project is completed. Bus routes will be diverted during the project completion.
 - a. The HSN Field Lights project will begin with a DRC meeting in September and Planning Board Meeting in October, both in Plainsboro.

7. Dr. Aderhold provided an update on Student Run Clubs for both high schools. Student run clubs will be prohibited from participating in any offsite competitions. The Committee endorses the administration's recommendation to fund a stipend for Junior Statesman of America (JSA) for HSN and HSS, Robotics (HSN/HSS) and National History Day (HSN/HSS).
8. The Nursing Services Plan was distributed and reviewed by the Committee. As per NJQSAK the BOE must approve the Nursing Services Plan on an annual basis. The plan meets all requirements established by the DOE and is in compliance with the format established by the local Mercer County DOE Education Specialist.
9. The Committee reviewed the request for an Electronic Message Board at HSN. The message board is being donated from both the PTA and as a gift from the class of 2011. Potential concerns discussed were: 1. Future expenses, 2. Power, 3. Potential requests from other district schools, 4. Service/maintenance contract, 5. Appearance. The Committee has requested specifics about the gift. Dr. Aderhold will follow up with Mr. Zapicchi.
10. The Committee continued its discussion of the Central Office building. Dr. Kniewel noted that there is a need for additional space for Community Education programs (pre-school and Kindergarten Extension programs, along with other possibilities) in addition to improving the workspace for Central Office staff. The Committee recommended that a group, including representatives from both townships, be assembled to review the issue and discuss what would be feasible. With recommendations from this committee, Central Office Administration will work with George Duthie from FVHD to draft preliminary plans .
11. The review of 7000/8000 Policy Series was delayed until Tuesday September 4th.

NEXT MEETING: September 4, 2012