



WEST WINDSOR-PLAINSBORO REGIONAL SCHOOL DISTRICT ADMINISTRATION & FACILITIES COMMITTEE

MINUTES
October 9, 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>
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- The A&F Committee reviewed the Uniform State Memorandum of Agreement (MOA) between Education and Law Enforcement Officials. The district is required to sign the MOA with law enforcement from both Plainsboro and West Windsor.
- The Committee reviewed the first draft of the proposed Capital Projects List for 2013. Committee members asked clarifying questions about various aspects of the listed projects. Additional back up documentation will be brought forward at a subsequent meeting.
- The Committee received an update regarding the BOE Office Space and the Special Services Building provided by Dr. Aderhold. The administration will continue to keep the Committee and the full Board informed of the condition of these two buildings and the ongoing discussions about alternatives that would affect the usage of these buildings.
- The Committee learned that a plaque noting donors for the HSS Field Lights project was hung outside of the entrance to the new gym at High School South. As this donation was valued below \$2000 Dr. Kniewel was authorized to accept this donation on behalf of the district.
- The Committee learned of the newly signed legislation called Janet's Law. Janet's Law requires that schools establish emergency procedures for responding to sudden cardiac events. Furthermore, schools will be required to have automated external defibrillators. The district has had a long standing practice of having defibrillators in all schools. We will be purchasing new defibrillators at the conclusion of the 2012 – 2013 school year as it is recommended that defibrillators be replaced on a ten year cycle.
- Dr. Aderhold informed the Committee that a group of K-3 administrators will be meeting to further discuss K-3 attendance zones in an effort to ensure balance amongst AM and PM Kindergarten classes. Dr. Aderhold will bring forward recommendations of the administration to the A&F committee for review.
- On Monday October 15th the application for field lights at HSN will be presented to the Plainsboro Planning Board.
- The Committee reviewed a spreadsheet that documented the Committee's progress on the updating of our policy and procedures manual.
- The Committee set a goal for our next meeting for the upcoming review of the 8000 Series.

NEXT MEETING: Thursday November 1 @ 7:00 p.m.