



**WEST WINDSOR-PLAINSBORO REGIONAL SCHOOL DISTRICT
ADMINISTRATION & FACILITIES COMMITTEE**

MINUTES

**June 18, 2013
7:00 P.M.
Central Office**

Committee:

Michele Kaish (Chair)
Manikandan Alapakham
Hemant Marathe

Administration Liaison:

Victoria Kniewel
Russ Schumacher
Dave Aderhold

Guests:

Dana Krug

• Updates:

- The Wicoff Beautification Project will see some work this summer with volunteers working to enhance the original entrance to the building in preparation of Wicoff's 100 year anniversary.
- The Dutch Neck Walking Track has been approved by both the DCA and DOE. The majority of funds have been raised. FVFD (district architect) will release a project and solicit bids from contractors for the work.
- Dr. Aderhold provided an overview of Summer Capital Projects which includes work at the following locations:
 - Maurice Hawk – Canopy
 - Wicoff – Paving
 - HSS – Tennis Courts
 - Village – Chiller Project
 - Dutch Neck – Boiler/Air conditioner
 - HSS – Project Adventure
 - HSN – Remaining roof/ceiling work damage from Hurricane Sandy
 - Community MS – Hallway lighting, roof project and air conditioning

Two other projects were discussed as being in the pipeline, Millstone River Educational Pavilion and the removal of the OT/PT trailers at Village. The Millstone River project is being reviewed by the architect and the removal of the trailers will be a component of the Village Expansion Project.

- West Windsor/Plainsboro Police – Dr. Aderhold met with the WW and Plainsboro Police on June 4th to continue conversations regarding school security upgrades and safety/security measures. It is the recommendation of the police and high school administrations that the district consider adding a police officer to each high school as an added security measure. Further discussions will be held at the committee level regarding this recommendation as this will need to be considered in conjunction with the EOD pilot.
- A school security survey was sent out to Village and Millstone River families and staff members to receive feedback on the Eye's on the Door Pilot. This data will be reviewed by the Administration and Facilities committee at its next meeting. As of June 21st, responses totaled 353 parents and 103 staff.
- Dr. Aderhold provided information regarding the process for adding internal security cameras at all buildings. It is projected that K-5 buildings will receive 3 cameras, 6-8 buildings will receive 5 cameras and the high schools will receive 6 cameras. Locations are currently being determined by building administrators. Russ Wray is working with Dr. Aderhold to determine wiring and installation costs.
- The PTA Security Committee held its first meeting on June 5th. The committee heard an overview of current district security practices. The committee agreed to work in an online format to review materials prior to our next meeting. The committee will provide recommendations to enhance current security measures. It is expected that this group will reconvene again at the end of the summer or early fall.
- As we prepare to review the EOD pilot program, Dr. Aderhold presented information on the Davis Group. The Davis Group has been awarded a security services contract through Ed Data. They are an approved contractor that could be utilized absent going out for a bid. Should we continue to move forward with the EOD program, we will need to discuss whether or not we maintain our current staffing or move to a contract service provider.
- The committee reviewed an Eagle School Project that sought to enhance the storage place for plays and musicals at HSS. The project meets a need to organize space above the HSS Playhouse for the efficient storage and hanging of costumes and props. The project was previously vetted and approved by Dennis Lepold and Jimmy Stives. The committee endorsed this project.
- Round 4 ROD Grants have been released by the Department of Education. The DOE is accepting grants up until September 4, 2013. The district will be working with FVFD to identify projects for submission.
- The Nursing Services Plan was reviewed and approved for submission to the county office. This is an annual report that must be filed.
- The 9000 Policy Series will be reviewed at the July 16th meeting.

NEXT MEETING: Tuesday, July 16, 7:00 p.m. at Central Office