



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

**Confidential Minutes**

**October 15, 2013  
7:00 P.M.  
Dutch Neck**

Committee:

Michele Kaish (Chair)  
Alapakham Manikandan  
Hemant Marathe

Administration Liaison:

Dave Aderhold  
Gerard Dalton

Guests:

Dana Krug

**Confidential**

- Village Expansion
  - Dr. Aderhold reviewed all K-5 building maps and outlined possible scenarios for the utilization of space across the district. Input from the Committee was sought on process with constituency groups. Following the discussion with the Committee, the constituency groups to be engaged in discussion will include, principals, teaching grade levels to be impacted and PTA executive board members.
  
- Princeton Terrace
  - Current numbers indicate a higher number of students than anticipated with an impact at Village School in fourth grade that has increased class size, in some cases up to 27 students. Central office has contacted the leasing office to obtain further information as to the completion of remaining units and for any further information that might be helpful in predicting an increase in student registration.



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### Minutes:

- Dutch Neck HVAC
  - James Stives, Director of Buildings and Grounds, gave a tour at Dutch Neck School to provide an update on the heating, ventilation and air conditioning project.
- QSAC – Operations and Governance
  - Dr. Aderhold provided an explanation of the scoring of Operations and Governance for QSAC and the district committee structure for review and self-scoring in preparation for the review by the Mercer County DOE assessment team.
- Policies
  - Scholastic Student-Athlete Safety – On June 27, 2013, this law was signed mandating physical examinations for students in grades 6-12 for school sponsored interscholastic and intramural teams. The law will require revisions to Policy 2341 - Strauss Esmay should be providing an update in the near future.
  - Fundraising – Recent discussions have raised questions about the approval of fundraising practices in the District. Building administration and the A&F Committee have been asked for input. Questions focus on the types of activities, locations, insurance requirements, and conflicts due to scheduling and fundraising by non-school based organizations.
- Updates:
  - Buildings and Grounds – Co-director interviews have concluded. A final step in the process will include the final candidate spending part of a day with James Stives.
  - Athletic transportation – Forms will be modified to allow parents to designate another adult to transport their child. Advance notice will still be the focus, but coaches will have forms available for emergent situations.

- Millstone River School Pavilion – The pavilion project will be moving forward with a change in location due to proximity to the building. This project had been approved last year with funding derived from prior fundraising at MRS.
- Dutch Neck School Walking Track – The district is awaiting a third bid.
- Maurice Hawk School Walking Track – Gerard Dalton met with a representative of the MH PTA to discuss a proposed walking track. District architect, George Duthie, has been consulted and will be providing guidance for next steps.
- Community Education Program Review – On Monday, October 21<sup>st</sup>, Dr. Aderhold and Gerard Dalton will be meeting with the consultant charged with providing the review toward finalizing the written report.

NEXT MEETING: Tuesday, November 19, 2013 – 7:00 p.m. at BOE

