



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

MINUTES

**October 14, 2014
6:30 P.M.
Central Office**

<u>Committee:</u> Michele Kaish (Chair) Rachel Juliana Louisa Ho	<u>Administration Liaison:</u> Gerard Dalton Russ Schumacher Dave Aderhold	<u>Guests:</u>
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- QSAC Review – The A&F Committee reviewed the Governance and Operations sections of the QSAC Statement of Assurances to be submitted to the NJDOE in November. The report indicates that we are in compliance with all applicable sections of the SOA.
- Tabled Policies/Regulations for Discussion – The policies listed below were reviewed by the committee and further changes were recommended. The edited policies will be discussed at the next meeting.
 - 2464 – Gifted and Talented Pupils
 - 3221 – Evaluation of Teachers
 - 3222 – Evaluation of Teaching Staff Members, Excluding Teachers and Administrators (CST, Guidance, etc.)
 - 3223 – Evaluation of Administrators, Excluding Principals, Vice Principals and Assistant Principals
 - 3224 – Evaluation of Principals, Vice Principals and Assistant Principals
 - 3232 – Tutoring Services
 - 3270 – Professional Responsibilities
- Attendance Policy - The district received guidance from Strauss Esmay regarding Policy and Regulation 5200 Attendance. The guidance is consistent with the district message to the community that defines the distinction between absences exempt, excused, unexcused and unexcused that count toward truancy. Strauss Esmay plans to send a policy alert with further clarification in the coming days. Once information is received, the district policy will be reviewed and changed as appropriate. The topic of how the district will handle vacation requests within the policy will be discussed once the draft policy is received.
- Sun Center and Graduation - The district received notification from the Sun Center that although our graduation date is on their calendar, should there be a revenue generating event, the district would not be able to use the facility. Dr. Aderhold is working with other districts to determine if there is further action that can prevent losing the venue.

- 2015-2016 and 2016-17 Calendars - The 2015-2016 calendar was reviewed relating to the possible need to change conference dates based on potential report card changes at the elementary level. The committee discussed the process related to the development of the 2016-2017 calendar.
- Town Center Gazebo - The gazebo at Town Center School will undergo repairs for broken spindles and other such parts. Although the PTA originally donated the gazebo, the repairs will need to follow district processes through contracting with an approved vendor rather than by a vendor contracted through the PTA.
- Capital Projects Update - The current list of capital projects was reviewed. The committee discussed the list, other potential projects that may be added in the coming months and the need to prioritize projects in consideration of budget preparation.
- Hockey Addendum - Mr. Schumacher shared the proposed language for the agreement with the West Windsor-Plainsboro Board of Education and the Ewing Township Board of Education for a cooperative ice hockey team. The team will function as a West Windsor-Plainsboro team and the agreement clarifies logistical concerns.

NEXT MEETING: November 11, 2014 - 6:30 p.m. at Central Office