



WEST WINDSOR-PLAINSBORO REGIONAL SCHOOL DISTRICT ADMINISTRATION & FACILITIES COMMITTEE

MINUTES
Tuesday, March 1, 2016

7:00 P.M.
Central Office

<u>Committee:</u> Michele Kaish (Chair) Rachel Juliana Isaac Cheng	<u>Administration Liaison:</u> Gerard Dalton Dave Aderhold	<u>Guests:</u>
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Committee Members Rachel Juliana and Isaac Cheng participated via phone conferencing

Substitute Rates – The Committee reviewed substitute rates for WWP as compared to 23 other districts for nurses, certified substitute teachers, 60 credit substitute teachers, instructional aids and secretaries. The Committee discussed budgetary impact and further information was requested – any potential rate changes will be discussed at a future meeting.

Policies for Review- The Committee reviewed the following policies which were moved to the March 8th BOE agenda for First Reading: P6311 Contracts for Goods and Services Funded by Federal Grants, P6424 Emergency Contacts, P6471 School District Travel – these 6000 series policies were recommended through the audit of our policy manual by Strauss Esmay.

P4321 Acceptable Use of Computer Networks/Computers and Resources by Support Staff Members – this policy was reviewed at a prior Committee meeting but was inadvertently left off the BOE agenda for approval.

R5600 Pupil Discipline/Code of Conduct – an error on the high school chart of consequences has been corrected to match the student handbook and current practice. This change can be found on page 27, item 7, 2nd offense column. The updated Regulation is on the March 8th BOE agenda for approval.

CMS Renaming Discussion– The Committee tabled this item pending further information from the proposal committee.

2017-18 Calendar – The Committee reviewed the changes proposed at the last meeting. Administration will move forward with the review of the calendar with the Superintendent’s Advisory Council and district PTSA representatives.

Strategic Planning – The Superintendent discussed background information and a draft of the request for proposal for the 2016-17 strategic planning process. The Committee will provide feedback on the draft request for proposal.

Videotaping of Meetings – The Committee viewed a brief sample video provided by Jamie Watson. The Committee asked for specific types of shots to be reviewed in the full meeting sample to be recorded at the March 8 BOE meeting - the Committee will review the future sample for further discussion.

NEXT MEETING: Tuesday, April 5, 7:00 p.m. at Central Office