



WEST WINDSOR-PLAINSBORO REGIONAL SCHOOL DISTRICT ADMINISTRATION & FACILITIES COMMITTEE

MINUTES
Tuesday, May 3, 2016

6:30 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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Bylaws Review – the Committee reviewed three bylaws: 0164 Conduct of Board Meetings; 0167 Public Participation in Board Meetings; and 0168 Recording Board Meetings based on the most recent policy alert from Strauss Esmay and related to the review of videotaping of Board meetings. The Committee discussed the proposed revisions to the bylaws and received feedback from legal counsel. Bylaw 0167 Participation in Board Meetings will change the time limit for public comment from two minutes to three. The Committee has placed the three bylaws on the Board agenda for First Reading.

Policies and Regulations Review – the Committee reviewed the following policies and regulations identified in an audit from Strauss Esmay: P4125 Employment of Support Staff Members; P4219 Commercial Driver Controlled Substances and Alcohol Use Testing; P4281 Inappropriate Staff Conduct; P4425 Work Related Disability Pay; P4425.1 Modified Duty Early Return to Work Program-Support Staff Members; R4281 Inappropriate Staff Conduct; R4425.1 Modified Duty Early Return to Work – Support Staff Members. The policies and regulations in the 4000 series address mandatory items for non-certificated staff. These proposed policies and regulations were reviewed prior by the Director of Human Resources and revisions have been made based on district practices.

Future Growth Enrollment – Continued discussion of monitoring potential housing developments in the community which could impact enrollment growth.

Substitute Rates – The Committee reviewed rates for teacher certified substitutes, 60 credit substitutes and nursing substitutes. The Committee recommends adjustments to all rates – proposed adjustments for certificated substitutes would rise from \$90 to \$95; 60 credit substitutes would rise from \$80 to \$85; and nursing substitutes would rise from \$150 to \$175.

Strategic Planning – Administration awaits further response to the second advertisement for the Request for Proposal.

Community Middle School Renaming Request – The Committee will meet with the requestors of the naming request at the June committee meeting.

Videotaping of Board Meetings - Bylaw 0168 – Recording Board meetings was discussed and the Bylaw is on the Board agenda for First Reading.

Security Contract – Administration is working with the vendor to prepare a contract for approval for the first Board meeting in June.

Water Testing – The District awaits final reports from the recent water testing of all district buildings.

NEXT MEETING: Tuesday, June 7, 6:30 p.m. at Central Office