



WEST WINDSOR-PLAINSBORO REGIONAL SCHOOL DISTRICT ADMINISTRATION & FACILITIES COMMITTEE

MINUTES
February 7, 2017

6:30 P.M.
Central Office

<u>Committee:</u> Michele Kaish (Chair) Carol Herts Isaac Cheng (by phone)	<u>Administration Liaison:</u> Gerard Dalton Dave Aderhold	<u>Guests:</u> George Duthie
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- Capital Projects – The district architect, George Duthie, presented a proposed list of capital projects, for consideration during the summer of 2017, for all district schools. Mr. Duthie reviewed the projects school by school providing the current concerns and historical information as appropriate. The Committee asked for modifications of the list which will be completed by Mr. Duthie. Administration reported on the continued monitoring of potential housing developments in the community and the anticipated impact on school enrollment. Administration and Mr. Duthie reviewed initial conceptual plans for expansion of Maurice Hawk in anticipation of this enrollment growth.
- Transportation - Administration has continued to research options for the relocation of buses from the Wallace Road location after June 30, 2017. Assistant Superintendent for Finance, Larry Shanok, has been in communication with local organizations regarding possible options for bus parking. The Committee will continue to discuss progress on the relocation of buses as the options are finalized.
- Policies - The Committee reviewed two policies that were required by Strauss Esmay through a recent audit of policies; Strauss Esmay had also updated the original versions of these policies in 2016.
 - . P5514 – Student Use of Vehicles
 - . P5516 – Use of Electronic Communications and Recording Devices
- Athletics – Administration provided an update on the continuing search for a permanent athletic director. Administration also provided an update of participation numbers for the high school football teams, related concerns and communications with the interim athletic director, high school principals and football coaches. Potential solutions to the participation concern will continue to be researched and discussed at a future meeting.

- Send Hunger Packing – Administration provided an update on this program which was initially discussed in July 2016. Melissa Hager, a community member from West Windsor, initially proposed the program in collaboration with Mercer Street Friends Food Bank to provide free weekend meals of non-perishable foods for students in need. Melissa has gathered an advisory board for the local organization, WW-P Send Hunger Packing, to raise awareness and funding in order to support those in need in West Windsor and Plainsboro. The initial fundraising and grant opportunities with Mercer Street Friends has made it possible for meal delivery to begin in early March. The identification of students benefiting from the program will be done through the schools in a discreet manner and participation will be an optional offering for the parents. District administration will be addressing the logistical concerns for the delivery of meals through the Buildings and Grounds Department, school principals and designated contacts at each school.

NEXT MEETING: March 21, 2017 – 7:00 p.m. at Central Office

FUTURE DATE CHANGE: The August meeting will be moved to August 15, 2017