

# Auxiliary Adviser

"Providing Services That Power Education"

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## "Our Biggest Year Ever"

The Wake County Public School System opened seven new schools and two ninth-grade centers, moved three schools back to like-new campuses, moved one school into swing space and completed 12 major renovations and almost 50 smaller improvement projects over the spring and summer.

"This was our biggest year ever," said Christina Lighthall, Facilities Planning and Construction senior director. "All of our staff worked hard to ensure schools opened on time."

Jones Dairy and Turner Creek Road elementary schools and Heritage Middle opened on the year-round calendar, July 12. Highcroft Drive and Forestville Road elementary schools, Salem Middle and Knightdale High open on the traditional calendar, Aug. 10.

Kingswood and Wake Forest elementary schools and Apex Middle return to their renovated, like-new campuses this year. Cedar Fork Elementary serves as swing space for Northwoods Elementary while its campus undergoes renovations. The new Carpenter Elementary and East Cary Middle are interim ninth-grade centers for Green Hope and Cary high schools for the next two years.

## AUXILIARY SERVICES DIVISION

### Vision

Providing Services That Power Education

### Mission Statement

Provide quality facilities and support services to ensure safe, healthy, inviting and optimal learning environments.

### Goals

- 1) Recruit, develop and retain a qualified and high quality workforce.
- 2) Provide and maintain quality facilities and support services that result in a safe and healthy learning environment.
- 3) Effectively communicate successes, challenges and needs.

## New School Stats

*Total project budget includes all fees, equipment and furniture. WCPSS facility planner and project manager are in parenthesis.*

### **Forestville Road Elementary (Marcella Rorie & Rick Fichera)**

100 Lawson Ridge Road

Knightdale, NC 27545

Main Office 266.8487

- Interim Principal Roy Teel
- 654 students
- 103,436 square feet (includes full-size gym, funded by Town of Knightdale)
- Part of a collaborative effort between WCPSS, Town of Knightdale and Wake County Parks and Recreation
- Reused (prototype) design, also seen at Carpenter and Cedar Fork – one wing is two-story
- Total project budget: \$12.7 M

*Continued on page 2*

**Heritage Year-Round Middle (Larry Sherrill & Bob Stutts)**

3400 Rogers Road  
Wake Forest, NC 27587  
Main Office 562.6204

- Principal LaVaughan Buchanan
- 1,293 students
- 149,973 square feet
- Reused (prototype) one-story design, also seen at Dillard Drive and Durant Road
- Total project budget: \$22.0 M

**Highcroft Drive Elementary (Marcella Rorie & Donnie Parker)**

5415 Highcroft Drive  
Cary, NC 27519  
Main Office 460.3527

- Principal Jane Ann Hughes
- 631 students
- 90,320 square feet
- Reused (prototype) design, also seen at Dillard Drive, Heritage, Middle Creek, Timber Drive, Turner Creek Road, Wildwood Forest and Yates Mill
- Total project budget: \$11.5 M

**Jones Dairy Year-Round Elementary (Larry Sherrill)**

1100 Jones Dairy Rd.  
Wake Forest, NC 27587  
Main Office 562.6181

- Principal Craig Matthews
- Swing space for Wake Forest Elementary (Jan. 2003-04)
- 722 students
- Existing school that returns as a year-round campus
- 76,318 square feet
- Total project budget: \$266,000 (new flooring, paint, some new furniture, cleaning)

**Knightdale High (Marcella Rorie & Rick Fichera)**

100 Bryan Chalk Lane  
Knightdale, NC 27545  
Main Office 217.5350

- Principal Marvin Connelly
- 1,663 students
- 267,800 square feet
- New three-story design
- Includes funds from Town of Knightdale and Wake County Parks and Recreation
- Part of a collaborative effort between WCPSS, Town of Knightdale and Wake County Parks and Recreation
- Total project budget: \$41.2 M

**Salem Middle (Larry Sherrill & Norm Kligerman)**

6150 Old Jenks Road  
Apex, NC 27523  
Main Office 363.1870

- Principal Matthew Wight
- Swing space for Apex Middle 2003-04
- 903 students
- 164,202 square feet
- Reused (prototype) two-story design, also seen at Holly Ridge, Reedy Creek and Wakefield
- Total project budget: \$18.6 M

### **Turner Creek Road Year-Round Elementary (Lalonna Griffin & Bruce Hyder)**

6801 Turner Creek Road

Cary, NC 27519

Main Office 363.1391

- Principal Jan Hargrove
- 768 students
- 90,320 square feet
- Reused (prototype) design, also seen at Dillard Drive, Heritage, Highcroft Drive, Middle Creek, Timber Drive, Wildwood Forest and Yates Mill
- Total project budget: \$11.0 M

### Major Renovations/Additions

Apex Middle

Broughton High

Daniels Middle

East Cary Middle (new school will serve as ninth-grade center for Cary HS for 2 years)

Kingswood Elementary

Ligon Middle

Millbrook Elementary

North Garner Middle

Project Enlightenment

Rolesville Elementary

Wake Forest Elementary

Wendell Elementary

### System-wide Improvement Projects

Apex High

Aversboro Elementary

Brentwood Elementary

Bugg Elementary

Carnage Middle

Carroll Middle

Cary High

Davis Drive Elementary

Durant Road Middle

East Millbrook Middle

East Wake Middle

Enloe High

Fox Road Elementary

Fuquay-Varina Elementary

Fuquay-Varina High

Green Elementary

Hilburn Elementary

Hunter Elementary

Lacy Elementary

Lead Mine Elementary

Millbrook High

Olive Chapel Elementary

Penny Road Elementary

Root Elementary

Smith Elementary

Southeast Raleigh High

Various Schools – PL 2000 Deferred Mt.

Wake Forest-Rolesville High

Wakefield Middle

West Lake Middle

West Millbrook Middle

Wilburn Elementary

Zebulon Elementary

Zebulon Middle

*\*Some schools have multiple projects*

## Mark Your Calendar

Traditional School Starts  
Aug. 10

Custodial Appreciation Week  
Sept. 12-18

Labor Day  
Sept. 6

## Putting the Power of MAXIMO in the Technician's Pocket

Denise Boughton, MAXIMO System Manager

The Maintenance and Operations department is in the process of implementing MAXIMO Mobile Work Manager (MMWM). MMWM is a pocket pc solution that interfaces with the MAXIMO Work Order System. Technicians are able to work offline, periodically synchronizing their handhelds to the MAXIMO database through a docking cradle.

With MAXIMO Mobile Work Manager, technicians use handheld devices to electronically receive, collect and update work order information. MAXIMO Mobile Work Manager synchronizes this information electronically in seconds. Touch-screen technology and the use of familiar maintenance terminology make MAXIMO Mobile Work Manager easy to learn and practical to use.

With their pocket pc, technicians have access to all the information necessary to complete the job, capturing important labor and parts information as they go. By the time a technician completes his last work order his paperwork is already complete.

We expect to distribute the pocket pc's to maintenance technicians, starting with the eastern region, southern region and the HVAC department, in August.

## You Asked For It – You Got It!

Christina Larkins, Special Projects Coordinator

While visiting schools to promote the EnergySavers® Program, one request made of us over and over was: "Could you please have someone explain how the HVAC system at my school works?" Most administrators told us, "If I understood more about how the system works, I could do a better job – not only of saving energy, but of making my school more comfortable."

In response to the many requests, WCPSS Energy and Physical Plant, Organizational Development and the EnergySavers® Program facilitated several HVAC training workshops. WCPSS employees in attendance have included principals, assistant principals, secretaries, custodians, area facility managers (AFMs) and multi-task employees (MTEs). Through the expertise of Wayne Mullen, Ed Butler, Carol DeVaney, Phil Mobley, Sylvia Surcy, Judy Cox and Christina Larkins, employees have learned how their HVAC systems operate, the benefits and issues associated with each system, proper procedures of calling in problems, and most importantly – how to operate their facility more efficiently!

EnergySavers® and Energy Management will jointly offer monthly HVAC workshops to help school staff understand how their heating and cooling systems work and how to ensure equipment runs as efficiently as possible. Classes are open to all school employees, but highly recommended for assistant principals, custodians, AFMs and MTEs. The dates for the workshops are as follows:

Sept. 20, 2004  
Oct. 5, 2004  
Oct. 12, 2004  
Nov. 9, 2004

Nov. 16, 2004  
Jan. 11, 2005  
Feb. 8, 2005

For more information, or to enroll in one of the workshops, please call Judy Cox (jscox@wcpss.net) at 664.5728.

## Training Message

Beth Ann Williams, Operations Specialist

Organizational Development invites you to look at our web pages (<http://www2.wcpss.net/Departments/OrganizationalDevelopment/orgdev3.htm>) for information about upcoming training classes we have planned for Auxiliary Services employees. There you will also find various links to several local educational agencies that can provide training to meet your individual training needs.

We are particularly excited about our partnership with the Office of State Personnel/Wake Technical Community College State Personnel Development Center (SPDC) to offer several of our advanced computer classes in the coming year. Some of the classes will be taught here in our Training Lab at Rock Quarry, some will require students to go to the SPDC at 101 West Peace Street in downtown Raleigh.

In addition to computer training, SPDC also offers grammar and writing courses, Spanish and a variety of other courses. We have added a link to their website from our web page, <http://www.osp.state.nc.us/train.htm> and encourage you to check out what they have to offer.

Please remember however that registration for all classes **must be processed through Organizational Development**. If you have questions, please call me at 856.8018, or e-mail me at [bwilliams2@wcpss.net](mailto:bwilliams2@wcpss.net).

## Training Schedule

### **MAXIMO**

#### Basic Training

Aug. 18, Sept. 22, Oct. 20 or Nov. 17

8:30 – 11:30 a.m.

Training Center, Rock Quarry Road

#### eSchoolSolutions Registration Training

Sept. 29

8 – 9 a.m.

Training Center, Rock Quarry Road

SRN: 249002804

### **Computer Classes**

#### Intro to Computers

Aug. 19

8:30 – 11:30 a.m.

Training Center, Rock Quarry Road

SRN: 249000903

#### Intro to Word 2000

Oct. 7

8:30 a.m. – 3:30 p.m.

Training Center, Rock Quarry Road

SRN: 249001003

#### Intro to Computers

Sept. 14

8:30 – 11:30 a.m.

Training Center, Rock Quarry Road

SRN: 249000904

#### Intro to Windows

Oct. 19

8:30 a.m. – 3:30 p.m.

Training Center, Rock Quarry Road

SRN: 249002703

#### ESchoolSolutions Registration Training

Sept. 16

8 – 9 a.m.

Training Center, Rock Quarry Road

SRN: 249002803

#### Microsoft Excel Level I

Oct. 27

8:30 a.m. – 3:30 p.m.

Training Center, Rock Quarry Road

SRN: 249005202

#### TAO E-mail (Intro)

Sept. 23

8:30 – 11:30 a.m.

Training Center, Rock Quarry Road

SRN: 249000306

#### eSchoolSolutions Registration Training

Nov. 11

8 – 9 a.m.

Training Center, Rock Quarry Road

SRN: 249002805

## **Safety**

### Defensive Driving

Sept. 21

9 a.m. – 1 p.m.

Garner Training Center

SRN: 249002307

### Defensive Driving

Sept. 28

9 a.m. – 1 p.m.

Garner Training Center

SRN: 249002308

To register for MAXIMO classes, please contact Petra Harris ([pharris2@wcpss.net](mailto:pharris2@wcpss.net) or 856.8128). To register for all other courses, go to <http://ero.eschoolsolutions.com>. Click on the "log on" button and type in the following: Organization ID=42358, User ID=SS# and Pin=last four digits of your SS#. If you have questions, please contact Beth Ann Williams ([bwilliams2@wcpss.net](mailto:bwilliams2@wcpss.net) or 856.8018).

## Concerned?

If you have any Maintenance and Operations questions or concerns that you don't feel comfortable asking your supervisor, please contact one of the Internal Communications Focus Team members listed below. He or she will submit your question to Kristin Wood (anonymously if you wish), who will find the answer and include it in this newsletter when appropriate.

Team members include:

Kristin Wood, Communications specialist, 856.8036

Buddy McCarty, Environmental Health & Safety supervisor, 856.8031

Sylvia Surcy, processing technician, 856.8119

Mike Weisbeck, Heat Shop craftsman, 427.5172

Ron Wood, AFM, Knightdale Cluster, 266.8401

Darren Grogg, Carpentry craftsman, 868.1976

## Stay Informed

The *Auxiliary Adviser* is e-mailed to subscribers in the school system; and posted on the intranet, Internet and Auxiliary Services Tao bulletin board. A hard copy of the *Adviser* is also posted on bulletin boards in the Maintenance and Facilities buildings, and one is sent to the head custodian and child nutrition staff at each school.

To have the newsletter e-mailed to you directly, simply send an e-mail with "subscribe" in the subject line, to [kwood@wcpss.net](mailto:kwood@wcpss.net).

