

Auxiliary Adviser

"Providing Services That Power Education"

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County Commissioners Support School Board's Draft Building Plan

At a joint work session on May 3, county commissioners gave non-binding approval to the school board's draft capital improvement plan. Recognizing that the Board of Education will continue to refine the draft until its May 16 vote, commissioners said they supported the general size of the building program, as well as year-round conversion and the larger school sizes. Both boards emphasized the importance of speaking with a unified voice on the outcome of the November 2006 school bond referendum.

School board members also stressed that they tried to create a plan that the community would accept, knowing that the November bond is the first of three school construction referenda needed over the next 10 years to handle enrollment growth. Projections show Wake adding 40,000 students in the next five years and 72,000 students by 2015.

The draft capital improvement plan currently stands at \$997 million. Based on previous funding ratios, approximately 20 percent is paid with cash, or pay-as-you-go funding, with the remainder on a bond referendum.

The school board will vote on a final plan on May 16, and then present it to the county commissioners on May 17.

For additional information, including the latest draft plan, visit the Growth Resource Center at www.wcpss.net/growth.

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 Environmental Health and Safety Director

Sneha Amin took over as the new director of Environmental Health and Safety on March 15. She comes to WCPSS with 10 years of experience in the manufacturing industry – where she most recently served as safety director – and has a chemical engineering degree from Virginia Tech. This is her first foray into the public sector, and she sees it as a growth opportunity, a new challenge.

As EHAS director, Amin is responsible for indoor air quality, mold remediation, asbestos abatement, water quality, pest management, and the safety of Auxiliary Services Division employees. The department looks at regulatory compliance efforts and liabilities.

During her first week and a half in her new role, Amin rode along with each of the 10 people in her department. She gained a better understanding of what each individual does, how he does it, and why. "The department had been without a director for eight-and-a-half months and they did great – that says a lot," said Amin.

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"With help, they can do so much more. Their can-do attitude and teamwork mentality are definitely a plus. They're really a good group of people. I hope to build on those strengths."

She envisions EHAS becoming integrated in the daily practices of other departments. By sharing input during the design phase of new schools and renovation projects on places where moisture could creep into buildings, for example, EHAS can add value upfront and save time and money in the long run. Amin is also interested in partnering with the Risk Management Department in terms of managing liability and regulatory compliance.

"EHAS usually reacts, but that's the past," said Amin. "I'd like to see us become much more proactive and get ahead of the curve."

Amin is originally from India, but moved to the United States when she was seven years old. She has lived in the South for the last 20 years, and the rest of her family – including her two younger sisters – currently resides in Richmond, Virginia. Amin is a vegetarian, and loves sports, outdoor activities, and yoga.

You may reach Amin at 856-8284 or samin@wcpss.net.

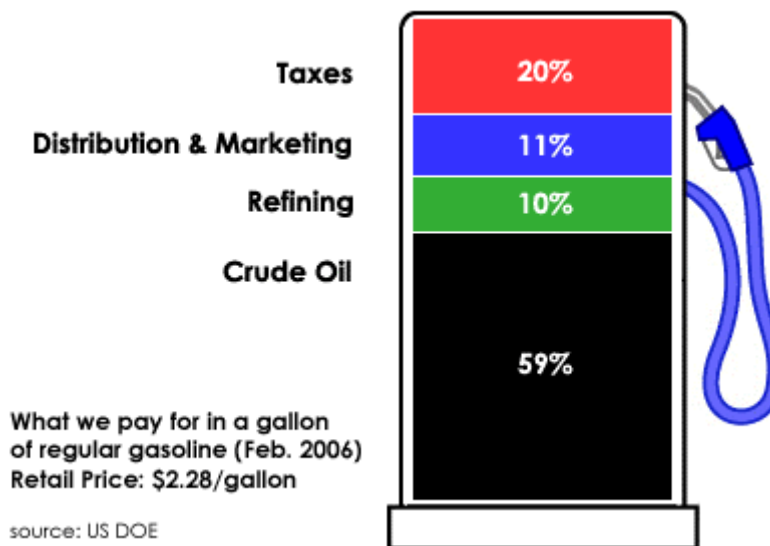
Gasoline: Where Your Money Goes

Christina Larkins, Resource Management Administrator, Organizational Development

[Gasoline](#) is the bloodline that keeps America moving. Our personal vehicles alone guzzle 65 billion gallons of gasoline and diesel fuel each year, and that number is projected to increase by 2.6 percent each year.

Tracking gas prices can feel like a [roller coaster](#) ride. They're down a little one month, up the next, before shooting up more than 30 percent in a year. Plus, they are different depending on where you look. Other countries, and even other states and cities, can have very different gas prices from your local stations. To the average person, it probably seems as though there's little rhyme or reason to how gas prices are determined. Let's look at the forces that impact the price of gas at the pump, and discover where your gas money actually goes.

When you pump \$20 into your tank, that money is distributed among several entities. Gas is just like any other consumer product: There's a supply chain and several groups who are responsible for setting the price of the product. The media can sometimes lead you to believe that the price of gas is based solely on the price of [crude oil](#), but there are actually many factors that determine what you pay at the pump. No matter how expensive gas becomes, all of these entities have to get their slice of the pie.



Source: <http://tonto.eia.doe.gov/oog/info/gdu/gasdiesel.asp>.

2005-06 Auxiliary Services Division Accomplishments

The Auxiliary Services Division has accomplished a great deal during the 2005-06 school year. Although there isn't enough space to mention everything, below are some of the highlights from each department.

Child Nutrition Services

- The Portolan Group of Florida reviewed the CNS program and found it to be "on target" and stated, "the WCPSS can be proud of its CNS program" in the summary.
- Selected to participate in the USDA cost study and the USDA Review of Applications study, providing the federal government data to make informed decisions when the National School Lunch Act is reauthorized
- Implemented new free and reduced application software
- Trained and placed 15 managers into vacancies across the district
- Six cafeterias received Awards for Excellence by DPI
- Offered ServSafe training to all managers
- Marilyn Moody, senior director for CNS, is completing her year as president-elect of the 3,500-member School Nutrition Association and will be installed as president in June. Martha Gomer, CNS administrator, will serve one more year as secretary of SNA.

Facilities Planning and Construction

- Opened Cedar Fork Elementary, River Oaks Middle, three modular schools and 285 modular classrooms; completed projects at Daniels Middle, Ligon Middle, Douglas Elementary, Northwoods Elementary, North Garner Middle, and Broughton's Holliday Gym; relocated 27 modular classrooms
- Received the Council of Educational Facilities Planners International (CEFPI) Impact on Learning Award for Moore Square Museums Magnet Middle, CEFPI's 2005 Service Citation Award for excellence in service to educational facility planning, and the State Energy Office's Sustainable Energy Leadership Award
- William Hartley, Louise Burke, Rodney Ferrell and Lalonna Griffin received WCPSS Employee Excellence awards
- Initiated Curriculum Visioning Sessions
- Spearheaded "Educational Commissioning" – teaching building occupants about the design/use of their facility and how it supports WCPSS' educational goals
- Worked with NCSU to complete the William & Ida Friday Institute for Educational Innovation adjacent to Centennial Campus Middle
- Participated in group effort to design and construct the first Miracle League Field in the Triangle at Adams Elementary
- Updated design guidelines and educational specifications
- Processed over 275 Facility Modification Requests and distributed over \$100,000 in Parent Volunteer Matching Grant projects

Growth and Planning

- This department was created in December 2005 to strengthen alignment and coordination of the work of the offices of Growth Management and Long-range Planning.
- Developed draft 2006 capital improvement program
- Held 12 Community Engagement Meetings that contributed to the early development and public review of student assignment for the 2006-07 school year and consideration of the potential impact of new schools in the future
- Reviewed current assignment resulting in the reassignment of many spot nodes to closer base schools
- Collaboration with county offices in the development of student population projections and long-range facility planning assumptions

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- Collaboration with municipalities and county offices in the development of student population projections based on detailed land use plans and future development expectations
- Improved public access through the district's website to geographic and tabular data and narrative reports describing enrollment growth, school demographics, and assignment of students to schools

Maintenance and Operations

- Migrated all utility data, including water and sewer, to the web-based Utility Direct (schools can view and use)
- Added 12 schools to web-based control system, allowing better visibility of building performance on the web
- Electrical, HVAC and Energy Management shops added a second shift to provide better coverage of schools after hours and allow more flexibility in scheduling maintenance work when students aren't in the classroom
- Switched to flex scheduling of filter changes for the Central Region, cutting time almost 50 percent
- Completed equipment/locations inventory for all existing schools
- Gathered existing maintenance material inventory data for all satellite storerooms
- Response time for all work reduced 53 percent from fiscal year 2003 to fiscal year 2006
- All area maintenance work in the East Region is being scheduled; the work order schedule is distributed weekly via e-mail to principals
- Established a Customer Support Center
- Established the 24th area maintenance cluster in the Holly Springs area for the Southern Region

Organizational Development

- Registered WCPSS Apprenticeship Program with N.C. Department of Labor
- Offered New Employee Orientation Program for division employees in addition to Human Resource's program
- Received \$48,000 in financial assistance from Progress Energy for HVAC and electrical training for M&O personnel
- Held the 2005 Custodial Professional Development Conference for more than 450 participants
- Hosted more than 20 Lotus Notes training classes and certified approximately 200 support personnel in CPR/AED and/or First Aid since January 2004
- Hosted a series of workshops to promote the importance of heart health and exercise through the WCPSS "Change of Hearts" Wellness Program
- Organized a leadership development program called the "Supervisory Success Series"
- Implemented Feed The Bin recycling program at 25 schools this year (104 schools to date), and in all administrative areas
- Facilitated Wake Kids for Katrina Blood Drive
- Formed a crisis team for Rock Quarry Road

Transportation

- Counted bus stop arm violations
- Improved bus conditions through on-site spot checking and daily trafficking of mechanical sheets
- Reported annual expenses, bus and salary data to DPI
- Implementing recommendations from the internal audit of the Exceptional Children (EC) transportation program
- Implementing recommendations from TransPar (outside consulting firm that reviewed transportation operations)
- Created a new district for the western area in Holly Springs
- Updated *Wheels of Education* publication

Four-Day Workweek

Superintendent Bill McNeal

We will be implementing a "modified" four-day workweek this summer on an optional basis for all schools and central departments, except year-round schools and summer programs. The nine weeks included in the modified four-day workweek plan are Monday, June 12, through Friday, August 11.

Flexibility will be given to departments and schools to determine the essential workforce needed to continue uninterrupted service. The central offices will be open for business as usual: Monday through Friday, 8 a.m. to 5 p.m. Therefore, each department will need to ensure that adequate staff is available to handle calls and emergency situations.

To maximize our energy savings and to provide visitors and workers accurate scheduling information, we request that principals send written information to Joe Desormeaux, senior director, Maintenance & Operations, at the Rock Quarry Road facility, as to whether your facility will be open on any or all Fridays during this modified four-day workweek period. Given budget constraints, anything you can do to provide a four-day workweek will allow for "utility setback mode" and some savings in that area of expense. (*The Friday dates are: June 16, June 23, June 30, July 7, July 14, July 21, July 28, August 4, and August 11.*)

Employees who work 10-hour days and who request vacation leave for one or more days during the four-day workweeks will be charged time at the rate of 1.25 days per day taken. If an employee has need of sick leave, time will also be charged at 1.25 days per day taken. Employees who prefer to work four 8-hour days may take the fifth day as vacation as approved by their supervisor. With the permission of their supervisor, employees also could work five 8-hour days as they normally do.

Questions should be addressed to cabinet members or to Gail Parnell, senior director for Compensation Services.

Have a great summer!

NOTE: The July 4th holiday is equal to an 8-hour day. Those employees working 10 hours a day will need to work with their principals/supervisors to choose one of the following options:

- 1 – Use two hours of previously earned compensatory time.
- 2 – Receive approval from your principal/supervisor to receive two hours of advanced compensatory time. Advanced compensatory time will need to be agreed upon by the employee and the principal/supervisor for make up during the remaining flex weeks.
- 3 – Work 8 hours a day for the July 4th workweek using one day of vacation for the flex day.

State Health Plan Will Offer PPO Options

The North Carolina State Health Plan will be offering three new preferred provider organization (PPO) health plan options during this year's open enrollment. More information is available on the intranet (www2.wcpss.net) under Compensation Services' News & Updates.

Mark Your Calendar

Memorial Day (holiday)
May 29

Last Day of School (traditional calendar)
June 9

Graduation Schedule
May 26 – June 11
<http://www.wcpss.net/graduation-2006/>

Training Schedule

Computers/Trade Specific/ Health and Safety

American Red Cross CPR/AED

May 9

9 a.m. – 1 p.m.

Garner Training Center

SRN: 259005823

Business Communication for Supervisors (8 of 9)

May 10

10 a.m. – 12 noon

Rock Quarry Road Training Center

SRN: 259017201

Lotus Notes

May 11

1 – 3 p.m.

Rock Quarry Road Training Center

SRN: 259015129

Supervisory Success Series:

Managing Conflict with Employees and Public

May 17

8:30 a.m. – 3:30 p.m.

Lake Wheeler Conference Center

SRN: 259020001

Auxiliary Services New Employee Orientation

May 23

8 a.m. – 3:30 p.m.

Rock Quarry Road Training Center

American Red Cross CPR/AED

May 24

9 a.m. – 1 p.m.

Garner Training Center

SRN: 259005824

Business Communication for Supervisors (9 of 9)

May 25

10 a.m. – 12 noon

Rock Quarry Road Training Center

SRN: 259017201

MAXIMO

MAXIMO Equipment Training

(for M&O staff)

May 17

1 – 4 p.m. (AS90062)

Rock Quarry Road Training Center

MAXIMO Handheld Training

(for M&O staff)

May 18

Starts at 8:30 a.m. (all day)

(AS90145)

Rock Quarry Road Training Center

To sign up for MAXIMO classes, contact Petra Harris (pharris2@wcpss.net or 856-8128) or register through eSchools. To register for all other classes, go to <https://ero3.eschoolsolutions.com/user/login.taf?orgID=42358&userID=&PIN=&function>. Enter your user ID=SS# and Pin=last four digits of your SS#. If you have questions, please contact Beth Ann Williams (bwilliams2@wcpss.net or 856-8018).

Stay Informed

The *Auxiliary Adviser* is e-mailed to subscribers in the school system and posted on the Internet. A hard copy of the *Adviser* 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 kflenniken@wcpss.net.

