

**COLONIAL SCHOOL DISTRICT
PLYMOUTH MEETING, PA 19462
MINUTES, AUGUST 21, 2008.**

President Orlow convened the general session of the Colonial Board of School Directors at 7:13 p.m. in the Plymouth Whitemarsh High School (PWHS) Library Multipurpose Room on August 21, 2008.

Board Members Present: Tom Davis, Gary Johnson, Hope Luken, Marc Orlow, Steven Slutsky and Dr. William Ryan.

Board Members Absent: Sue Moore, Dr. Pascal Scoles and Mitch Zimmer.

Also Attending: Dr. Vincent F. Cotter, Superintendent; Dr. MaryEllen Gorodetzer, Assistant Superintendent; Joseph P. Bickleman, Chief Financial Officer/Board Treasurer; Cassandra DeLong, Director of Pupil Services; Andrew Boegly, Chief Information Officer; Terry Yemm, Director of Operations; Richard Hartz, Director of Human Resources; Jeffrey T. Sultanik, Solicitor; John Quinn, Director of CITV; David M. Sherman, Community Relations Coordinator/Board Secretary and Robert Franz.

Mr. Orlow led the Pledge of Allegiance and announced that the Board had met in executive session on August 6, August 18 and August 21 to discuss informational, legal and personnel matters.

Minutes: Mr. Orlow asked the Board to consider the minutes of the General Meeting of July 17, the Finance Committee of August 6, the Facilities Management and Transportation Committee, the Human Resources Committee and the Community Relations and Student Life Committee of August 7, the Joint Meeting of the Colonial Board of School Directors and the Whitemarsh Township Board of Supervisors on August 11 and the Curriculum Committee of August 18. See enclosures # 1 through #6 and #34.

Mr. Slutsky moved and Mr. Johnson seconded a motion to approve the minutes. On a roll call vote, all voted in favor. The motion was carried, 6-0.

Financial Reports: Mr. Orlow asked Board members to act on the financial reports on the list for approval. The reports included the Bond Fund Report, the Capital Projects Report, the General Fund/Federal Program Bills, the Capital Reserve Fund, the Food Service Bills/Cafeteria Report, the Outstanding Investment Report, the Cash Flow Summary, the Comparison of Taxes Collected, the Real Estate Tax Escrow Report, the Reconciliation of Cash Accounts, the Budgetary/Deficit Status Report and the Treasurer's Report for the month ending July 31, as shown in enclosures #7 through #17.

Mr. Orlow highlighted the Bond Fund Report and stated that he would like to see additional detail on technology equipment upgrades in the future since it represented a significant expense. Mr. Orlow also questioned the \$17,653.96 notation on the Bills for Approval list for stadium alterations at Colonial Field. Mr. Yemm confirmed for Mr. Orlow that the alterations included modifications to make the facility more handicapped accessible.

Mr. Slutsky moved and Mr. Johnson seconded a motion to approve the financial reports. On a roll call vote, all voted in favor. The motion was carried, 6-0.

Public Comments on the Agenda: None.

Staff Report: None.

Old Business: None.

Correspondence: Mr. Orlow sought Board action on a request from Dr. Monica Sullivan, PWHS Principal, to approve a donation of science equipment from Wyeth Pharmaceuticals. He noted that the equipment was to be used in Advanced Placement biology classes. See enclosure #18.

Mr. Davis moved and Mr. Johnson seconded a motion to approve the financial reports. On a roll call vote, all voted in favor. The motion was carried, 6-0.

Superintendent's Report: Dr. Cotter stated that his report included the Personnel Report and Substitute List, the Extra Duty/Extra Pay List and an Adult Evening School class list. See enclosures #19 through #21. He added that the Personnel Report included an additional 16 transactions since Monday evening's report. They include three resignations, an unpaid leave, six replacements, two new positions, three returns from leave and an additional need. He added that there were no changes to the Extra Duty/Extra Pay list but noted that 20 to be determined positions were included. Dr. Cotter stated that evening school classes are held only if supported by enrollment. He also directed Board members' attention to a yellow page featuring an updated District enrollment report. See enclosure #35. Dr. Cotter noted the average class sizes in the report and stated that an additional first grade class is being considered for Ridge Park Elementary School.

Mr. Orlow inquired if there were positions other than the potential Ridge Park position that remained unfilled. Dr. Cotter stated that the Board will hold a Special Meeting on August 27 to finalize the hiring of personnel for several issues. Mr. Hartz added that the administration is still interviewing for a special education position at PWHS.

Mr. Orlow noted that Dr. Ryan would be abstaining from the vote. Dr. Ryan stated that the reason for the abstention is that his son is under consideration for a teaching position. Mr. Orlow received confirmation from the administration that Dr. Ryan will be provided with the appropriate forms to sign.

Mr. Johnson moved and Mr. Davis seconded a motion to approve the Superintendent's Report. On a roll call vote, all but Dr. Ryan voted in favor. Dr. Ryan Abstained. The motion was carried, 5-0.

Board Student Representatives Report: None.

New Business: Mr. Orlow sought Board action on Board Policy #707, Use of School Facilities and Equipment. See enclosure #22. Mr. Yemm confirmed for Mr. Orlow that the policy is before members on a second-read basis. Mr. Orlow noted that the policy outlines the processes and procedures in the approval process for the use of school facilities and equipment.

Mr. Orlow questioned the wording in the second paragraph on page two of the policy. He recommended that "personal or private gain" be changed to "other manner of compensation." He stated that the intent of the policy was to prohibit material gain although individuals could realize personal benefits from using the facility.

Mr. Slutsky received confirmation from Dr. Cotter that the District does have a general non-solicitation policy. Mr. Slutsky also recommended a grammatical change.

Mr. Slutsky moved and Mr. Davis seconded a motion to approve the policy on a second read basis. On a roll call vote, all voted in favor. The motion was carried, 6-0.

Mr. Orlow asked the Board to consider three transportation contracts. They include an agreement with the Devon Preparatory School at a cost of \$16.43 per student per day (see enclosure #23), a contract with St. Joseph's Preparatory School at a cost of \$7.03 per student per day (see enclosure #24) and an agreement with the Western Pennsylvania School for the Deaf for two days a week at \$180 per day (see enclosure #25).

Mr. Orlow stated that the first two contracts seemed to be identical. Considerable discussion ensued on contract language involving the competency and conduct of drivers and reporting procedures for inappropriate behavior. Members agreed to act on the contracts subject to review and approval of the solicitor.

Mr. Slutsky moved and Mr. Johnson seconded a motion to approve the transportation contracts. On a roll call vote, all voted in favor. The motion was carried, 6-0.

Mr. Orlow asked the Board to act on several 403(b) Compliance and Service Agreements. He asked Mr. Sultanik to summarize the documents. Mr. Sultanik stated that his firm has negotiated the agreements on behalf of all Montgomery County districts to facilitate getting a 403(b) plan in place effective January 1, 2009. He noted that agreements with Employer Administrative Services, Inc. (see enclosure #26) and the Kades-Margolis Corporation (see enclosure #27), as well as a statement explaining confidentiality agreements between the two vendors (see enclosure #28) will facilitate the development of a new 403(b) plan as required by the Internal Revenue Service. He added that Kades-Margolis has agreed not to charge the District for five years as long as the company is granted access to employees.

Mr. Orlow asked if the new 403b plan was a bargainable item. Mr. Sultanik stated that the wording of the document itself is not but that the implementation of the plan is bargainable. He stated that there was no need to reopen the teachers' contract and that his firm was working with the Pennsylvania State Educators Association on this issue.

Mr. Orlow sought Board action on a Tri-County Co-Exprise Food Service Bid. See enclosure #29. He stated that United States Foods and Freezers is recommended for food products, WAWA for milk, dairy and juice products, and Jack & Jill for ice cream products. Mr. Orlow noted that the bid is the result of a collaborative bidding process to buy food products in bulk and get the best prices. Mr. Bickleman confirmed for Mr. Orlow that districts from Montgomery, Delaware and Chester counties took part in the bid.

Mr. Slutsky moved and Mrs. Luken seconded a motion to approve the bid. On a roll call vote, all voted in favor. The motion was carried, 6-0.

Mr. Orlow asked the Board to consider a Music Rental Vendors Service Contract. See enclosure #36. The agreement permits District families to rent and service musical equipment directly with the vendors.

Mr. Johnson moved and Mr. Davis seconded a motion to approve the contract. On a roll call vote, all voted in favor. The motion was carried, 6-0.

Mr. Johnson asked the Board to vote on three Special Education Service Agreements as one item. The first is with the Vanguard School for three students at a rate of \$40,000 annually or \$222.22 per day per student. The second is for Extended School Year Services provided from June 30 through August 8 at a rate of \$6,162.50. The third agreement is a settlement for one student to attend the Wyncote Academy. Mr. Orlow noted that the agreements were reviewed in executive session. Mrs. DeLong confirmed for Mr. Orlow that two of the student placements were renewals and that the settlement agreement followed the regular special education process.

Dr. Ryan moved and Mr. Davis seconded a motion to approve the agreements. On a roll call vote, all voted in favor. The motion was carried, 6-0.

Mr. Orlow sought Board action on a request to place an exchange student from Switzerland at PWHS for the 2008-2009 school year. The student will be in the 11th or 12th grade and is sponsored by Youth for Understanding, USA. Responding to a question from Mr. Orlow, Dr. Cotter stated that PWHS was not sending a student to Switzerland.

Mr. Johnson moved and Mrs. Luken seconded a motion to approve the request to place the exchange student. On a roll call vote, all voted in favor. The motion was carried, 6-0.

Mr. Orlow asked Board members to consider the annual list of conference attendance requests submitted by the Colonial Administrators and Supervisors Association. See enclosure #30. He noted that professional development funds are budgeted for conference attendance.

Mr. Davis moved and Mr. Johnson seconded a motion to approve the request. On a roll call vote, all voted in favor. The motion was carried, 6-0.

Mr. Orlow asked the Board to act on a request for two teachers to attend a Center for Math Education conference in Washington, DC from September 25-27. See enclosure #31. The event is sponsored by the University of Maryland. Mr. Orlow noted that only one school day will be missed by the teachers.

Mr. Davis moved and Mr. Slutsky seconded a motion to approve the request. On a roll call vote, all voted in favor. The motion was carried, 6-0.

Solicitor's Report: Mr. Sultanik asked the Board to authorize his firm to file appeals on behalf of the District regarding four properties with recent sale prices significantly higher than their current assessed value. The properties include parcel numbers 49-00-10258-00-7, 65-00-10549-00-6, 49-00-01775-00-3 and 65-00-00685-6.

Mr. Slutsky moved and Mrs. Luken seconded a motion to authorize Fox Rothschild to file the appeals. On a roll call vote, all voted in favor. The motion was carried, 6-0.

Mr. Sultanik stated that a mutual settlement and release agreement with a contractor was before the Board as an informational item. See enclosure #37. He noted that the counsel for the contractor was on vacation and was not able to execute the document in time for the meeting.

Committee Reports: No report.

CMCAVTS: Mr. Johnson moved and Mr. Davis seconded a motion to approve a resolution extending the renovation completion date of the Central Montco Technical High School from June 6 to December 5. Mr. Johnson explained that the extension was necessary in order to allow time to complete the paving of a parking lot.

On a roll call vote, all voted in favor. The motion was carried, 6-0.

Human Resources: Mrs. Luken stated that the committee discussed staffing changes and she reported that a decision on a new assistant principal at Colonial Middle School is expected soon.

Finance: No report.

Curriculum and Program: Mr. Davis reported the committee was provided an update on PWPreP initiatives by Dr. Monica Sullivan. He noted increases in student performance on Advanced Placement Courses. Mr. Davis also reported that the College and Career Counseling grant at the high school had been extended for a third year by the Pennsylvania Department of Education and initiatives enacted by career counselor Stacy Anderson will continue. Dr. Gorodetzer provided a recap of summer programs including the new Bridge Program at PWHS. Dr. Gorodetzer also reported that all Colonial schools had exceeded the Adequate Yearly Progress targets established by the No Child Left Behind Act across all grade levels and disaggregate groups.

Facility Management and Transportation: Mr. Yemm reported that the committee received an update on the Versa Trans software for the Transportation Department. He also provided updates on projects including fire alarm installation at Plymouth Elementary School and Ridge Park Elementary School, the

entrance to Colonial Field, the Colonial Elementary School (CES) renovation and the Conshohocken Elementary School playground. Mr. Yemm reported that all schools were ready for the opening of the school year. Mr. Orlow inquired as to a communication plan for notifying parents and keeping them up to date on the CES construction. Mr. Yemm reported that parents will be kept informed via the District Web site, e-mail communication and Friday folders. Responding to a question from Mr. Orlow, Mr. Yemm stated that the lights were installed at Colonial Field but some adjustments needed to be made. Mr. Yemm also confirmed for Mr. Orlow that the Victory Fields berm will be re-evaluated during the fall.

Community Relations and Student Life: No report.

Safety and Wellness: No report.

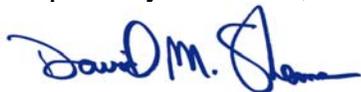
Legislative: Dr. Ryan reported that the state legislature was in recess.

Public Comment: Mr. Franz inquired as to what the homebound collection fees were listed in the Treasurer's Report. Mr. Bickleman explained that the District contracts with Brooke Glenn Behavioral Institute to educate students from other districts. He added that Colonial may bill the attending districts for that service.

Mr. Franz questioned a drop in PSSA performance scores at Conshohocken Elementary School (CE) as listed online by the Philadelphia Inquirer. Dr. Gorodetzer explained that because of the small number of students at CE the performance of one or two students can significantly affect the results of the school. Mr. Franz agreed that the scores for the District overall were very encouraging.

There being no further business before the Board, Mr. Orlow adjourned the meeting at 8:06 p.m.

Respectfully Submitted,



David M. Sherman
Board Secretary