

**COLONIAL SCHOOL DISTRICT**  
**PLYMOUTH MEETING, PA 19462**  
**WORK SESSION MINUTES, FEBRUARY 16, 2010**

President Johnson convened the work session of the Colonial Board of School Directors at 7:32 p.m. in the District Office General Meeting Room on February 16, 2010.

**Board Members Present:** Bernie Brady, Gary Johnson, Susan Moore, Kathleen Oxberry, Tom Sigafos, Beth Suchsland and Mitch Zimmer.

**Board Members Absent:** Hope Luken and Alan Tabachnick.

**Also Attending:** Dr. Vincent F. Cotter, Superintendent; Dr. MaryEllen Gorodetzer, Assistant Superintendent; Joseph P. Bickleman, Chief Financial Officer/Board Treasurer; Karen Berk, Director of Pupil Services and Special Education; Andrew Boegly, Chief Information Officer; Terry Yemm, Director of Operations; Richard Hartz, Director of Human Resources; John Quinn, Director of CITV; David M. Sherman, Community Relations Coordinator/Board Secretary; Kelly Jowett; Joey Jowett and Connie Brady.

Dr. Cotter confirmed for Mr. Johnson that on Thursday evening the Board will recognize those students who had artwork and poetry published in the District's holiday card. He also noted that Music Director Tonia Kaufman will be present with a music resolution for the Board to consider.

Mr. Johnson led the Pledge of Allegiance and announced that the Board had met in executive session on January 19, January 26, January 27, February 9 and February 16 to discuss legal and personnel issues.

**Minutes:** Mr. Johnson asked Board members to examine the minutes of the Work Session of January 19; the General Meeting of January 21; the Safety and Wellness Committee of January 29; the Human Resources Committee, the Finance and Audit Committee and the Special Meeting of the Board of February 3; the Community Relations and Student Life Committee of February 4; and the Facilities Management and Transportation Committee of February 8. See enclosures #1 through #8. Mr. Johnson noted that the minutes of the Curriculum Committee of February 16 will be available for review and action on Thursday.

**Financial Reports:** Mr. Johnson requested that the Board review the financial reports on the list for approval on Thursday evening. They included the Budget Transfers, 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 January 31. See enclosures #9 through #20.

**Public Comments on the Agenda:** None.

**Staff Report:** Dr. Cotter stated that on Thursday evening, Plymouth Elementary School Principal Judi Lipson will present a report on initiatives at the school.

**Old Business:** Mr. Johnson stated that the Board will take action on Policy #201.2 Student Admissions on Thursday evening. See enclosure #21. He noted that the state mandated policy is presented on a second-read basis.

**Correspondence:** Mr. Johnson reported that the Board will consider a donation in the amount of \$2,400 from the Deed of Trust for Joshua Morris. See enclosure #22. Mr. Johnson noted that this donation has occurred for at least as long as he has been on the Board. Dr. Cotter confirmed that and noted that the funds are to be deposited into the general operating budget and be targeted for instructional purposes.

Dr. Cotter stated that the audit report from Barbacane Thornton and Company that is listed on the agenda will not be available on Thursday but will be presented to the Board's Finance and Audit Committee on March 3.

Mr. Johnson noted that the Board will take action on Thursday on the audit report submitted by Pennsylvania Auditor General Jack Wagner for the years ended June 30, 2005 through June 30 2008. See enclosure #23.

Mr. Johnson stated that Bernadette Biasi, Chair of the Plymouth Whitmarsh High School (PWHS) Scholarship Fund, requests that the District again add \$2.00 to the price of student picture packages to benefit the scholarship fund. He added that a breakdown of each school's contributions for the current year may be found in enclosure #24.

**Superintendent's Report:** Dr. Cotter noted that his report includes the Personnel Report and Substitute List and the Extra Duty/Extra Pay List as found in enclosures #25 and #26. He stated that the Personnel Report and Substitute List contained 14 actions, including one resignations, four leaves of absence and nine replacements. He noted that there are two substitutes submitted for approval. Dr. Cotter reported that the Extra Duty/Extra Pay List includes a number of appointments for spring coaching positions.

**New Business:** Mrs. Moore reported that the Board will take action on the 2010-2011 Preliminary Budget along with authorization to File Act 1 Index Exceptions. See enclosure #27. She reported that the budget totals \$96,612,000 which is an increase of 4.36 percent over the previous year's budget. She added that the real estate tax is 18.457 mils. Mrs. Moore further stated that an application for exceptions to the Act 1 index must be filed by March 4, and the intent to file exceptions must be advertised by February 26.

Mrs. Moore stated that the Board is requested to approve an agreement to allow Berkheimer to act as the District's agent to secure taxable compensation date from the Pennsylvania Department of Revenue. See enclosure # 28.

Mr. Bickleman advised the Board that action is needed this evening on the 2010-2011 Preliminary Budget. He noted that Act 1 requires the Board to adopt a 2010-2011 Preliminary Budget by Feb. 17. Mrs. Suchsland stated that she wished for the minutes to reflect the proposed tax rate. Mr. Bickleman referred the Board to enclosure #27 and stated that the preliminary budget calls for a real estate tax increase of 7.0 percent and also utilizes \$5,085,000 of the projected fund balance. He noted that the tax increase is \$178 on the District's median residential assessment of \$147,010 or \$121 for every \$100,000 of assessed value.

Mrs. Moore moved and Mr. Zimmer seconded a motion to approve the 2010-2011 Preliminary Budget. On a roll call vote, all voted in favor. The motion was carried, 7-0.

Mrs. Suchsland stated that on Thursday the Board will act on a series of summer programs. The first is a list of locations, dates and fees for primary and intermediate grade summer reading programs. See enclosure #29.

Mrs. Suchsland also stated that the Board is requested to grant the PWHS administration permission to begin planning for its summer program which will run from June 21 through July 20. See Enclosure #30. Dr. Gorodetzer confirmed for Mrs. Suchsland that the program will be slightly different this year. She added that the changes were reviewed by the Curriculum Committee this evening. She stated that the credit retrieval program will be technology based and will include a wider variety of courses in order to meet the needs of more students.

Mrs. Suchsland reported that the Board is also requested to grant the Colonial Middle School (CMS) administration permission to begin planning for its summer program which will run from June 21 through July 16. See enclosure #31. Dr. Gorodetzer confirmed that the CMS program will also be expanded to provide opportunities for more students. She stated that double the number of students from previous years is expected for the program that is similar to extended learning time and will feature project-based learning.

Mr. Johnson stated that Board authorization is requested to allow the District's music department to operate a fee-based summer instrumental music program to include band, orchestra and individualized lessons. See enclosure #32.

Mr. Johnson also noted that Board approval is sought for the District to participate in the 2010 Summer Arts Consortium at a cost of \$6,300. See enclosure #33.

Mr. Johnson reported that the Board will act on Thursday on a request for the PWHS athletic trainer to attend the 61<sup>st</sup> Annual National Athletic Trainers Association Meeting and Clinical Symposia from June 22-25 in Philadelphia. See enclosure #34. He noted that all fees related with the event are being paid by the trainer.

Dr. Cotter reported that Board members have another conference request before them as a separate attachment. The request is for PWHS teacher Amanda Edwards to attend an AVID Conference in Brooklyn, N.Y., on March 4. He stated that all costs are to be paid from the AVID Path Training Budget.

Mr. Zimmer noted that the Board is asked to approve six student field trip requests. The first is for PWHS students to attend the Future Business Leaders of America (FBLA) competition in Hershey, Pa., from April 12-14. See enclosure #35. He noted that the FBLA club will cover all expenses. The second trip request is for CMS students to travel to the Marine Science Consortium in Wallops Island, Va., from May 5-8. See enclosure #36. Mr. Zimmer noted that District expenses are limited to costs of substitutes for instructional days as students are responsible for all costs and fees associated with their participation. The third request is for CMS students to visit the Grounds for Sculpture in Hamilton, N.J., on May 14. See enclosure #37. Mr. Zimmer stated that costs for that trip are covered by the CMS Art Club and participating students. The fourth request is for CMS and PWHS students to attend a Technology Student Association competition at the Seven Springs Conference Center in Champion, Pa., from April 14-17. See enclosure #38. Mr. Zimmer reported that building funds and students fees will pay for the trip. The fifth request is for the PWHS Class of 2011 trip to Disney World in Orlando, Fla., from April 6, 2011 through April 11, 2011. See enclosure #39. Students assume all costs of the trip. The final request is for two PWHS choral students to attend the PMEA Region VI Choir Festival at Central Bucks West High School from March 10-12. See enclosure #40. Mr. Zimmer noted that the students will be accompanied by a teacher and that building funds will cover trip expenses.

**Solicitor's Report:** None.

**Committee Reports:** None

**Public Comment:** None.

There being no further business before the Board, Mr. Johnson adjourned the meeting at 7:50 p.m.

Respectfully Submitted,

A handwritten signature in blue ink, appearing to read "David M. Sherman". The signature is fluid and cursive, with the first name "David" and last name "Sherman" clearly legible.

David M. Sherman  
Board Secretary