

**COLONIAL SCHOOL DISTRICT
PLYMOUTH MEETING, PA 19462
MINUTES, AUGUST 17, 2000**

Vice President Orlow convened the general meeting of the Colonial Board of School Directors at 8:17 p.m. in the Board Room of Colonial Elementary School on August 17, 2000.

Board Members Present: Marc Orlow, Robert Carroll, Gary Johnson, Hugh Lipshutz, Thomas Marchozzi, Robert O'Neill, Jack Pinheiro and Thomas Yunker.

Board Members Absent: Stuart Kessler.

Also Attending: Dr. Stanley Durtan, Superintendent; R. Scott Klinger, Assistant to the Superintendent for Administrative Services and Personnel; Patricia Iannelli, Director of Educational Services; James M. Bell, Director of Support Services/Board Secretary; Joseph P. Bickleman, Director of Financial Services/Treasurer; Brian Gallagher, President, CEA; Janet S. Rosa; and Scott Helfand.

Mr. Orlow led the Pledge of Allegiance.

Minutes: Mr. Orlow directed Board attention to the minutes of the Special Meeting of 07/11/00, the Work Session of 07/17/00, the Community Relations Committee Meeting of 07/18/00, the General Meeting of 07/20/00, and the Finance Committee Meeting of 07/25/00, as shown in Enclosures #1 through #4 and #30. Mr. Pinheiro moved and Mr. O'Neill seconded a motion to approve the minutes as presented. On a roll call vote, all voted in favor. The motion was carried.

Financial Reports: Mr. Orlow directed Board attention to the financial reports which were listed as Enclosures #5 through #15 in the agenda for the general meeting on Thursday. They included the Bond Fund Report, Capital Projects Report, and Capital Reserve Fund Report for the month ending 07/31/00; General Fund and Program Bills; the Food Service Bills/Cafeteria Report for 05/00; the Outstanding Investment Report, Cash Flow Summary, Comparison of Taxes, Real Estate Escrow Report and Reconciliation of Cash Accounts for the month ending 07/31/00; the Budgetary/Deficit Status Report of 08/08/00; and the Treasurer's Report for the month ending 07/31/00. Mr. Johnson moved and Mr. O'Neill seconded a motion to approve the reports as presented. On a roll call vote, all voted in favor. The motion was carried.

Public Comments on the Agenda: None.

Old Business: None.

Correspondence: Mr. Orlow referred to the four items of correspondence on the agenda. See Enclosures #16 through #19. He noted a request from Robert E. Sague, President of Sague Auto Service, Inc. for consideration of a change in the company's existing contract with the district to deal with rising fuel costs. Dr. Durtan reiterated the comments that he had made at the work session the preceding Monday evening. He suggested that Mr. Orlow refer the request to the Building and Grounds Committee for its review prior to making a formal recommendation to the Board.

Mr. Orlow referred to the correspondence from Thomas J. Gentzel of PSBA inviting the district to appoint up to three delegates to participate in the PSBA Legislative Policy Council Meeting on 10/19/00 and to submit resolutions and/or legislative items for consideration for the PSBA 2001 Legislative Platform. He reminded Board members that Mr. Kessler wished to be a delegate and asked if any other board members had an interest in becoming delegates. Mr. Carroll expressed interest in serving. Mr. Orlow moved and Dr. Lipshutz seconded a motion to name Mr. Kessler and Mr. Carroll delegates to the PSBA Legislative Policy Council Meeting. On a roll call vote, all voted in favor. The motion was carried.

Mr. Orlow noted that Charles W. Watters, Executive Director of the Pennsylvania Economy League, had submitted a proposal to undertake a comprehensive update of its 1996 analysis of demographics and community growth patterns in the district and provide aggregate projections of school enrollments. He asked Dr. Durtan how much the update would cost, and Dr. Durtan reported that the cost of the update would be \$6,000.00. He also indicated that the information in the update would be reported in such a way that district administration would be able to break it out by school attendance areas. Mr. Pinheiro noted that the cost of the update would be half of the of the \$12,000.00 cost of original study. Mr. Pinheiro moved and Mr. Johnsin seconded a motion to accept the proposal as presented. On a roll call vote, all voted in favor. The motion was carried.

Superintendent's Report: Dr. Durtan reviewed his Superintendent's Report, as shown in Enclosure #20 through #22. He reported that there were some additional entries in the report since Monday and again noted that all but one professional position had been filled. Dr. Durtan that there had been some filling out of the Extra Duty Extra Pay List and the summary of conference requests were for events located more than 250 miles from the district. Mr. Marchozzi requested that the titles of the organizations on the summary of conference requests be spelled out so that board members could fully understand them and Dr. Durtan agreed. Mr. Marchozzi also noted that many of the national conferences were held in cities west of the Mississippi. Dr. Durtan advised that the conferences were so large that only a few cities could handle them and they were located further west. He also briefly recapped the procedures involved in allocating existing funds to cover the annual requests. Mr. Pinheiro noted the resignation of Ms. Prinzo, the Adult School Director. Mr. Klinger reported that Ms. Prinzo had accepted another position that

was conveniently located closer to home and required fewer evening hours. He also reported that the district was exploring several options for filling her position, had spoken to several potential candidates and was awaiting responses.

Dr. Durtan provided an enrollment update to the Board. He announced that, although he expected some changes as the start of the new school year drew near, all classes were currently within district guidelines for class size, i.e. 24 students per class at the elementary level and 24 – 28 students at the secondary level. Mr. Klinger noted that the data was accurate as of 08/11/00. Dr. Durtan and Mr. Klinger provided data on the size of the incoming fourth grade class noting that there would be 17 sections in the coming school year and that there had been 14 sections last year. In response to a question from Mr. Orlow, Mr. Klinger reported that there were no classes at that time exceeding the maximum number of students.

Dr. Durtan advised the Board that the number of participants in the high school marching band was down considerably from last year and that there was concern that, without a successful recruitment drive, the band would be unable to complete its competition schedule.

Dr. Durtan informed the Board that there was concern within the local community that the delayed start on the development of the WFIL Tract and the inability to make the old tennis courts available for student parking could lead to parking problems in the neighborhoods surrounding the high school campus. He noted that he would be working with the high school administration to address concerns.

Mr. Marchozzi asked Dr. Durtan if the conferences that administrators would be attending in the coming school year had his endorsement. Dr. Durtan responded that they did, and he went on to outline how funds were allocated for conferences beyond 250 miles from the district. He noted that allocations were set based on administrators' requests and the funds available and that administrators themselves often picked up expenses beyond the allocations.

New Business: Mr. Orlow noted that a series of bids would be on the agenda for action at the general meeting on Thursday. He asked Mr. Bell to review them with the Board. Mr. Bell summarized the information in Enclosure #23 on Thursday night's agenda on bids for a grand piano at the Middle School. Mr. Orlow expressed his belief that the bids had to be considered exclusive of any trade-in offered and that the district was obligated to select the lowest priced bid without consideration of any trade-in or subjective issues such as playability or sound differences between the instruments. Mr. Bell advised that he would check with the solicitor on the issues raised.

Mr. Bell reviewed the bids for new equipment for the fitness center at the high school, lockers at the high school pool, and bleacher material for the stadium, as outlined in Enclosure #24 on the agenda for Thursday. He noted that the district

was recommending the lowest responsible bids on the fitness center equipment and the bleacher material and was recommending the rejection of the bids for the pool lockers because the cost exceeded the amount budgeted. Mr. Orlow reminded the Board that the cost of fitness equipment would be covered by the bond fund as part of the fitness center project.

Dr. Durtan reported that the bid for the new language lab at the high school would also be on the agenda for action at the Board meeting on Thursday. He noted that the recommended bid, exclusive of computers, had come in within budget. Dr. Durtan advised that the system would allow language teachers to monitor student progress and represented a significant enhancement of the language programs at the high school. He expected installation to be complete by the end of September or the beginning of October.

Mr. Orlow advised that a request to accept a tuition student would be on the agenda for the Thursday meeting as Enclosure #25. He also noted that the routine transportation contracts shown in Enclosure # 26 would be action items on the agenda that evening.

Solicitor's Report: None.

Committee Reports: None.

Additional Comments: Mr. Pinheiro inquired about the disposition of more than \$3,700.00 in the high school activity fund for the class of 1999. Dr. Durtan noted that such funds were usually used to purchase a gift for the school and advised that he would check on the issue and report back to the Board. Mr. Orlow reported that the Board had met in Executive session immediately prior to the work session from 6:30 p.m. to handle personnel and legal matters.

Public Comment: None.

There being no further business before the Board, Mr. Kessler adjourned the meeting at 9:18 p.m.

Respectfully submitted,

James M. Bell
Board Secretary