

**COLONIAL SCHOOL DISTRICT  
PLYMOUTH MEETING, PA 19462  
MINUTES, DECEMBER 4, 2000**

President Orlow convened the special meeting of the Colonial Board of School Directors at 8:29 p.m. in the Board Room of Colonial Elementary School on December 4, 2000.

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

**Board Members Absent:** None.

**Also Attending:** Dr. Vincent F. Cotter, Superintendent; R. Scott Klinger, Assistant to the Superintendent for Administrative Services and Personnel; Patricia A. Iannelli, Director of Educational Services; James M. Bell, Director of Support Services/Board Secretary; Joseph P. Bickleman, Director of Financial Services/Treasurer; Fred Shipman, Director of Pupil Services; Wendy Rothstein, Esq., for the Solicitor; Brian Gallagher, CEA President; Janet Rosa, Colonial Secretaries, Instructional Aides ESPA; Scott Helfand, Peggy O'Neill; Pam Kessler; Cindy Lipshutz; and Elaine Orlow.

**Minutes:** Mr. Orlow asked if there were any questions or corrections on the minutes for the work session of 11/13/00, the general meeting of 11/16/00 or the Buildings and Grounds Committee Meeting of 11/27/00. There were none. Mr. Johnson moved and Mr. Kessler seconded a motion to approve the minutes as presented. On a roll call vote, all in favor. The motion was carried.

**Financial Reports:** Mr. Orlow reported that monthly financial reports were current through 10/31/00 and that reports for the month of November would be provided for Board action at its January 2001 meeting. He also noted that administration was requesting authorization to pay November bills in December. Mr. O'Neill so moved and Mr. Kessler seconded his motion. On a roll call vote, all voted in favor. The motion was carried.

Mr. Orlow noted that the annual audit report was on the agenda for Board action. Mr. O'Neill briefly reviewed the audit report. He noted that the report was a good one and that there were just a few minor issues about document retention that the district was looking into. Mr. O'Neill and Mr. Kessler raised some questions about the changing rules for budgeting for long-term liabilities. Mr. Bickleman reported that he had been attending meetings on the new requirements and that the district would be moving to have procedures in place in advance of the deadlines to come into compliance. Board members briefly discussed some of the changes. Mr. Marchozzi sought and received confirmation that the audit report would become a public document once the Board acted on it. Mr. Bickleman reported that he had copies of the report available in his office for public review. Mr. O'Neill moved and Mr. Carroll seconded a motion to accept the audit report. On a roll call vote, all voted in favor. The motion was carried.

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

**Old Business:** Mr. Orlow directed Board attention to the administrative proposal to include the new housing development, Wainwright at Whitemarsh, in the attendance area for Ridge Park Elementary School. See Enclosure #4. Dr. Cotter noted that the development fell naturally in to the Ridge Park attendance area because both sides of Flourtown Road in that neighborhood were in that attendance area. He also reported that Ridge Park Elementary School was 30 students smaller than Whitemarsh Elementary School and that, if adding classrooms became an issue, it would be easier to add them to Ridge Park Elementary School than to Whitemarsh Elementary School. Board members had questions about projected enrollments. Mr. Yunker inquired about the update PEL study anticipated by the Board. Mr. Klinger indicated that he expected the updated report within the next couple of weeks. He also advised, that while it was difficult to provide specific data until the report was in hand, he expected that there would be no big increases in enrollment for the next few years. Mr. Kessler moved and Mr. Johnson seconded a motion to approve the assignment of the new development to the Ridge Park attendance area. In response to Board queries, Mr. Klinger reported that the updated PEL report would include information on students coming from housing developments in the district. Mr. Yunker asked about any excess student capacity in Ridge Park and Whitemarsh Elementary Schools. Dr. Cotter and Mr. Klinger indicated that they did not have that information on hand but could provide it at a later date. Dr. Cotter advised that he did not expect any significant negative impact on the district from the new development. On a roll call vote, Mr. Kessler, Mr. Johnson, Mr. O'Neill and Mr. Pinheiro voted in favor. All others voted in opposition. The motion was defeated. Mr. Orlow deferred further action on the issue until the general meeting of the Board in January and the receipt of additional information on student enrollment.

**Correspondence:** Mr. Orlow noted, but the Board took no action on, correspondence from Mr. Stanford Kauffman, a district resident, requesting district acceptance of the face amount of taxes due rather than taxes and the late penalty because of postal issues. See Enclosure #5.

**Superintendent's Report:** Mr. Pinheiro moved and Mr. Yunker seconded a motion to approve the Superintendent's Personnel Report and additions to the Substitute List, as shown in Enclosures #6 and #7, except for a request for a leave of absence which would be withdrawn from that night's agenda. On a roll call vote, all voted in favor. The motion was carried.

**Student Board Representatives Report:** No report.

**New Business:** Mr. Orlow directed Board attention to the School Directors Meeting Schedule for calendar year 2001. He noted that the meeting time for regular Board meetings would be 8:00 p.m. and that the times for public work sessions that preceded the regular meetings and any required executive sessions would be listed as 8:30 p.m. and 7:30

p.m. respectively. Dr. Cotter walked the Board through the meeting schedule. Mr. Yunker moved and Mr. Johnson seconded a motion to approve the meeting schedule. On a roll call vote, all voted in favor. The motion was carried.

<u>Board Work Session</u> 8:30 p.m.	<u>Regular Board Meeting</u> 8:00 p.m.
*Tues., 01/16/01	Thurs., 01/18/01
Mon., 02/12/01	Thurs., 02/15/01
Mon., 03/12/01	Thurs., 03/15/01
Mon., 04/16/01	Thurs., 04/19/01
Mon., 05/14/01	Thurs., 05/17/01
Mon., 06/18/01	Thurs., 06/21/01
Mon., 07/16/01	Thurs., 07/19/01
Mon., 08/13/01	Thurs., 08/16/01
Mon., 09/17/01	Thurs., 09/20/01
Mon., 10/15/01	Thurs., 10/18/01
Mon., 11/12/01	Thurs., 11/15/01
	*Mon., 12/03/01**

\*Denotes deviation from third Thursday or prior Monday.

\*\*Board Reorganization and Special Business Meeting.

Appointment of Representatives: Mr. Orlow explained the composition of the CMCAVTS Joint Operating Committee and announced that the district would be filling one seat on the committee, the expired three-year term of the seat occupied by current board member, Mr. Yunker. Mr. Johnson nominated Mr. Yunker to a three-year term and Mr. Kessler seconded the nomination. On a roll call vote, all voted in favor except Mr. Yunker. Mr. Yunker abstained. The motion was carried.

Mr. Orlow outlined the duties of the legislative chairperson representing the district at county level meetings and noted that Mr. Carroll had held the position the preceding year. Mr. Pinheiro nominated Mr. Carroll to the position for the year 2001 and Dr. Lipshutz seconded the nomination. On a roll call vote, all except Mr. Carroll voted in favor. Mr. Carroll abstained. The motion was carried.

Mr. Orlow outlined the duties of the PSBA Representative who attends a minimum of two regional cabinet meetings annually to promote communication between the district and PSBA. Mr. O'Neill had held that position the preceding year. Mr. O'Neill nominated Mr. Kessler to the position for the year 2001. Board members noted that Mr. Kessler would be attending these meetings in his role as a PSBA Officer and was the logical person to represent the district. On a roll call vote, all voted in favor except Kessler. Mr. Kessler abstained. The motion was carried.

Mr. Orlow outlined the duties of Employee Relations Contact with the PSBA. He noted that the individual serving in that capacity would participate in a dialogue among local school directors and the PSBA on issues facing local boards in their roles as employers. Mr. Kessler nominated Mr. Carroll and Mr. O'Neill seconded the nomination. On a roll call vote, all voted in favor. The motion was carried.

Mr. Orlow reviewed with the Board the bid analysis for expansion of the fitness center at the high school. He explained the scope of the work and the process followed for securing the necessary approval from Whitemarsh Township. He also noted that the Board had already approved the purchase of new equipment for the facility and that the \$157,000.00 price tag for the center was exclusive of the equipment and would be paid with bond funds. Mr. Pinheiro moved and Mr. Orlow seconded a motion to award the bid to Center Point Contractors, Inc., as presented in enclosure #8. On a roll call vote, all voted in favor. The motion was carried.

Mr. Orlow referred to the bid analysis report for the installation of a new lighting panel at Colonial Elementary School, also outlined in Enclosure #8. He noted that the project had been reviewed by the Buildings and Grounds Committee during the budget preparation process and would be funded by the operating budget. Mr. Kessler expressed concern about receiving only a single bid for the project. Mr. Bell briefly outlined the bidding process that the district had followed. He suggested that there was no urgent need for the installation and received confirmation from Mr. Bell that the bid was good for a period of 60 days. Mr. Kessler asked that the issue be deferred and referred to the Buildings and Grounds Committee for review. Mr. Pinheiro noted that the project was over the prevailing wage threshold. Mr. Orlow referred the bid to the Buildings and Grounds Committee.

Mr. Orlow directed Board attention to two trip requests. Mr. Kessler moved and Mr. Johnson seconded a motion to approve a trip by the Ski Club to Killington, Vermont, as outlined in Enclosure #9. On a roll call vote, all voted in favor. The motion was carried. Mr. O'Neill moved and Mr. Yunker seconded a motion to approve an overnight trip by the high school wrestling team to Governor Mifflin School District for a tournament, as outlined in Enclosure #10. On a roll call vote, all voted in favor. The motion was carried.

**Solicitor's Report:** Ms. Rothstein recommended that the Board accept proposed settlements of long standing tax assessment appeals brought by taxpayers for Plymouth Park Apartments, Plymouth Gardens Apartments, and Harbor Towers/Sussex Square Apartments and a property at 2606 Narcissa Road. She noted that the settlements covered several years, in some cases involved withdrawals of appeals for the earlier years, and, in all cases, represented assessments close to the values calculated by the district's appraiser. Mr. Kessler moved and Mr. O'Neill seconded a motion to approve the settlements as proposed by Ms. Rothstein. On a roll call vote, all voted in favor. The motion was carried.

**Committee Reports: Intermediate Unit Board: No report.**

**CMCAVTS: No report.**

**Personnel: Mr. Pinheiro announced a committee meeting on Thursday, December 7<sup>th</sup>.**

**Finance: No report.**

**Curriculum and Program: No report.**

**Buildings and Grounds/Transportation: No report.**

**Community Relations: No report.**

**Legislative: No report.**

**Public Comments: Mr. Gallagher congratulated Mr. Kessler on his election as Vice President of PSBA, Mr. Orlow on his election as Board President, and Mr. O'Neill on his election as Vice President. He thanked Dr. Cotter for agreeing to participate in Public Education Celebration 2001 at Montgomery Mall on April 20 – 22, 2001 at Montgomery Mall. He also thanked Mr. David Sherman, administrative Assistant for Community Relations, for his work on the event. Mr. Gallagher invited everyone to attend the March 4, 2001 March on Harrisburg in support of public education**

**There being no further business before the Board, Mr. Orlow adjourned the meeting at 9:07 p.m.**

**Respectfully submitted,**

**James M. Bell  
Board Secretary**