

**COLONIAL SCHOOL DISTRICT
PLYMOUTH MEETING, PA 19462
MINUTES, DECEMBER 9, 2002**

President Orlow convened a special meeting of the Colonial Board of School Directors at 8:05 p.m. in the Board Room of Colonial Elementary School on December 9, 2002.

Board Members Present at the Start of the Meeting: Marc Orlow, Thomas Davis, Lynn Glodek, Gary Johnson, Hugh Lipshutz, Susan Moore, and William Ryan.

Board Members Not Present at the Start of the Meeting: Steven Slutsky and Thomas Yunker.

Also Attending at the Start of the Meeting: Vincent F. Cotter, Superintendent; Fred Shipman, Director of Pupil Services; James M. Bell, Director of Support Services/Board Secretary; Wendy Rothstein, Attorney representing the Board of School Directors; Justin O'Donoghue, Attorney for the Administration; David Yates, Acting Principal of the high school; Patricia Williams and Anthony Irvin, Assistant Principals at the high school; several security guards at the high school; PWHS student #95030; the student's parents; and a stenographer.

Mr. Orlow led the Pledge of Allegiance. He then advised that the Board would be conducting a hearing into allegations that the student attending the meeting and serving a suspension from school had violated school policies. At the parents' request the hearing was closed.

The hearing was discontinued at 8:45 p.m. Ms. Rothstein announced the intention of the Board to reopen the hearing at 7:00 p.m. on Monday, 12/16/02. The Board went into executive session in the Pupil Services Conference Room at 8:00 p.m. to interview a candidate for the vacant position of Principal of Plymouth Whitmarsh High School. The Board concluded its meeting in executive session at 10:05 p.m. and reconvened the original special meeting in the Board Room. Board member William Ryan did not join the reconvened meeting. He was excused for medical reasons. Ms. Rothstein, Mr. O'Donoghue, Mr. Yates, Ms. Williams, Mr. Irvin, the security guard, the student and the students' parents were also not in attendance because the hearing was not to reopen until the following Monday. Board members Steven Slutsky and Thomas Yunker joined the special meeting when board members returned from executive session. Joseph P. Bickleman, Chief Financial Officer; Dr. Patricia Iannelli, Director of Research, Assessment and Technology and Gerald Berger, Director of Human Resources were also in attendance for the remainder of the special meeting.

Financial Reports: Mr. Orlow sought Board action on the audit reports prepared by Barbacane Thornton and Company, reviewed by the Financial Committee and

shared with all board members. Mr. Slutsky, Committee Chair, reviewed the findings contained in the audit report. He reported that the district was operating within the framework of sound financial practices and that the auditors had identified no major weaknesses in the district's financial operations. Mr. Orlow asked the Administration to take the necessary steps to give the public notice of the Board's approval of the audit once it was given. Mr. Davis sought and received clarification that the district had undertaken the formal capitalization recommended by the auditors. Mr. Bickleman reported that it had been done in the summer of 2002, just after the end of the fiscal year that had been audited. Mr. Bickleman addressed several other questions raised by board members. He confirmed that the district was working on coming into compliance with GASB rules by 06/30/03. He and Dr. Cotter reported that administrators at the middle school were working on correctly reporting transactions in the student activity funds and seeking proper student involvement. Mrs. Moore moved and Dr. Lipshutz seconded a motion to approve the audit report. On a roll call vote, all voted in favor. The motion was carried.

Public Comments on the Agenda: None.

Superintendent's Report: Dr. Cotter reviewed his Personnel Report and changes to the Substitute List in Enclosure #1. Dr. Cotter was pleased to announce that the Administration was recommending Dr. Monica Sullivan to fill the vacant position of high school principal. Mr. Berger advised that her annual salary would be \$105,000.00. Dr. Cotter reported that her current district might be holding her for 60 days but both he and Mr. Berger indicated that they and Dr. Sullivan were working to have her on board for the start of the second semester, if possible. Dr. Cotter noted that Ms. Campbell would be assuming the position of Program Implementation and Policy Analyst in the District Office. He also commented briefly on the other appointments and changes in the substitute list. Board members sought clarification on several of the recommended appointments. Dr. Lipshutz inquired about the steps being taken to replace the departing security guard at the high school. Mr. Berger outlined the steps underway to recruit a replacement. Several board members expressed interest in having a female guard on staff and suggested an outreach effort to recruit one. Mr. Berger responded to a Board query about vacant hall monitor positions by reporting that the Administration was waiting to fill the positions until the high school security camera system was fully on line. Mr. Orlow sought reassurance that vacancies for substitutes were being filled without any special consideration being given to individual candidates. Mr. Davis moved and Mr. Yunker seconded a motion to approve the Superintendent's Report. On a roll call vote, all voted in favor. The motion was carried.

New Business: Mr. Orlow directed the attention of board members to the quote analysis sheet for removal of the cooling tower at the middle school. See Enclosure #2. Board members asked Mr. Bell if the district had acquired written quotes. Mr.

Bell stated that his belief that the quotes were in writing and confirmed that fact following the meeting. He also responded to a query concerning the legality of awarding a project if several of the quotes exceed \$10,000.00. Mr. Bell advised that the district could award a project to a quoting company if the total cost of the quoted work was below \$10,000.00. Mr. Johnson moved and Mr. Davis seconded a motion to approve the award of the project to Navillus Construction, Inc. at a cost of \$9,850.00. On a roll call vote, all voted in favor. The motion was carried.

Mr. Johnson moved and Mr. Davis seconded a motion to approve the stipulations for sanctions against Student # 93485 and #01633 at the high school for violations of district policies. On a roll call vote, all voted in favor. The motion was carried.

Committee Reports: Buildings & Grounds/Transportation: Mr. Johnson reported that the proposed renewal of the district's transportation contract with Romano's School Bus Service, Inc. was not yet ready for Board action. Mr. Bell explained that the solicitor's office had forwarded recommended changes and additions to the contract to the district last week while he was on bereavement leave. He reported that he had tried to contact Mr. Romano on Monday morning to go over the changes but had learned that Mr. Romano would not be available before the following Thursday. Board members asked for some additional materials on the proposed contract: a one-page summary of the main components of the contract, some comparison of costs that would indicate that the costs of the proposed contract were competitive. Dr. Cotter reported that the district was already working on these items and would provide the information to the Board as the contract discussions drew to a close.

Community Relations: Ms. Glodek advised that the meet and discuss session at Plymouth Elementary School had been postponed due to the winter storm and would be rescheduled. She also indicated that the annual report had been printed and mailed to district residents. Ms. Glodek reported that the ceremony to retire the jersey of PWHS graduate and 76ers star John Salmons was a great success and thanked Charles Forster, Dave Sherman, Jim Donofrio and the CITV staff for a job well done.

Additional Public Comment: None.

There being no further business before the Board, Mr. Orlow adjourned the meeting at approximately 10:28 p.m.

Respectfully submitted,

James M. Bell
Board Secretary

