

**COLONIAL SCHOOL DISTRICT  
PLYMOUTH MEETING, PA 19462  
MINUTES, JANUARY 13, 2003**

President Orlow convened the work session of the Colonial Board of School Directors at 8:30 p.m. in the Board Room of Colonial Elementary School on January 13, 2003.

**Board Members Present:** Marc Orlow, Thomas Davis, Lynn Glodek, Gary Johnson, Hugh Lipshutz, Susan Moore, William Ryan, Steven Slutsky and Thomas Yunker.

**Board Members Absent:** None.

**Also Attending:** Vincent F. Cotter, Superintendent; MaryEllen Gorodetzer, Assistant Superintendent; Patricia Iannelli, Director of Research, Assessment and Technology; Gerald Berger, Director of Human Resources; Fred Shipman, Director of Pupil Services; James M. Bell, Director of Support Services/Board Secretary; Joseph P. Bickleman, Chief Financial Officer/Board Treasurer; and Sandra Newman, Principal of Colonial Middle School.

Mr. Orlow led the Pledge of Allegiance. He advised that the Board had met in executive session on 11/18/02, 11/26/02, 12/02/02, 12/04/02, 12/09/02, 12/16/02 and 12/18/02 to discuss personnel and legal matters or hold closed hearings.

**Minutes:** Mr. Orlow directed Board attention to the minutes of the Work Session of 11/18/02, the General Meeting of 11/21/02, the Finance and Audit Committee Meeting of 11/21/02, the Personnel Committee Meeting of 11/26/02, the Reorganization Meeting of 12/02/02, the Special Meeting of 12/02/02, the Special Meeting of 12/09/02 and the Special Meeting of 12/16/02, and the Community Relations Committee Meeting of 01/06/03, as shown in Enclosures #1 through #9 on the agenda for Thursday evening. Dr. Lipshutz noted an error in summarizing the report of the Curriculum Committee at the General Meeting of 11/21/02.

**Financial Reports:** Mr. Orlow directed Board attention to the financial reports that were listed as Enclosures #10 through #20 for the General Meeting the following Thursday. They included the Budget Transfer Report for 11/02, the Bond Fund Report, Capital Projects Report; General Fund and Program Bills, General Fund/Federal Program Bills, Capital Reserve Fund Report; Food Services Bills/Cafeteria Report, Outstanding Investment Report, Cash Flow Summary, Comparison of Taxes Collected, Real Estate Escrow Report and Reconciliation of Cash Accounts for the month ending 10/31/02; the Budget Analysis of 11/02; and Treasurer's Report for the month ending 10/31/02. Mr. Yunker asked why there would be a negative number in donated commodities. Mr. Bickleman suspected an

entry error and advised that he would look into the matter. Mr. Bickleman also complimented Mr. Shipman for his efforts in securing a grant valued at \$220,000.

**Public Comments on the Agenda:** None

**Staff Report:** Mr. Orlow recognized Mrs. Newman who reported on programs and initiatives at the middle school. Mrs. Newman noted that it was the first anniversary of her becoming principal at the middle school. She provided an update on math and reading initiatives underway at the school. She highlighted a *Math Night* program that helped prepare parents to help their children with math, the connected math program at the middle school, and the use of resource teachers and work shops to prepare staff for the new math initiatives. Mrs. Newman also spoke about reading programs that challenged students to read more challenging books and showed a video on *Challenge Day*, a program that helped students learn not to judge superficially and to understand the negative impact that bullying and teasing had on people. She noted that the *Challenge Day* program was part of the school's effort to promote a positive climate for students during a period when they were undergoing great physical and emotional changes. Mrs. Newman shared a video *Thank You* from the Family and Consumer Sciences program for the recent upgrade of their facilities.

**Old Business:** None.

**Correspondence:** The agenda reported that Ms. Susan Castle, President of the Colonial Foundation for Educational Innovation would be introducing a faculty member who would discuss his mini-grant award with the Board on Thursday evening.

Mr. Orlow noted that the Board would be taking action on Thursday evening to accept what had become an annual grant to the Board from the trust of Joshua Morris in the amount of \$2,000. The award is to be utilized for the education of students in the district. See Enclosure #40 on Thursday's agenda.

**Superintendent's Report:** Dr. Cotter briefly summarized for the Board his report contained in Enclosures #22 through #24 of the agenda for Thursday evening. He recapped the personnel changes, retirements, resignations and leaves of staff as well as the appointment of evening school instructors for the spring of 2003 and an update on extra-duty/extra-pay positions. Dr. Cotter noted that the evening school appointments were subject to enrollment. He advised that the extra-duty/extra-pay slots included adding an assistant drum-line coach, filling varsity and JV softball coaching slots that became vacant with a retirement, and a computer resource person to replace an individual who resigned.

**New Business:** Mr. Orlow noted that the Board would be taking action on Thursday evening on a proposed renewal of its transportation contract with

**Romano's School Bus Services, Inc.** He noted that the district and Romano's had been working together for almost 50 years and that the B&G Committee and the Administration had been working on an assessment of transportation options and a draft contract proposal for a year. Mr. Orlow advised that the contract represented a 12-year agreement valued at \$59,816,000 that contained two rate freezes with an estimated savings of \$2,722,000 over the full term of the contract. He also reported that the contract called for the contractor to take over all radio services and upkeep, include new language on contractor accountability, required the company to maintain its facilities in support of district operations within the district, and a commitment to work with the district to affect positive change in transportation services.

Mr. Orlow noted that there would be several trip requests on the agenda for Board action on Thursday. The requests included a trip for a high school choir student who would be attending the All-East Festival in Providence, RI on 03/06/03 through 03/09/03 and trips by members of the high school DECA Club to the Pennsylvania State Development Conference from 03/05/03 through 03/07/03 and the National Career Development Conference from 04/25/03 through 04/30/03. Cost of the choir trip had been budgeted by the high school and participants were planning to cover the costs of the DECA trips. Additional trips were planned for the class of 2004 to Orlando, FL from 04/17/04 through 04/20/04 and for a 10<sup>th</sup> grade student to participate in the District Band Festival at William Tenneset High School from 01/16/03 through 01/18/03. Participants were expected to cover the costs of the class trip, and the high school had budgeted for the Band Festival. See Enclosures #26 through #28 for the first three requests. Dr. Cotter noted that the band trip was coming up later in the week and requested Board action that evening on that trip. Mr. Yunker moved and Mr. Johnson seconded a motion to approve the trip to the District Band Festival. On a roll call vote, all voted in favor. The motion was carried.

Mr. Orlow directed the attention of board members to Enclosures #30 and #31 for Thursday's agenda, requests for attendance at national conferences. The first request was for the attendance of John Staudenmayer, a high school teacher, at the National Student Assistance Conference in New Orleans, LA from 03/19/03 through 03/23/03. Expenses had been included in the high school budget. Dr. Cotter advised that the outline of costs was being updated. The second request was for Irene Gurerriero, the high school string teacher, to attend the ASTA National Conference in Columbus, OH from 03/27/03 through 03/29/03. The high school had budgeted funds for the conference. Mr. Orlow asked how the cost of substitute coverage had been funded. Dr. Gorodetzer reported that it was covered by the professional development budget.

Mr. Orlow reported that the bid award for computer lab air conditioning and for high school roof replacements over the pool and locker rooms, Gym #47, Cafeteria #100, the east wing and the auditorium were in the hands of board members as

handouts and would be on the agenda for Thursday evening as Enclosures #41 and #42. Mr. Bell advised the Administration was recommending the rejection of all of the bids for air conditioning the computer labs because the bids were significantly higher than what had been expected. He briefly outlined an alternate plan to relocate the labs and air condition them centrally at lower cost.

Committee Reports: No reports.

There being no further business before the Board, Mr. Orlow adjourned the meeting at 9:22 p.m.

Respectfully submitted,

James M. Bell  
Board Secretary