

**COLONIAL SCHOOL DISTRICT  
PLYMOUTH MEETING, PA 19462  
MINUTES, May 17, 2004**

President Orlow convened the work session of the Colonial Board of School Directors at 8:35 p.m. in the Board Room of Colonial Elementary School on May 17, 2004.

**Board Members Present:** Marc Orlow, Thomas Davis, Gary Johnson, Hugh Lipshutz, Susan Moore, William Ryan, and Pascal Scales.

**Board Members Absent:** Lynn Glodek and Steven Slutsky.

**Also Attending:** Vincent F. Cotter, Superintendent; MaryEllen Gorodetzer, Assistant Superintendent; Patricia Iannelli, Director of Accountability and Compliance; Gerald Berger, Director of Human Resources; Fred Shipman, Director of Pupil Services; James M. Bell, Director of Support Services/Board Secretary; Joseph P. Bickleman,.

Mr. Orlow led the Pledge of Allegiance and announced that the Board had met in Executive session to discuss personnel and legal matters and for informational purposes on 04/28/04, 05/05/04, 05/12/04, 05/17/04 and 05/20/04.

**Minutes:** Mr. Orlow directed Board attention to the minutes of the Work Session of 04/12/04, the Buildings and Grounds Committee Meeting of 04/15/04, the General Meeting of 04/15/04, the Community Relations and Student Life Committee Meeting of 04/19/04, the Personnel Committee Meeting of 05/05/04, the Special Meeting of 05/05/04, the Finance Committee of 05/06/04, the Community Relations and Student Life Committee of and the Curriculum Committee Meeting of 05/17/04, as shown in Enclosures #1 through #7 of the agenda for Thursday evening and handouts to be provided.

**Financial Reports:** Mr. Orlow directed Board attention to the financial reports. They included the Budget Transfer Reports for 04/04; the Bond Fund Report, Capital Project Report; General Fund and Federal Program Bills, Capital Reserve Fund Report; Food Services Bills/Cafeteria Report, Outstanding Investment Report, Cash Flow Summary, Comparisons of Taxes Collected, Real Estate Escrow Report, Reconciliation of Cash Accounts and the Budgetary/Deficit Status Report for the month ending 04/30/04; and Treasurer's Report for the month ending 03/31/04, as shown in Enclosures #8 through #19 on Thursday's general meeting agenda and documents to be provided.

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

**Staff Report:** Ms. Madeira provided an overview of a number of educational activities and initiatives at Conshohocken Elementary School Elementary School.

Mr. Bickleman made the required public presentation of the tentative 2004-05 operating budget of the district.

**Old Business:** None.

**Correspondence:** Mr. Orlow reported that the Board would be acting on Thursday evening on an invoice for annual dues for membership in the Pennsylvania School Boards Association (PSBA). See Enclosure # 20.

**Superintendent's Report:** Dr. Cotter summarized for board members his report in Enclosures #21 and #25 of the agenda for Thursday evening. He highlighted . Dr. Cotter noted that Ms. DeRosa, Curriculum Supervisor recommended appoints for staffing of the summer reading programs. He also noted that Dr. Sullivan, with the support of the district office, recommended a reduction of one full-time Technology Education teacher, one full-time art teacher and one full-time Family and Consumer Science teacher at the high school, effective 06/30/04. Dr. Cotter also reported on a request from and English teacher at the high school for profession development leave during the second semester of 2004-05.

**New Business:** Mr. Orlow reported that the Board would be acting at Thursday's meeting on leases for the Head Start program and several Montgomery Early Learning Center programs, as shown in Enclosures #23 through #26. Mr. Orlow asked how the lease fees had been determined. Mr. Bell reported that the leases for the Head Start program and the MELC office had been set at 3% above the rate for the current year as had been the practice for the past several years. He noted that the leases for the summer program and the before and after-school program were being conducted differently than in years past and that lease fees had been set to reflect the changes in the programs and their locations. Mr. Orlow asked that future leases be linked to actual district costs rather than only to inflation factors. Mr. Bell agreed.

Mr. Orlow advised that the Board would be acting on Thursday evening on a number of summer reading initiatives. The locations and tuitions were outlined in Enclosure #27 of Thursday's agenda.

Mr. Orlow announced that the Board would be acting on Thursday evening on a summer instrumental music program outlined in Thursday's agenda in Enclosure #28. He advised board members that they would also be receiving information on the previously approved Summer Arts Consortium.

Mr. Orlow directed the attention of Board Members to the professional conference requests contained in Enclosures #29 and #30 for Thursday evening. The requests were for Dr. Monica Sullivan, Principal of the high school, to attend the Harvard University three-day learning lab on systemic change for student success and for Liz McKeaney, Coordinator of Data Management and five master teachers to attend the Training of Trainers Institute in Boston later in the month. Dr. Cotter confirmed that Dr. Sullivan's attendance at the Harvard lab was related to a Harvard conference approved for other high school staff the previous month but noted that Dr. Sullivan's lab would focus on administration. Dr. Cotter and Mr. Orlow advised that the conference for the master teachers was required by the Master Teacher program.

Mr. Orlow reported that the Board would be taking action on Thursday on a request by the high school music department for two students to attend the PMEA All-State Band and Chorus event in Erie, PA from 04/21/04 through 04/24/04, as outlined in Enclosure #31 for Thursday evening.

Mr. Orlow advised that board members would be considering two options on Thursday evening for temporarily relocating the District Office so that students and staff from Conshohocken Elementary School could move to the Colonial Elementary School Building while their building was undergoing renovations for six to seven months. He noted that there were time and cost factors that had to be considered for both offers. Mr. Orlow advised that the installation of modular office space was less costly over the projected term of the lease but required local municipal approval while the lease of local office space was more costly over that term but was not subject to municipal approval. Board members spoke of the pros and cons of the options. Mr. Scoles noted the bid difference in costs over a very long term. Mr. Johnson noted that the lease would need to be only 14 or 15 months in length. Mr. Ryan wondered if preparing for the move would take district facilities staff away from their regular work. Mr. Orlow suggested that, from the point of view of predictability, it would be better to move into leased space in a local office park. Board members noted that the Buildings and Grounds Committee was reviewing the options. Mr. Orlow suggested that the Board continue to explore both options prior to the general meeting. See Enclosures #32 and #33 of Thursday's agenda.

Mr. Orlow advised the Board would be acting on a Reaffirmation Resolution on Thursday evening that would confirm the awarding of the general construction and mechanical construction bids for the curtain-wall project at Conshohocken Elementary School, acknowledge the withdrawal of the original electrical contractor and award the electrical construction bid to the second lowest bidder for the project. Mr. Orlow also gave a brief history of the conditional approvals that the Board had originally given to the bids and the need to reaffirm the first two bids and approve the third in order to identify formally which contractors would be proceeding with the project.

**Solicitor's Report:** Mr. Orlow noted that there were two student stipulations on the agenda: #9893 and # 8548 regarding violations of the district's drug and alcohol policy. Dr. Cotter asked the Board to act on the stipulations that evening because of the timelines involved in securing alternate placement for the students. Mr. Scoles moved and Mr. Johnson seconded a motion to approve the stipulations. On a roll call vote, all voted in favor. The motion was carried.

**Additional Public Comment:** None.

There being no further business before the Board, Mr. Orlow adjourned the meeting at 9:55 p.m.

Respectfully submitted,

**James M. Bell**  
**Board Secretary**