

**COLONIAL SCHOOL DISTRICT  
PLYMOUTH MEETING, PA 19462  
MINUTES, FEBRUARY 19, 2004**

President Orlow convened the general meeting of the Colonial Board of School Directors at 8:00 p.m. in the Board Room of Colonial Elementary School on February 19, 2004.

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

**Board Members Absent:** Thomas Davis.

**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, Chief Financial Officer/Board Treasurer; Stephanie Cousounis and Ryan Moore, Board Student Representatives; Tom Sigafos, Principal, Ridge Park Elementary School; Jim Muscarella, President, Colonial Education Association; Dante DeVecchio; Donna Ordek; Janice Remaker; Alex J. Wyrwas and the staff and students of the district who were being recognized by the Board and their friends and families.

Mr. Orlow led the Pledge of Allegiance and asked Dr. Cotter to introduce those who would be recognized by the Board for their outstanding achievements. Dr. Cotter recognized Terese Boegly, Principal of Colonial Elementary School who introduced staff and students being recognized by the Board in the areas of art and poetry and district professionals who had received National Board Certification and local awards. A full list of those receiving honors is attached to these minutes as Attachment #1.

**Minutes:** Mr. Orlow sought Board action on the minutes of the Work Session of 01/12/04, the Buildings and Grounds Committee Meeting of 01/14/04, the General Meeting of 01/15/04, the Personnel Committee Meeting of 01/22/04, the Joint Finance/Audit and Buildings and Grounds Committee Meeting of 01/29/04, the Personnel Committee Meeting of 01/29/04, the Community Relations and Student Life Committee Meeting of 02/09/04, and the Buildings and Grounds Committee Meeting of 02/13/04, as shown in Enclosures #1 through #7 and #53 of the agenda. Mr. Johnson moved and Ms. Glodek seconded a motion to approve the minutes. On a roll call vote, all voted in favor. The motion was carried.

**Financial Reports:** Mr. Orlow requested Board action on the financial reports, including the Budget Transfer Reports for 01/04; the Bond Fund Reports, Capital Projects Reports; General Fund and Program Bills, Capital Reserve Fund Reports; Food Services Bills/Cafeteria Reports, Outstanding Investment Reports, Cash Flow Summaries, Comparisons of Taxes Collected, Real Estate Escrow Reports and Reconciliations of Cash Accounts for the month ending 01/31/04; and Treasurer's Reports for the month ending 01/31/04, as shown in Enclosures #8 through #19. Mr. Slutsky moved and Ms. Glodek

seconded a motion to approve the reports. On a roll call vote, all voted in favor. The motion was carried.

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

**Staff Report:** Mr. Sigafos gave a presentation on Ridge Park Elementary School's *Rise and Shine* program, a before-school opportunity for 3<sup>rd</sup> grade students to become more successful in reading and math. He provided information on the process for encouraging students to become more proficient in these areas and the type of classroom activities in which they participated. Mr. Sigafos provided data showing the performance improvement of the students who were invited into the program and chose to attend versus the performance of those who were invited but chose not to attend. He also provided comments from students and teachers on the positive impact of attending the program in terms of increased proficiency in subject areas, student confidence and self-esteem. Mr. Sigafos reported that the program for 2003-04 was 17 weeks in length for 3<sup>rd</sup> grade students and that a 15-week session for 2<sup>nd</sup> graders was now in place for math. He noted that 17 faculty members participated in the program. Board members had questions, comments and suggestions on the program. Mr. Sigafos advised that he created a flyer to invite students testing just above or below the proficient level in the PSSA tests into the program. He advised that he followed up informally on student progress following their participation in the course but believed that a formal follow-up suggested by board members would be a useful tool. Mr. Sigafos indicated that he would share his program with his fellow principals. Dr. Cotter noted that all schools had remedial programs in place and that School Improvement Teams used funds available to them to develop programs that used data to evaluate progress and develop mechanisms for addressing student needs. Dr. Gorodetzer addressed questions concerning greater progress earlier than later in the year by noting a number of factors, including greater emphasis on higher level skills such as measuring and problem solving, could explain some of the differences in achievement. Board members congratulated Mr. Sigafos for his use of data to monitor student progress and implement curricular programming.

**Old Business:** Mr. Orlow asked for Board comment on three policy revisions and one new policy on the agenda for action on first reading as Enclosures #20 through #23. All three policies had been reviewed on Monday evening.

- **Policy #208, Student Health Exams:** An update in response to legislation on *No Child Left Behind*. Reviewed on Monday evening and revised following Board input. Dr. Lipshutz moved and Mrs. Moore seconded a motion to approve the policy on first reading. On a roll call vote, all voted in favor. The motion was carried.
- **Policy #227.2, Technology Use Policy – Student-focused:** A new policy drafted to reflect the district's current network configuration, parameters for the use of district technology, ownership and associated security procedures. Mr. Orlow asked if staff at the high school and middle school had input into the draft policy. Dr. Cotter reported that they had not yet had input but would have input between the first and second reading of the policy. He advised that the district would make forwarding proposed district policies to all bargaining units for review and input

part of on-going district practice. Board members commented on the need to review policy language to be sure that it did not limit appropriate use of technology and regulated use uniformly. They asked the Administration to list the final policy in student handbooks for the coming year. Ms. Glodek moved and Mr. Johnson seconded a motion to approve the policy on first reading. On a roll call vote, all voted in favor. The motion was carried.

- Policies #452 and #552, Technology Use Policies – Staff- focused: Revisions containing similar provisions to those in the student-focused policy. Board members noted the need to list the policies in staff handbooks. Mr. Johnson moved and Ms. Glodek seconded a motion to approve the policies on first reading. On a roll call vote, all voted in favor. The motions were carried.

**Correspondence:** None.

**Superintendent’s Report:** Dr. Cotter recapped his report as shown in updated Enclosures #24 through #27. He highlighted updated material in each section of the report, including additional child-rearing leaves, appointments to fill current vacancies and positions for staff on leave, and adjustments to the extra-duty/extra-pay assignments for student council at the middle school and for the bell choir and regular choir at Conshohocken Elementary School. Mr. Johnson moved and Mrs. Moore seconded a motion to approve the superintendent’s report. On a roll call vote, all voted in favor. The motion was carried.

**Board Student Representatives’ Report:** Ms. Cousounis provided information on the French exchange students visiting the high school, the Valentine’s dance, and the visit by school administrators from England. She also provided an update on winter sports, including division championships in boys’ swimming and basketball and post-season efforts by the girls’ basketball, wrestling and indoor track teams. Mr. Moore highlighted the second semester open house, the PSSA tests, the spring musical, the concert benefiting boys’ lacrosse and the Suburban I Cheerleading Championships.

**New Business:** Mr. Orlow requested Board action on a new Board policy on first reading, Policy #902, CITV Policy, prohibiting outside use of the district’s television facilities, including the transmission of political debates, *Meet the Candidates* forums and similar events. See Enclosure #28. He noted that the policy codified existing district practice. Mr. Slutsky suggested that the policy not refer to the location of CITV in the high school because its location could change in the future. Ms. Glodek noted that CITV had a curricular role to play at the high school. Nevertheless, board members acknowledged that the program could move or expand and that the reference to its location was not needed in the policy. Dr. Ryan suggested that the connection of CITV to the district be spelled out in the policy. Ms. Glodek moved and Mr. Slutsky seconded a motion to approve the policy on first reading. On a roll call vote, all voted in favor. The motion was carried.

Dr. Orlow sought Board approval and funding for the Summer Consortium of the Arts, as outlined in Enclosure #29. Dr. Ryan moved and Dr. Scoles seconded a motion to approve and fund the district’s participation. On a roll call vote, all voted in favor. The motion was carried.

Mr. Orlow requested Board action on a resolution from Plymouth Township on its approval to waive land development at Ridge Park Elementary School for the construction of additional classrooms to support full-day kindergarten in the fall of 2004. Mr. Johnson moved and Mrs. Moore seconded a motion to approve the resolution. On a roll call vote, all voted in favor. The motion was carried.

Mr. Orlow sought Board action on Bond Resolutions for a \$10,000,000.00 bond that included a provision to reimburse the Capital Reserve Fund and/or the General Fund, as necessary, for needed capital projects and named Public Financial Management as financial advisor and Fox Rothschild as bond counsel. See Enclosure #31. Mr. Orlow noted that the issues had been reviewed in the Finance Committee. Mr. Slutsky moved and Dr. Scoles seconded a motion to approve the resolutions. Mr. Bell called the role. All voted in favor. The motion was carried.

Mr. Orlow requested Board action on the professional conference requests in Enclosures #32 and #32A. Mr. Johnson moved and Dr. Ryan seconded a motion to approve the request of Bernard Walters, PWHS English teacher, to attend the Advanced Placement National Conference in Florida from 07/15/04 through 07/18/04. On a roll call vote, all voted in favor. The motion was carried. Mrs. Moore moved and Mr. Slutsky seconded a motion to approve the requests of Sabina Tedesco and Jim Muscarella, PWHS science teachers, to attend the National Science Teachers' Association in Atlanta, Georgia from 04/01/04 through 04/04/04. On a roll call vote, all voted in favor. The motion was carried.

Mr. Orlow requested Board action on a series of student trip requests shown as Enclosures #33 through #40. He noted that most of these trips were annual requests and that he would briefly review them that evening and asked the Board to approve them in a single motion.

- DECA Trip: Permission to attend the annual state competition from 03/03/04 through 03/05/04.
- FBLA State Leadership Conference: Permission to attend the conference at Seven Springs, Pennsylvania from 03/29/04 through 03/31/04.
- PWHS Lacrosse Team: Permission to attend a training camp in Florida during spring break from 04/04/04 through 04/11/04.
- CMS Art Trip: Permission for a field trip to *Grounds for Sculpture* in Hamilton, New Jersey on 04/14/04.
- Marine Science Consortium and Cape Cod Sea Camp: Permission to attend the former from 04/21/04 through 04/24/04; the latter from 05/16/04 through 05/19/04.
- Class of 2005 Senior Class Trip: Permission to travel to Disney World, Florida from 04/09/05 through 04/12/05.
- Girls' Basketball Team: Permission to participate in the *Shootout at the Shore* in Linwood New Jersey on 02/07/04 and 02/08/04. (Board ratification of trip only.)
- State Indoor Track Championship: Permission to attend the championship at University Park on 02/27/04 and 02/28/04.

Ms. Glodek advised that the Community Relations/Student Life Committee had reviewed only the first three requests. Ms. Glodek moved and Mrs. Moore seconded a motion to approve the requests. On a roll call vote, all voted in favor. The motion was carried.

**Mr. Orlow sought Board action on the three bids outlined in Enclosures #41 through #43.**

- **Replacement of the remaining old roofs at the high school: The low bidder withdrew his bid before the deadline citing omissions in material and labor. Facilities Management recommended approval of the next lowest responsible bidder, ARC Roofing in the amount of \$1,345,000.00. Mr. Sultanik advised that Board motion should include the acceptance of the withdrawal of the bid from N.J. Masonry and Roofing and the award to ARC Roofing, as shown in the enclosure. Mr. Johnson so moved and Mrs. Moore seconded his motion. On a roll call vote, all voted in favor. The motion was carried.**
- **Replacement of the curtain wall at Conshohocken Elementary School: Facilities Management recommended approval of the lowest responsible bidders: General Contractor – Walter Brucker at \$702,150.00, Electrical Contractor – NuMor Electric at \$104,800.00, and HVAC Contractor – All States Mechanical at \$784,000.00. There was a discussion among board members, administrators and the solicitor on the connection between the curtain wall project at Conshohocken Elementary School and the relocation of part of the District Office to modular office space so that students and staff from Conshohocken could be relocated during the construction work. The discussion centered on the length of time that the bids could be held pending governmental approvals. Mr. Bell was optimistic about the approvals for installation of the modulars and progress on both projects. On the advice of the solicitor, Mr. Johnson moved and Dr. Ryan seconded a motion to approve the bids for the curtain wall project, as outlined in Enclosure #42 and conditioned on the receipt of all government approvals and necessary steps to relocate the Conshohocken students and staff. On a roll call vote, all voted in favor. The motion was carried.**
- **20/24-passenger school bus: Mr. Slutsky raised questions about the need for the vehicle and Dr. Cotter responded based on input from Mr. Bell. Dr. Scoles moved and Mr. Johnson seconded a motion to approve the bid as outlined in Enclosure #43. On a roll call vote, all voted in favor. The motion was carried.**

**Solicitor's Report: Mr. Sultanik requested Board action on two proposed settlements of assessment appeals on commercial properties listed as Nos. 00-23406 and 23407. The settlements set the fair market values of the properties at \$785,000.00 and \$500,000.00 respectively. Mr. Slutsky moved and Dr. Scoles seconded a motion to approve the proposed settlements. On a roll call vote, all voted in favor. The motion was carried.**

**Committee Reports: Intermediate Unit Board: Dr. Ryan reported that the I.U. Board had taken a second look at the administrative budgets for 2004-05 but had made no changes. He advised that the budget would come to the Board for formal action later in the spring and, if unchanged, would result in a \$538.00 increase in district costs. He also advised that the Board had elected a new vice president.**

**CMCAVTS: Mr. Johnson announced that Plymouth Whitemarsh High School students had won 19 of the 24 medals awarded during a recent competition. He also advised that all three sending districts had approved the resolutions on the financing of the renovation of**

the Center for Technical studies and that the bond closing would come in May. Mr. Sultanik advised that his understanding of the resolutions was that the sending districts would have no title to the school property at the end of the bond. Board members had the understanding that title to the property would revert to the sending districts at the conclusion of the bond. Board representatives to the Joint Operating Committee were to seek clarification of the issue.

**Personnel:** Dr. Lipshutz reported that the committee had met in late January and was involved in negotiations with the Colonial Education Association. He advised that a state mediator had joined those talks and that the parties would meet again at the end of March after having used the intervening time to gather data to serve as the basis for further discussions. Dr. Lipshutz also reported that the committee was having fruitful talks with the CASEA administrators' group on a successor to the Board's current meet and discuss agreement with that group.

**Finance and Audit:** Mr. Slutsky advised that the committee had held a joint meeting with the Buildings and Grounds Committee at the end of January to discuss capital projects needs and funding through a \$10,000,000.00 bond.

**Curriculum and Program:** Dr. Ryan gave the report for Mr. Davis. He advised that the committee discussed a revision of the report card process at the elementary level that called for a mandatory parent conference during the first marking period and report cards for the remaining marking periods. Dr. Ryan also reported that the committee had reviewed texts and support materials for elementary social studies, software for Carnegie Math and foreign language texts and had taken a look at how library hours at the high school had affected use of the facility. Mr. Orlow noted how well data was being used in making decisions on curriculum.

**Building and Grounds/Transportation:** Mr. Johnson shared information with the Board and the community on the positive results of the district's revamping of transportation routes. He acknowledged the difficult transition period in the fall, noted the dramatic improvement in the on-time arrival and departure of buses across the district and commended Ms. Ellis for the fine job that she and her staff had done in addressing the transportation issues that had arisen in recent years.

**Community Relations and Student Life:** Ms. Glodek asked for Board approval of a resolution in support of *Music in our Schools* month. Ms. Glodek moved and Dr. Ryan seconded a motion to approve the resolution contained in Enclosure #45. On a roll call vote, all voted in favor. The motion was carried.

**Legislative:** Dr. Ryan reported that two local state representatives, Ms. Harper and Ms. Murphy-Weber, met with the Legislative Committee to discuss pending legislation. He highlighted Governor Rendell's effort to put all state school employees on one health care program. He also asked for an opportunity to make a presentation at an upcoming Board meeting to provide more information on a number of legislative initiatives that affect public schools in the state.

**Additional Public Comment: None.**

**There being no further business before the Board, Mr. Orlow adjourned the meeting at 9:40 p.m.**

**Respectfully submitted,**

**James M. Bell  
Board Secretary**