

**COLONIAL SCHOOL DISTRICT
PLYMOUTH MEETING, PA 19462
MINUTES, JUNE 14, 2004**

President Orlow convened the Work Session of the Colonial Board of School Directors at 7:45 p.m. in the Board Room of Colonial Elementary School on June 14, 2004.

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

Board Members Absent: None.

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

Mr. Orlow led the Pledge of Allegiance and announced that the Board had met in Executive session to discuss personnel and legal matters on 06/14/04.

Minutes: Mr. Orlow directed Board attention to the minutes of the Curriculum Committee Meeting of 05/17/04, the Work Session of 05/17/04, the General Meeting of 05/20/04, and the Personnel Committee Meeting of 06/04/04. See Enclosure #1 through #4 of the agenda for Thursday, 06/17/04. Board members had no questions or comments.

Financial Reports: Mr. Orlow directed Board attention to the financial reports. They included the Budget Transfer Reports for 05/04; 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 05/31/04; and Treasurer's Report for the month ending 05/31/04, as shown in Enclosures #5 through #16. Board members had no questions or comments on the reports.

Public Comments on the Agenda: None.

Staff Report: None.

Old Business: Mr. Orlow directed the attention of board members to the new policy required by *No Child Left Behind* legislation, Policy #107.1, Assessment of Education Program. He noted that the Board had reviewed and approved the policy on first reading in May and would be acting on the policy on second reading on Thursday evening. See Enclosure #17 for Thursday. Mr. Orlow noted that language on the first page of the policy referred to no more than one information request per "semester", a word which was appropriate for the district's secondary schools but not its elementary schools. He asked the Administration to review and clarify the reference so that all schools would be covered.

Correspondence: Mr. Orlow reported with regret that the district had received a letter of resignation from board member, Lynn Glodek, effective on 06/17/04, and noted that the Board would take action on the letter at the end of the Board Meeting on Thursday evening. See Enclosure #18 of Thursday's agenda.

Superintendent's Report: Dr. Cotter reported on the 13 listed personnel actions, the 27 long-term substitute teachers who were returning to the list of per diem substitutes, and the seven teachers who had been selected from a group of 20 applicants to become master teachers in 2004-05. See Enclosures #19 through #21. Dr. Cotter also reported that the Administration would be presenting a Furlough Resolution to the Board that would address the curtailment of programs at the high school that were approved by the Board at its May meeting and subsequently approved by the Department of Education. Mr. Orlow asked Dr. Cotter to consult the solicitor on whether the district could assign long-term substitutes to vacant positions in lieu of temporary professional employees.

New Business: Mr. Orlow reported that the Board would be taking action on the 2004-05 School District Budget on Thursday evening. He asked Mr. Slutsky if he wished to update last month's report. Mr. Slutsky indicated that Mr. Bickleman would be providing information on the final budget proposal on Thursday evening. Mr. Bickleman advised that the proposed budget of \$69,564,000 would be funded by a real estate tax rate of 14.98 mils and would result in a real estate tax increase of 5.12%. Mr. Orlow asked Mr. Bickleman to provide on Thursday evening a comparison of approved operating budgets in local districts. Mr. Slutsky expressed his belief that the requested information would confirm that Colonial School District's tax rate would remain one of the lowest in the county.

Mr. Orlow noted that Mr. Shipman was recommending the reappointment of district physicians and dentists at the rates specified in Enclosure #22 of Thursday's agenda. He asked Dr. Cotter if there had been any change in providers. Dr. Cotter replied that there had been no change in providers but advised that rates had been increased by 3%. He also indicated that Mr. Shipman would have been at the meeting to address questions but was out because of a family emergency. Dr. Cotter reported that the district's physicians and dentist were well regarded and that the district was pleased with their services.

Mr. Orlow reported that the Board would be addressing a number of contracts related to special education services. The details of the contracts were included in Enclosures #23 through #26 and involved the Progression Group, Central Montgomery County MH/MR, Carol Scheuerman, PT and Kim Hartranft, OT.

Mr. Orlow advised that the Montgomery County I.U. had rejected the joint purchase bid for oil, fuel and gasoline and noted that the items had been re-bid. He reported that the bid would be opened on 06/16/04. Mr. Bickleman advised that the original bid pricing contained increases of approximately 39% and that the I.U. and participating districts were hoping that the second round of pricing would be lower and in line with falling petroleum prices. He hoped that bid results would be available on Thursday evening. In

response to a question from Mr. Orlow, Mr. Bickleman reported that gasoline prices for the current year were \$0.83/gallon.

Mr. Orlow reported the Carbon Lehigh I.U. Data Processing Agreement was up for renewal and would be on Thursday's agenda for Board action. See Enclosure #27. Dr. Cotter and Mr. Bickleman explained that the 1.4% increase in the rates for contact services would be offset by a reduction in the district's need for technical support. As a result, they expected that the total annual cost to the district would be less in 2004-05 than in 2003-04.

Mr. Orlow indicated that the Board would be acting on Thursday evening on a professional conference request from Ms. Tamborello at the high school to attend the NACAC conference from 09/30/04 through 10/03/04. See Enclosure #28 for Thursday evening.

Mr. Orlow advised that the Administration would be seeking Board action on the annual Senior Class Trip to Florida, as outlined in Enclosure #29 for Thursday evening. Dr. Cotter pointed out that the dates for the trip were from 04/08/05 through 04/12/05 (not 04/09/05 as shown on the agenda). In response to queries from board members, he explained the modest cost for leaving on Friday evening rather than early on Saturday morning and confirmed that the new schedule would not adversely impact high school athletic programs. Dr. Cotter also explained how the high school would store and protect the luggage of seniors until the Friday evening departure. He also advised that the Community Relations and Student Life Committee had not reviewed the trip request since it was an annual event that had been reviewed in the past.

Mr. Orlow reported that the district would be renewing its Observatory Usage and Support Agreement with the Delaware Valley Astronomers for use of the district's observatory for the group's telescope. See Enclosure #30 for Thursday evening. Dr. Lipshutz reported that DVA was replacing the original telescope with a newer model. Mr. Orlow asked if the district would be alerting its insurance carrier of the installation of the new telescope. Mr. Bell noted that the agreement required DVA to insure the instrument but indicated that he would notify the district's broker of its installation.

Mr. Orlow noted that the adoption of math and computer science textbooks listed on Enclosure #31 would be on the agenda for Board action on Thursday. Dr. Gorodetzer responded to queries from the Board on the number of texts being ordered, the numbers of classes that would be using the texts and the nature of the books themselves. Dr. Gorodetzer shared general information on the math programs at the middle school and the type of materials that the students in those classes would use. She indicated that she would have more details available for board members on Thursday evening.

Mr. Orlow advised that the Board would be acting on Thursday evening on a proposed bid award for the high school yearbook. In response to Mr. Orlow's query, Mr. Bell reported that it was a common and recommended practice for districts to bid yearbook publication even though the district expended no funds for the actual publication of the book. Student fees covered publication costs. Mr. Orlow asked if prices would change significantly in the

coming year. Mr. Bell reported that they would not change dramatically and advised that he would provide exact figures for Thursday's meeting.

Solicitor's Report: None.

Committee Reports: CMCAVTS: Mr. Johnson sought Board approval of a resolution approving the execution of a lease between the State Public Building Authority and the sending three districts for the building housing the Center for Technical Studies. Board members had already received copies of the documents earlier. Mr. Johnson and Mr. Orlow noted that the timelines for financing the renovations on the leased building required Board action that evening rather than on Thursday evening. Mr. Johnson moved and Mr. Davis seconded a motion to approve the resolution and ratify the execution of the lease. 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 8:10 p.m.

Respectfully submitted,

James M. Bell
Board Secretary