

**COLONIAL SCHOOL DISTRICT
PLYMOUTH MEETING, PA 19462
MINUTES, FEBRUARY 14, 2005**

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 February 14, 2005.

Board Members Present: Marc Orlow, Gary Johnson, Thomas Davis, Hope Luken, Susan Moore, William Ryan, Pascal Scoles and Mitch Zimmer.

Board Members Absent: Steven Slutsky.

Also Attending: Vincent F. Cotter, Superintendent; MaryEllen Gorodetzer, Assistant Superintendent; Gerald Berger, Director of Human Resources; Cassandra DeLong, Director of Pupil Services; James M. Bell, Director of Support Services/Board Secretary; Joseph P. Bickleman, Chief Financial Officer/Board Treasurer; Andrew Boegly, Chief Information Officer; David Sherman, Administrative Assistant, Community Relations and John Quinn, Director of CITV.

Mr. Orlow led the Pledge of Allegiance and announced that the Board had met in Executive session to discuss personnel and legal matters on 01/25/05 and 02/14/05 to discuss legal and personnel matters and on 02/09/05 for informational purposes.

Minutes: Mr. Orlow reported that Board action would be taken on Thursday evening on the minutes of the Curriculum Committee Meeting of 01/18/05, the work session of 01/18/05, the general meeting of 01/20/05, the Curriculum Committee Meeting of 01/31/05, the Facilities Management and Transportation Committee Meeting of 02/07/05, the Finance Committee Meeting of 02/09/05, the Community Relations/Student Life Committee Meeting of 02/07/05, the Personnel Committee Meeting of 02/10/05 and the Curriculum Committee Meeting of 02/14/05. See Enclosures #1 through #5 and materials for Thursday evening. There were no questions on the minutes.

Financial Reports: Mr. Orlow reported that the Board would take action on the financial reports on Thursday evening. The reports included Budget Transfers, the Bond Fund Report, Capital Project Report, General Fund/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, the Budgetary/Deficit Status Report and Treasurer's Report for the month ending 01/31/05, as shown in Enclosures #6 through #17 for Thursday evening. Dr. Ryan inquired about a payment to the I.U. that was on the list of budget transfers. Mr. Bickleman reported that the payment was for the two I.U. mailings of Act 72 materials. Mr. Orlow inquired about a transfer for payment for social studies materials. Dr. Gorodetzer explained that funding had been cut for social studies materials during budget preparation in the spring and that unused funds for in-service had been transferred to purchase some of the materials previously deleted from the budget. Mr. Orlow asked Mrs. Moore to have the Facilities Management Committee keep a running total of the bond funds still available for capital projects.

Public Comments on the Agenda: None.

Staff Report: None.

Old Business: Mr. Orlow requested Board action on a resolution to reaffirm the actions that the Board had taken on agenda items at the general meeting of 01/20/05. He read the resolution that is attached to these minutes as Attachment #1. Mr. Zimmer moved and Mr. Davis seconded a motion to approve the resolution as read. On a roll call vote, all voted in favor. The motion was carried.

Mr. Orlow reported that the Board would take action on proposed Board Policy #203.2, Possession of Asthma Inhalers on Thursday evening. He asked why the policy defined children of school-age as both public and non-public in a policy that was written for public school students only. Mrs. DeLong reported that the district solicitor had inserted the language in the policy to define school-age children. Dr. Cotter advised that he would check with the solicitor on the reason for the addition. See Enclosure #18 for Thursday evening.

Correspondence: Mr. Orlow reported on three donations offered to the school district in Enclosures #19 through #21 for Thursday meeting: A donation of \$5,000 as a part of an approved 2004 grant for a smart board and various student assemblies at Conshohocken Elementary School, a Keystone Healthy Zone mini-grant in the amount of \$2,000 from the Executive Director of PANA for Colonial Middle School, and a \$2,000 dollar donation from a parent for use by the Boys' Varsity Baseball Team at Plymouth Whitemarsh High School. He advised that the Community Relations and Student Life Committee had reviewed the gifts and that the Board would act on the donations at its general meeting on Thursday evening.

Superintendent's Report: Dr. Cotter reviewed with board members the personnel actions listed in Enclosures #22 through #24 of the agenda for Thursday evening. He highlighted the personnel changes, the additions to the substitute list and adjustments to the extra-duty/extra-pay list.

Board Student Representatives Report: None.

New Business: Mr. Orlow announced that the Board would be acting on Thursday evening on the first reading of three Board policies dealing with Technology. They were Policy #227.2, Technology Use Policy: Pupils, Policy #452, Technology Use Policy, Professional Employees and Policy #552, Technology Use Policy, Classified Employees. See Enclosures #25 and #26. Mr. Boegly explained that the main purpose of the policy was to protect children under the terms of State House Bill 2262. He noted that all of the policies governed the use of the internet and email systems of the district and called for monitoring and reporting on the use of these systems. Mr. Boegly reported that the policies contained consequences for misuse and abuse of the systems and limited the district's liability for any damage and delays experienced by users of the systems. In response to queries from board members, Mr. Boegly reported that outside email systems had been blocked by the district

and that staff could use the district's email system for appropriate personal communications that did not interfere with the system or the user's work activities. Mr. Boegly stressed that no users of district software should assume privacy when using the system and that users would be held responsible for misuse, abuse and damages to the district's systems. Mr. Orlow asked about teacher use of the email system during the summer. Mr. Boegly indicated that the system would be available during the summer and that monitoring to assure appropriate use would occur year round.

Mr. Orlow noted that the Board would be acting on Thursday evening on the first reading of Board Policy #225, Awards – Student Activities. Dr. Cotter noted that the policy provided for appropriate recognition of individual state champions and gave the Administration some flexibility in how to handle that recognition. See Enclosure #27 of Thursday's agenda.

Mr. Orlow directed Board attention to the first reading of Board Policy #231.1, Commercial Exploitation of Students. Dr. Cotter noted that the Activities Director would be the principal's designee for reviewing programs, activities and events directly affected by this policy. See Enclosure #28 for the general meeting on Thursday. Mr. Orlow requested that the Board defer action on that policy and on proposed Board Policy #231.2, Soliciting Funds from Students, to allow the Board and the superintendent to get a legal opinion from the solicitor in executive session on the language of the policies. Also see Enclosure #29.

Mr. Orlow reported that the Board would be taking action on the district's 2005 contribution to the Summer Consortium of the Arts that Colonial, Upper Merion and Norristown Area School Districts support annually. He advised that the contribution would be the same as the previous year at \$6,300, as outlined in Enclosure #30.

Mr. Orlow indicated that the Board would take action on Thursday evening on two trip requests for professional and administrative staff to attend the National School Conference in Las Vegas from 04/07/05 through 04/10/05. He noted that building funds had been budgeted for the participation of the staff. Dr. Cotter advised that three staff members would be attending, not two. Mr. Orlow asked if the staff would be in single rooms and had attempted to get the most reasonable airfares available. Dr. Gorodetzer indicated that the pricing was evidently for single rooms. She also noted that the fees had been estimated and that staff was attempting to secure the most reasonable airfares available. Dr. Gorodetzer also reported that Ms. Wolfe would be using personal frequent flier miles to cover her airfare.

Mr. Orlow walked board members through a series of student trip requests, most of which were trips that were reviewed and approved annually. They included the following trips in Enclosures #32 through #36 for Board action on Thursday evening:

- Ten students to the Future Business Leader Association (FBLA) Competition at Silver Springs, PA from 04/13/05 through 04/15/05 - organization and students to cover the costs. Mr. Orlow asked why the district covered student participation in the Consortium of the Arts and not the FBLA competition. Dr. Cotter

explained the differences between the activities and noted that students attending the summer consortium also paid fees to participate in the program.

- The Ski Club for its annual trip to Killington, VT from 02/25/05 through 02/27/05 - students and families to cover the costs.
- Colonial Middle School students for a field trip out of state to the Grounds for Sculpture in Hamilton, NJ on 05/03/05 - students to cover the admission fee to the museum. Dr. Cotter noted that Board approval was being sought for the one-day trip because it was out of the state.
- Members of the high school track team to the State Indoor Track Championships at Penn State University at University Park on 02/25/05 and 02/26/05 – district budgeted.
- Colonial Middle School Students to the Marine Science Consortium on Wallops Island, VA from 05/04/05 through 05/07/05 - district costs are limited to procuring substitute teachers, students and their families to cover trip costs.

Mr. Orlow reported that the Board would be taking action on Thursday evening on bids to repair the retaining wall at the middle school and correct the spalling concrete on the exterior of Plymouth Elementary School. He noted that the low bid for the middle school project was from JPS Construction Company, Inc. at \$29,000 and for Plymouth Elementary School was from Mangan Masonry at \$66,355. See Enclosure # 37 for Thursday evening. Mr. Bell responded to queries from board members about the wide range of pricing from the responding bidders. He noted that several reputable bidders responded within a fairly tight range and a couple others stood out on the high end. He indicated that the high bidder, a company which had handled a similar masonry project at Colonial Elementary School a couple of years ago, had significant work lined up for the summer of 2005 and, as a result, had little incentive to be competitive on the current projects.

Solicitor's Report: No report.

Committee Reports: Legislative: Dr. Ryan reported that information on the governor's proposed education budget for the coming year had been made available by email. He provided some information on proposed funding under the basic subsidy. He also noted that, while the number of students attending all-day kindergarten classes had increased for the current year, some funds appropriated for all-day programs remained unspent. Mr. Orlow indicated that few districts offered all-day programs because costs for such programs exceed the subsidies provided.

There being no further business before the Board, Mr. Orlow adjourned the meeting at 9:10 p.m.

Respectfully submitted,

James M. Bell
Board Secretary

