

**COLONIAL SCHOOL DISTRICT  
PLYMOUTH MEETING, PA 19462  
MINUTES, MAY 16, 2005**

President Orlow convened the work session of the Colonial Board of School Directors at 8:51 p.m. in the Board Room of Colonial Elementary School on May 16, 2005.

**Board Members Present:** Marc Orlow, Gary Johnson, Tom Davis, Hope Luken, Susan Moore, William Ryan, Steven Slutsky and Mitch Zimmer.

**Board Members Absent:** Pascal Scoles.

**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; 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 on 04/27/05, 05/11/05 and 05/16/05 to discuss legal and personnel matters.

**Minutes:** Mr. Orlow reported that Board action would be taken on Thursday evening on the minutes of the work session of 04/18/05, the General Meeting of 04/21/05, the Special Meeting of 04/25/05, the Facilities Management – Transportation Committee Meeting of 05/05/05, and the Community Relations/Student Life Committee Meeting of 05/09/05. See Enclosures #1 through #5 and materials for Thursday evening. Mr. Orlow anticipated receiving the minutes of the Curriculum Meeting of 05/16/05 on Thursday evening. There were no questions on the minutes.

**Financial Reports:** Mr. Orlow advised that the Mr. Bickleman was not able to attend the meeting because of a need to be with his family that evening. He 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 04/30/05, as shown in Enclosures #6 through #17 for Thursday evening. Mr. Orlow asked for a status report on a the Bond Fund Report entry showing that Whitemarsh Township was holding escrow funds following completion of kindergarten classroom projects. He also requested a summary of all of the township legal fees that the district paid on that project. Dr. Cotter indicated that Mr. Bickleman would be able to provide that information on Thursday evening. Mr. Slutsky asked about the bond fund payment to Polatnick Zacharjasz Architects. Mr. Bell reported that it was the final bill for the classrooms for all-day kindergarten.

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

**Staff Report:** Mr. Orlow reported that Mr. Sigafos, Principal – Ridge Park Elementary School, would provide a summary of the Federal Programs Review of 03/17/05 and 03/18/05 on Thursday evening. He also noted that Ms. DeLong would report on the Special Education Compliance Audit held on 05/03/05 and 05/04/05.

**Old Business:** Mr. Orlow noted that the annual appointment of the solicitor and the setting of retainer and litigation rates for the coming year would be on the agenda for Board action on Thursday evening. He noted that the action had been deferred from the previous month while the Administration sought additional information on the scope of activities covered by the retainer. See Enclosure #18 for Thursday evening.

Mr. Orlow indicated that Board would take action on Thursday evening on Board Policy #216, Student Records Policy. He noted that the policy was being updated to reflect updated regulations of the State Board of Education, the Family Educational Rights (FERPA) and Privacy Act and No Child Left Behind (NCLB) legislation.

**Correspondence:** Mr. Orlow announced that the district had received correspondence on its annual dues for membership in the Pennsylvania School Boards Association (Enclosure # 21), grants from the Colonial Foundation for Educational Innovation, and a request from the president of the CESP, the bargaining unit for most of the district's secretaries and its staff nurses and aides, to address the Board on Thursday evening. Dr. Cotter advised that he had received additional information on the foundation grants.

**Superintendent's Report:** Dr. Cotter reviewed with board members the personnel actions listed in Enclosures #22 and #23 of the agenda for Thursday evening. These included personnel changes, additions to the professional substitute list and secondary summer school staffing.

**New Business:** Mr. Orlow reported that the Board would be acting on a series of routine annual elections, appointments and financial arrangements. He reported that he would request a single motion on these items. They are the election of the Board Treasurer for 2005-06 (Mr. Bickleman at an annual rate of \$8,427 – a 5% increase over the current year), the election of the Board Secretary to a four-year term (Mr. Bell at an annual rate of \$6,741 for the first year – a 5% increase over the current year), the appointment of Student Board Representatives, the selection of a depository for school district funds for 2005-05, and a listing of investment banks for 2005-06 as shown in Enclosure #24.

Mr. Orlow announced that Mr. Sigafos had provided in Enclosure #24 for Thursday evening a list of the estimates for federal program allocations for 2005-06.

Mr. Orlow announced that the Board would be acting to approve the titles on the annual list of textbooks up for adoption and utilization during the 2005-06. Responding to a query from Mr. Orlow, Dr. Gorodetzer explained that the district was purchasing new math textbooks that supported the curricular initiatives moving through the secondary schools and would use textbooks purchased two years ago as supplementary materials in math classrooms. She also confirmed that board action on the list amounted to approval of the

texts and that actual purchases would be made in accordance with the final 2005-06 budget adopted by the Board. See Enclosure #26 for Thursday evening.

Mr. Orlow reported that the Board would be taking action on Thursday evening on the 2005-06 MCIU Special Education Services Agreement. He noted that the services could vary from year to year. Ms. DeLong confirmed that most of the funds supported low incidence students and that many of the programs for these students were already in place. Board members asked a number of questions on the services contained in the agreement. Ms. DeLong answered that the services in the agreement were in addition to those that had recently been discussed in executive session and that the students' programs were covered by district dollars. Mr. Orlow noted that the district was generally reimbursed for only 22 to 23% of its costs to meet the needs of special education students. Ms. Luken noted that the costs that board members were discussing did not include the cost to the district for providing transportation for these students. See Enclosure #27 for Thursday evening.

Mr. Orlow reported that the Board would be acting on a first reading on Thursday evening on Board Policy #203.1, HIV/AIDS Infection. Ms. DeLong reported that the policy updated existing policy and cleaned up the text following a review by the solicitor's office. Mr. Orlow felt it prudent to see the input of the district's physician.

Mr. Orlow reported that several other policies would be on the agenda Thursday evening for Board action. They were Board Policy #605, Investment of Funds and Board Policies #318, 418, and 518 – Conflict of Interest. Dr. Cotter indicated that the policies had been developed by the solicitor in response to recent audit findings. Mr. Orlow asked if the policies had been reviewed by the Finance Committee. Mr. Slutsky reported that the need for the policies had been discussed but advised that the policies themselves had not yet been reviewed by the committee. Mr. Orlow asked the committee to review them prior to a second reading of the policies. See Enclosure # 29 and #30.

Mr. Orlow announced that the Carbon Lehigh I. U. Data Processing Contracted Services Agreement for 2005-06 would be on the agenda for Board action on Thursday evening. Refer to Enclosure #31 of Thursday's agenda. He noted that the agreement was an extension of an existing agreement and noted that some costs were up and others were down. Mr. Boegly reported that business data services were down approximately 5% and that student data services were up about the same amount. These changes reflected the support services the district was receiving in those areas. Mr. Orlow noted that the district's past concerns about some Carbon Lehigh products seemed to have been addressed. Dr. Cotter reported that Carbon Lehigh had demonstrated a commitment to its products and that Mr. Bickleman and Mr. Berger were happy with the financial and personnel components of the business package.

Mr. Orlow reported that the Board would be acting on Thursday evening on a request from a high school advisor to escort a student to the Best Buddies Conference in Bloomington, Indiana from 07/22/05 through 07/25/05 as part of the National Leadership and Training Conference. Costs were to be paid by the club and participants. See Enclosure #32 for Thursday evening.

Mr. Orlow announced that the Board would be acting on Thursday evening on a request for three teachers to attend the Summer Institute at Yale from 06/26/05 through 06/29/05, as shown in Enclosure #33. Dr. Gorodetzer reported that the conference was on balanced literacy in content areas and that the presenter was a highly regarded leader in the field. She noted that teachers from the middle and high schools would be attending. Dr. Cotter stressed the district's emphasis on reading and writing in content areas. Mr. Slutsky asked how attendance at the conference would be funded. Dr. Gorodetzer said that funding came from a variety of sources at the middle and high schools.

Mr. Orlow reported Board action was scheduled for Thursday evening on annual supply bids and that he would seek a single motion of bids for elementary and secondary art supplies, general supplies, technology education supplies, middle school physical education supplies and custodial supplies as outlined in Enclosures #34 through #35. Mr. Slutsky asked that the total number of listed items be checked for accuracy. Mr. Orlow also noted that the MCIU Cooperative Purchasing Bid would be up for Board action on Thursday evening in Enclosure #41. He reported that the MCIU and participating districts were recommending that the bid be rejected and re-bid to address the bidders' failure to offer fixed pricing beyond the first year of the bid. Board members had questions regarding its right to opt into or out of the bids after they had been opened. Mr. Bell was to seek input from the solicitor on these issues. Mr. Slutsky noted that the pump prices in the bid were still substantially below what average citizens have to pay. Mr. Orlow indicated that the Board would also be acting on Enclosure #42, new auditorium seating at Colonial Elementary School. Mr. Bell confirmed that the bid called for replacing all of the existing seating and that pricing was within several thousand dollars of the estimated cost. In response to Board queries, Mr. Bell reported that the auditorium would have 800 seats, slightly more than were currently available and the positioning of the seats would be slightly different than the current scheme. Mr. Bell advised that the bids for expansion of the trainer's room and stadium building at the high school would be opened the following day.

**Solicitor's Report:** No report.

**Committee Reports:** Dr. Ryan reminded the community that local elections would be held the following day and that a proposition on a greener Pennsylvania would be on the ballot.

**Other Board Comments:** Mr. Orlow shared with the Board and the community his perspective after attending an annual legislative breakfast with some other board members and Dr. Cotter. He noted that some local legislators still do not understand the importance of local control of school districts and expressed concern that legislators may be moving toward mandating the back-end referendums contained in Act 72 for those districts that opt out of the act. He stressed that school boards will have to be watchful and very active in the debates to come.

**Additional Public Comment:** None

There being no further business before the Board, Mr. Orlow adjourned the meeting at 9:46 p.m.

**Respectfully submitted,**

**James M. Bell  
Board Secretary**