

**COLONIAL SCHOOL DISTRICT
PLYMOUTH MEETING, PA 19462
MINUTES, NOVEMBER 15, 2004**

President Orlow convened the Work Session of the Colonial Board of School Directors at 8:40 p.m. in the Board Room of Colonial Elementary School on November 15, 2004.

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

Board Members Absent: Thomas Davis.

Also Attending: Vincent F. Cotter, Superintendent; MaryEllen Gorodetzer, Assistant Superintendent; Gerald Berger, Director of Human Resources; 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 10/27/04 and 11/10/04 for informational purposes and 11/15/04 to discuss legal and personnel matters.

Minutes: Mr. Orlow directed Board attention to the minutes of the Work Session of 10/18/04, the General Meeting of 10/21/04, the Facilities Management/Transportation Committee Meeting of 10/28/04, and the Community Relations/Student Life Committee Meeting of 11/11/04. See Enclosures #1 through #3 of the agenda for Thursday, 10/18/04 and a handout that was to be included in the Thursday agenda. Mr. Orlow reported that the monthly Curriculum Committee Meeting would be held on Thursday evening prior to the general meeting of the Board. Board members had no questions or comments on the minutes that were available.

Financial Reports: Mr. Orlow directed Board attention to the financial reports. They 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 10/31/04, as shown in Enclosures #4 through #14 of Thursday's agenda and handouts to be provided on Thursday evening. Mr. Orlow asked Dr. Cotter to provide more detailed information in the future on how School Improvement Team funds that are transferred to other accounts are actually used.

Public Comments on the Agenda: None.

Staff Report: The work session agenda indicated that Drew Boegly, Chief Information Officer would be providing a staff report on Thursday evening on technology integration and the technology goals for 2004-05.

Old Business: None.

Correspondence: Mr. Orlow reported that the agenda included two unusual items, a proposed grant and gift to the district. The grant was from the Henkel Corporation in the amount of \$10,029 for Adventure Education at the high school. See Enclosure #15 on the agenda for Thursday evening. Dr. Cotter confirmed Mr. Orlow's belief that the money would be used to complete the rock wall in Gym #20 and noted that the grant had been discussed in the Community Relations and Student Life Committee. The gift was a DCF-110 Defibech Lifeline AED (defibrillator) for the boys' basketball team. See Enclosure #16. Board members had a number of questions about the gift, including the availability of the equipment for use by other teams or programs. Dr. Cotter reported that the gift was being given by the parent of a team member who had problems with an irregular heartbeat. He noted the possibility that the defibrillator might be available to other users but reported that the idea was to have the equipment travel with the team and be available whenever the team was training. Dr. Cotter noted that the boys' basketball team had informal training opportunities virtually year round. Board members noted that acceptance of the gift should not be construed as a commitment by the Board to equip all other teams with similar equipment. Dr. Cotter advised the Board that the district had defibrillators available near the gyms in the high school and in Colonial Elementary School. Mr. Orlow announced that the Board would take action on the grant and gift at its general meeting on Thursday.

Superintendent's Report: Dr. Cotter walked board members through the personnel actions listed in Enclosures #17 through #20 of the agenda for Thursday evening. He first highlighted the personnel changes and additions to the substitute list. Dr. Cotter reported average class sizes of 16 to 23 in kindergarten, 15 to 19 in 1st grade, 15 to 21 in 2nd grade, 19 to 21 in 3rd grade, 15 in 4th and 5th grade, 20 in 6th grade, 19 in 7th grade and 18 in 8th grade. He highlighted the appointment of new coaches on the extra-duty/extra-pay list and noted that the Listing of Salaries would be presented to the Board on Thursday evening in a yellow page report. Dr. Cotter also indicated that a proposed grievance settlement agreement placing a teacher on the correct step of the salary schedule would be on Thursday's agenda for Board action and that a Resolution for Termination would be deferred to a future date.

New Business: Mr. Orlow directed the attention of board members to several drafts of the school calendar for 2005-06. He noted that all of the drafts showed Tuesday, 09/06/05 as the first day of classes, as determined by the Board at its October meeting. Dr. Cotter briefly reviewed the impact of holidays, profession development days and vacation options shown in the drafts in Enclosure #21 for Thursday evening. He noted that drafts #1 and #2 listed Election Day as an in-service day and that #3 and #4 contained a modified spring break.

Mr. Orlow noted that the Board would be acting on Thursday evening on the award of funds to the student councils of both the high school and middle school for their schools' performance in the annual anti-vandalism program. See Enclosure #22 for Thursday evening. He advised that the district annually set aside \$5,000 at the high school and \$3,000 at the middle school for repairs required as a result of vandalism. He reported that each

fall the Board awarded one half of any unspent vandalism funds from the prior year to the Student Council of each school. In the past year, there were no reported acts of vandalism at either school, so the administration recommended awarding \$2,500 to the Student Council at the high school and \$1,500 to the Student Council of Colonial Middle School. The Administration also recommended that the Board fund the anti-vandalism programs at the same levels for the 2004-05 school year.

Mr. Orlow reported that the Board would take action on Thursday evening on a transportation contract with the Lincoln Center for Family and Youth at the rate of \$6.00/day per student. Mr. Bell confirmed that one student was currently eligible for transportation by the Lincoln Center but that the contract was written to accommodate other eligible students at the same price. See Enclosure #23 for Thursday evening.

Mr. Orlow reported that the Board would be acting on Thursday on a request from the Boys' Lacrosse Team coach for a team trip to Florida during Spring Break from 03/19/05 through 03/24/05. He noted that the players were responsible for the costs of participating in the trip outlined in Enclosure #24. Dr. Cotter reported that he would have a similar request on Thursday evening for the girls' lacrosse team to trip to Florida from 03/19/05 through 03/26/05.

Solicitor's Report: No report.

Committee Reports: No reports.

There being no further business before the Board, Mr. Orlow adjourned the meeting at 8:55 p.m.

Respectfully submitted,

James M. Bell
Board Secretary