

**COLONIAL SCHOOL DISTRICT  
PLYMOUTH MEETING, PA 19462  
MINUTES, NOVEMBER 18, 2004**

President Orlow convened the general meeting of the Colonial Board of School Directors at 8:40 p.m. in the Board Room of Colonial Elementary School on November 18, 2004.

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

**Board Members Absent:** None.

**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; John Quinn, Director of CITV; Jim Muscarella, President, CEA; Mary Thiess, President, CS/IAESPA; George Wadlin, Asst. Boys Basketball Coach; Dante De Vecchio; Kathleen Flanagan and Robert Franz.

Mr. Orlow led the Pledge of Allegiance and announced that the Board had met in Executive session on 11/18/04 to discuss legal and personnel matters.

**Minutes:** Mr. Orlow requested Board action on 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 and #31. Board members had no questions or comments on the minutes. Mr. Johnson moved and Mr. Zimmer seconded a motion to approve the minutes. On a roll call vote, all voted in favor. The motion was carried.

**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 and #32. Mr. Orlow asked Dr. Cotter about questions raised on Monday evening about School Improvement Team funding. Dr. Cotter noted that board members had a handout outlining how the funds dispersed to date had been used for instructional purposes. Mr. Orlow asked if the highlighted areas on the Bond Fund Report identified changes in the report since Monday evening. Mr. Bickleman reported that to be the case. Mr. Slutsky moved and Mr. Johnson 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:** Drew Boegly, Chief Information Officer, provided a staff report on technology integration and the technology goals for 2004-05. He stated that an assessment had been made of the department and that recommendations from the Pennsylvania Association of School Business Officials (PASBO) on reorganizing the department were being implemented. Mr. Boegly also reported that the department was working on integrating the district's servers and considering telephone upgrades using Voice over IP (Voip). He advised that the Food Service Point-of-Sale program was up and running and that the department was working on automating the entry and sharing of information between the program and the main district database. Mr. Boegly reported that the district received a demonstration of assessment software, had upgraded the secondary multi-media program to the Phoenix system, was piloting a grading system and was moving to a new internet web server in conjunction with the Montgomery County I.U. Mr. Orlow inquired about the status of integrating student software. Mr. Boegly reported that the district had automated attendance and report cards and that grading would come later.

**Old Business:** None.

**Correspondence:** Mr. Orlow reported on 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. He indicated that the money would be used to complete the rock wall in Gym #20 and asked if the project needed to be bid since it was just over \$10,000. Mrs. Moore and Mr. Bell noted that the grant was actually for two things, the upgrade of the rock wall and the funding of the 9<sup>th</sup> grade special education low/high ropes adventure trip. Mr. Orlow asked the Administration to be sure that the district complied with purchasing regulations. Mr. Zimmer moved and Mrs. Moore seconded a motion to accept the grant.

Mr. Orlow reported on the proposed gift of a DCF-110 Defibech Lifeline AED (defibrillator) for the boys' basketball team as outlined in Enclosure #16. Mr. Wadlin provided information on the desire of Jim Mullen, a parent of a senior on the boys basketball team, to give the gift and noted plans to have the equipment available at all games and practices and travel with the team. Mr. Davis inquired about training for those who might use the equipment. Mr. Wadlin advised that he was certified on the use of the equipment. Dr. Cotter reported that almost all of the school's physical education teachers and half of its coaches were trained on the use of the equipment and that plans were underway to train the remainder. Mr. Orlow asked if the district had considered equipping the high school trainer with a mobile unit. Mrs. Moore supported the idea of purchasing a unit for that purpose. Mr. Wadlin indicated that the trainer used one of the two units currently available at the high school. Mrs. Moore suggested that an addition unit be purchased so that the current units would always be available at their assigned locations. Dr. Cotter reported that the district had two defibrillators at the high school and one each at the middle school and Colonial Elementary School. He also noted that the district was exploring the possibility of having units at the district's K-3 elementary schools as well. Mr. Zimmer moved and Mr. Davis seconded a motion to accept the gift of the equipment for the boys' basketball team. On a roll call vote, all voted in favor. The motion was carried.

**Superintendent's Report:** Dr. Cotter provided board members with an up date of the personnel actions listed in Enclosures #17 through #20 of the agenda. He noted that the salary listing was available for public review in the Human Resources Office. Dr. Ryan moved and Mr. Davis seconded a motion to approve the reports. On a roll call vote, all voted in favor. The motion was carried.

Dr. Cotter asked that the Board approve the proposed grievance settlement agreement, defer the Resolution for Termination, and turn down the professional leave request. Mr. Johnson so moved and Dr. Ryan seconded the motion. Mr. Orlow noted that the grievance settlement agreement corrected an error in the placement of a teacher on the salary scale. On a roll call vote, all voted in favor. The motion was carried.

**New Business:** Mr. Orlow reported that the Board had four drafts of the school calendar for 2005-06. He noted that each of the drafts showed Tuesday, 09/06/05 as the first day of classes but only drafts #1 and #2 had full spring breaks. Dr. Cotter reported that the CEA had reviewed the drafts and favored those with full spring breaks. Mr. Orlow agreed. Dr. Cotter noted that there was little difference between drafts #1 and #2. The main difference was that draft #2 had an in-service day at the end of the school year. Dr. Gorodetzer expressed a strong preference for three professional days at the start of school and two during the school year. She felt that this schedule made more sense from an educational perspective. Mr. Slutsky agreed and moved draft #1 as the calendar for 2005-06. Mr. Johnson seconded the motion. On a roll call vote, all voted in favor.

Mr. Orlow requested Board action 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 and the continuation of the program for another year. He recapped the history of the program that he had shared with the Board and the community on Monday evening. See Enclosure #22. Mr. Slutsky asked how the awarded funds were used each year. Dr. Cotter reported that they were used to fund anti-vandalism efforts and to fund certain student council celebratory activities, such as dances. Mr. Zimmer moved and Mr. Slutsky seconded a motion to award \$2,500 to the Student Council at the high school and \$1,500 to the Student Council of Colonial Middle School and to fund the anti-vandalism programs at the same levels for the 2004-05 school year as in 2003-04. On a roll call vote, all voted in favor. The motion was carried.

Mr. Orlow sought Board action on Thursday on a transportation contract with the Lincoln Center for Family and Youth at the rate of \$6.00/day per student. He noted that two students were currently eligible for transportation by the Lincoln Center but reminded those attending and watching the meeting at home that the contract was written to accommodate other eligible students at the same price. See Enclosure #23. Dr. Scoles moved and Mrs. Moore seconded a motion to approve the contract. On a roll call vote, all voted in favor. The motion was carried.

Mr. Orlow sought Board action on requests from the Boys' Lacrosse Team coach for a team trip to Florida during Spring Break from 03/19/05 through 03/24/05 and another from the girls' lacrosse team for a trip to Florida from 03/19/05 through 03/26/05. He

noted that the players were responsible for the costs of participating in the trips outlined in Enclosure #24 and #34. Mr. Slutsky noted a discrepancy in the return date for the boys' trip. The consensus of the Board was the return date was what was listed in the application form. Mr. Johnson moved and Mrs. Luken seconded a motion to approve the trips, using the return date of 03/25/05 for the boys' trip. On a roll call vote, all voted in favor. The motion was carried.

**Solicitor's Report:** Mr. Sultanik requested Board approval of Student Disciplinary Stipulations #1552 for exclusion from school. Dr. Scoles moved and Mr. Johnson seconded a motion to approve the stipulations. On a roll call vote, all voted in favor. The motion was carried.

**Committee Reports:** **Intermediate Unit:** Dr. Ryan reported that the new executive director was having different staff join the monthly I.U. Board Meetings to highlight activities in their areas. He also indicated that the last meeting had been held at the training center of the PA Training and Technical Assistance Network in King of Prussia. He briefly summarized the work of the center. Dr. Ryan spoke of some changes in departments and the I.U. and reported that the I.U. Board had had a first reading of a behavior support policy for children with disabilities. He also advised the Colonial Board that the I.U. had given awards to two staffers for their exemplary work. Dr. Ryan reminded district homeowners who had not yet filed for a Homestead Exemption that they should do so when they received the second county mailing at the end of December.

**CMCAVTS:** Mr. Johnson reported that Dr. Cotter's term as superintendent of record at the Center for Technical Studies would finish at the end of the month and thanked him for his years of service.

**Personnel:** Mr. Johnson reported that the bargaining agreement between the Board and the CEA had been finalized and signed. He thanked all those involved on the new agreement for their efforts.

**Finance:** Mr. Slutsky reported that the committee would be meeting early in December for preliminary discussions on the 2005-06 budget, Act 72 and an earned income tax.

**Facilities Management and Transportation:** Mrs. Moore provided updates on capital projects. She reported that the classroom additions at Ridge Park and Whitemarsh Elementary Schools were completed except for a few minor punch list items and children were using the new facilities. She advised that the curtain wall replacement project at Conshohocken Elementary School remained ahead of schedule. Mr. Bell noted a delay in the receipt of some HVAC equipment but confirmed that the move back to the renovated building would occur during the winter break. Mrs. Moore announced that the district would be moving forward with a number of capital projects in 2005, including renovations of the District Office and PWHS Library, the expansion of the trainer's room and stadium storage building at the high school, among others. Mrs. Moore moved and Mr. Johnson seconded a motion to approve the contract with Gilbert Architects for the renovation of the District Office and the high school library. See Enclosure #35. Mr. Bell and Mr. Sultanik confirmed the terms of the contract, noting that it obligated the Board to approve the work

done by the architectural firm on the projects but did not obligate the Board to actually undertake construction. The Board still had the ability to approve or disapprove the projects based on the results of the bids. Mr. Bell noted that the District Office bid would be on the agenda for the Board's meeting in December. On a roll call vote, all voted in favor. The motion was carried.

**Community Relations and Student Life:** Dr. Scoles reported that the district's new website management software allowed for better content and control of district and school web pages. He also advised that the district had scheduled its first Colonial Day for Saturday, October 15, 2005 and indicated that details on the event would be forthcoming in the months ahead. Dr. Scoles advised that the Board had set aside dates to have meet and discuss sessions with the staff in district schools in the weeks ahead and that formal opening ceremonies for the new classroom additions had been set for 11/24/04 and 12/06/04 at Whitemarsh and Ridge Park Elementaries, respectively. Dr. Scoles took several minutes to report on the Citizens Advisory Committee to review and formulate recommendations to the Board on Act 72. He reported that the district had received and accepted applications from 29 residents and felt that they would provide the diversity of background and opinion that the Board was seeking. Dr. Scoles stated that the district had hired a facilitator that would work with the committee on dealing objectively with the many issues at hand. He noted that the Board would not participate in the deliberations of the committee but indicated that district administrators would provide support and the solicitor would be in attendance. Dr. Scoles emphasized that the Board was interested in the committee looking at the broad spectrum of issues involved in tax reform.

**Legislative:** Dr. Ryan strongly supported having an in-service day on Election Day. He provided information on Act 72 and noted that not only school districts would be looking for funding from gaming revenues. He noted that the legislature was looking at technology funding that might give the district additional dollars for its technology initiatives and advised that the PA Department had issued new Chapter 11 regulations. Dr. Ryan advised that PSBA would be meeting with the county's legislators in the weeks ahead and shared a copy of the resolution on which districts would have to act to opt into or out of gaming revenues.

**Additional Public Comment:** Mr. Franz reported that the flag was flying at the front of the building without being lit.

There being no further business before the Board, Mr. Orlow adjourned the meeting at 9:30 p.m.

Respectfully submitted,

James M. Bell  
Board Secretary