

**COLONIAL SCHOOL DISTRICT
PLYMOUTH MEETING, PA 19462
MINUTES, SEPTEMBER 20, 2004**

President Orlow convened the Work Session of the Colonial Board of School Directors at 8:38 p.m. in the Board Room of Colonial Elementary School on September 20, 2004.

Board Members Present: Marc Orlow, Thomas Davis, Gary Johnson, 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; Cassandra DeLong, Director of Pupil Services; 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 09/23/04, 09/29/04, 10/07/04, 10/13/04 and 10/18/04 legal, personnel and information purposes.

Minutes: Mr. Orlow directed Board attention to the minutes of the Work Session of 09/20/04, the General Meeting of 09/23/04, the Facilities Management/Transportation Committee Meeting of 09/30/04, the Special Meeting of 10/07/04, the Personnel Committee Meeting of 10/14/04, the Community Relations and Student Life Committee Meeting of 10/14/04, the Finance Committee Meeting of 10/15/04 and the Curriculum Committee of 10/18/04. See Enclosures #1 through #4 of the agenda for Thursday, 09/23/04 for the first four items. The last four were available to the board members in handouts or were to be provided for the meeting the following Thursday. Board members had no questions or comments.

Financial Reports: Mr. Orlow directed Board attention to the financial reports. They included 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, the Budgetary/Deficit Status Report and Treasurer's Report for the month ending 08/31/04, as shown in Enclosures #6 through #16 of Thursday's agenda. Mr. Orlow inquired about the purchase of an ice machine listed on the Bond Fund Report. Mr. Bickleman reported that equipment purchases for the temporary relocation of the District Office to make room for Conshohocken Elementary students and staff were being changed as part of the Conshohocken and District Office renovation projects funded by bond funds.

Mr. Orlow announced that the Board would be taking action on an updated TIF Resolution to address technical issues raised since the Board approved the TIF Resolution of 10/16/03. Mr. Orlow reported that the changes were based on issues for Whitemarsh Township and did not affect the district's participation in the TIF. He noted that he and Mr. Slutsky, the TIF Committee, the Finance Committee and the Board in executive session had addressed the legal issues. He asked the Board to approve the updated document in advance of action by the Board of Supervisors of Whitemarsh Township on Thursday evening. Mr. Slutsky moved and Mr. Davis seconded a motion to approve the updated resolution. On a roll call vote, all voted in favor. The motion was carried.

Public Comments on the Agenda: None.

Staff Report: The agenda indicated that Dr. Cotter and Dr. Gorodetzer would review the district's program goals for 2004-05 on Thursday evening in the areas of technology, data analysis, curriculum and instruction, public relations and standards for teaching.

Old Business: Mr. Orlow reported that the Board would be taking action on Thursday evening on updates of Board Policies #004, Board Committee Function and #225, Awards – Student Activities. He noted that the updated policies had been approved on a first reading in August. See Enclosures #17 and #18 for Thursday evening. Board members had no questions or comments.

Correspondence: The agenda reflected an email from Andrew Mount on the current labor impasse between the Board and the Colonial Education Association.

Mr. Orlow recognized Mr. Shearer who provided information on the results of the bond sale that the Board had approved in August. He commented favorably on the district's A1 bond rating and good timing on interest rates. He also noted that settlement would come on 10/15/04 and that funds would be available to the district at that time. A complete copy of Mr. Shearer's report is attached to these minutes as Attachment #1.

Superintendent's Report: Dr. Cotter reported on the personnel actions listed in Enclosures #19 through #22 of the agenda for Thursday evening. He quickly summarized the information contained in the enclosures. Mr. Orlow asked if there were any hot spots in enrollments. Dr. Cotter reported that there had been a spike in class size to 23 or 24 students at Plymouth Elementary School and that the Administration was closely monitoring the situation. He indicated that the district would support the classroom teacher with an aide if the numbers continued to rise.

New Business: Mr. Orlow reported that several special education placements would be on the agenda for Board action on Thursday evening. He noted that the placements involved negotiated settlement agreements for placements at the Quaker School, Upper Merion School District and in extended school year services. Mr. Orlow advised that the cases had been reviewed in executive session and that information had not been put into enclosures to protect the confidentiality of the students being placed.

Mr. Orlow reported that the Board would act on Thursday evening on a recommendation from Mrs. DeLong for an early admission to kindergarten. He noted that the student met the intellectual and behavior criteria for placement.

Mr. Orlow advised that the Board would take action on Thursday evening on a request from Maico Azcona, Assistant Principal at Colonial Middle School, for authorization to attend the Effective Schools Conference in Scottsdale, Arizona from 03/10/05 through 03/13/05 at a cost not to exceed the allotted allocation for administrators. See Enclosure #23 of Thursday's agenda. He asked why this request was coming to the Board separate from the annual list of requests approved the previous month. Dr. Cotter noted that Mr. Azcona had submitted the request late but supported his attendance at the conference.

Mr. Orlow announced that the district would be considering on Thursday the approval on a first reading of the three policies in Enclosures #24, #25 and #26 of the agenda for that evening. Mr. Boegly recommended the approval of updated copyright guidelines for classified and professional employees and a new policy for students. In the overview and discussion of the guidelines, Mr. Boegly and Dr. Cotter responded to questions from board members and shared the following information. The policies were being upgraded because of upgrades in technology. The policies before the Board had been reviewed and modified by Dottie Bollinger, an attorney in the office of the solicitor. Copies of the proposed policy upgrades had been disseminated to District Office and building administrators, the CEA and district librarians for review and comment. Once adopted after a second reading, the policies would be shared more broadly, incorporated into the district's staff development program, and disseminated to all faculty, students and parents through handbook updates and supplements and other media.

Mr. Orlow advised that two field trip requests from the high school wrestling coach would be on the agenda for Board action on Thursday evening. The requests were for tournaments at Central Mountain High School in Mill Hall, PA on 12/10/04 and 12/11/04 and Governor Mifflin High School in Shillington, PA on 12/28/04 and 12/29/04. Mr. Orlow noted that the cost of participating in the events would be covered by the fundraising efforts of the parent club. Mr. Slutsky inquired about the timing of the events. Dr. Cotter noted that the first was on a weekend and the second during winter break. Mr. Slutsky asked if the requests were typical of prior years and Dr. Cotter indicated that they were. See Enclosure #27 of Thursday's agenda.

Mr. Orlow noted that the Board would be acting on a Not-for-Profit Corporate Banking Resolution at its Thursday meeting. Mr. Bickleman explained that the resolution was required for establishing an account with Commerce Bank and was a prerequisite for the district investing funds with the institution. He noted that the district would be getting a good rate.

Solicitor's Report: No report.

Committee Reports: No reports.

There being no further business before the Board, Mr. Orlow adjourned the meeting at 9:08 p.m.

Respectfully submitted,

**James M. Bell
Board Secretary**