

**COLONIAL SCHOOL DISTRICT  
PLYMOUTH MEETING, PA 19462  
MINUTES, SEPTEMBER 17, 2007**

President Orlow convened the work session of the Colonial Board of School Directors at 7:42 p.m. in the Board Room of Colonial Elementary School on September 17, 2007.

**Board Members Present:** Tom Davis, Gary Johnson, Hope Luken, Sue Moore, Marc Orlow, Pascal Scoles and Mitch Zimmer.

**Board Members Absent:** William Ryan and Steven Slutsky.

**Also Attending:** Vincent F. Cotter, Superintendent; MaryEllen Gorodetzer, Assistant Superintendent; Gerald E. Berger, Director of Human Resources; Joseph P. Bickleman, Chief Financial Officer/Board Treasurer; Cassandra DeLong, Director of Pupil Services; Andrew Boegly, Chief Information Officer; Terry Yemm, Director of Operations; John Quinn, Director of CITV; David M. Sherman, Community Relations Coordinator/Board Secretary and Ann B. Chrzanowski.

Mr. Orlow led the Pledge of Allegiance and announced that the Board had met in executive session on 08/29/2007, 09/12/2007 and 09/17/2007 to discuss informational, legal and personnel matters.

Mr. Orlow noted that the Board will honor National Merit Scholars from the high school on Thursday evening. Dr. Cotter confirmed that the three students will attend. Mr. Orlow also noted that there are Citations from the House of Representatives to be presented to the Board. Responding to a question from Mr. Orlow, Dr. Cotter stated that no one from the House of Representatives will be in attendance to present the certificates. He noted that State Representative Mike Gerber will take part in a photo opportunity with students and administrators at the high school later in the week. He added that copies of the citations are included in the agenda for informational purposes. See enclosure #1.

**Minutes:** Mr. Orlow asked Board members to review the minutes of the Work Session of 08/13/2007, the General Meeting of 08/16/2007, the Special Meeting of 08/29/2007, the Human Resources Committee of 09/05/2007 and the Community Relations and Student Life (CRSL) Committee of 09/06/2007. See enclosures #2 through #6. He noted that the minutes of the Facilities Management and Transportation Committee of 09/06/2007 were before members as a separate attachment and minutes of the Curriculum Committee of 09/17/2007 should be available for review on Thursday.

**Financial Reports:** Mr. Orlow asked Board members to review the financial reports on the list for approval on Thursday evening. The reports include the Bond Fund Report, the Capital Projects Report, the General Fund/Federal Program Bills, the Capital Reserve Fund, the Food Service Bills/Cafeteria Report, the Outstanding Investment Report, the Cash Flow Summary, the Comparison of Taxes Collected, the Real Estate Tax Escrow Report, the Reconciliation of Cash Accounts, the Budgetary/Deficit Status Report and the Treasurer's Report for the month ending 08/31/2007. See enclosures #7 through #17.

Mr. Bickleman stated that there is a correction to the Bond Fund Report. He noted that the items listed for Preferred Construction Services, Inc., are all related to the renovations at Colonial Elementary School and athletic field construction, not renovations to the Facilities Management Center. He stated that the corrections will be made for Thursday's meeting.

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

**Staff Report:** None

**Old Business:** None.

**Correspondence:** None.

**Superintendent's Report:** Dr. Cotter reviewed his report which includes the Personnel Report and Substitute List, the Extra Duty/Extra Pay List, and the Enrollment Report. See enclosures #18 through #20. He stated that the Personnel Report and Substitute List contained 15 actions and the Extra Duty/Extra Pay List included eight appointments. He noted that the Enrollment Report showed average class sizes of 16-22 for kindergarten, 15-21 for 1<sup>st</sup> through 5<sup>th</sup> grades, 17-23 for Colonial Middle School and 20-25, depending on various course offerings, at Plymouth Whitmarsh High School (PWHS). Mr. Berger added that the numbers reflect enrollment on the first day of school. He expects there to be an update for Thursday's meeting but does not anticipate a change in the class sizes.

**New Business:** Mr. Orlow asked Board members to review Board Policy #606, Construction Project Change Orders. See enclosure #21. He stated that this new policy folds the existing administrative regulations into a Board-level policy. Mr. Orlow asked the administration to change the wording in the first paragraph from:

...approved by the architect or engineer of record **and/or** project manager for the...

to:

...approved by the architect or engineer of record **and** project manager for the...

Mr. Orlow stated that the Board would act on the policy on a first-read basis on Thursday evening.

Mr. Orlow directed Board members' attention to two special education placements and one settlement agreement. He noted that the placements are renewals with the Quaker School in Horsham at a cost of \$29,500 and the Vanguard School at a cost of \$38,400.

Mr. Orlow asked the Board to review a proposed professional service contract with Therapy Source, which provides speech, occupational, physical, psychological and audiological services. See enclosure #22. Responding to a question from Mr. Orlow, Mrs. DeLong stated that this is a contract renewal. Dr. Cotter added that the administration expects to have the actual contract for Board review on Thursday.

Mr. Orlow stated that the Board will take action Thursday on a professional conference request for two PWHS teachers to attend a conference on Career Pathways in Louisville, Kentucky from October 10-13, 2007. See enclosure #23. Mr. Orlow noted that the request was reviewed by the Curriculum Committee and had the support of the high school administration. He added that professional development funds are allocated for this conference.

Mr. Orlow asked Board members to review a student trip request from the PWHS Ski Club to travel to Killington, Vermont on January 4-6, 2008. He stated that this is an annual request which had been reviewed in committee. Dr. Cotter noted that the request included a second trip. Mr. Orlow noted that the additional dates were February 22-24, 2008. He stated that students are responsible for all costs of participation.


**Solicitor's Report:** None.

**Committee Reports:** None

**Public Comment:** None.

There being no further business before the Board, Mr. Orlow adjourned the meeting at 7:54 p.m.

Respectfully Submitted,



David M. Sherman  
Board Secretary