

**COLONIAL SCHOOL DISTRICT
PLYMOUTH MEETING, PA 19462
MINUTES, FEBRUARY 21, 2008**

President Orlow convened the general session of the Colonial Board of School Directors at 7:05 p.m. in the Board Room of Colonial Elementary School on February 21, 2008.

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

Board Members Absent: Dr. William Ryan, Steven Slutsky and Mitch Zimmer.

Also Attending: Dr. Vincent F. Cotter, Superintendent; Dr. MaryEllen Gorodetzer, Assistant Superintendent; Joseph P. Bickleman, Chief Financial Officer/Board Treasurer; Cassandra DeLong, Director of Pupil Services; Andrew Boegly, Chief Information Officer; Terry Yemm, Director of Operations; Jeffrey T. Sultanik, Solicitor; John Quinn, Director of CITV; David M. Sherman, Community Relations Coordinator/Board Secretary; Lawrence Ogunkua and Sarah Corcoran, Board Student Representatives; Christina Columbus; Judi Lipson; Jessica Battaglia; Sandy Connelly; Liz Jones; Liz Morris; Dr. Monica Sullivan; Ryan Butterbaugh; Julie Horwitz; Matt Bretzius; Michele Stingle; Jim Crawford; Brooke Carpenter; Liz Malarsky; Rachel Milleo; Valerie Ward; Kevin Willson; Ken Grimes; Joe Corcoran; Sharon Corcoran; Andy Corcoran; students receiving awards, their friends and families.

Mr. Orlow led the Pledge of Allegiance and noted that there were a number of students on hand to be honored. He asked Dr. Cotter to introduce the presenters. Dr. Cotter invited Plymouth Whitmarsh High School (PWHS) Principal Dr. Monica Sullivan to the podium. She presented six students who were named National Merit Commended Scholars. Dr. Cotter asked Mr. Sherman to present four students whose artwork and poetry was published in the Colonial School District holiday card. He then introduced PWHS teacher and cross country coach Ryan Butterbaugh, who presented two students who qualified for the state championship. Finally, Dr. Cotter recognized PWHS teacher and golf coach George Wadlin, who introduced his conference championship team. See Attachment A for a list of all honorees.

Mr. Orlow announced that the Board had met in executive session on January 30, February 13 and February 19 to discuss informational, legal and personnel matters.

Minutes: Mr. Orlow asked the Board to consider the minutes of the Work Session of January 14, the Business Meeting of January 17, the Human Resources Committee of January 30, the Facilities Management and Transportation Committee and the Community Relations and Student Life Committee of January 31, the Finance Committee of February 5, the Safety and Wellness Committee of February 6, the Special Meeting of February 13, and the Curriculum Committee of February 19. See enclosures #1 through #8 and #52.

Mr. Johnson moved and Mr. Davis seconded a motion to approve the minutes as presented. On a roll call vote, all voted in favor. The motion was carried, 6-0.

Financial Reports: Mr. Orlow sought Board member's action on the financial reports on the list for approval. The reports included the Budget Transfers, 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 January 31. See enclosures #9 through #20.

Mr. Davis moved and Mr. Johnson seconded a motion to approve the Financial Reports. On a roll call vote, all voted in favor. The motion was carried.

Staff Report: Plymouth Elementary School (PE) Principal Judi Lipson and teachers Liz Jones, Jessica Battaglia, Liz Morris and Sandy Connelly presented a video PowerPoint presentation on a new Classroom Performance System purchased with school improvement funds and piloted at PE this school year. The system is integrated into the school's balanced literacy program and quickly evaluated the reading progress of third-grade students. Mrs. Lipson thanked the Board for providing the staff the opportunity to try new technology to supplement instruction. At the request of Mr. Orlow, Mrs. Lipson detailed how the program evaluates students as a group and individually and enables teachers to identify students who are ready to progress to the next level as well as those who may need remediation.

Public Comments on the Agenda: None.

Old Business: None.

Correspondence: Mr. Orlow asked the Board to act on a gift of \$2,400 from the Deed of Trust of Joshua Morris. See enclosure #21. He noted that the District was a beneficiary under the Trust. Mr. Orlow asked if the administration had seen a copy of the document. Dr. Cotter commented that the District had only received letters accompanying the gifts. Mr. Orlow requested that the administration ask for a copy of the document when sending a letter of thanks for the gift.

Mrs. Luken moved and Mr. Davis seconded a motion to accept the gift. On a roll call vote, all voted in favor. The motion was carried, 6-0.

Mr. Orlow requested Board action on a grant for \$3,000 from Morgan Stanley Foundation Chairman Philip A. Heaver, Jr. See enclosure #22. Mr. Orlow noted that the funds are designated to purchase interactive white boards and new books for Conshohocken Elementary School (CE). Mr. Boegly confirmed that the District will receive a check to purchase the equipment.

Mr. Johnson moved and Mrs. Moore seconded a motion to accept the grant. On a roll call vote, all voted in favor. The motion was carried, 6-0.

Mr. Orlow asked the Board to consider three grants from the Colonial Foundation for Educational Innovation, each ranging between \$450 and \$1,500. See enclosure #23. The first grant is from PWHS teacher Candice Maggioncalda for an outreach program to "Bring Art into Our Community." The second grant, sponsored by Colonial Elementary School (CES) teachers Jill Forster and Alisa Moyer, is for inclusion support programs. Kim Newell and John Quinn of Colonial Instructional Television (CITV) and PWHS teachers Rich Evan and Jeff Yeagle submitted the final grant for CITV set design and construction.

Mrs. Moore moved and Mr. Davis seconded a motion to accept the grants. On a roll call vote, all voted in favor. The motion was carried, 6-0.

Mr. Orlow sought Board action on the Audit Report for the year ending June 30, 2007 prepared by Barbacane Thornton Company. Mr. Orlow stated that the report reflected no concerns and highlighted the controls that exist in the District. He complimented Mr. Bickleman and the District administration for a job well done.

Mr. Davis moved and Dr. Scoles seconded a motion to accept the report. On a roll call vote, all voted in favor. The motion was carried, 6-0.

Superintendent's Report: Dr. Cotter led Board members through his report which includes the Personnel Report and Substitute List and proposed summer school program information. See enclosures #24 through #26 and #48 and #49. He noted that there were yellow and blue pages for the Personnel Report and Substitute List. He stated that the list contained four changes from Tuesday evening including one resignation, one replacement, an assignment extension and one clarification regarding a transfer. Dr. Cotter stated that two separate summer secondary programs are proposed this year. The high school program is highlighted in enclosure #48. The program runs from June 23-July 24 and features two sessions. The recommended cost of the high school program is \$180 for District students and \$250 for non-District residents. The middle school program is detailed in enclosure #49. It also features two sessions and runs from June 23-July 18. The suggested cost for the program is \$150. Dr. Cotter stated that the elementary summer programs are listed in enclosures #25 and #26. Enclosure #25 features math programs at Ridge Park (RP) Elementary School and CMS. The Ridge Park program is for students entering grades three and four and the CMS program is for students entering grades five and six. Enclosure #26 highlights summer reading programs at CE and RP. The CE programs are for CSD students entering grades one through five who are recommended by their teachers. The RP program is for students entering grades one through three and is open to any student living in the District.

Mr. Orlow noted the number and quality of summer programs implemented by CSD over the past several years. Dr. Cotter noted that many districts now hold summer programs because of the increased accountability.

Board Student Representatives Report: Mr. Ogunkua reported that the PWSHS College Counseling Department held a Financial Aid Night on January 10 and the National Art Honor Society held its induction ceremony on January 17. He added that the second semester Open House at PWSHS was held on February 7 and that the spring sports teams begin practice on March 3. Ms. Corcoran stated that she and others students returned from a French exchange program on Feb. 5. She reported that 15 students took part in the trip that lasted about two and a half weeks. She stated that she stayed with two different families during that time, spent two and a half days in Paris and had a good experience. She added that the PWSHS Valentine's Dance was held on February 8 without incident.

New Business: Mr. Orlow directed Board members to consider an update of the Early Admission to Kindergarten Policy, #201. See enclosure #27. Mr. Orlow noted that the revision eliminates any confusion as to the deadline for evaluation screenings and procedures leading to admission recommendations.

Dr. Scoles moved and Mrs. Moore seconded a motion to approve the policy revision. On a roll call vote, all voted in favor. The motion was carried, 6-0.

Mr. Orlow asked Board members to act on a request to authorize a legal agreement for consultation services with Sweet, Stevens, Katz and Williams for \$8,000 annually. See enclosure #28. Mr. Orlow stated that the firm consults on most if not all of the District's special education issues. He stated that the agreement establishes a fixed annual retainer for services and also provides for staff in-service training. He added that the District is receiving a good rate.

Mrs. Moore moved and Mr. Davis seconded a motion to approve the agreement. On a roll call vote, all voted in favor. The motion was carried, 6-0.

Mr. Orlow sought Board action on a Section 356 Agreement to allow Berkheimer to act as the District's agent to secure taxable compensation data from the Pennsylvania Department of Revenue. See enclosure #29. He noted that this is an annual agreement that enables the District to access IRS data so that the accuracy of Earned Income Tax information can be validated.

Mr. Johnson moved and Mrs. Moore seconded a motion to approve the agreement. On a roll call vote, all voted in favor. The motion was carried, 6-0.

Mr. Orlow requested that the Board consider an agreement with MySchoolBucs.com. See enclosure #30. Mr. Orlow explained that the agreement provides parents with the ability to pay for student meals with a credit card and gives them the option of paying a three percent service charge per transaction or \$12.90 service fee for nine months. He added that it will save the District the time and expense of processing checks. Mr. Bickleman noted that there are still changes recommended by the solicitor to review with the vendor. Mr. Sultanik suggested that any motion to approve the agreement should include the stipulation that final approval is contingent on solicitor and administration review.

Mrs. Moore moved and Mr. Davis seconded a motion to approve the contract pending solicitor and administration approval. On a roll call vote, all voted in favor. The motion was carried, 6-0.

Mr. Orlow asked Board members to consider two professional conference requests as one item. The first is for Advancement Via Individual Determination (AVID) Coordinator Ed Swetkowski to attend a Regional District Leadership Training Session in Atlanta, Ga. from March 24-28. See enclosure #31. The second request is for PWSHS counselors Lisa Genovese and Jeff Blizzard to attend a National Counselor's Conference in Atlanta from June 28 to July 1. See enclosure #32.

Mrs. Luken moved and Mrs. Moore seconded the motion to approve the requests. On a roll call vote, all voted in favor. The motion was carried, 6-0.

Mr. Orlow requested that the Board act on a number student trip requests in one motion. Mr. Johnson reminded Mr. Orlow that the Board had approved one request on Tuesday. Mr. Orlow noted that the remaining trips include the Marching Colonials traveling to Kings Dominion Amusement Park May 17-19 (see enclosure #33); the PWSHS Indoor Guard competing in a super regional in South Brunswick, N.J., March 15-16 (see enclosure #34); the CMS eighth grade science trip to the Marine Science Consortium in Wallops Island, Va., April 30 to May 3 (see enclosure #36); the PWSHS Future Business Leaders of American club participating in the state competition in Hershey, Pa., March 31 to April 2 (see enclosure #37) and the Technology Student Association (TSA) attending the state competition in Champion, Pa., April 9-12 and the national competition in Orlando, Fl., June 28 to July 2 (see enclosures #38 and #39).

Mrs. Moore moved and Mr. Davis seconded a motion to approve the trip requests. On a roll call vote, all voted in favor. The motion was carried, 6-0.

Solicitor's Report: None.

Committee Reports: Intermediate Unit: No report.

CMTHS: Mr. Johnson noted that the Central Montco Technical High School (CMTHS) 2008-2009 Budget will be deferred until March. He added that superintendents are meeting to discuss new programs.

Human Resources: Mrs. Luken stated that the committee discussed staffing needs at its meeting on January 31. She added that Mrs. DeLong presented a proposal for additional school psychologists and

that the committee is in negotiations with the administrative support personnel. Mr. Orlow noted that there were two action items for the Board to consider. The first is a Vesting Amendment (see enclosure #40) and the second regards Plan Document Guidelines in association with the 403b Plan outlined in the Colonial Administrators and Supervisors Education Association Meet and Discuss Agreement. Mr. Johnson moved and Mrs. Luken seconded a motion to approve the changes. On a roll call vote, all voted in favor. The motion was carried, 6-0.

Finance: No report.

Curriculum and Instruction: Mr. Davis stated that the committee met on February 19 and heard a proposal from community member Frank Johnson regarding a Bible course elective at PWHS. He noted that a comparative religion course had been offered at the school previously and that all world religions are covered in the secondary social studies curriculum. Mr. Davis added that the CMTHS presented a proposal for a full-day program. The committee decided to table that proposal to allow time for a more in-depth review. Mr. Davis reported that the committee received a review on the engineering/technology course at PWHS. Dr. Gorodetzer reported that Dr. Sullivan provided an update on the Plymouth Whitemarsh Graduates: Prepared for Every Possibility (PW PrEP) initiative that is part of the District goals. Preliminary data indicates significant successes resulting from many of the programs implemented as part of the PW Prep initiative. She added that the committee also reviewed the proposed summer programs that Dr. Cotter outlined in his report.

Facilities Management and Transportation: No report.

Community Relations: Dr. Scoles noted that the District blood drive is scheduled for March 25 and that homeowners are advised that the deadline for filing a Property Tax Homestead Exclusion with the Montgomery County Board of Assessment Appeals is March 1.

Safety and Wellness: Mr. Yemm stated that 31 students had signed up for the Girls on the Run Program at CES. He also reported that school bus disciplinary issues are down 34 percent and that security doors have been installed and tested in the PWHS swimming pool area.

Legislation: No report.

Committee Reports: None

Public Comment: None.

Mr. Orlow stated that because of the March holidays, the Board will cancel its meeting on Thursday, March 20 and conduct all business at the regularly scheduled March 17 Work Session.

There being no further business before the Board, Mr. Orlow adjourned the meeting at 8:14 p.m.

Respectfully Submitted,



David M. Sherman
Board Secretary

Attachment A

National Merit Commended Scholars

Jamie Brosof
Christina Chung
Jacques Greenberg
Matt Michini
Evan Niemann
Anne Sendeck

Holiday Card Artists and Poet

Nikita Rao - CMS
Claire McAllister - CES
Shane McTamney - RP
Joe Corcoran – CMS

Cross Country

Katie Gorman
Shannon McCullough

PWHS Golf Team

Varsity Seniors

Trevor Urban
Nolan McMahon
Vinny Greco
Pete Hackenbrack
Christian Koniewicz
Micheal Witten
Kevin Dick

Varsity Juniors

Shane Dolan
James Braunsberg

Varsity Sophomores

Alec Kissell

V2 Seniors

Alex Spielman
Gia Bradley

V2 Juniors

David Piacitelli
Matt Rowe
Will Peuser
Julia Chalpin

V2 Sophomores

Thomas Barlow
Jason Rosenbaum