

**COLONIAL SCHOOL DISTRICT
PLYMOUTH MEETING, PA 19462
MINUTES, AUGUST 18, 2008.**

Vice President Johnson convened the work session of the Colonial Board of School Directors at 7:30 p.m. in the Plymouth Whitmarsh High School (PWHS) Library Multipurpose Room on August 18, 2008.

Board Members Present: Tom Davis, Gary Johnson, Hope Luken, Dr. William Ryan and Dr. Pascal Scoles.

Board Members Absent: Sue Moore, Marc Orlow, 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; Richard Hartz, Director of Human Resources; John Quinn, Director of CITV; David M. Sherman, Community Relations Coordinator/Board Secretary and Matt Bretzius.

Mr. Johnson led the Pledge of Allegiance and announced that the Board had met in executive session on August 6 and August 18 to discuss informational, legal and personnel matters.

Minutes: Mr. Johnson asked Board members to examine the minutes of the General Meeting of July 17, the Finance Committee of August 6, the Facilities Management and Transportation Committee, the Human Resources Committee and the Community Relations and Student Life Committee of August 7 and the Joint Meeting of the Colonial Board of School Directors and the Whitmarsh Township Board of Supervisors on August 11. See enclosures # 1 through #6. He also reported that minutes of the Curriculum Committee of August 18 should be available for review on Thursday.

Financial Reports: Mr. Johnson asked Board members to review the financial reports on the list for approval on Thursday evening. The reports included 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 July 31, as shown in enclosures #7 through #17.

Public Comments on the Agenda: None.

Staff Report: None.

Old Business: None.

Correspondence: Mr. Johnson noted that the Board will take action Thursday on a request from Dr. Monica Sullivan, PWHS Principal, to approve a donation of science equipment from Wyeth Pharmaceuticals. See enclosure #18.

Superintendent's Report: Dr. Cotter stated that his report included the Personnel Report and Substitute List, the Extra Duty/Extra Pay List and an Adult Evening School class list. See enclosures #19 through #21. He noted that the Personnel Report and Substitute List contains 50 actions including three resignations, four leaves of absence, 12 returns from leaves of absence, 16 replacements, and several reassignments, completed assignments, changes in salary, reappointments and new positions.

Dr. Cotter reported that the Extra Duty/Extra Pay List included all of the assignments for the year and that there are a number of new class offerings this fall for the PWHS Adult Evening School. He added that an updated enrollment report will be included as a yellow page at Thursday's meeting.

New Business: Mr. Johnson stated that the Board will consider three transportation contracts on Thursday. They include an agreement with the Devon Preparatory School at a cost of \$16.43 per student per day (see enclosure #23), a contract with St. Joseph's Preparatory School at a cost of \$7.03 per student

per day (see enclosure #24) and an agreement with the Western Pennsylvania School for the Deaf for two days a week at \$180 per day (see enclosure #25).

Dr. Cotter noted that the Board may wish to review Board Policy #707, Use of School Facilities and Equipment. See enclosure #22. Mr. Johnson noted that the policy is being considered on a second-read basis and outlines the processes and procedures in the approval process for the use of school facilities and equipment.

Mr. Johnson stated that the Board will take action Thursday on several 403(b) Compliance and Service Agreements. He asked Mr. Bickleman to summarize the documents. Mr. Bickleman noted that agreements with Employer Administrative Services, Inc. (see enclosure #26) and the Kades-Margolis Corporation (see enclosure #27), as well as a statement explaining confidentiality agreements between the two vendors (see enclosure #28) have been reviewed by the District solicitor. Mr. Bickleman stated that the agreements will enable the two companies to work with the District in developing a new 403(b) plan as required by the Internal Revenue Service. He added that there is no cost to the District for this service.

Mr. Johnson stated that the Board will consider a Tri-County Co-Exprise Food Service Bid on Thursday. Mr. Bickleman explained that the bid is the result of a collaborative bidding process among many school districts to buy food products in bulk and get the best prices. He stated that United States Foods and Freezers is recommended for food products, WAWA for milk, dairy and juice products, and Jack & Jill for ice cream products.

Mr. Johnson noted that the Board will take action Thursday on a Music Rental Vendors Service Contract. The agreement permits District families to rent and service musical equipment directly with the vendors. Dr. Cotter noted that Board members had the enclosure before them as a separate attachment. The attachment will be included in Thursday's agenda as a yellow page.

Mr. Johnson directed Board members' attention to three Special Education Service Agreements. The first is with the Vanguard School for three students at a rate of \$40,000 annually or \$222.22 per day per student. The second is for Extended School Year Services provided from June 30 through August 8 at a rate of \$6,162.50. The third agreement is a settlement for one student to attend the Wyncote Academy.

Mr. Johnson stated that the Board will act Thursday on a request by Dr. Sullivan to place an exchange student from Switzerland at PWHS for the 2008-2009 school year. The student will be in the 11th or 12th grade and is sponsored by Youth for Understanding, USA.

Mr. Johnson asked Board members to review the annual list of conference attendance requests submitted by the Colonial Administrators and Supervisors Association. See enclosure #30. He noted that professional development funds are budgeted for conference attendance.

Mr. Johnson stated that Dr. Sullivan is requesting approval for two teachers to attend a Center for Math Education conference in Washington, DC from September 25-27. See enclosure #31. The event is sponsored by the University of Maryland.

Solicitor's Report: None.

Committee Reports: None.

Public Comment: None.

There being no further business before the Board, Mr. Johnson adjourned the meeting at 7:41 p.m.

Respectfully Submitted,



David M. Sherman
Board Secretary