

Colonial School District
District Operations
Facilities Management/Transportation Committee
Meeting Minutes
5/6/2011

Committee Chair Bernie Brady called the meeting to order at 7:36 AM.

Other Committee Members Present: Sue Moore, Kathy Oxberry, Alan Tabachnick, Mel Brodsky

Other Board Members Present: Gary Johnson, Jodi MisCannon

Also Attending: Dr. Vincent F. Cotter, Superintendent; Dr. Maryellen Gorodetzer, Assistant Superintendent; Terry R. Yemm, Director of Operations, Ms. Linda Doll, Community Resident

Public Comment on the Agenda: None

An update was provided on an energy initiative that is being handled by the Facilities Management Department. The initiative is the replacement of the existing corridor and classroom lighting at the Colonial Middle School with state of the art energy efficient lighting. The corridor lighting was replaced during the summer months and the lighting in forty (40) classrooms has been replaced during the fall and winter. The result of the lighting upgrades, as of April 11, 2011, is a 19.26% reduction in energy use. This reduction will result in an annual savings of approximately \$61,115.

The Committee reviewed information regarding a summer feeding program for 6 weeks at Conshohocken Elementary School. Because Conshohocken Elementary was determined, by school building data, to be an eligible site for summer feeding based on free/reduced student status, all participants received breakfast and lunch at no cost. The Food Service Department/District received reimbursements from the State for each meal served. This year, we received news that Conshohocken no longer qualifies as an eligible summer feeding site, as the free/reduced status of students has dropped below 50%. Therefore, the district would be responsible to cover the cost of all meals provided for children who do not qualify for free/reduced meals. After a brief discussion the Committee provided direction to explore other funding sources for this program to determine if there is an opportunity to continue the program.

A “summary of findings” of the District’s food and nutrition services was provided for Committee review. This information was obtained as part of an ongoing effort to explore opportunities to improve the efficiencies, while reducing the costs, of the Food Service Department. The summary was submitted to the District by a company that provides food services to several other school districts and many institutional entities in the region. The summary provided that two key factors contribute to the ongoing deficit – staffing and a sub-par participation rate. While these two major contributing factors were already

known by Administration, the summary reinforced the need to focus on increasing participation rates and find ways to improve staffing efficiency.

The Committee was given a status report on the proposed plan for the consolidation of cafeterias at PW. A preliminary plan was provided for Committee review. From an architectural and engineering perspective the project is ready for the bid process. However, there are still some concerns with the logistics required for the operational aspects of the project. The staffing required for the scatter serve area, the ability to maintain safety in the corridors with five-hundred and twenty (520) students walking to and from the cafeteria at one time and the ability to seat all of the students in one cafeteria while leaving ample space for accessing the tables requires further exploration. After a lengthy discussion the Committee felt that it was best to delay the project one year, providing enough time to make sure that all aspects of the project are ready for implementation. Accordingly, a schedule for meetings will be put in place beginning this summer to ensure that the project will be ready to move forward during the summer of 2012 and ready for opening in September of 2012.

A lengthy discussion took place regarding the status of the bond fund. The amount of money remaining in the bond fund will not cover the amount required to complete the approved projects and approved change orders. The Committee decided to utilize capital reserve to fund any costs required for the completion of the projects and change orders that exceed the amount left in the current bond fund. The Committee also provided direction to have any/all future payments by Chestnut Hill College for the reimbursement of the turf installation on Victory Field #1, the comfort station and athletic field lights go directly into capital reserve. The Committee felt that this was a reasonable solution as the cost for the artificial turf, comfort station and athletic field lights were paid for through the bond fund.

The status of the solar energy project was provided for the Committee. Several safety concerns were resolved between the contractor and PECO energy and a pre-construction meeting took place last week. The installation of the solar panels at the Colonial Middle School will start during the month of May. The conditional use approval for the installation of the panels at the CES/PW campus was approved by Whitmarsh Township in April. The current plan is to install the panels on CES and PW as soon as the installation is completed at CMS.

Additional Public Comment on the Agenda: None.

There being no further business before the committee, Mr. Brady adjourned the meeting at approximately 9:27 AM.

Respectfully submitted,

Terry R. Yemm
Director of Operations