

**COLONIAL SCHOOL DISTRICT**  
**PLYMOUTH MEETING, PA 19462**  
**WORK SESSION MINUTES, AUGUST 16, 2010**

President Johnson convened the work session of the Colonial Board of School Directors at 7:32 p.m. in the District Office General Meeting Room on August 16, 2010.

**Board Members Present:** Bernie Brady, Mel Brodsky, Gary Johnson, Susan Moore, Kathleen Oxberry, Tom Sigafos, Beth Suchsland, Alan Tabachnick and Mitch Zimmer.

**Board Members Absent:** None.

**Also Attending:** Dr. Vincent F. Cotter, Superintendent; Dr. MaryEllen Gorodetzer, Assistant Superintendent; Joseph P. Bickleman, Chief Financial Officer/Board Treasurer; Karen Berk, Director of Pupil Services and Special Education; 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 Kelly Jowett.

Mr. Johnson led the Pledge of Allegiance and announced that the Board had met in executive session on August 11 and prior to the meeting.

**Minutes:** Mr. Johnson asked Board members to examine the minutes of the General Meeting of July 15; the Human Resources Committee and the Finance and Audit Committee of August 4; the Community Relations and Student Life Committee of August 5 and the Facilities Management and Transportation Committee of August 6. See enclosures #1 through #5. Mr. Johnson noted that the minutes of the Curriculum Committee of August 16 will be included in the yellow pages on Thursday evening.

**Financial Reports:** Mr. Johnson requested that the Board review the financial reports on the list for approval on Thursday evening. They 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 Trust Fund Report, the Reconciliation of Cash Accounts, the Budgetary/Deficit Status Report and the Treasurer's Report for the month ending July 31. See enclosures #6 through #17.

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

**Staff Report:** Dr. Cotter stated that on Thursday evening he would review the District Goals for the 2010-2011 school year. See enclosure #18. He noted the goals encompass the areas of student achievement, systemic reform, high school reform and fiscal responsibility.

**Old Business:** Mr. Johnson noted that two policies are listed for Board review on a second-read basis. The first is the Acceptable Use Policy #815. See enclosure #19. The second policy is Memorial Recognition #703. See enclosure #20. Mr. Johnson noted that the Memorial Recognition policy will be tabled until the September meeting.

**Correspondence:** Mr. Johnson stated that Conshohocken Elementary School (CE) Principal Denise Marks is seeking Board approval of a donation from ASTM to sponsor field trips to the Riverbend Environmental Center. See enclosure #21. Responding to a question from Mr. Zimmer, Dr. Cotter explained that the company was known as the American Society for Testing and Materials.

**Superintendent's Report:** Dr. Cotter stated that his report includes the Personnel Report and Substitute List, the Extra Duty/Extra Pay list, the Adult Evening School Fall Class List and the Enrollment Report. See enclosures #22 through #25. He stated that the Personnel Report and Substitute List contains 26 actions including two resignations, a termination, a furlough, four leaves of absence, eight returns from leave, nine replacements and a change in contract. Dr. Cotter noted that the Extra

Duty/Extra Pay list contained appointments for fall sports and clubs. He said that the Adult Evening School Fall Class List includes 55 classes and the teachers who are offering those classes. He added that the classes are self sustaining. Dr. Cotter summarized the enrollment report and class sizes. He added that the administration closely monitors the report in order to maintain acceptable class sizes. Responding to a question from Mrs. Suchsland, Dr. Cotter stated that enrollment does not change significantly during the month of August. He noted that some schools, such as CE do have late registrations but not enough to affect class sizes.

**New Business:** Mr. Johnson stated that the Board is asked to approve two transportation contracts. The first contract is with St. Joseph's Preparatory School at a rate of \$7.24 per student per day. See enclosure #26. Mr. Johnson noted that the rate for the 2009-2010 school year was \$7.03 per student per day. The second contract is a contract to reimburse a parent \$.50 per mile or the established IRS rate for each day the parent transports the pupil to school. See enclosure #27. Responding to a question from Mrs. Suchsland, Dr. Cotter explained that the parent contract is to accommodate the needs of a child for transportation to a private school. He confirmed that the practice has occurred in the past.

Mr. Johnson noted that the Board is asked to authorize a list of vendors resulting from a collective bidding process for milk, dairy, juices, ice cream and paper related products. See enclosure #28. Mr. Bickleman confirmed for Mr. Johnson that the state sets a maximum price that may be charged for milk.

Mr. Johnson stated that Board approval is sought to extend the approved vendor list for the District's 457 Salary Deferral Plan. See enclosure #29. Mr. Bickleman explained to Mr. Johnson that this action will amend the plan approved in 2006 to add eight vendors so that the 457 plan vendor list mirrors the list of vendors on the District 403B Plan. Mr. Bickleman confirmed for Mrs. Suchsland that the change was made at the request of some staff members. Dr. Cotter further clarified that several members who opted for early retirement requested the change.

Mr. Johnson reported that the Board is asked to approve a special education service agreement with the Crefeld School for tuition for a student not to exceed \$12,450 in the 2010-2011 and 2011-2012 school years. He stated that the Board reviewed the request in executive session because of confidentiality and student privacy.

**Solicitor's Report:** None.

**Committee Reports:** None.

**Public Comment:** None.

Mr. Johnson stated that it was with regret that the Board must act on the resignation of Board director Tom Sigafos. Mr. Sigafos read a letter explaining that his decision was based upon a promotion and increased work responsibility. See attachment A. He noted that his resignation will be effective at midnight on August 31.

Mr. Zimmer moved and Mrs. Oxberry seconded a motion to accept Mr. Sigafos' resignation effective at midnight on August 31. On a roll call vote, all voted in favor. The motion was carried, 9-0.

There being no further business before the Board, Mr. Johnson adjourned the meeting at 7:45 p.m.

Respectfully Submitted,



David M. Sherman  
Board Secretary