

Colonial School District
District Operations
Facilities Management/Transportation Committee
Meeting Minutes
11/9/2012

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

Other Committee Members Present: Sue Moore, Julie Knudsen, Mel Brodsky

Other Board Members Present: Chris Frangiosa

Also Attending: Dr. MaryEllen Gorodetzer, Superintendent; Terry R. Yemm, Director of Operations; Trevor Jackson, Business Administrator; Ms. Linda Doll, Community Resident

Public Comment on the Agenda: None

An update was provided to the committee on efforts to try to reduce the contract costs with First Student. Trevor Jackson and Terry Yemm met with representatives of First Student in August to discuss cost reductions. First Student presented that they were willing to lower our costs in return for an extension on the contract. The current contract expires in 2016. In October First Student provided a proposal to lower the amount of the annual increase in the current contract in return for a three-year extension. Accordingly, an amendment to the existing contract has been provided with the following changes; a 2% increase on the base rate per year for the 2012-2013 through 2015-2016 school years, an increase that will match the Act 1 index each year for the 2016-2017 through the 2018-2019 school years, the installation of state-of-the-art digital surveillance equipment in all of our buses and the replacement of 70 vehicles over the next three years. District administration recommended acceptance of this proposal. The committee provided direction to finalize the agreement with First Student and once completed, provide same to the Board with a recommendation for approval.

A report that provides information regarding growth in our community as the result of proposed housing developments was presented for review. The report provided information about projects currently under construction as well as projects proposed over the next 3 to 5 years. Based on the information provided, there is a possibility of an increase in student count of approximately 285 students over the next 5 years. This information is critical in determining facility and staffing needs as a result of the proposed increase in student count. The report was prepared in January of this year. Mr. Yemm has asked for an updated report to determine if things have changed based on current economic conditions. The updated report will be provided to the Committee at a future meeting.

The Committee reviewed an appraisal report that was performed on the Colonial Farmhouse. The appraisal provides that the farmhouse is valued at \$350,000. This

information will be valuable if and when there is an entity that is interested in purchasing the farmhouse.

Mr. Yemm provided information about a fee that was charged for the annual fire inspection of the Conshohocken Elementary School. Charging a fee for the annual fire inspection was adopted by the Conshohocken Borough Council in December of 2011. The district requested a waiver of the fee from the Conshohocken Borough Council. It is the district's position that we should not be utilizing taxpayer's money to pay a fee for a service by another tax collecting entity. The request for a waiver of this fee was reviewed by the Conshohocken Borough Council at their work session on November 7, 2012. The decision of the Borough Council, based on their discussions at their work session, is that they are not willing to provide a waiver and that the District is obligated to pay the fee.

The Committee discussed a proposed revision to Board Policy # 707, "Use of School Facilities and Equipment." The revision is to create a new classification that will be used to determine rates that will be charged for events held by commercial, for-profit organizations where admission is charged or a collection is taken. The Committee agreed that a new classification is warranted and will be beneficial in increasing revenues in the future. The proposed revision to the policy will be placed on the agenda on a "1st read basis" at the November School Board meeting.

The committee reviewed a prioritized list of projects identified in the five-year capital plan that are scheduled to be completed during 2013-2014 school year. The priorities are categorized as regulatory, safety, maintenance and energy. Thirty-one (31) projects totaling \$1,139,770 are included on the prioritized list. A determination regarding the amount of money that will be allocated for capital projects is expected within the next 90 days. Once the decision is made regarding the projects to be completed district administration will begin the bidding process for those projects. The goal is to have as many of these projects as possible ready for completion in the summer of 2013.

A plan to eliminate the emergency spillway on the detention basin that runs parallel to field number 6 and 7 at PW was provided. In the fall of 2011 the backyards of several properties on Schoolhouse Lane were flooded as a result of water flowing out of the detention basin through the emergency spillway. A plan was developed to eliminate the emergency spillway making that section level with the existing berm. Whitmarsh Township required the district to apply to the Montgomery County Conservation District (MCCD) for a permit to perform this work. The MCCD permit was issued in July of 2012. Final arrangements were made with Whitmarsh Township to secure the earth disturbance permit required for the project. The earth disturbance permit was issued by Whitmarsh Township on October 18, 2012. The work was completed on November 6, 2012.

The results of an inspection performed in the kitchens at PW East and PW West, by the Montgomery County Board of Health, was provided to the Committee. The inspection took place in early October. There were no violations at all in PW West and a few violations in PW East. The violations were minor in nature and dealt with maintenance

issues and a requirement to post a certification for the head cook. The certification was posted on display immediately and 2 of the violations were corrected within 24 hours of notification.

Additional Public Comment on the Agenda: None.

There being no further business before the committee, Mr. Brady adjourned the meeting at approximately 8:48 AM.

Respectfully submitted,

Terry R. Yemm
Director of Operations