

**COLONIAL SCHOOL DISTRICT
DISTRICT OPERATIONS
FACILITIES MANAGEMENT/TRANSPORTATION COMMITTEE MEETING
MEETING MINUTES
08/29/17**

School District Director of Operations, Terry Yemm called the meeting to order at 7:34 a.m. Other Committee Members Present: Kathleen Oxberry, Bernie Brady, Felix Raimondo__

Other Board Members present: Sue Moore, Cathy Peduzzi, Mel Brodsky, Gary Johnson. Committee Chair, Beth Suchsland

Also attending: Dr. Michael Christian, Superintendent; Terry Yemm, Director of Operations; Joseph Lally, Director of Facilities, Dave Sherman, Community Relations; Mr. Trevor Jackson, Business Administrator, Ms. Linda Doll, Ms. Dresnin, Greg Stokes, Rosemary Northcutt, and Jennifer D'Amatto Dow.

There were no public comments on the agenda.

Building Updates and School Readiness:

Mr. Lally presented an update on the readiness status for all schools and commented on other projects that were completed in-house this summer such as library work and a running track at Conshohocken Elementary; library work including additional countertops, an additional classroom, power cords installed in the ceilings and a one button studio at Colonial Middle School; the renovation of the CITV studio at Plymouth Whitemarsh High School and a one button studio. The committee asked for clarification of a one button studio and Dr. Christian explained that all video editing was done by computer.

Mr. Yemm brought the committee up to date on the readiness of the PE and RP additions and the HVAC work completed at WE. He stated that all schools would be ready for school opening on September 5th. The inspections were done and CSD has received the temporary Certificate of Occupancy for the buildings and should receive the permanent Certificate of Occupancy by Friday of this week. He also stated that all of the staff had pitched in to help with getting the schools ready. There was a short discussion of the usage of the new classrooms at RP and PE. A question arose regarding the cost of the inspections for PR and PE. Mr. Yemm will supply that information to the committee.

The Ribbon Cutting ceremonies for the buildings with the new additions will be on Tuesday, September 5, 2017 – 7:30 a.m. at RP and 8:00 a.m. at PE.

Mr. Yemm and Mr. Lally also brought the committee up to date on Phases 7 and 8 of the PW Renovation. The main entrance should be completed by the last week in September to the 1st week in October depending on the weather. The main lobby is 80% complete with new flooring and walls and the main office will be completed this week. The West Gym project is in progress. A comment was made by a committee member that the PW letters at the top of the tower on the main entrance is hard to see. Mr. Yemm said that they will address this concern with the architects and that the punch list of items to be completed also included the Colonial emblems. There was also a concern regarding the steps going from the inner courtyard down to the east building being in disrepair. Mr. Yemm will have someone repair the steps. It was also noted that there should be a dedication plaque which will be decided at a later date.

Synthetic Turf Project ad Colonial Stadium Project:

Mr. Yemm stated that here has been positive feedback regarding the new turf and track at the PW Stadium. The lines on the track will be painted this week.

The fencing at the fields, batting cages and bullpens and the neighbor fence along Colonial Drive is to be completed this fall.

There was a short discussion regarding the sink holes that appeared in the baseball field and the drainage of the field. An outside company was brought in to repair the sink holes so the project could move forward. Mr. Yemm explained the process of the drainage of the water and that the repair of the sink holes would not affect the drainage of the field. The time-line of the field completion is hopefully 35 – 40 days after the sink hole repair. CES will be using the field behind the CES building as their playground.

Board Policy Revisions:

Facility Use Policy: Mrs. Suchsland explained the revisions to the Use of School Facilities and Equipment including reducing the classifications for facility use from 7 to 3 thus making the classification easier to understand. There are also revisions to the approval process, availability of facilities/fields, insurance and rates. A discussion ensued regarding these changes and it was suggested that the Activities Director and the Principal of PW meet with some of the outside groups to make sure they understand the policy and guidelines for facility usage. A revision of the fee matrix is underway. This is a first read for the policy. The second read will be at the September meeting.

School Lunch/Breakfast Program – Charged Meal:

Mr. Yemm informed the committee that this policy was initially presented on a 1st read basis at the May 2017 Committee meeting. The state of Pennsylvania has mandated that school districts put in place a policy to collect outstanding debt from families owing money for school lunches. He discussed the problems involved with collecting this debt and recommended incorporating the local district courts in the collection process. Dr. Christian suggested meeting with the principals to work out a plan for working with families throughout the year. The policy clearly states the parameters for all grades levels. Mr. Yemm also stated Mrs. McCoy met with the Kiwanis Club and they are going to have a fund raiser to help defray the lunch cost for families that are in need of support for paying negative balance. The policy also includes other avenues for donations to help defray the cost of families in need of help to defray the cost of the lunch program. It was suggested the name for this program be changed to CHOW – Colonial Helping Others Without. This policy will be a second read at the September meeting. Mr. Yemm commended Mrs. McCoy and Ms. Fries for the work they have done this summer in collecting the lunch debt.

Site Watch Program:

Mr. Yemm met with the townships to see if CSD could combine CSD's SiteWatch Program with the townships' programs. Whitemarsh Township has a park watch program but Plymouth Township does not. The SiteWatch Program would be for evenings and weekends. Whitemarsh is willing to work with CDS on this need and Plymouth Township is willing to meet with us and discuss a possible program. CDS could also supply a vehicle.

Mr. Brodsky reminded the committee about obtaining reserved parking passes for the School Board members.

There being no further business, Mr. Yemm adjourned the meeting at 8:34 a.m.

Respectfully submitted,

Terry Yemm
Director of Operations