

**Colonial School District
District Operations
Facilities Management/Transportation Committee
Meeting Minutes
3/3/2010**

Committee Member Sue Moore called the meeting to order at 7:32 AM.

Other Committee Members Present: Bernie Brady, Alan Tabachnick, Kathleen Oxberry

Other Board Members Present: Gary Johnson, Tom Sigafoos, Beth Suchsland

Also Attending: Dr. Vincent Cotter, Superintendent; Dr. Maryellen Gorodetzer, Assistant Superintendent; Terry R. Yemm, Director of Operations

Public Comment on the Agenda: None

The Committee reviewed an analysis of the afternoon activity bus runs at the Plymouth Whitemarsh High School and Colonial Middle School. The analysis provided the number of buses and the student count on each bus for the 4:15/4:30 PM and 5:15/5:30 PM bus runs at each school. The purpose of the review and analysis was to determine if there was any potential for cost savings that may be achieved. The District pays First Student a fixed amount per day for each bus run. This amount is charged regardless of the number of students riding the bus or the distance that the bus needs to travel to transport the students to their homes. The amount of students using the activity buses ranged from a low of 0 to a high of twenty-nine (29) with a substantial amount of runs having less than ten (10) students. The Committee requested that additional information be provided for review at the next meeting. Accordingly, the information will be provided at the April meeting.

A lengthy discussion took place regarding the use of District facilities by community and non-school related groups. Included for Committee review and consideration was a description of the current process for determining use of the facilities, a copy of the "Joint Agreement for the Use of Each Others Facilities" with Whitemarsh and Plymouth Townships and Conshohocken Borough, a copy of a facility use form and a matrix providing the number of hours that the local organizations use District facilities. The Committee felt that it may be a good idea to provide the information to the community. The information, as presented to the Committee, will be provided for consideration at a future Community Relations Student Life Committee meeting.

Several quotes for the replacement of the heating, ventilating and air conditioning (HVAC) unit that serves the band room (room 86) at the Plymouth Whitemarsh High School were provided for Committee review. The unit, which is approximately twenty-five (25) years old, malfunctioned in December and temporary repairs were made at that time. An evaluation was performed in January and it was determined that the unit needs to be replaced. The Committee approved moving forward with the repair. There are no

budgeted funds for this replacement. Due to the urgency it was agreed to use capital reserve to fund the replacement of the unit. Accordingly, a purchase order will be provided to the contractor that provided the lowest quote. The unit will be ordered and arrangements will be made for installation once the new unit is available.

An update was provided on the energy initiatives currently being considered for the Colonial Middle School and the Plymouth Whitemarsh High School. Under consideration are the installation of solar panels and the installation of micro-turbine generators. Both processes would provide electricity for our needs, however, the micro-turbine generators provide a thermal benefit that can be used to heat and cool our buildings. The solar process, as presented, does not provide that benefit. Several energy companies have investigated the installation of the necessary equipment and will provide proposals for review in the near future. The energy companies are proposing to provide capital funding for the installation of the equipment. The investment of the capital is paid back over a period of years from the electric line item in the operating budget.

Mr. Yemm provided an update on information previously provided to the Committee on a program designed to test the radon levels in our schools. Several years ago our School District made the decision to partner with the Environmental Protection Agency (EPA) with a program called "Tools for Schools." The "Tools for Schools" program provides our District with information, guidelines and specific recommendations regarding indoor air quality. During the months of December and January the testing procedure was completed in all schools with the exception of the Plymouth Whitemarsh High School. (PWHS) To date, the test results have been received for all schools except the Ridge Park Elementary School and PWHS. All rooms tested at CE, CES, CMS, PE and WE fall within the safe range. The test results will be provided to the Principals of each school.

Mr. Yemm provided an update on the approval process for the proposed installation of the athletic field lighting planned for Victory Fields. On Wednesday June 3, 2009, the Zoning Hearing Board (ZHB) of Whitemarsh Township voted in favor of our request for a special exception to the zoning ordinance to allow the installation of athletic field lighting on Victory Fields #1 and #3. An application for land development was submitted to Whitemarsh Township in late July. The District appeared in front of the Whitemarsh Township Planning Commission (WTPC) in early October. The WTPC reviewed the project and did not make any recommendation requesting that the District consider alternate locations for a proposed comfort station. An alternate location was reviewed by the Committee. The District will move forward with the approval process and attempt to get on the agenda of the WTPC as soon as possible.

The Committee meeting was temporarily stopped at 8:30 AM to allow the Committee Board members to attend a function at the Colonial Elementary School. The meeting resumed at 8:58 AM once the Committee Board members returned.

Additional Public Comment on the Agenda: None.

There being no further business before the committee, Mr. Brady adjourned the meeting at approximately 9:36 AM.

Respectfully submitted,

Terry R. Yemm
Director of Operations