

**CALL TO ORDER**

In accordance with Sections 402 and 404 of the Pennsylvania School Code, the Board of School Directors of Cheltenham School District met on Tuesday, May 9, 2023 at 7:10 p.m. at 2000 Ashbourne Road, Elkins Park, PA 19027 and also via Zoom to hold a hybrid regular legislative board meeting. The meeting was called to order by President Henry. Attendance was as follows:

CHELtenham SCHOOL BOARD OF DIRECTORS

Present: Mr. Charles Burdell-Williams, Mr. David L. Cohen, Mr. Zachary Epps, Mr. Joel Fishbein, Ms. Julie Haywood, Ms. Pamela Henry, Ms. Jennifer Lowman, Ms. Leah Mulhearn, Mr. Daniel Schultz.

CHELtenham SCHOOL DISTRICT ADMINISTRATION

Mr. Chris Barone, Director of Information Technology; Ms. Charlene Collins, Director of Secondary Education; Ms. Jessica Keene, Director of Student Services; Dr. Brian Reilly, Director of STEM; Dr. Tamara Thomas Smith, Assistant Superintendent; Mr. Joshua Sweigard, Director of Business Services; Ms. Adrienne Tolbert-Jackson, Director of Human Services; and Dr. Brian Scriven, Superintendent.

SOLICITOR

Mr. Edward Diasio, Esq.

BOARD SECRETARY

Ms. Debra Harding

**PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was led by Board member, Mr. David Cohen.

**RECOGNITIONS**

Principal Metcalfe presented a video tribute to Cedarbrook Middle School and highlighted the student artwork displayed in the administration building.

The following employees were recognized for achieving 25 years of service:

Cheltenham High School

Anh Tran Doerr  
Melanie Jackson  
Michael Kwas  
Francis Lipinski  
Loriann Ervin Oliveras  
Ronald Perlstein  
Mark Woodcock

**Elkins Park School**

Elisa Kamal

**Myers Elementary School**

Erika Wimms

**Glenside Elementary School**

Robin Sturgis

**STUDENT  
REPRESENTATIVES  
REPORT**

Cheltenham High School Student Representative Dylan Nelson reported on the following topics:

- The President and Speaker positions will start voting this week
- All committees are selecting new members and interviewing candidates
- Budget set for plant project (1000-1300)
- 2023 Class Gift possibility
- Election preparations for committees and executive board members
- Spring Fling canceled, but Spirit Week was still held
- All councils are starting re-elections

**SUPERINTENDENT  
REPORT**

Dr. Scriven yielded his time to allow for a presentation by Mary Kay Moran, Executive Director of the Cheltenham Township Library System. The presentation .pdf can be viewed [here](#).

**SOLICITOR'S  
REPORT**

Mr. Diasio announced there were no executive sessions held since the last legislative meeting.

**PUBLIC COMMENTS  
ON AGENDA ITEMS  
ONLY**

There were no public comments on agenda items.  
*\*\*Public comments heard during the meeting are summarized for the meeting minutes. Public comments received via [csdboardmeetingcomments@cheltenham.org](mailto:csdboardmeetingcomments@cheltenham.org) are transcribed verbatim for the meeting minutes.*

**APPROVAL OF  
MINUTES**

Upon motion by Mr. Cohen, seconded by Ms. Mulhearn, the minutes of the April 18, 2023 meeting were unanimously approved.

**FINANCIAL  
AFFAIRS  
COMMITTEE  
REPORT**

Mr. Schultz reporting for the Financial Affairs committee, shared information from the meeting held on May 2, 2023. The meeting video and presentation for any Finance Committee meeting can be found [here](#). The next meeting is scheduled for June 6, 2023.

**EDUCATIONAL  
AFFAIRS  
COMMITTEE  
REPORT**

Ms. Lowman reporting for the Educational Affairs committee, shared information from the last meeting held on April 25, 2023. This meeting was combined with the Policy Committee meeting. The meeting video and presentation for most Educational Affairs committee meetings can be found [here](#). The next meeting is scheduled for May 17, 2023.

**EASTERN CENTER  
FOR ARTS AND  
TECHNOLOGY  
REPORT**

Mr. Burdell-Williams, reporting for the Eastern Center for Arts and Technology, reported that no meeting was held since the last legislative meeting. The minutes of any Joint Operating Committee meeting can be accessed via the [Eastern Center for Arts and Technology – Joint Operating Committee website](#). Mr. Burdell-Williams announced the next JOC meeting will be held on May 10, 2023.

**MONTGOMERY  
COUNTY  
INTERMEDIATE  
UNIT (MCIU)  
REPORT**

Ms. Lowman, shared information from the meeting held on April 26, 2023. The minutes of any Montgomery County Intermediate Unit Board of Directors meeting can be accessed [here](#). The next meeting will be held on May 24, 2023.

**FACILITIES  
COMMITTEE  
REPORT**

Mr. Cohen, reporting for the Facilities Committee, shared information from the meeting held on May 2, 2023. Any meeting video and presentation of the Facilities Committee can be found [here](#). The next Facilities Committee meeting will be held on June 6, 2023.

**LIAISON GROUP**

Mr. Cohen, reporting for the Liaison Group, shared that no meeting was held since the last legislative meeting. The next meeting date is scheduled for May 15, 2023.

**POLICY  
COMMITTEE**

Ms. Haywood, reporting for the Policy Committee, shared information from the combined meeting with Ed Affairs held on April 25, 2023. The video and summary of any policy committee meeting can be found [here](#). The next Policy Committee meeting is scheduled for May 23, 2023.

**LEGISLATIVE  
REPORT**

Mr. Epps reporting for the Montgomery County School Directors Legislative Committee (MCSDLC) shared information from the meeting held in April 2023:

Protection of Women and Girls in Sports Act of 2023  
Budget negotiations  
Bills under consideration by the House  
Montgomery County Legislative Breakfast

The next meeting date will be during May 2023.

**APPROVAL OF  
AGENDA ITEMS**

Upon motion by Mr. Fishbein, seconded by Ms. Haywood, the following consent agenda items were unanimously approved:

Approval of Consent  
Agenda Items

**Adopted Policies**

#204 Attendance (2017)

#127 Assessment of Educational Program (2016) - Change to "Assessment System"

#136 Home Education (2019)

#136.1 Participation in Extracurricular Programs by Home Education Students

#136.2 Participation in Cocurricular Activities and Academic Courses by Home Education Students

#136.3 Participation in Career and Technical Education Programs by Home Education Students.

**Approval of Educational Service Agreement**

RESOLVED: The administration recommends approval of the educational service agreement between the District and parents of the student identified below by confidential student number in the form presented to the Board:

Student #: 405766

**Approval of Educational Service Proposal**

RESOLVED: The administration recommends approval of the proposal by Quinn Developmental Services to provide training and support for our elementary emotional support program for the 2023-24 school year contingent upon a review of the contract service agreement by the District solicitor.

**Approval of Volunteers**

RESOLVED: The administration recommends the approval of the following volunteer pursuant to Policy 916:

Karen Bentz  
Joshua Bergerson  
Ra'sheeda Boyd-Valentin  
LaToia Burgess  
Samuel Cassisse  
Lisa Castner  
Kamhong Cheang  
Timothy Cheeseman  
Nicole Clark  
Sarah Cohen  
Vera Coleman  
Arlisa Cottom

Jennifer Dalton  
Farah Demarais  
Larken Doggett  
Naacara Edwards  
Yulanda Essoka  
Faycean Falconer  
LauraLynne Farley  
Lindsay Farrell  
Louis Friedler  
Janine Gant  
Gregory Gasiorowski  
Ivana Gasiorowski  
Stephen Glynn  
Meghan Goff  
Joseph Greenbaum  
Jennifer Hevko  
Debra Jack  
Stephen Jackson  
Shayron Jarmon  
Rebecca Kendall  
Max Kennerly  
Rachel King  
Julia Kirkland  
Katherine Klein  
Morgan LaBohne  
Elizabeth Lennox Saavedra  
Bernard Lester  
Robert Levin  
Angie Maldonado  
Teresa Marable  
Heather Marley  
Rebecca Marx  
Jessika McLaughlin  
Gretchen Merryman  
Jessica Mertz  
Allison (Ali) Michael  
Shakira Miller  
Kendra Molee  
Keturah Moore  
Brittany Mount  
Stefanie Murphy  
Bianca Newell  
Angela Norward  
Andrea Parry  
Joseph Peters

Jocelyn Pinder  
Aliyah Pulley  
Nadine Redic  
LaToya Rippy  
Jaelynn Robinson  
Michelle Robinson  
Nicole Royal-Johnson  
Natalie Simmons  
Shante Smith  
William Smith  
Theodoros Stamatakis  
Shanna Stanton  
Natasha Thomas  
Jessica Tucker  
Hannah Venit  
Amber Weithoner  
Jamila Wilson

**Approval to Adopt the 2023-2024 Final Proposed Budget**

RESOLVED: The administration recommends that the proposed final budget for the fiscal year 2023-2024 be made available for public inspection and advertised, as provided under Section 687 of the Pennsylvania School code, in the following form:

NOTICE IS HEREBY GIVEN that the Board of School Directors of Cheltenham Township has prepared a proposed budget showing estimated expenditures in the amount of \$130,527,885 for the school year beginning July 1, 2023, and the same may be examined in the office of the Secretary of the School Board and the Superintendent in the Administration Building, 2000 Ashbourne Road, Elkins Park, Montgomery County, Pennsylvania as well as online on the district's website, at any time prior to June 13, 2023, when the budget will be presented for adoption at a public meeting of the Board of School Directors to be held at 7:00 P.M. on that date.

**Authorization to Proceed**

RESOLVED: The administration recommends that the Director of Business Services or his designee(s) be authorized to perform a site survey, testing, and development of scope in connection with potential improvements to the existing football stadium at the Cheltenham High School. Any funds needed or contracts that require execution in connection with this work shall require approval of the Board.

**Approval of Payments**

RESOLVED: The administration recommends approval of bills for payment for the period April 1, 2023 through April 30, 2023, in the following amounts in accordance with the list submitted to the board.

<u>FUND</u>	<u>Check Numbers</u>	<u>Amount</u>
<b>General Fund</b>	165151 - 165419 WT230332 & 230347	5,084,399.74
<b>Payroll Fund</b>	13367 – 13381 WT230318- 230346	1,949,659.38
<b>Student Activity</b>	52003135- 52003137	1,451.48
<b>Self Insurance Fund</b>	WT 230316- 230317	849,863.69
<b>Food Service Fund</b>	2737-2738	207.27

**Approval of Administrator**

RESOLVED: The administration recommends the appointment of **Dr. Stephen Catrambone** as Director of Special Education and Specialized Services at the Administration Building, CASSA classification, to be hired provisionally pending statutory requirements, at an annual 2023-2024 salary of \$155,000 prorated, effective July 6, 2023.

**Approval to Engage Consultants**

RESOLVED: The administration recommends approval for the engagement of consultant **Kellie Porter** and to authorize the compensation and scope of services, per the contract agreement submitted to the Board.

**Appointment of Support Staff**

RESOLVED: The administration recommends the ratification of the appointment of **Tamaira Tokley** as Paraeducator, Life Skills, Tier III, at Cedarbrook Middle School, 7 hours per day for 184 days, at an hourly rate of \$18.34 to be hired provisionally pending statutory requirements, effective April 17, 2023. A 90-day probation period is required.

**Approval of Changes of Assignment**

RESOLVED: The administration recommends the ratification of the approval of a change in position for **William Higgins** from: Maintenance Mechanic, Grade 13, at Administration Building to: Maintenance Mechanic - Mason/Carpenter, Grade 13 at the Administration Building effective April 17, 2023.

RESOLVED: The administration recommends the ratification of the approval of a change in position for **Jason Brown** from: Head Custodian, Grade 16, at Myers Elementary School to: Lead Custodian, Grade 17, at Myers Elementary School, 8 hours per day for 260 days, at an annual rate of \$54,650 prorated, effective March 20, 2023. (Location Correction)

#### Extra Duty/Extra Pay

RESOLVED: The administration recommends the approval of the following Extra Duty/Extra Pay assignments, per the attachment, at a rate of \$227.50 per unit, as listed.

#### Approval of Stipends

RESOLVED: The administration recommends the approval of professional personnel per the attachment for leadership positions for the 2022-2023 school year, at the rates listed.

#### THE FOLLOWING CONSENT AGENDA ITEMS WERE NOT SUBJECT TO VOTE:

##### First Read Policy

#130 Homework (1989)

##### ARs Only

#204 Attendance (2017)

#136 Home Education (2019)

#130 Homework (1989)

#113.2 Behavior Support (2023)

##### Retirements

**Alissa Levinson**, Technology Education Teacher, at Cedarbrook Middle School, effective January 22, 2024, end of workday. Alissa Levinson has been a district employee for 26 years.

**Paula Witherspoon**, Paraeducator at Elkins Park Elementary School, effective June 13, 2023. Paula Witherspoon has been a district employee for 39 years.

##### Resignations

**Roshanna Floyd**, Math Specialist at Glenside Elementary School, effective June 15, 2023, end of the workday.

**Siani Edwards**, Paraeducator at Cedarbrook Middle School, effective April 14, 2023, end of workday.



**Shahnaz Duncan**, Paraeducator, at Cheltenham High School, effective April March 28, 2023, end of workday.

**Shannon McNeill**, Special Educator Teacher at Myers Elementary School, effective June 15, 2023, end of workday.

**Marissa Custer**, Groundskeeper at the Administration Building, effective April 19, 2023, end of workday. (Correction of date)

**Leah Matusow**, Health and Physical Education Teacher at Cheltenham High School, effective June 15, 2023, end of workday.

**Non-discretionary Leaves of Absence**

**Robbin Balfour-Austin**, Paraeducator at Cedarbrook, granted an unpaid leave of absence from March 21, 2023 until May 12, 2023 under the provisions of the Family & Medical Leave policy. Robbin Balfour-Austin's return to work date is May 15, 2023. (Leave Extended)

**Brynn Johnson**, Teacher at Cheltenham High School, granted an unpaid leave of absence from April 25, 2023 until May 9, 2023 under the provisions of the Family & Medical Leave policy. Brynn Johnson's return to work date is May 10, 2023.

**Nicole Oliver**, Special Education Teacher at Elkins Park Elementary, granted an unpaid leave of absence from April 11, 2023 until June 15, 2023 under the provisions of the Family & Medical Leave policy. Nicole Oliver's return to work date is August 22, 2023.

**PUBLIC COMMENTS  
ON NON-AGENDA  
ITEMS**

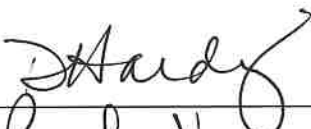

There were no public comment on non-agenda items.  
*\*\*Public comments heard during the meeting are summarized for the meeting minutes. Public comments received via [csdboardmeetingcomments@cheltenham.org](mailto:csdboardmeetingcomments@cheltenham.org) are transcribed verbatim for the meeting minutes.*

**RESPONSE TO  
PRIOR QUESTIONS**

There were no prior unanswered questions or comments.

**MEETING  
ADJOURNED**

Upon motion by Mr. Fishbein, seconded by Mr. Burdell-Williams, the meeting adjourned at 8:10 p.m.

  
\_\_\_\_\_, Board Secretary  
  
\_\_\_\_\_, Board President