

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, October 11, 2022 at 7:02 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; Mr. Kevin Kaufman, Director of Communications; Dr. Beverly Gallagher, Director of Special Education; Ms. Jessica Keene, Director of Student Services; Dr. Tamara Thomas Smith, Assistant Superintendent; Ms. Adrienne Tolbert-Jackson, Director of Human Services; and Dr. Brian Scriven, Superintendent.

SOLICITOR

Mr. Edward Diasio, Esq.

BOARD SECRETARY

Ms. Debra Harding

ATTENDEES

There were 7 attendees who joined in person for the meeting.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Cheltenham School Board member, Ms. Mulhearn.

STUDENT REPRESENTATIVES REPORT

Student Representative Faith Lam reporting for the Student Council shared information regarding:

- Homecoming
- Strategic Planning Involvement
- Blood Drive
- Thanksgiving Baskets
- CHS Democratic Committee
- Community Lunch Feedback

SUPERINTENDENT REPORT

Dr. Scriven shared information regarding the following topics:

- National Principals Month

- National Learning Disability and Dyslexia Month
- Hispanic Heritage Month
- Fluxspace
- Community Lunch Survey
- National Merit Scholarship Competition
- Theater Projects
- School Building Based Updates

SOLICITOR'S REPORT	Mr. Diasio announced there was one (1) executive session held on October 2, 2022.
PUBLIC COMMENTS ON AGENDA ITEMS ONLY	There were no public comments on agenda items. <i>**Public comments heard during the meeting are summarized for the meeting minutes. Public comments received via csdboardmeetingcomments@cheltenham.org are transcribed verbatim for the meeting minutes.</i>
APPROVAL OF MINUTES	Upon motion by Mr. Cohen, seconded by Mr. Epps, the minutes of the September 13, 2022 meeting were unanimously approved.
FINANCIAL AFFAIRS COMMITTEE REPORT	Mr. Schultz reporting for the Financial Affairs committee, shared that the October meeting was cancelled due to a holiday observance. The next meeting is scheduled for November 1, 2022.
EDUCATIONAL AFFAIRS COMMITTEE REPORT	Ms. Mulhearn reporting for the Educational Affairs committee, shared information from the last meeting held on September 20, 2022. The meeting video and presentation for any Educational Affairs committee meeting can be found here . The next meeting is scheduled for October 18, 2022.
EASTERN CENTER FOR ARTS AND TECHNOLOGY REPORT	Mr. Burdell-Williams, reporting for the Eastern Center for Arts and Technology, shared information from the meeting held on September 14, 2022. 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 October 12, 2022.
MONTGOMERY COUNTY INTERMEDIATE UNIT (MCIU) REPORT	Ms. Lowman, shared information from the meeting held on September 28, 2022. The minutes of any Montgomery County Intermediate Unit Board of Directors meeting can be accessed here . The next meeting will be held on November 16, 2022.

- FACILITIES COMMITTEE REPORT** Mr. Cohen, reporting for the Facilities Committee, shared that the October meeting was cancelled due to a holiday observance. Any meeting video and presentation of the Facilities Committee can be found [here](#). Mr. Cohen announced that the next meeting will be held on November 1, 2022.
- LIAISON GROUP** Mr. Cohen, reporting for the Liaison Group, shared information from the meeting held on September 19, 2022 including:
- Introduction of Joshua Sweigard as the new Director of Business Services for Cheltenham School District
 - New pedestrian trail and crossing at New Second Street and Tookany Creek Parkway
 - 402 Waring Road; tax exempt status and apparent conflicting zoning/use
 - Updates on buses, crossing guards, school safety zones, facilities, and land development
 - Partnerships
 - Climate update - achievement gap, AP gap, discipline
- Mr. Cohen announced the next meeting date is October 17, 2022.
- POLICY COMMITTEE** Ms. Haywood, reporting for the Policy Committee, announced that no meeting was held since the last legislative meeting. The video and summary of any policy committee meeting can be found [here](#). The next Policy Committee meeting (hybrid model) is scheduled for October 25, 2022 at the Administration Building, Room 102, and also via Zoom.
- LEGISLATIVE REPORT** Mr. Epps, reported that the Montgomery County School Directors Legislative Committee (MCSDLC) had not met since June due to the House and Senate being in recess, but shared relevant information on key federal and state legislation. Mr. Epps shared that the next meeting date is to be determined.
- APPROVAL OF AGENDA ITEMS** Upon motion by Ms. Haywood, seconded by Mr. Burdell-Williams, the following consent agenda items were unanimously approved:
- Approval of Consent Agenda Items
- Approval of Educational Waiver Agreements**
RESOLVED: The administration recommends approval of the educational waiver agreement between the District and parents of the students identified below by confidential student number in the form presented to the Board:
Student # 407702
Student # 407134
Student # 410697

Approval for Agreement for an Approved Private School Placement

RESOLVED: The administration recommends the Board approve the Approved Private School Agreement. This agreement governs the contractual terms and conditions for placement of students when a non-traditional placement is required in order to provide the student with an appropriate program:

Student # 409119

Student # 403377

Approval of Conferences

RESOLVED: The administration recommends ratification of the attendance and payment of expenses for **Cyd Smith**, School Counselor - Elkins Park School, to attend the Federal Aviation Administration (FAA) Youth Access to American Jobs in Aviation Task Force public meeting held on 9/22/2022 with an estimated cost of \$601.09 to be paid from the general fund account.

RESOLVED: The administration recommends approval of the attendance and payment of expenses for **Dr. Tamara Thomas Smith**, Assistant Superintendent, to attend the Basics of School Budgeting and Finance (three-part series) on 10/4/2022, 11/29/2022, and 1/25/2023 with an estimated cost of \$325.00 to be paid from the general fund account.

RESOLVED: The administration recommends approval of the attendance and payment expenses for the following individuals to attend the Foundations Level 3 Virtual Launch Workshop on 10/20/22 and 10/27/2022, respectively, with the total estimated cost of \$413.75 (each) to be paid from the general fund account:

Stacey Blum, Learning Support Teacher: Glenside Elementary School
Mechthild Wagner, 3rd grade Teacher: Glenside Elementary School
Kimberly Winton, 3rd grade Teacher: Glenside Elementary School
Caitlin Ramirez, 3rd grade Teacher: Glenside Elementary School

RESOLVED: The administration recommends approval of the attendance and payment expenses for the following individuals to attend the Attendance/Child Accounting Professional Association (A/CAPA) Fall Conference 2022 on 10/26-28/2022, with the estimated cost as follows to be paid from the general fund account:

Gwendolyn Hatcher, Child Accounting Specialist – \$1,291.78

Heather Scriven, Data Systems Specialist – \$999.00

Katie McKeegan, Secretary to the Vice Principal: Cheltenham High School – \$732.00

RESOLVED: The administration recommends approval of the attendance and payment expenses for the following individuals to attend the 2022 Facilities, Transportation and Safety Conference & Exhibits on 10/27-28/2022, with the total estimated cost of \$485.00 (each) to be paid from the general fund account:

Derek Platt, Transportation Supervisor
Charlene Gallagher, Transportation Specialist

RESOLVED: The administration recommends approval of the attendance and payment expenses for the following individuals to attend the PA PBIS Implementers Forum on 11/30/22-12/2/22, with the estimated cost as follows to be paid from the general fund account:

Jason Lytle, Principal: Myers Elementary School – \$690.18
Carli Segal, School Counselor: Myers Elementary School – \$502.59
Liia Smith, 3rd grade Teacher: Myers Elementary School – \$876.39

Approval of Volunteers

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

Tejwatie Kelly
Mahnoor Ahmed
Joan Greenberg
Bess Kaufman
Susan Adler
Toby Grubman
Alexandra Semon
Latoya Sheffield
Kierstyn Ryan
Natalie Barry
Moirra Thompson
Holly Curran
Kimberly Hamel

Appointment of Administrators

RESOLVED: The administration recommends the appointment of **Kevin Smith**, Vice Principal, at Cedarbrook Middle School, at an annual salary of \$130,000 prorated, to be hired provisionally pending statutory requirements, effective October 24, 2022.

Appointment of Professional Staff

RESOLVED: The administration recommends the appointment of **Andrea Lydon**, Spanish Teacher at Cedarbrook Middle School, at a

salary of \$81,097 (Step 9/Masters+24), to be hired provisionally pending statutory requirements, effective August 23, 2022.
(Tenure Status Correction)

RESOLVED: The administration recommends the appointment of **Marissa Godshalk**, Speech and Language Pathologist, at the administration Building, at a salary of \$86,767 (Step 9/M+36), to be hired provisionally pending statutory requirements, effective August 23, 2022.
(Tenure Status Correction)

Appointment of Temporary Professional Staff

RESOLVED: The administration recommends the ratification of the appointment of **Daniela Hayek**, Special Education Teacher at Cedarbrook Middle School, at a salary of \$65,965 (Step 10/Masters), to be hired provisionally pending statutory requirements, effective August 23, 2022. (Tenure Status Correction - Not tenured)

RESOLVED: The administration recommends the ratification of the appointment of **Mechel Horsey**, Home and School Visitor/Social Worker at the Administration Building, at a salary of \$68,850 (Step 9/Masters), to be hired provisionally pending statutory requirements, effective October 13, 2022.

Appointment of Support Staff

RESOLVED: The administration recommends the ratification of the appointment of **Ellen Kelly**, as Part-Time Attendance/General Office Secretary, Grade 2A, at Cedarbrook Middle School, 4.9 hours per day for 200 days, at an hourly rate of \$21.26, to be hired provisionally pending statutory requirements, effective October 3, 2022. A 90-day probation period is required.

RESOLVED: The administration recommends the ratification of the appointment of **Madeline Pileggi**, Part-Time Building Aide, at Wyncote Elementary School, 4.9 hours per day for 182 days, at an hourly rate of \$14.95, to be hired provisionally pending statutory requirements, effective September 14, 2022. A 90-day probation period is required.

RESOLVED: The administration recommends the ratification of the appointment of **Alexis Lowery** as Paraeducator 1:1, 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 September 19, 2022. A 90-day probation period is required.

RESOLVED: The administration recommends the ratification of the appointment of **Lorna Thompson** as Paraeducator 1:1, 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 September 19, 2022. A 90-day probation period is required.

RESOLVED: The administration recommends the ratification of the appointment of **Rachel Slutsky** as Paraeducator - Life Skills, Tier III, at Cheltenham Elementary School, 7 hours per day for 184 days, at an hourly rate of \$18.34 to be hired provisionally pending statutory requirements, effective September 14, 2022. A 90-day probation period is required.

RESOLVED: The administration recommends the ratification of the appointment of **Wanda Nealy**, Custodian, Grade 18, at Elkins Park Elementary School, 8 hours per day for 260 days, at a salary of \$43,483, prorated, to be hired provisionally pending statutory requirements, effective September 13, 2022. A 90-day probation period is required.

RESOLVED: The administration recommends the ratification of the appointment of **Isaac Ceaser**, Custodian, Grade 18, at Myers Elementary School, 8 hours per day for 260 days, at a salary of \$43,483, prorated, to be hired provisionally pending statutory requirements, effective September 13, 2022. A 90-day probation period is required.

RESOLVED: The administration recommends the ratification of the appointment of **Kimberly Kennedy**, Custodian, Grade 18, at Cheltenham High School, 8 hours per day for 260 days, at a salary of \$43,483, prorated, to be hired provisionally pending statutory requirements, effective September 13, 2022. A 90-day probation period is required.

RESOLVED: The administration recommends the ratification of the appointment of **Shahnaz Duncan**, Custodian, Grade 18, at Cheltenham High School, 8 hours per day for 260 days, at a salary of \$43,483, prorated, to be hired provisionally pending statutory requirements, effective September 13, 2022. A 90-day probation period is required.

RESOLVED: The administration recommends the ratification of the appointment of **Tymiir Alls**, Custodian, Grade 18, at Cheltenham High School, 8 hours per day for 260 days, at a salary of \$43,483, prorated, to be hired provisionally pending statutory requirements, effective July 7, 2022. A 90-day probation period is required.

RESOLVED: The administration recommends the ratification of the appointment of **Melissa Steele** as Kindergarten Assistant, Tier IA, at Glenside Elementary School, 7 hours per day for 182 days, at an hourly

rate of \$15.92 to be hired provisionally pending statutory requirements, effective August 23, 2022. A 90-day probation period is required.

RESOLVED: The administration recommends the ratification of the appointment of **Ife Martin** as Kindergarten Assistant, Tier IA, at Glenside Elementary School, 7 hours per day for 182 days, at an hourly rate of \$15.92 to be hired provisionally pending statutory requirements, effective August 30, 2022. A 90-day probation period is required.

RESOLVED: The administration recommends the ratification of the appointment of **Victor Bey** as Paraeducator 1:1, Tier III, at Cheltenham High School, 7 hours per day for 184 days, at an hourly rate of \$18.34 to be hired provisionally pending statutory requirements, effective September 1, 2022. A 90-day probation period is required.

RESOLVED: The administration recommends the ratification of the appointment of **Sydney Vaughn** as Paraeducator - Inclusion, Tier III, at Glenside Elementary School, 7 hours per day for 184 days, at an hourly rate of \$18.34 to be hired provisionally pending statutory requirements, effective October 3, 2022. A 90-day probation period is required.

RESOLVED: The administration recommends the ratification of the appointment of **David Bloom**, Custodian, Grade 18, at Cheltenham High School, 8 hours per day for 260 days, at a salary of \$43,483, prorated, to be hired provisionally pending statutory requirements, effective October 3, 2022. A 90-day probation period is required.

RESOLVED: The administration recommends the ratification of the appointment of **Lydia Browne** as Paraeducator - Life Skills, Tier III, at Glenside Elementary School, 7 hours per day for 184 days, at an hourly rate of \$18.34 to be hired provisionally pending statutory requirements, effective August 23, 2022. A 90-day probation period is required.

RESOLVED: The administration recommends the ratification of the appointment of **Tiffany Rogers**, Part-Time Building Aide, at Cedarbrook Middle School, 4.9 hours per day for 182 days, at an hourly rate of \$14.95, to be hired provisionally pending statutory requirements, effective September 23, 2022. A 90-day probation period is required.

Approval of Employment Agreement

RESOLVED: The Superintendent recommends that the Board of School Directors approve the Employment Agreement, as attached, with the Director of Human Resources, **Ms. Adrienne Tolbert-Jackson**, for a term expiring on June 30, 2026.

Approval in Change of Assignment

RESOLVED: The administration recommends the ratification of the approval of a change in position for **Charles Kronmiller** from Groundskeeper to Groundskeeper Foreman, Grade 18, at Administration Building, 8 hours per day for 260 days, with a \$7,755.30 stipend prorated effective September 6, 2022.

Salary Adjustment

RESOLVED: The administration recommends the ratification of horizontal salary column movement, effective August 23, 2022 for professional employees per the attachment, in as much as they have submitted official evidence of credits earned.

Approval of Mentors

RESOLVED: The administration recommends the ratification of the approval of the professional personnel per the attachment for mentor positions for the 2022-2023 school year, at an annual rate of \$300 each.

Award of Tenure

RESOLVED: The individuals listed per the attachment, have been awarded tenure after serving a three-year probationary period in the public schools of Pennsylvania, have had a satisfactory physical examination, received written notification of their current status, and that this change in status be recorded in the minutes.

Termination

RESOLVED: The administration recommends the termination of employment of classified employee #11105 pursuant to Section 5-514 of the Pennsylvania School Code and information provided to the Board of School Directors, effective September 30, 2022.

Approval of Settlement Agreement

RESOLVED: The administration recommends approval of the settlement agreement between the District and classified employee #10645 in the form presented to the Board.

Approval of the Cheltenham Association of School Supervisors and Administrators (CASSA) Act 93 Agreement

RESOLVED: The administration recommends approval of the three-year Agreement with the Cheltenham Association of School Supervisors and Administrators (CASSA), effective July 1, 2022 through June 30, 2025, as set forth in the Agreement presented to the Board.

Approval of Stipends

RESOLVED: The administration recommends that all District employees

who were members of the Cheltenham Association of School Supervisors and Administrators (CASSA) group as of June 30, 2022 and are still employed as of October 11, 2022 be awarded a one-time stipend of \$2,000, to be paid prior to December 31, 2022.

RESOLVED: The administration recommends that **Melissa Williams**, Secretary to the Director of Special Education, be paid additional compensation in the amount of a \$3,500 stipend for performing additional duties due to the vacancy of the Secretary to the Supervisors of Special Education position.

Approval of Contract

RESOLVED: The administration recommends the approval of the proposal between Cheltenham School District and River Valley Landscapes for the replacement of the rubber play surface at Myers Elementary playground at a cost of \$50,988 paid out of the capital reserve fund. Contract procured through CO-Stars, Contract #014-116.

Approval of Bus Drivers

RESOLVED: The administration recommends the approval of the Bus Drivers as submitted to the Board.

Approval of Payments

RESOLVED: The administration recommends approval of bills for payment for the period September 1, 2022 through September 30, 2022, in the following amounts in accordance with the list submitted to the board.

Fund	Check Numbers	Amount
General Fund	163073 - 163364	\$1,644,103.87
Payroll Fund	13201 – 13223 WT 230065-230100	\$8,289,947.62
Capital Reserve	100052	\$31,600.00
Student Activity	52003109	\$600.00
Food Service Fund	2711-2719	\$95,836.69

The following items were not subject to vote:

Retirement

Sandra D'Amore, Paraeducator at Cheltenham High School, effective September 7, 2022 end of workday. Sandra has been a district employee for 18 years.

Resignations

William Bradley, Building Aide at Cedarbrook Middle School, effective September 1, 2022 end of workday.

Sandra Bowser, Kindergarten Assistant at Glenside Elementary School effective September 9, 2022 end of workday.

Donna Mumford, Kindergarten Assistant at Glenside Elementary School, effective September 22, 2022 end of workday.

Sheena Yates, Library Aide at Wyncote Elementary School, effective September 26, 2022 end of workday.

Lloyd Sharpe, Paraeducator at Glenside Elementary School, effective October 3, 2022 end of workday.

Timmy Anderson, Custodian at Wyncote Elementary School, effective October 17, 2022 end of workday.

Madeline Pileggi, Part-Time Building Aide, at Wyncote Elementary School, effective October 6, 2022 end of workday.

Lori Hamilton-Harris, Paraeducator at Cedarbrook Middle School, effective October 5, 2022 end of workday.

Michael Davis, Paraeducator at Elkins Park School, effective October 5, 2022 end of workday.

Camryn Clark, Paraeducator at Glenside Elementary School, effective October 3, 2022 end of workday.

Non-discretionary Leaves of Absence

Nicole Myrick, Third Grade Teacher at Cheltenham Elementary School, granted an unpaid leave of absence from October 14, 2022 until November 23, 2022 under the provisions of the Family & Medical Leave policy. Nicole Myrick's return to work date is November 28, 2022.

Timmy Anderson, Custodian at Wyncote Elementary School, granted an unpaid leave of absence from September 21, 2022 until October 17, 2022 under the provisions of the Family & Medical Leave policy. Timmy Anderson's return to work date is October 18, 2022.

Mary Chinta, Part-Time Lunch Aide at Wyncote Elementary School, granted an unpaid leave of absence from September 12, 2022 until October 28, 2022 pursuant to Article VIII. C. of the collective bargaining

agreement with the Business Employees' Council (BEC). Mary Chinta's return to work date is October 31, 2022.

Emma Fichtinger, Art Teacher at Elkins Park Elementary School, granted an unpaid leave of absence from October 19, 2022 until January 25, 2023 under the provisions of the Family & Medical Leave policy. Emma Fichtinger's return to work date is January 25, 2023.

Kaitlyn Ferraro, Reading Specialist at Elkins Park Elementary School, granted an unpaid leave of absence from May 25, 2022 until September 30, 2022 under the provisions of the Family & Medical Leave policy. Kaitlyn Ferraro's return to work date is October 3, 2022.

**PUBLIC COMMENTS ON
NON-AGENDA ITEMS**

There were 4 public comments on non-agenda items.
***Public comments heard during the meeting are summarized for the meeting minutes. Public comments received via csdboardmeetingcomments@cheltenham.org are transcribed verbatim for the meeting minutes.*

Taryn Knox, Wyncote, shared concern regarding the condition of the athletic fields, particularly the football field, but stated she would wait to attend the next Facilities Committee meeting.

Craig Metcalfe, Principal of Cedarbrook Middle School, welcomed Kevin Smith to his new position as Vice Principal of Cedarbrook Middle School.

Emmanuel Carrera, teacher, welcomed Kevin Smith to his new position as Vice Principal of Cedarbrook Middle School.

Julie Haywood, board member, stated that Indigenous People's Day should be added to the District Calendar.

**RESPONSE TO PRIOR
QUESTIONS**

There were no prior unanswered questions or comments.

MEETING ADJOURNED

Upon motion by Mr. Burdell-Williams, seconded by Ms. Lowman, the meeting adjourned at 7:50 p.m.

_____, Board Secretary

_____, Board President