

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, September 13, 2022 at 7:04 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 13 attendees who joined for the meeting.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Cheltenham School Board member, Mr. Epps.

STUDENT REPRESENTATIVES REPORT

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

- Homecoming planning
- Activities Fair
- Blood Drive

SUPERINTENDENT REPORT

Dr. Scriven shared information regarding the following topics:

- Teamwork, Empathy, Accountability, Mindset (T.E.A.M.)
- First Day of School
- Community Lunch
- Benchmarks

- College Application Night

SOLICITOR'S REPORT

Mr. Diasio announced there were two (2) executive sessions held on September 6 and September 13, 2022.

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 are transcribed verbatim for the meeting minutes.*

APPROVAL OF MINUTES

After a correction was made to the August 9, 2022 minutes and upon motion by Mr. Fishbein, seconded by Ms. Haywood, the minutes of the August 9 and August 16, 2022 meetings were unanimously approved.

FINANCIAL AFFAIRS COMMITTEE REPORT

Mr. Schultz reporting for the Financial Affairs committee, shared information from the meeting held on September 6, 2022. The meeting video and presentation for any Financial Affairs committee meeting can be found [here](#). The next meeting is scheduled for October 4, 2022.

EDUCATIONAL AFFAIRS COMMITTEE REPORT

Ms. Mulhearn reporting for the Educational Affairs committee, shared that there has been no meeting since the last legislative meeting on August 9, 2022. The meeting video and presentation for any Educational Affairs committee meeting can be found [here](#). The next meeting is scheduled for September 20, 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 August 10, 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 September 14, 2022.

MONTGOMERY COUNTY INTERMEDIATE UNIT (MCIU) REPORT

Ms. Lowman, shared information from the meeting held on August 24, 2022. The minutes of any Montgomery County Intermediate Unit Board of Directors meeting can be accessed [here](#). The next meeting will be held on September 28, 2022.

FACILITIES COMMITTEE REPORT

Mr. Cohen, reporting for the Facilities Committee, shared that no meeting was held since the last legislative meeting in June. Any meeting video and presentation of the Facilities Committee can be found [here](#). Mr. Cohen announced that the next meeting will be held on October 4, 2022.

- LIAISON GROUP** Mr. Cohen, reporting for the Liaison Group, shared that no meeting was held since the last legislative meeting in August. Mr. Cohen announced the next meeting date is September 19, 2022.
- POLICY COMMITTEE** Ms. Haywood, reporting for the Policy Committee, shared agenda items discussed at the August 23, 2022 meeting. The meeting video and summary can be found [here](#). The next Policy Committee meeting (hybrid model) is scheduled for September 28, 2022 at RESOLVED: The administration Building, Room 102, and also via Zoom.
- LEGISLATIVE REPORT** Mr. Epps, reported that the Montgomery County School Directors Legislative Committee (MCS DLC) 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 scheduled for September 21, 2022 via Zoom.
- APPROVAL OF AGENDA ITEMS** Upon motion by Mr. Fishbein, seconded by Mr. Epps, the following consent agenda items were unanimously approved:
- Approval of Consent Agenda Items
- Approval of Conferences**
RESOLVED: The administration recommends ratification of the attendance and payment of expenses for Michael Ogbuehi, Teacher - Cheltenham High School, to attend the 2022 Umu Igbo Unite Annual Convention held on the following dates, 08/04/2022 - 08/07/2022, with an estimated cost of \$320.00 to be paid from the general fund account.
*Correction to the estimated cost from previously reported motion.
- RESOLVED: The administration recommends approval of the attendance and payment expenses for Joshua Sweigard, Director of Business Services, and Lieu Kim, Assistant Director of Business Services, to attend the 2022 Four County Business Officials Fall Workshop on 10/5-10/7/2022, with the total estimated cost of \$801.50 (each) to be paid from the general fund account.
- Approval of Volunteers**
RESOLVED: The administration recommends the approval of the following volunteer pursuant to Policy 916:
- Marci Abt
 - Jarrett Ross
- Approval of Plan Extension**
RESOLVED: The 2021-2022 ATSI plan for Cheltenham High School was approved in June 2021, however, the new guidelines from the Pennsylvania Department of Education (PDE) will not be released until

November 2022. Therefore, the approved 2021-2022 ATSI plan will remain in place until the new exit requirements and student benchmarks are provided by PDE.

Appointment of Professional Staff

RESOLVED: The administration recommends the ratification of the appointment of Emmanuel Carrera, Music Teacher at Cedarbrook Middle School, at a salary of \$75,484 (Step 10/Masters+12), to be hired provisionally pending statutory requirements, effective August 23, 2022. (Tenure Status Correction)

RESOLVED: The administration recommends the appointment of Stacey Ludrick, Spanish Teacher at Cheltenham High School, at a salary of \$89,757 (Step 10/Masters+36), to be hired provisionally pending statutory requirements, effective October 17, 2022.

RESOLVED: The administration recommends the ratification of the appointment of Olivia (Bates) Sanderson, Special Education Teacher at Myers Elementary School, at a salary of \$78,207 (Step 8/Masters+24), to be hired provisionally pending statutory requirements, effective August 23, 2022 (Salary/Tenure Status Correction).

RESOLVED: The administration recommends the appointment of Mary Meyer, Special Education Teacher at Cheltenham High School, at a salary of \$75,779 (Step 7/Masters+24), to be hired provisionally pending statutory requirements, effective October 17, 2022. (Tenure Status Correction)

Appointment of Temporary Professional Staff

RESOLVED: The administration recommends the appointment of Stephanie Jackson, Art Teacher at Cheltenham High School, at a salary of \$89,757 (Step 10/Masters+36), to be hired provisionally pending statutory requirements, effective September, 28, 2022.

Appointment of Long-Term Substitutes

RESOLVED: The administration recommends the ratification of the appointment of Ana Vargas-Manners, Long-Term Substitute Spanish Teacher at Cedarbrook Middle School, at a salary of \$81,319 (Step 7/Masters+36), to be hired provisionally pending statutory requirements, effective August 23, 2022, through the end of the 2022-2023 school year.

RESOLVED: The administration recommends the ratification of the appointment of Patrice Carter, Long-Term Substitute Grade 1 Teacher at Myers Elementary School, at a salary of \$58,065 (Step 7/Bachelors), to be hired provisionally pending statutory requirements, effective August 23, 2022, through the end of the 2022-2023 school year. (Salary Correction)

RESOLVED: The administration recommends the ratification of the appointment of Laura Hibbert, Long-Term Substitute Special Education Teacher at Wyncote Elementary School, at a salary of \$55,834 (Step 6/Bachelors), to be hired provisionally pending statutory requirements, effective August 25, 2022, through the end of the 2022-2023 school year.

RESOLVED: The administration recommends the ratification of the appointment of Amy Wisniewski, Long-Term Substitute Special Education Teacher at Myers Elementary School, at a salary of \$63,275 (Step 7/Masters), to be hired provisionally pending statutory requirements, effective August 30, 2022, through the end of the 2022-2023 school year.

Appointment of Support Staff

RESOLVED: The administration recommends the ratification of the appointment of Debbie Blackstock, as Secretary to the Principal, Grade 5, at Elkins Park Elementary School, 7.5 hours per day for 260 days, at an annual rate of \$45,454, 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 Shania Davis as Paraeducator, 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 August 23, 2022. A 90-day probation period is required.

RESOLVED: The administration recommends the ratification of the appointment of Lylunette Bennett as Paraeducator 1:1, Tier III, at Myers 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 29, 2022. A 90-day probation period is required.

RESOLVED: The administration recommends the ratification of the appointment of Janae Edwards 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 August 29, 2022. A 90-day probation period is required.

RESOLVED: The administration recommends the ratification of the appointment of Robert Balfour-Austin as Paraeducator 1:1, Tier III, at Myers 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 Janiya Edwards Greene 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 August 23, 2022. A 90-day probation period is required.

RESOLVED: The administration recommends the ratification of the appointment of Kaylah White-Winters as Paraeducator 1:1, Tier III, at Myers 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 Alisha Lowery as Paraeducator, Emotional Support, 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 1, 2022. A 90-day probation period is required.

RESOLVED: The administration recommends the ratification of the appointment of Darian Mcfadden Jr as Paraeducator, Emotional Support, 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 August 23, 2022. A 90-day probation period is required.

RESOLVED: The administration recommends the ratification of the appointment of Tonya Trowell-West as Paraeducator, Emotional Support, 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 August 23, 2022. A 90-day probation period is required.

RESOLVED: The administration recommends the ratification of the appointment of Michael Davis as Paraeducator, Life Skills, Tier III, at Elkins Park 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 Imani Ogden as Paraeducator, Life Skills, Tier III, at

Elkins Park 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 Sierrah Edwards as Paraeducator, Life Skills, Tier III, at Elkins Park 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.

Approval in Change of Assignment

RESOLVED: The administration recommends the ratification of approval of a change in position for Donay Southerland from Paraeducator One-on-One at Cheltenham High School to Guidance Secretary, Grade 5, at Cheltenham High School, 7.5 hours per day for 260 days, at an annual of \$48,013, effective August 15, 2022. A 90-day probation period is required.

RESOLVED: The administration recommends the ratification of the approval of a change in position for Jason Brown from: Lead Custodian at Glenside Elementary School to: Head Custodian, Grade 16, at Myers Elementary School, 8 hours per day for 260 days, at an annual rate of \$59,155 prorated, effective August 22, 2022 (Temporary Assignment).

RESOLVED: The administration recommends the ratification of the approval of a change in position for Beverly Lawrence from: Custodian at Cheltenham Elementary School to: Lead Custodian, Grade 17, at Glenside Elementary School, 8 hours per day for 260 days, at an annual rate of \$50,194 prorated, effective August 22, 2022 (Temporary Assignment).

RESOLVED: The administration recommends the ratification of the approval of a change in position for Anthony Cipparone from: Lead Custodian at Cheltenham High School to: Head Custodian, Grade 16, at Cheltenham High School, 8 hours per day for 260 days, at an annual rate of \$57,019 prorated, effective August 29, 2022 (Temporary Assignment).

RESOLVED: The administration recommends the ratification of the approval of a change in position for Marsha Merry from: Custodian at Cedarbrook Middle School to: Lead Custodian, Grade 17, at Cheltenham High School, 8 hours per day for 260 days, at an annual rate of \$52,530 prorated, effective August 29, 2022 (Temporary Assignment).

RESOLVED: The administration recommends the ratification of the approval of a change in position for Ruth Shaw from: Part Time Attendance Secretary at Cedarbrook Middle School to: Secretary to Principal, Grade 5A, at Wyncote Elementary School, 7.5 hours per day for 200 days, at an annual rate of \$40,808 prorated, effective August 30, 2022. A 90-day probation period is required.

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 Stipend for Administrator

RESOLVED: The administration recommends that Dr. Crystal Clark, Principal of Elkins Park Elementary School, be paid additional compensation in the amount of a one-time stipend of \$5,000 due to her new assignment as the principal of Elkins Park Elementary School after her 18 years of service at Wyncote Elementary School.

Approval Leadership Stipend Positions

RESOLVED: The administration recommends the ratification of the approval of the professional personnel as listed for mentor position for the **2021-2022** school year, at an annual rate of \$300.

Carrie Miller Barry

Termination

RESOLVED: The administration recommends the termination of employment of classified employee #11109 pursuant to Section 5-514 of the Pennsylvania School Code and information provided to the Board of School Directors, effective September 9, 2022.

Adopted Policies

- #818 Contracted Services (2015)
- #828 District-Wide Safety (2018)
- #146 Trauma-Informed Approach (New)

Approval of Payments

RESOLVED: The administration recommends approval of bills for payment for the period June 1, 2022 through August 31, 2022, in the following amounts in accordance with the list submitted to the board.

**Cheltenham School District
Hybrid Legislative Meeting of the Board of School Directors
September 13, 2022**

June 1 – July 31, 2022 *inadvertently omitted from August agenda

Fund	Check Numbers	Amount
General Fund	162289 - 162815	6,349,906.42
Payroll	13162 – 13190 WT220112 - WT220152 WT230001 - WT230034	9,303,546.55
Student Activity	3090 - 3108	18,995.46
Food Service	2695 - 2700	339,888.91
Capital Reserve	10050 - 10051	4,000.00

August 1 – August 31, 2022

Fund	Check Numbers	Amount
General Fund	161826 - 163071	2,462,306.25
Payroll Fund	13191 – 13200 WT 230037-230062	1,008,126.69
Food Service Fund	2701- 2710	21,150.89

Approval of Non-Resident Tuition Rates for 2022-2023

RESOLVED: The administration recommends that non-resident student tuition rates for the 2022-2023 school year be adopted as follows:

- Grades K-6 Daily \$108.39 Annual \$19,510.06
 - Grades 7-12 Daily \$100.33 Annual \$18,060.28
- These rates are based on 2020-21 AFR data and calculations approved by the Pennsylvania Department of Education for the 2022-23 school year with an increase of 1% for elementary and a decrease of 1% for secondary.*

Approval of 2022-2023 Bus Driver List

RESOLVED: The administration recommends the approval of the 2022-2023 Bus Driver List as submitted to the Board.

Approval of Contracts

RESOLVED: The administration recommends the approval of the agreement between Cheltenham School District and BusPatrol America, LLC to administer a school bus stop arm enforcement program for a period of five years.

RESOLVED: The administration recommends the approval of the agreement between Cheltenham School District and Johnson Controls Fire Protection LP for the replacement of fire alarm panels and upgrades at Cheltenham High School. Contract procured through Pennsylvania Department of General Services #4400023962.

The following items were not subject to vote:

Resignations

LaToya Chapman, Learning Support Paraeducator at Cheltenham Elementary School, effective August 22, 2022 end of workday.

Brandi Daly, Long Term Substitute Teacher at Myers Elementary School, effective September 9, 2022 end of workday.

Shalisha Smith, Secretary to the Assistant Principal at Cheltenham High School, effective August 15, 2022 end of workday.

Ellsworth Coley, Safety Officer at Cheltenham High School, effective August 30, 2022 end of workday.

Non-discretionary Leaves of Absence

Andrew Filipczak, Science Teacher at Cheltenham High School, granted an unpaid Military Leave of absence from August 23, 2022 until October 12, 2022 for qualifying military service. Andrew Filipczak's return to work date is October 13, 2022.

Lauren Dicko, Math Teacher at Cedarbrook Middle School, granted an unpaid Military Leave of absence from August 23, 2022 until September 13, 2022 for qualifying military service. Lauren Dicko's return to work date is September 14, 2022.

Anne Sudzina, Part Time Lunch Aide, granted an unpaid leave of absence from August 29, 2022 until September 1, 2022 pursuant to Article VIII. C. of the collective bargaining agreement with the Business Employees' Council (BEC). Anne Sudzina's return to work date is September 6, 2022.

Melanie Jackson, Social Studies Teacher at Cheltenham High School, granted a sabbatical leave of absence for the second semester of the 2022-2023 school year for Professional Development and be paid one-half salary for the period as provided by Section 1169, Act 190 of the Pennsylvania School Code. Melanie Jackson's return to work date will be the first teacher day of the 2023-2024 school year.

Gina Malone, Special Education Teacher at Glenside Elementary School, granted an unpaid leave of absence from October 13, 2022 until December 22, 2022 under the provisions of the Family & Medical Leave policy. Gina Malone's return to work date is January 3, 2023.

First Read Policies

#001 Name and Classification (2016)

- #002 Authority and Powers (2013)
- #003 Functions (2013)
- #004 Memberships (2013)
- #005 Organization (2013)
- #008 Board Orientation (2015)

ARs for review only

- AR 818 Contracted Services (2015)
- AR 828 District-Wide Safety (2018)

**PUBLIC COMMENTS ON
NON-AGENDA ITEMS**

There were 5 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.*

Aubria Nance, Elkins Park, shared support for Mr. Gaston.

Amanda Eckert, Elkins Park, shared support for Mr. Gaston.

Taryn Knox, Wyncote, shared concerns regarding lack of air conditioning in the high school building. Also expressed concern regarding the condition of the athletic fields, particularly the football field.

Quyntyn Gaston, employee, shared his feelings regarding his tenure with Cheltenham School District.

Michael Brooks, Elkins Park, voiced support for increase of athletic department budget next year due to CSD teams recent upgrade to 6A division.

**RESPONSE TO PRIOR
QUESTIONS**

There were no prior unanswered questions or comments.

MEETING ADJOURNED

Upon motion by Mr. Burdell-Williams, seconded by Mr. Fishbein, the meeting adjourned at 7:55 p.m.

_____, Board Secretary

_____, Board President