

**Cheltenham School District  
Virtual Legislative Board Meeting of the Board of School Directors  
March 8, 2022**

**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 in a virtual model on Tuesday, March 8, 2022 at 7:03 p.m. via Zoom to hold a regular legislative board meeting. The meeting was called to order by President, Ms. 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, and 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 44 attendees who joined online for the virtual meeting.

**PLEDGE OF ALLEGIANCE**

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

**STUDENT REPRESENTATIVES REPORT**

Student Representatives Sadie Leary, reporting for the Student Council shared information regarding:

- Town Hall meeting
- Cheltenham Spring Fling Dance
- Blue and Gold Competition

**PRESIDENT'S REPORT**

No report given

**SUPERINTENDENT'S REPORT**

Superintendent Dr. Scriven shared information regarding the following topics:

- Women's History Month
- Masking Update
- Boys Basketball State Tournament

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- Cultural Proficiency
- Polar Pop
- Good News Around the District

SOLICITOR'S REPORT Mr. Diasio announced there was one (1) executive session held on February 9, 2022.

PUBLIC COMMENTS ON AGENDA ITEMS ONLY There were no public comment 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. Fishbein, seconded by Mr. Burdell-Williams, the minutes of the February 8, 2022 legislative meeting were unanimously approved.

FINANCIAL AFFAIRS COMMITTEE Mr. Fishbein reporting for the Financial Affairs committee, shared information from the meeting held on March 1, 2022. The meeting video and presentation can be found [here](#). The next meeting is scheduled for April 5, 2022.

EDUCATIONAL AFFAIRS COMMITTEE Ms. Mulhearn reporting for the Educational Affairs committee, shared information from the meeting held on February 15, 2022. The meeting video and presentation can be found [here](#). The next meeting is scheduled for March 15, 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 February 9, 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 March 9, 2022.

MONTGOMERY COUNTY INTERMEDIATE UNIT (MCIU) REPORT Ms. Lowman, reporting for the Montgomery County Intermediate Unit, shared information from the last meeting held on February 23, 2022 regarding the following topics:

- Budget Approvals
- Review of Governor's Proposed Budget
- Approval of Various Service Agreements
- Human Resources Updates
- MOU Approval

Ms. Lowman announced that the next meeting will be held on March 23, 2022.

FACILITIES COMMITTEE Mr. Cohen, reporting for the Facilities Committee, shared highlights from the Facilities Committee meeting held on March 3, 2022. The meeting video and

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presentation can be found [here](#). Mr. Cohen announced that the next meeting will be held on April 5, 2022.

**LIAISON GROUP**

Mr. Cohen, reporting for the Liaison Group, shared information from the last meeting held on February 22, 2022 regarding the following topics:

- School District participation in the Young Lungs at Play Program
- Lifeguard Training at Cheltenham High School
- Youth Board for Cheltenham Communities That Care
- Portnoff contract
- Alumnus/May ceremony
- Land Development Updates

Mr. Cohen announced the next meeting will be held on March 21, 2022.

**POLICY COMMITTEE**

Mr. Epps, reporting for the Policy Committee, shared agenda items discussed at the February 16, 2022 meeting. The meeting video and summary can be found [here](#). The next Policy Committee meeting is scheduled for March 23, 2022.

**LEGISLATIVE REPORT**

Mr. Epps, reporting for the Montgomery County School Directors Legislative Committee (MCSDLC), shared information on key federal and state legislation from the most recent meeting.

**APPROVAL OF AGENDA ITEMS**

Upon motion by Ms. Mulhearn, seconded by Ms. Haywood, the following items were unanimously approved.

**Approval of Agenda Items (Consent)**

**Transfer of Autistic Support Programs**

RESOLVED, the administration recommends approval to transfer, as units, of the following programs from the control and operation of the Montgomery County Intermediate Unit No. 23 to the Cheltenham Township School District, and to hire such teachers as are required to staff those programs in accordance with law, effective at the commencement of the 2022-2023 school term: two (2) autistic support classes at Myers Elementary School; two (2) autistic support classes at Wyncote Elementary School; one (1) autistic support class at Elkins Park Elementary School; one (1) autistic support class at Cedarbrook Middle School; one (1) autistic support class at Cheltenham High School; and one (1) unit of speech and language support to absorb the speech and language support caseloads associated with the foregoing classes.

RESOLVED, the administration recommends approval to hire for the support of the programs thus transferred one (1) Board Certified Behavior Analyst; seven

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(7) personal care assistants; (1) speech and language therapist; and one (1) supervisor of special education.

**Approval of Conferences**

RESOLVED, the administration recommends approval of the attendance and payment of expenses for Jenny Hutton, Director of Choirs - Music Department Chair at Cheltenham High School, to attend the Pennsylvania Music Educators Association (PMEA) Annual In-Service Conference on 4/7 - 4/8/2022, with the total estimated cost of \$689.50 to be paid from the general fund account.

RESOLVED, the administration recommends approval of the attendance and payment of expenses for John Seman, Director of Athletics and Activities, to attend the Pennsylvania State Athletic Directors Conference on 3/16 - 3/18/2022, with the total estimated cost of \$1,200.00 to be paid from the general fund account.

**Approval of Educational Service Agreement**

RESOLVED, the administration recommends approval of the educational service agreement between the District and the parent/guardian of the student identified below by a confidential student number in the form presented to the Board:

Student #: 407702

**Appointment of Temporary Professional Staff**

RESOLVED, the administration recommends the ratification of Noah Langholz, Long Term Substitute English Teacher at Cheltenham High School, Step 2 Masters at \$51,050, effective March 7, 2022.

**Appointment of Permanent Per Diem Substitute Teacher**

RESOLVED, the administration recommends the ratification of the appointment of Talynn Holman, Per Diem Substitute at Elkins Park Elementary School, 75% of Step 1 Bachelors at \$34,437, effective February 14, 2022.

**Appointment of Support Staff**

RESOLVED, The administration recommends the ratification of the appointment of Felicia Johnson, Paraeducator, Glenside Elementary - at an hourly rate of \$16.08, effective Mar 1, 2022. A 90-day probation period is required.

RESOLVED, the administration recommends the appointment of Erica Rosenthal, Digital Content Specialist, at the Administration building, Grade 13 at \$46,346, to be hired provisionally pending statutory requirements, effective Mar 21, 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.

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**Leadership Stipend Positions**

RESOLVED, the administration recommends the ratification of the approval of the professional personnel, Jennifer Hutton at Cheltenham High School as Department Chair - Music \$3,500.00 for the 2021-2022 school year.

RESOLVED, the administration recommends the ratification of the approval of the professional personnel, Daniel Reitz at Wyncote Elementary School as a mentor for the 2021-2022 school year, at an annual rate of \$300 each.

**Salary Adjustment**

RESOLVED, the administration recommends the ratification horizontal salary column movement, effective August 24, 2021 for professional employees per the attachment, in as much as they have submitted official evidence of credits earned.

**Termination**

RESOLVED, administration recommends the termination of employment of classified employee #10792 pursuant to Section 5-514 of the Pennsylvania School Code and information provided to the Board of School Directors, effective February 10, 2022.

**Approvals in Change of Assignment**

RESOLVED, the administration recommends the ratification of the approval of a change in position for James Taylor from: Vice Principal at Cedarbrook Middle School to: Interim Principal at Wyncote Elementary School, at an annual salary of \$120,000 prorated, effective February 16, 2022, through April 15, 2022.

RESOLVED, the administration recommends the ratification of the approval of a change in position for Mark Hoff from: Interim Vice Principal, at Cheltenham High School to: Interim Vice Principal at Cedarbrook Middle School - Salary is \$120,000 prorated, effective Feb 17, 2022.

RESOLVED, the administration recommends the ratification of the approval of a change in position for Victoria Warren from: Building Aide to: Paraeducator effective 2/22/2022 – at Wyncote Elementary School, 7 hours per day for 184 days, at an hourly rate of \$17.25

RESOLVED, the administration recommends the ratification of the approval of a change in position for Patrick O'Neill from: Payroll Clerk, at the Administration Building to: Accounts Payable at the Administration Building - Salary is the same, effective March 7, 2022.

**Approval of Tax Forgiveness Request by Cheltenham Township**

RESOLVED, the administration recommends that the Board grant the request of Cheltenham Township to forgive the 2020 school district real estate taxes totaling \$42,069.00 on tax parcel [31-00-00688-01-8](#). This property is located on Ashbourne Road (former Ashbourne Country Club), was acquired by Cheltenham Township in May of 2019, and was owned at all times during the 2020 school district tax year by Cheltenham Township. This property was

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added to the tax-exempt rolls as of January 1, 2021. Cheltenham Township has requested that the 2020 real estate taxes be retroactively forgiven by the Board of School Directors. These taxes have not yet been paid, and will not require a refund on the part of the Cheltenham School District.

**Approval of Volunteers**

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

- Samia Bouaicha
- Jennifer Frank
- April Fulp
- Catherine Burdett

**Adopted Policies**

#006 Meetings (2021)

#903 Public Participation in Board Meetings (2003)

#922 Civility (2019)

#604 Tax Waiver Requests (2008)

**Approval of Treasurer's Report**

RESOLVED, Approval of Treasurer's Report as presented in financial statements to the Board.

**Approval of Payments**

RESOLVED, The Administration recommends approval of bills for payment for the period February 1 through February 28, 2022, in the following amounts in accordance with the list submitted to the board.

<b>FUND</b>	<b>Check Numbers</b>	
General Fund	160704 - 161496	
Payroll Fund	13054 – 13079, WT220002-WT2200011	
Food Service Fund	2688 - 2688	
Student Activity	3003 - 3017	

**Non-discretionary Leaves of Absence**

RESOLVED, William Ford, Maintenance - Electrician at Administration Building, granted an unpaid leave of absence from January 20, 2022 until April 13, 2022, under the provisions of the Family & Medical Leave policy. Mr. Ford's return to work date is April 14, 2022.

RESOLVED, Renaire Handy, Custodian at Elkins Park Elementary School, granted an unpaid leave of absence from February 7, 2022 until March 21, 2022, under the provisions of the Family & Medical Leave policy. Mr. Handy's return to work date is March 22, 2022.

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RESOLVED, Kathryn Jacob, Reading Specialist at Glenside Elementary School, granted an unpaid leave of absence from March 3, 2022 until June 3, 2022, under the provisions of the Family & Medical Leave policy. Ms. Jacob's return to work date is June 6, 2022. (Leave Extended)

RESOLVED, Abby Fishman, Spanish Teacher at Cedarbrook Middle School, be granted a Sabbatical Leave for Professional Development for the 2022-2023, and that she be paid one half salary for the period as provided by Section 1169, Act 190 of the Pennsylvania School Code. Ms. Fishman's return to work date is the first teacher day of the 2023-2024 school year.

RESOLVED, Valerie Zeldenrust, Spanish Teacher at Cheltenham High School, granted an unpaid child rearing leave of absence from December 1, 2021 until the end of 2021-22 school year. Ms. Zeldenrust's return to work date is the first teacher day of the 2022-2023 school year. (Extended date)

RESOLVED, Maria Garcia, Paraeducator at Cheltenham Elementary School, granted an unpaid leave due to medical necessity from February 22, 2022 until March 4, 2022. Ms. Garcia's return to work date is March 7, 2022.

RESOLVED, Aisha Jones, Paraeducator at Cheltenham Elementary School, granted an unpaid leave due to medical necessity from January 26, 2022 until March 15, 2022. Ms. Jones's return to work date is March 16, 2022.

RESOLVED, Michelle Mastrisciano at Cheltenham High School, be granted a sabbatical leave of absence from February 28, 2022 through September 1, 2022 for the Restoration of Health, and that she be paid one-half salary for the period as provided by Section 1169, Act 190 of the Pennsylvania School Code. Ms. Mastrisciano's return to work date is September 2, 2022.

**First Read Policies**

#510 Overtime (2016)

#453 Professional Development

#407 Student Teachers and Other Interns (2013)

**Reviewed ARs**

AR 922 Civility (2019)

AR 510 Overtime (2016)

AR 407 Student Teachers and Other Interns (2013)

APPROVAL OF  
REVISIONS TO  
HEALTH AND SAFETY  
PLAN

Upon motion by Mr. Fishbein, seconded by Ms. Lowman, the District's Health and Safety Plan as presented to the Board was unanimously approved.

PUBLIC COMMENTS  
ON NON-AGENDA  
ITEMS

There were three (3) public comments on non-agenda items.  
*\*\*Public comments heard during the meeting are summarized for the meeting minutes. Public comments received via*

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*csdboardmeetingcomments@cheltenham.org are transcribed verbatim for the meeting minutes.*

Zoe Sherman, Glenside: Representing Students Demand Action, Ms. Sherman offered comments on gun violence and secure storage resolution.

Jonathan Essoka, Wyncote: Offered comments on the safety of the High School parking lot. Asked for controls to be installed to secure the parking lot on weekends.

Elisa Davidson, Wyncote: Offered commentary on International Women’s Day, social workers in schools, and status of secure storage resolution in Maryland.

**RESPONSE TO PRIOR  
QUESTIONS**

There were no prior questions or comments.

**MEETING  
ADJOURNED**

Upon motion by Mr. Epps, seconded by Mr. Fishbein the meeting adjourned at 8:17 p.m.

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Secretary

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President