

**Cheltenham School District
Virtual Legislative Board Meeting of the Board of School Directors
January 11, 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, January 11, 2022 at 7:01 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 32 attendees who joined online for the virtual meeting.

PLEDGE OF ALLEGIANCE

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

STUDENT REPRESENTATIVES REPORT

Student Representative Dylan Nelson, reporting for the Student Council shared information regarding:

- Environmental Justice
- Charity

SUPERINTENDENT'S REPORT

Superintendent Dr. Scriven shared information regarding the following topics:

- New Covid-19 Case Reporting Form
- Updated Guidance from MCOPH & CHOP Policy Lab
- Asynchronous Instruction Update
- Unified Sports Polar Plunge Update
- PA Teacher of the Year Nominee
- Superintendent Meet & Greet Information

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SOLICITOR'S REPORT	Mr. Diasio announced the Act 1 Opt-out Resolution was erroneously omitted from the previous version of the agenda and had been added. Additionally, the Human Resources department added a support staff appointment and a resignation to the consent items. Based on recent revisions to the Sunshine Act, the Board was required to vote to amend the agenda since the changes to the agenda were made within 24 hours of the meeting. Upon motion by Mr. Fishbein, seconded by Ms. Haywood, the items were approved to be added to the agenda.
PUBLIC COMMENTS ON AGENDA ITEMS ONLY	There were no public comment 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 Ms. Mulhearn, the minutes of the December 14, 2021 legislative meeting were unanimously approved.
FINANCIAL AFFAIRS COMMITTEE	Mr. Fishbein reporting for the Financial Affairs committee, shared information from the meeting held on January 4, 2022. The meeting video and presentation can be found here . The next meeting is scheduled for February 1, 2022.
EDUCATIONAL AFFAIRS COMMITTEE	Ms. Haywood reporting for the Educational Affairs committee, shared information from the meeting held on December 21, 2021. The meeting video and presentation can be found here . The next meeting is scheduled for January 18, 2022.
EASTERN CENTER FOR ARTS AND TECHNOLOGY REPORT	Mr. Burdell-Williams, reporting for the Eastern Center for Arts and Technology, shared that the committee has not met 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 January 12, 2022.
MONTGOMERY COUNTY INTERMEDIATE UNIT (MCIU) REPORT	There was no report given due to transition of board representation. The next report will be shared by the representative appointed at the January 11, 2022 legislative meeting.
FACILITIES COMMITTEE	Mr. Burdell-Williams, reporting for the Facilities Committee, shared highlights from the Facilities Committee meeting held on January 4, 2021. The meeting video and presentation can be found here . Mr. Burdell Williams announced that the next meeting will be held on February 1, 2022.

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- LIAISON GROUP Mr. Cohen, reporting for the Liaison Group, stated the group had not met since the last legislative meeting. The next Liaison Group meeting is scheduled for January 18, 2022.
- POLICY COMMITTEE Mr. Schultz, reporting for the Policy Committee, shared agenda items discussed at the December 22, 2021 meeting. The meeting video and summary can be found [here](#). The next Policy Committee meeting is scheduled for January 26, 2022.
- COMMUNICATIONS COMMITTEE Mr. Fishbein, reporting for the Communications Committee, shared highlights from the meeting held on December 16, 2021. The meeting video and presentation can be found [here](#). Mr. Fishbein shared the committee's decision to cease holding monthly meetings due to low public attendance.
- LEGISLATIVE REPORT Ms. Haywood, reporting for the Montgomery County School Directors Legislative Committee (MCSDLC), stated no meeting was held in December. Ms. Haywood did share information on key federal and state legislation impacting education. Ms. Haywood acknowledged that Mr. Epps will deliver the report going forward.
- APPROVAL OF AGENDA ITEMS
- Approval of Agenda Items (Consent) Upon motion by Mr. Fishbein, seconded by Mr. Burdell-Williams, the following items were unanimously approved.

Approval of Conferences

RESOLVED: The administration recommended approval of the attendance and payment expenses for Vanessa Weinlein, French Teacher-Cheltenham High School, to attend the TPRS Shift: Shifting Mindsets while Strengthening Skills course on 1/11 - 4/26/2022, with the total estimated cost of \$399.00 to be paid from the general fund account.

RESOLVED: The administration recommended approval of the attendance and payment expenses for Brittney McKenna, Cooperative Education Coordinator-Cheltenham High School, to attend the Pathways to Career Readiness: An Education and Workforce Development Symposium on 2/10-11/2022, with the total estimated cost of \$813.13 to be paid from the general fund account.

RESOLVED: The administration recommended approval of the attendance and payment expenses for Dr. Beverly Gallagher, Director of Special Education, and Christina Lewis, Supervisor of Elementary Special Education, to attend the 2022 Pennsylvania Department of Education Conference on 3/2 - 3/4/2022, with the total estimated cost of \$787.00 (each) to be paid from the general fund account.

Approval of Contracts

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RESOLVED: The administration recommended the Board approve the Contract for Quinn Developmental Services, a consultation and training program for children who present academic, social, emotional and behavioral challenges.

RESOLVED: The administration recommended the approval of the professional services from Burke Brothers Landscape Contractors, Inc. to provide design, construction documentation, and construction phase services for Outdoor Classroom Boulder Seating at Glenside Elementary School at a cost of \$13,780, not to exceed. This project will be funded entirely by the Glenside PTO.

Approval of Educational Service Agreement

RESOLVED: The administration recommended 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 #: 408791

Appointment of Temporary Professional Staff

RESOLVED: The administration recommended the ratification of the appointment of Terrence Tolbert, Business Education Teacher Cheltenham High School, to be hired provisionally pending statutory requirements, effective January 10, 2022 at a salary of \$55,834 (Step 6/Bachelors).

RESOLVED: The administration recommended the ratification of the appointment of Madison Blyler, Art Teacher at Wyncote Elementary School, to be hired provisionally pending statutory requirements, effective January 3, 2022, at a salary of \$57,940 (Step 5/Masters).

Appointment of Support Staff

RESOLVED: The administration recommended the ratification of the appointment of Georganna Ragland as Lunch/Recess Aide, Tier 1, at Cheltenham High School, part-time 3 hours per day for 182 days, at an hourly rate of \$14.66, to be hired provisionally pending statutory requirements, effective January 3, 2022. A 90-day probation period is required.

RESOLVED: The administration recommended the ratification of the appointment of Kathleen Darwin as a Paraeducator, Tier IIA, at Elkins Park Elementary School, 7 hours per day for 184 days, at an hourly rate of \$16.08, to be hired provisionally pending statutory requirements, effective January 3, 2022. A 90-day probation period is required.

RESOLVED: The administration recommended the ratification of the appointment of Moira Barrett, as Secretary, Special Education Department, Grade 5, at Administration Building, 7.5 hours per day for 260 days, at an annual rate of \$44,563, to be hired provisionally pending statutory requirements, effective January 3, 2022. A 90-day probation period is required.

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RESOLVED: The administration recommended the ratification of the appointment of Joyce Taylor as Lunch/Recess Aide, Tier 1, at Elkins Park Elementary School, part-time 3 hours per day for 182 days, at an hourly rate of \$14.66, to be hired provisionally pending statutory requirements, effective January 10, 2022, at an hourly rate of \$14.66 (2021-22 salary schedule) A 90-day probation period is required.

Approval of Changes of Assignment

RESOLVED: The administration recommended the ratification of the approval of a change in position for Laura Heard from: Paraeducator at Cheltenham High School to Secretary to Vice Principal, Grade 5, at Cheltenham High School, 7.5 hours per day for 260 days, at annual rate of \$49,973 prorated, effective November 8, 2021. (Salary Correction)

RESOLVED: The administration recommended the ratification of the approval of a change in position for Frances Carrasco from: Secretary, Grade 4, at Administration Building to Receptionist, Grade 3 at Administration Building, 7.5 hours per day for 260 days, at annual rate of \$43,204 prorated, effective January 3, 2022.

RESOLVED: The administration recommended the ratification of the approval of a change in position for Sergio Stalletti from Interim Assistant Director of Facilities and Maintenance, at Administration Building to: Assistant Director of Facilities and Maintenance, at the Administration Building, 260 days, at an annual rate of \$95,000 prorated, effective January 10, 2022.

RESOLVED: The administration recommended the ratification of the approval of a change in position and classification for Cynthia Ferbee-Roulhac from Paraeducator, One-on-One at Glenside Elementary School to Long Term Substitute Reading Specialist, at Glenside Elementary School, at a salary of \$78,417 prorated (Step 6/Masters+36), effective January 3, 2022 through the end of the 2021-2022 school year. (Salary Correction).

Approval of Change in Salary

RESOLVED: The administration recommended the ratification of a change in salary for Debra Harding, Executive Administrative Assistant to the Superintendent, at an annual rate of \$78,000 prorated, effective January 10, 2022.

Approval of Additional Compensation

RESOLVED: The administration recommended that Lieu Kim, Assistant Director of Business Services, be paid additional compensation in the amount of a \$2,500 stipend for performing additional duties due to the vacancy of the Director of Business Services position.

Extra Duty/Extra Pay

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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 Payments

RESOLVED: The Administration recommended approval of bills for payment for the period December 1 through December 31, 2021, in the following amounts in accordance with the list submitted to the board.

FUND	Check Numbers	Amount
General Fund	160760-161008	1,988,111.21
Food Service	2682-2685	150,712.61
Payroll Fund	12997-13034	55,606.16
Student Activity	2991-2997	16,855.00

Policies for Adoption or Repeal

- a. #815 Incident Reports (2012) for Repeal (Policy is no longer necessary)
- b. #324 Personnel Files (2019)
- c. #424/524 Personnel Files (2019) for Repeal (Consolidation into 324)
- d. #355 Professional Dress and Grooming (2009) change title to "Dress and Appearance" (2009)
- e. #455/555 Professional Dress and Grooming (2009) for Repeal (Consolidation into 355)
- f. #352 Addressing Disruptive Behavior of Students (2018)
- g. #452/552 Addressing Disruptive Behavior (2018) for Repeal (Consolidated into 352)
- h. #357 Complaint Procedure - Complaints Not Covered by CBA (2016)
- i. #457/557 Complaint Procedure - Complaints Not Covered by CBA (2016) for Repeal (Consolidation into 357)

The following items were not subject to vote

Retirement

Sharon Lauzus, Secretary at Cedarbrook Middle School, effective January 28, 2022. Ms. Lauzus has been a district employee for 16 years.

Resignation

Brooke Smith, Paraeducator at Cedarbrook Middle School, effective 1/13/2022, end of workday.

Non-discretionary Leaves of Absence

Quiana Dayle, Paraeducator at Cheltenham Elementary School, granted an unpaid leave of absence from December 16, 2021 until January 14, 2022, under the provisions of the Family & Medical Leave policy. Ms. Dayle's return to work date is January 18, 2022.

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Keisha Young, Paraeducator at Cheltenham Elementary School, granted an unpaid leave of absence from January 4, 2022 until January 13, 2022, under the provisions of the Family & Medical Leave policy. Ms. Young's return to work date is January 14, 2022.

First Read Policies

- a. #315 Blood Borne Pathogens (New Policy)
- b. #314.1/414.1/514.1 Management of HIV (1999) for Repeal (Consolidate into 315)
- c. #323 Use of Tobacco and Electronic Smoking Products (2019)
- d. 423/523 Use of Tobacco and Electronic Smoking Products (2019) for Repeal (Consolidation into 323)
- e. #916 Volunteers (2015)
- f. #604 Tax Waiver Requests (2008)
- g. #621 Local Taxpayer Bill of Rights (1999)

ARs for Review Only

- AR 321 Political Activities
- AR 324 Personnel Files (2019)
- AR 355 Professional Dress and Grooming (2009) change title to "Dress and Appearance" (2009)
- AR 352 Addressing Disruptive Behavior of Students (2018)
- AR 357 Complaint Procedure - Complaints Not Covered by CBA (2016)
- AR 916 Volunteers (2015)

**APPROVAL OF MCIU
REPRESENTATIVE**

Upon motion by Mr. Epps, seconded by Ms. Haywood, Ms. Lowman was unanimously nominated for a seat on the Montgomery County Intermediate Unit Board of Directors to serve the remainder of the term from January 11, 2022 through June 30, 2023.

**APPROVAL OF
ACCELERATED
BUDGET OPT OUT
RESOLUTION**

Upon motion by Mr. Schultz, seconded by Mr. Fishbein, to approve the Accelerated Budget Opt-Out Resolution Certifying Tax Rate Within Inflation Index 2022-2023 School Year a roll call vote resulted in the following:
Affirmative: Mr. Burdell-Williams, Mr. Cohen, Mr. Epps, Mr. Fishbein, Ms. Henry, Ms. Lowman, Ms. Mulhearn, Mr. Daniel Schultz. Abstain: Ms. Haywood.
The motion was adopted.

**APPROVAL OF
EASTERN CENTER
FOR ARTS AND
TECHNOLOGY 2022-
2023 OPERATING
BUDGET**

Upon motion by Mr. Burdell-Williams, seconded by Ms. Mulhearn, the Eastern Center for Arts and Technology 2022-2023 Operating Budget was unanimously approved.

**APPROVAL OF
REVISED
GRADUATION**

Upon motion by Mr. Burdell-Williams, seconded by Ms. Lowman, Revised Cheltenham High School Graduation Requirements and the

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REQUIREMENTS AND COURSE PROPOSAL 2022-2023 Course Proposals as discussed and recommended by the Educational Affairs Committee were added to the agenda as item 8E. Upon motion by Mr. Schultz, seconded by Ms. Mulhearn, the 2022-2023 Cheltenham High School Course Proposals were unanimously approved.

PUBLIC COMMENTS ON NON-AGENDA ITEMS There was one (1) 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 are transcribed verbatim for the meeting minutes.*

Elisa Davidson, Wyncote: Offered remarks concerning firearm statistics.

RESPONSE TO PRIOR QUESTIONS There were no prior questions or comments.

MEETING ADJOURNED Upon motion by Mr. Epps, seconded by Ms. Haywood the meeting adjourned at 8:30 p.m.

Secretary

President