

LEGISLATIVE BOARD
MEETING

The Legislative Meeting of the Board of School Directors of the Cheltenham School District was held on Tuesday, March 31, 2020, at 7:00 p.m. virtually via Zoom meeting. The meeting was called to order by President: Ms. Haywood. Those present were: Mr. Cohen, Ms. Haywood, Mr. England, Mr. Schultz, Ms. Henry, Mr. Burdell -Williams, Mr. Scott, Mr. Pender, Mr. Fishbein, Dr. Smith – Assistant Superintendent, Dr. Marseille – Superintendent, Mr. Roos -Solicitor, Ms. Michaels, Business Manager, and Mrs. Mance - Secretary.

None were absent.

The following members of the staff were present:

Mr. Barone, Director of Technology
Ms. Collins, Director of Secondary Education
Mr. Kaufman, Director of Communications
Ms. Tolbert- Jackson, Director of Human Resources
Dr. Gallagher, Director of Special Education
Dr. Cheryl Horsey, Director of Student Services
Mr. Teasdale, Director of Facilities

There were no signatures in the guest register.

PLEDGE OF
ALLEGIANCE

The Pledge of Allegiance was led by Cheltenham by Ms. Haywood.

APPROVAL TO
SUSPEND POLICY 006

Upon motion by Mr. England, seconded by Mr. Pender, the following resolution was adopted:

RESOLVED, upon recommendation of the administration the Board approves suspension of policy 006 for the purposes of allowing all of the Board members to participate virtually in the Legislative Board meetings until further notice from the state.

On roll call, the following voted in the affirmative: Mr. Cohen, Ms. Haywood, Mr. Burdell -Williams, Mr. Schultz, Ms. Henry, Mr. Fishbein, Mr. Pender, Mr. Scott, and Mr. England. Absent: None. Negative: None. Motion adopted.

APPROVAL TO CHANGE
REGULAR LEGISLATIVE
BOARD AND
COMMITTEE MEETING
DATES

Upon motion by Mr. Cohen, seconded by Mr. Fishbein, the following resolution was adopted:

RESOLVED, the Board of School Directors approves the recommendation to change the March and April 2020, Board and Committee meeting dates as follows:

March and April Board meetings:

7:00 p.m. - Tuesday, March 31, 2020 - Regular Legislative Board meeting
7:00 p.m. - Tuesday, April 28, 2020 – Regular Legislative Board Meeting

April Committee Meetings:

7:00 p.m. - Tuesday, April 14, 2020 - Facilities and Financial Affairs Committee meetings
6:30 p.m. - Tuesday, April 21, 2020 - Educational Affairs Meeting
8:00 a.m. - Wednesday, April 22, 2020 - Policy Committee Meeting
7:00 p.m. - Thursday, April 23, 2020 - Communications Committee Meeting

On roll call, the following voted in the affirmative: Mr. Cohen, Ms. Haywood, Mr. Burdell -Williams, Mr. Schultz, Ms. Henry, Mr. Fishbein, Mr. Pender, Mr. Scott, and Mr. England. Absent: None. Negative: None. Motion adopted.

SUPERINTENDENT’S REPORT

Dr. Marseille shared the following with the Board and community:

- He reminded the community of the Governor’s request to close schools indefinitely, but at least until April 30, 2020.
- Reminded the community the District has consistently forwarded communication regarding the pandemic and the District’s next steps.
- He gave an update on the Continuity of Education Plan and how it will support all students in all grades. The detailed information can be found on our website.

SOLICITOR’S REPORT

Mr. Roos announced there were three Executive Sessions since the last board meeting:

SUNSHINE ANNOUNCEMENTS

Thursday, February 20, 2020

Policy Committee Meeting

Saturday, February 22, 2020

Board Cultural Proficiency Training

Monday, February 24, 2020

Liaison Group Meeting - CSD Admin

Thursday, February 27, 2020

Communications Committee Meeting

Tuesday, March 3, 2020

Executive Session - Personnel

Agenda Build

Immediately followed by Facilities Affairs Committee Meeting

Immediately followed by Financial Affairs Committee Meeting

Tuesday, March 25, 2020

Executive Session - Personnel

Tuesday, March 31, 2020

Executive Session – Labor Relations

Agenda Review

PUBLIC COMMENTS ON AGENDA ITEMS ONLY

Thirty public comments on agenda items were emailed to the Board regarding outsourcing the CLASP and Custodial staff. Those comments were entered into public record and are attached to this document.

APPROVAL OF MINUTES

Upon motion by Mr. Scott, seconded by Mr. Pender, the minutes from the February 11, 2020 Legislative Board Meeting minutes were unanimously approved.

TREASURER’S REPORT

Upon motion of Mr. Fishbein, seconded by Mr. Burdell-Williams, the Treasurer’s Report for the period ending February 2020, as presented in the financial statements to the board and as attached to the original minutes, was unanimously approved.

FINANCIAL AFFAIRS COMMITTEE

Mr. Schultz reported the Financial Affairs Committee discussed the following agenda items at the March 3, 2020, meeting: Approval of Minutes, School District Building Maintenance Updates, Elkins Park Air Conditioning Update, Facilities Capital Improvement Plan Update, School Dude Monthly Maintenance Update, Municibid Update, and Renewable Energy Resolution. Mr. Schultz announced the next meeting is scheduled for Tuesday, April 14, 2020, at the Administration Building in room 119.

Upon motion by Mr. Cohen, seconded by Mr. Fishbein, the following resolution was adopted:

RESOLVED, upon recommendation of the Financial Affairs Committee the Board gives authorization to advertise and solicit proposals for Cheltenham School District’s Food Service Management Contract effective July 1, 2020.

On roll call, the following voted in the affirmative: Mr. Cohen, Ms. Haywood, Mr. Burdell -Williams, Mr. Schultz, Ms. Henry, Mr. Fishbein, Mr. Pender, Mr. Scott, and Mr. England. Absent: None. Negative: None. Motion adopted.

POLICY COMMITTEE

Ms. Haywood reported the Policy Committee discussed the following agenda items at the February 20, 2020, meeting: Approval of Minutes, **Old Business** Policy 119 Current Events and Controversial Issues (1989), Policy and AR331 Job-Related Expenses (1993), Policy 331/431/531 Job-Related Expenses (1993) for Repeal, Policy and AR 229 Student Fundraising (1998), Policy and AR 601 Fiscal Objectives and Procedures (1994), Policy 616 Payment of Claims (1994), Policy 811 Bonding (1995), and Policy 819 Privacy of Personal Health Information (2003) for Repeal, and **New Business** Policy 115 Vocational Education (1999), change to “to Career and Technical Education”, Policy 213.1 Academic Failures and Make Up (1997) for Repeal, Policy and AR 215 Promotion and Retention (2013), Policy and AR 230 Student Competitions and Festivals (1997) - change to “Public Performances by Students”, Policy 235 Student Rights and Responsibilities (1999), Policy and AR 245 Student Identification Cards (2008), Policy 706 Property Records (1998), Policy 706.1 Disposal of District-Owned Books and Supplies (1999) - change to “Disposal of District-Owned Equipment”, and Policy 706.2 Disposal of District-Owned Equipment (1999) for Repeal. Ms. Haywood announced the next Policy committee meeting is scheduled for Wednesday, April 22, 2020, at 8:00 a.m. at the Administration building in room 119.

1. First Read Policies

- a. #115 Vocational Education (1999), change to “to Career and Technical Education”
- b. #213.1 Academic Failures and Make Up (1997) for Repeal
- c. #215 Promotion and Retention (2013)
- d. #230 Student Competitions and Festivals (1997) - change to “Public Performances by Students”
- e. #245 Student Identification Cards (2008)
- f. #706 Property Records (1998)
- g. #706.1 Disposal of District-Owned Books and Supplies (1999) - change to “Disposal of District-Owned Equipment”
- h. #706.2 Disposal of District-Owned Equipment (1999) for Repeal

2. New First Read

- a. #229 Student Fundraising (1998)

3. The following AR's are for review only

- a. AR 229 Student Fundraising (1998)
- b. AR 215 Promotion and Retention (2013)
- c. AR 230 Public Performances by Students
- d. AR 245 Student Identification Cards (2008)
- e. AR 331 Job-Related Expenses
- f. AR 601 Fiscal Objectives and Procedures (1994)

Upon motion by Mr. Schultz seconded by Mr. Fishbein, the following resolution was adopted:

3. Policies for Adoption

- a. #119 Current Events and Controversial Issues (1989)
- b. #331 Job-Related Expenses
- c. #331/431/531 Job-Related Expenses (1993) for Repeal
- d. #601 Fiscal Objectives and Procedures (1994)
- e. #616 Payment of Claims (1994)
- f. #811 Bonding (1995)
- g. #819 Privacy of Personal Health Information for Repeal (2003)

On roll call, the following voted in the affirmative: Mr. Cohen, Ms. Haywood, Mr. Burdell -Williams, Mr. Schultz, Ms. Henry, Mr. Fishbein, Mr. Pender, Mr. Scott, and Mr. England. Absent: None. Negative: None. Motion adopted.

PERSONNEL
 Intent to Renew
 Contract of Assistant
 Superintendent
 Approval of Changes in
 Assignment
 Appointment of
 Support Staff
 Termination of
 Classified Employee
 Approval to Ratify for
 the pay for Support
 Staff during School
 Closure
 Leadership Stipend
 Positions

Upon motion by Mr. Scott, seconded by Mr. Cohen, the following resolution was adopted:

RESOLVED, In accordance with Section 1077 of the Public School Code of 1949, upon recommendation of the Superintendent the Board adopts the resolution notifying the Assistant Superintendent, Dr. Tamara Thomas Smith, that, pending successful negotiation of an employment agreement between the Board of School Directors and Dr. Tamara Thomas Smith, the Board of School Directors intends to retain Dr. Tamara Thomas Smith for a further term as Assistant Superintendent in accordance with applicable law. No appointment will be effective until further action by the Board.

RESOLVED, upon recommendation of the Administration the Board approves the ratification of a change in status for Shareese Nelson, from: Climate and Culture Administrator, at Elkins Park School, to: Vice-Principal at Elkins Park School, at a salary of \$108,000, 2020-2021 salary schedule, effective July 01, 2020.

RESOLVED, upon recommendation of the Administration the Board approves the ratification appointment of Islande Victorin as a part-time C.L.A.S.P. Aide, Assistant Group Supervisor, Tier I, at Wyncote Elementary School, 3 hours per day for 182 days, at an hourly rate of \$14.23, to be hired provisionally pending statutory requirements, effective March 02, 2020. A 90-day probation period is required.

RESOLVED, upon recommendation of the Administration the Board approves the termination of employment of classified employee #10304 pursuant to Section 5-514 of the Pennsylvania School Code and information provided to the Board of School Directors, effective March 10, 2020.

RESOLVED, upon recommendation of the Administration the Board approves:

1. For the period beginning March 13, 2020, and ending April 30, 2020, the District shall pay District employees who are not assigned to perform work for any or all of their regularly scheduled hours at their standard hourly rate as if such employee had been actively at work for their regular schedules.
2. Employees called in outside of regular working hours will be compensated for those additional hours.
3. The provisions of this resolution shall expire after April 30, 2020, and the Board may consider further resolutions pending reopening of the schools.
4. The Board authorizes its administrators to take any action necessary to effectuate the intent and purposes of this resolution.

RESOLVED, upon recommendation of the Administration the Board approves the ratification of the approval of professional personnel per the attachment for leadership positions for the 2019-2020 school year, at the rates listed.

On roll call, the following voted in the affirmative: Mr. Cohen, Ms. Haywood, Mr. Burdell -Williams, Mr. Schultz, Ms. Henry, Mr. Fishbein, Mr. Pender, Mr. Scott, and Mr. England (**items 2-6 only**). Absent: None. Abstain: England (**on item 1**) Negative: None. Motion adopted.

Information Items:

1. Retirements

The Superintendent accepted the following retirements:

- a. Marcia Hockfield, Principal at Cedarbrook Middle School, effective June 30, 2020, end of workday. Ms. Hockfield has been a district employee for 5 years.

PERSONNEL
(continued)

- b. Paula Brooks, Transcript/General Office Secretary at Cheltenham High School, effective June 12, 2020, end of workday. Ms. Brooks has been a district employee for 23 years.
- c. Markeith Brown, Assistant Director of Facilities and Maintenance at the Administrative Building, effective February 28, 2020, end of workday. Mr. Brown has been a district employee for 3.5 years.
- d. Ureatee Bacon, part-time Building Aide at Cedarbrook Middle School, effective June 10, 2020, end of workday. Ms. Bacon has been a district employee for 13 years.

2. Resignations

The Superintendent accepted the following resignations:

- a. Andrea Pineda, part-time Lunch Aide at Cheltenham High School, effective March 06, 2020, end of workday.
- b. Lynn Rainis, Inclusion Paraeducator at Cedarbrook Middle School, effective March 13, 2020, end of workday.
- c. Regina Wallace, part-time Lunch Aide at Cheltenham Elementary School, effective February 26, 2020, end of workday.
- d. Cynthia Mayes, Inclusion Paraeducator at Elkins Park School, effective February 27, 2020.
- e. Hilary Aucoin, Life Skills Paraeducator at Myers Elementary School, effective March 13, 2020, end of workday.
- f. Barbara Grossman, part-time C.L.A.S.P. Aide at Cheltenham Elementary School, effective February 27, 2020.
- g. Anthony Johnson, Custodian at Wyncote Elementary School, effective March 03, 2020.

3. Non-discretionary Leaves of Absence

The following non-discretionary Leaves of Absence were granted:

- a. Joanne Caldwell, School Counselor at Cheltenham High School, granted an unpaid leave of absence from April 02, 2020 until April 15, 2020, under the provisions of the Family & Medical Leave policy. Ms. Caldwell's return to work date is to be determined.
- b. Melissa Williams, Secretary to the Director of Special Education at the Administration Building, be granted an unpaid leave of absence from March 19, 2020 until May 8, 2020 pursuant to ARTICLE IX. C. of the collective bargaining agreement with the Business Employees' Council (BEC). Ms. Williams's return to work date is May 11, 2020.

4. Correction to Motion

- a. Jennifer Hutton, Music Teacher at Cheltenham High School, be granted a sabbatical leave of absence for the 2020-2021 school year for Professional Development, and that she be paid one-half salary for the period as provided by Section 1169, Act 190 of the Pennsylvania School Code. Ms. Hutton's return to work date is the first teacher day of the 2021-2022 school year.

* Salary corrected from previously reported motion.

Upon motion by Mr. Schultz, seconded by Mr. Fishbein, the following resolution was adopted:

Resolved, upon recommendation of the administration, the Board gives authorization to make budget transfers and assignments for the 2019-2020 fiscal year as required by state and mandated auditing procedures.

FINANCIAL AFFAIRS
Approval of 2019-20
Budget Transfers
Approval of Payments
Authorization to Bid

RESOLVED, upon recommendation of the administration the Board approves the bills for payment for the period February 12, 2020, through March 11, 2020, in the following amounts in accordance with the list submitted to the board.

<u>FUND</u>	<u>Check Numbers</u>	<u>Amount</u>
General Fund	155833 - 156141	\$1,764,153.05
Payroll Fund	12310 - 12370	\$42,456.38
Student Activity	2894 - 2898	\$8,940.00
Food Service Fund	2515 - 2516	\$375,778.36
Capital Reserve Fund	100027 - 100028	\$18,162.00

RESOLVED, upon recommendation of the administration the Board gives approval to advertise and solicit proposals for second shift custodial and CLASP staff effective July 1, 2020.

On roll call, the following voted in the affirmative: Mr. Cohen, Ms. Haywood, Mr. Burdell -Williams, Mr. Schultz, Ms. Henry, Mr. Fishbein, Mr. Pender, Mr. Scott, and Mr. England (**items 1-2 only**). Absent: None. Negative: Mr. Burdell-Williams and Mr. England (**item 3 only**). Motion adopted.

RESPONSE TO PRIOR
QUESTIONS

There were no prior questions.

PUBLIC COMMENTS

Nineteen public comments on non-agenda items were emailed to the Board. Those comments were entered into public record and can be found in the enclosed document.

MEETING ADJOURNED

Upon motion by Mr. Fishbein, seconded by Ms. Henry and unanimously approved, the meeting was adjourned at 9:13 p.m.

Crystal Manco

Secretary

DocuSigned by:
Julie Haywood
BFAAFA43633C443...

President

Non-Agenda Questions from March 31 Virtual Legislative Board Meeting

I have a 7th trader and a 3rd grader. I'm a health care provider who is now working from home. How can I get a chrome book for my 3rd grader? At this point since we pay so much in our taxes for education that every student in the district have chromebooks?

Wyniqua Brown

The school districts surrounding Cheltenham Township, including those with far less funding, are far ahead of us in terms of digital and online learning. Why are our students and staff so far behind the curve and what will be done not just to try and catch up, but to maintain a steady pace with regard to online distance learning?

These same districts have had their digital outreach up and running since Gov. Wolf ordered schools in our region to shutter. Why did we not have a plan that included educating our staffers for this?

Matt Moore
Cheltenham Township

Good evening.
My daughter is a sophomore at CHS.
My question..
Now that school is mandatory closed indefinitely
Will there be virtual capabilities for students to reach their counselors to visibly see and discuss the impact this epidemic may have on them??
If so how often will the counselors extend appointments to the students??

Linda Sutton

Given the recent directive from Governor Wolf when will I receive my refund from March tuition? I have been asking this for weeks. I don't need any other assistance but my refund at this time. I can be reached at 267-968-1085. Your attention to this matter is greatly appreciated. Thank you.

Sharronda McNeil-Johnson

Why are you waiting until after "spring break" to begin teaching our children? At that point, they will have been without formal instruction for 5 weeks. Why can't you start next week? It's not as though anyone is actually going on vacation over the break, unless people are planning to violate the governor's orders to stay at home.

Lindsay Tellefsen

What is the purpose of having spring break when the school has been closed for 3 weeks?

How are my school taxes being spent during this month of time that I am teaching my kids at home, and the district is prepping to take another week off for spring break?

How will the district make up the lost month of school (assuming a protocol for online teaching is developed by April 13th)? I understand that the lost time may not be required by the state, but our kids will be less prepared to enter their next classroom in the upcoming fall.

Ken Myers
Glenside

To whom it may concern,
I am concerned about the fact that tonight's school board meeting is private, that no one in the community can attend. While I realize that we need to patient and understanding of each other during this time, I also understand how easy it is to set up an electronic meeting that members of the community could attend. I could even set up a zoom meeting for tonight and I am by no means an expert in this. I feel strongly that if the meeting is not open to the public it should **NOT** be held. Transparency in government is crucial at all times, and perhaps even more so during an emergency situation. If you wish my assistance in setting up an electronic meeting, please feel free to contact me. You can email me or call me at 215-850-2818.

Thersa Sweet

Without going into my history of online education I will say one thing and ask one question. Cheltenham has some real stars in education. No offense to the entire Cheltenham teacher population but some teachers are just better at presenting material than others. They can really connect with students and make material seem very interesting. My question is, will we implement a system of online education that will give all students access to these stars?

As I ask the question that's more of a long term goal than a short term goal. So that may not be relevant to tonight's conversation.

Mickey Meltzer

Why have the Myers teachers been ordered not to communicate with their students directly?

teachers in philadelphia, whom I'm friends with, have had regular check ins with each of their students since schools were closed, and I've been told teachers at other schools in our district, such as wyncote, have had direct communication with students since closing. it seems a shame that cheltenham was the first district to close and is the last to get it together. our kids love their school, friends, and teachers. they are missing them all and want to be able to connect with them all.

take care,

brendan krivda

Hello,

If we are counting the first 4 days, Tuesday, March 3, 2020 to Friday, March 6, 2020, as snow days and the week of April 6, 2020, to April 10, 2020 as spring break, the children have still lost 4 weeks of instructional time.

How will that time be made up? Even if they can return to school in May, those 4 weeks have been missed.

How will we make sure that they are on target for the next grade?

Blair Lynne

Hello,

1. I have 2 children in the district, one in High School the other in 6th grade. For families with more than one child will they be able to obtain more than one chromebook. If not, will there be some way to obtain or purchase one at a discounted rate?

2. Will there be something later for high school students who wanted to attend jr or sr prom and also graduation? Maybe something virtual?

Thanks (Shereese)
Parent

Hello. Thank you for taking my question. Why is the district going ahead with Spring Break? Why not begin e-learning as soon as possible, on April 6th? Thank you.

Alison Baer

1. I would like to share with the school board how much my family appreciates the hard work that Dr. Marseille, Dr. Smith, Dr. Horsey, Mr. Kaufman, building principals and all other administrators have been doing. I commend them for their diligence to our students and their needs. I am grateful that their first thoughts were to be concerned about equity and access for all students as well as to try to meet basic needs like food. This is an unprecedented situation and I am grateful that families have not be unnecessarily taxed with academic expectations.

Leah Mulhearn
Elkins Park

What are the plans for children who would be graduating from the 4th grade this June?

What does the remaining school year look like for them and the process of going into the 5th Grade on schedule?

Dana

what time do we start our online classes to continue with our education?

Yasmine Smith

I have a child in the 4th grade attending Glenside Elementary who was excited about the transition to EP. How is this transition going to be handled now that the kids were unable to visit and get important information on the transition?

julezmorg@live.com