

LEGISLATIVE BOARD
MEETING

The Legislative meeting of the Board of School Directors of the School District of Cheltenham Township was held on Tuesday, March 12, 2019, at 7:11 p.m. in the Administration Building, 2000 Ashbourne Road, Elkins Park, PA. The meeting was called to order by President: Ms. Haywood. Those present were: Mr. Cohen, Ms. Henry, Mr. Fishbein, Ms. Thomson, Ms. Haywood, Ms. McWilliams, Mr. England, Dr. Marseille-Superintendent, Dr. Smith-Assistant Superintendent, Mr. Roos -Solicitor, Ms. Michaels and Mrs. Mance -Secretary.

Those absent were:

Mr. Schultz

Mr. Pender

The following members of the staff were present:

Christopher Barone, Director of Technology

Charlene Collins, Director of Secondary Education

Beverly Gallagher, Director of Special Education

Cheryl Horsey, Director of Student Services

Kevin Kaufman, Director of Communications

Adrienne Tolbert- Jackson, Director of Human Resources

RECOGNITIONS

There were 13 signatures in the guest register.

The Pledge of Allegiance was led by Elkins Park School students.

The African drummers and dancers gave a brief performance. Several students from the Leadership Academy gave an update on the program and what it means to them. Dr. Doria acknowledged the Cheers for Volunteers: Amy Blum, Susan Levey, Michelle Gregorio, Gilda Bailey, Chohan Cowans, Tom Bonner, Elisa Davidson, Scott Appel, and Howard Hoffman and they all received a certificate from the Board.

Dr. Doria acknowledged the student artwork.

SUPERINTENDENT'S
REPORT

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

- Reminded everyone to observe the speed limit when dropping off and picking up students
- Get your tickets for the Harlem Wizards and SPAMALOT
- UPG/SEAC will have a guest speaker on March 25, 2019
- Policy Committee meets Thursday, March 14th
- Educational Affairs meets Tuesday, March 19, 2019
- The District is drafting an Equity Statement which will be discussed at the next Equity meeting on Wednesday, April 3, 2019, from 5:30 – 8:00 p.m. at Wyncote Elementary School

SOLICITOR'S REPORT

Mr. Roos announced there were no Executive Sessions since the last board meeting:

Wednesday, February 20, 2019

Policy Committee Meeting

Monday, February 25, 2019

Liaison Group Meeting - Township Administration

Thursday, February 28, 2019

Communications Committee Meeting

Tuesday, March 5, 2019

Board Informational Session

Immediately followed by Agenda Build

Immediately followed by the Facilities Committee Meeting

Immediately followed by the Financial Affairs Committee Meeting

Tuesday, March 12, 2019

Board Informational Session

Immediately followed by Agenda Review

SUNSHINE
ANNOUNCEMENTS

PUBLIC COMMENTS
ON AGENDA ITEMS
ONLY

There were no public comments.

APPROVAL OF
MINUTES

Upon motion by Mr. Fishbein, seconded by Ms. McWilliams, the minutes of February 12, 2019, Regular Legislative Board meeting minutes were unanimously approved.

STUDENTS
REPRESENTATIVES

Cassie Malec and Evan
Schmidt

The Cheltenham High School Student representative presented the following information:

- Spring Fling
- Soph Hop
- Spring Blood Drive

TREASURER'S REPORT

Upon motion of Mr. England, seconded by Ms. Henry, the Treasurer's Report for the period ending February 2019, as presented in the financial statements to the board and as attached to the original minutes, was unanimously approved.

MCIU REPORT

Mr. England reported the MCIU Committee discussed the following at the February 20, 2019 meeting: The Early Learning Academy regarding the major construction project, MCIU Education Association, Approval of CFO and Director of Business Affairs.

EASTERN CENTER
REPORT

Ms. McWilliams did not have a report for the Eastern Center for Arts and Technology, as the next meeting is scheduled for Wednesday, March 13, 2019.

FINANCIAL AFFAIRS
COMMITTEE

Mr. Fishbein reported the Financial Affairs Committee discussed the following agenda items at the March 5, 2019, meeting: Approval of minutes, 2018-19 Budget Update and 1st Look at 2019-20 Budget. Mr. Fishbein announced the next meeting date is scheduled for Tuesday, April 2, 2019, at the Administration Building in room 119.

EDUCATIONAL
AFFAIRS COMMITTEE

Ms. Henry did not have a report for the Educational Affairs Committee because they did not have a February meeting. Ms. Henry announced the next meeting date is scheduled for Tuesday, March 19, 2019, at the Administration building in room 119.

APPROVAL OF 2019-
2020 ACADEMIC
CALENDAR

Upon motion by Mr. Fishbein, seconded by Ms. McWilliams, the following resolutions were adopted:

RESOLVED, upon recommendation of the Administration the Boards approves the 2019-2020 Academic Calendar.

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

Upon motion by Mr. Cohen, seconded by Mr. England, the following resolutions were adopted:

RESOLVED, upon recommendation of the Administration the Boards approves the following Act 80 days for the 2019-2020 school year on October 14, November 5, November 26, and November 27, 2019, February 14 and April 28, 2020.

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

FACILITIES
COMMITTEE

Mr. England, reported the Facilities Committee discussed the following agenda items at the March 5, 2019, meeting: Approval of minutes, Enrollment Study presentation. Mr. England announced the next meeting date is scheduled for Tuesday, April 2, 2019, at the Administration building in room 119.

Upon motion by Ms. Henry, seconded by Ms. Thomas, the following resolutions were adopted:

RESOLVED, upon recommendation of the Administration the Boards gives authorization to advertise and solicit proposals for the CHS Media Center project.

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

- LIAISON GROUP** Mr. Cohen reported the Liaison Group discussed the following agenda items at the February 25, 2019, meeting: Rental Properties, Incoming Students and School District's Branding Survey, Curtis Arboretum, Recycling in Cheltenham Township, Announcements, Old Business, and New Business. The next meeting is Monday, March 25, 2019, at the Township Administration building.
- POLICY COMMITTEE** Ms. Haywood did not have a report for the Policy Committee since they did not meet. Ms. Haywood announced the next Policy Committee meeting is scheduled for Wednesday, March 14, 2019, at 8:00 a.m. at the Administration building in room 119.
- COMMUNICATION COMMITTEE** Ms. Thomson reported the Communications Committee discussed the following items at the February 28, 2019 meeting: Approval of minutes, branding survey update, boardroom A/V update, communications data, Foundation Retreat Recap, Equity Statement Outreach, Future meeting dates, and Future topics. The next Communications committee meeting is scheduled for Thursday, March 28, 2019, at 7:00 p.m. at the Administration building in room 119.
- LEGISLATIVE REPORT** Ms. Haywood, reported the Montgomery County Legislative Committee discussed the following topics at their last meeting: the State budget's allocation for basic education and Special Education (340 and 50 million respectively), Cheltenham School District 's increase in state funding, Safe 2 Say Anonymous Reporting System activated at the State level and available online.
- PERSONNEL**
 Appointment of Administrator
 Appointment of Long-Term Substitute Teachers
 Appointment of Support Staff
 Approval of Extra Duty/Extra Pay
- Upon motion by Ms. McWilliams, seconded by Ms. Henry, the following resolutions were adopted:
- RESOLVED, upon recommendation of the Administration the Boards approves the ratification of the appointment of Christina Lewis as Special Education Supervisor, Administration Building, CASSA classification, at an annual 2018-2019 salary of \$128,500 prorated, to be hired provisionally pending statutory requirements, effective March 04, 2019.
- RESOLVED, upon recommendation of the Administration the Boards approves the ratification of the appointment of Jason Lytle as Principal, Myers Elementary School, CASSA classification, at an annual 2019-2020 salary of \$136,000, to be hired provisionally pending statutory requirements, effective July 01, 2019.
- RESOLVED, upon recommendation of the Administration the Boards approves the ratification of the appointment of Caitlin McGinley as Long-Term Substitute Teacher, Grade 2 Teacher at Glenside Elementary School, at a salary of \$49,628 (Step 3/Masters) prorated, to be hired provisionally pending statutory requirements, effective August 23, 2018, through May 24, 2019.
- *Assignment ending date has been extended
- RESOLVED, upon recommendation of the Administration the Boards approves the ratification of the appointment of Erica Barron as a Custodian, Grade 18, at Wyncote Elementary School, 8 hours per day for 260 days, at an annual rate of \$40,292 prorated, to be hired provisionally pending statutory requirements, effective February 19, 2019. A 90-day probation period is required.
- RESOLVED, upon recommendation of the Administration the Boards approves the ratification of the appointment of Janice Montgomery as a 1:1 Paraeducator, Tier IIA, at Cheltenham High School, 7 hours per

PERSONNEL
(continued)

day for 184 days, at an hourly rate of \$15.19, to be hired provisionally pending statutory requirements, effective February 25, 2019. A 90-day probation period is required.

RESOLVED, upon recommendation of the Administration the Boards approves the ratification of the appointment of Martin Egan as a part-time Custodian, Grade 18, at the Administration Building, 4 hours per day for 260 days, at an hourly rate of \$19.37, to be hired provisionally pending statutory requirements, effective date to be determined. A 90-day probation period is required.

RESOLVED, upon recommendation of the Administration the Boards approves the ratification of the appointment of Jordan Johnson as a part-time Lunch Aide, Tier I, at Elkins Park School, 3 hours per day for 182 days, at an hourly rate of \$13.85, to be hired provisionally pending statutory requirements, effective March 1, 2019. A 90-day probation period is required.

RESOLVED, upon recommendation of the Administration the Boards approves the following Extra Duty/Extra Pay assignments, per the attachment, at a rate of \$227.50 per unit, as listed for the 2018-2019 school year.

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

Information Items:

1. Retirements

The Superintendent accepted the following retirements:

- a. Geraldine Fitzpatrick-Doria, Principal at Elkins Park School, effective June 30, 2019, end of the workday. Ms. Fitzpatrick-Doria has been a district employee for 4 years.
- b. David Jones, In-School Suspension Teacher at Cedarbrook Middle School, effective June 17, 2019, end of the workday. Mr. Jones has been a district employee for 27 years.
- c. Karen Howard, Administrative Assistant to the Assistant Superintendent at the Administration Building, effective June 30, 2019, end of the workday. Ms. Howard has been a district employee for 19 years.
- d. Eva Lynn Meldru, Science Teacher at Cheltenham High School, effective June 23, 2019. Ms. Meldru has been a district employee for 21 years.
- e. Catherine Feskanin, Speech and Language Teacher at Myers Elementary School, effective June 30, 2019. Ms. Feskanin has been a district employee for 26 years.
- f. Monica Saracco, General Office/Attendance Secretary at Elkins Park School, effective March 22, 2019, end of the workday. Ms. Saracco has been a district employee for 19 years.

2. Resignations

The Superintendent accepted the following resignations:

- a. Antonia Clanton, 1:1 Paraeducator at Cedarbrook Middle School, effective March 01, 2019, end of the workday.
- b. Mattie Pinkney, C.L.A.S.P. Site Director at Cheltenham Elementary School, effective March 08, 2019, end of the workday.

3. Non-discretionary Leaves of Absence

The following non-discretionary Leaves of Absence were granted:

- a. Tonya Hatchett, Custodian at Glenside Elementary School, granted an unpaid leave of absence from February 25, 2019, until March 04, 2019, under the provisions of the Family & Medical Leave policy. Ms. Hatchett's return to work date is March 5, 2019.

PERSONNEL
(continued)

b. Cynthia Mayes, Paraeducator, Inclusion at Elkins Park School, granted an unpaid leave of absence from March 06, 2019 until April 11, 2019, under the provisions of the Family & Medical Leave policy. Ms. Mayes's return to work date is April 12, 2019.

EDUCATIONAL
AFFAIRS

Upon motion by Mr. Fishbein, seconded by Ms. McWilliams the following resolutions were adopted:

Approval of
Conferences
Approval of
Educational Service
Agreements
Approval of
Volunteers

RESOLVED, upon recommendation of the Administration the Board approves of the attendance and payment of expenses for Hope Monaghan Teacher to attend the Cheltenham Music Departments tour in New Orleans, LA on March 14 through March 18, 2019, with an estimated cost of \$680.40 to be paid from the general fund account.

RESOLVED, upon recommendation of the Administration the Board approves of the attendance and payment of expenses for staff to attend the 2019 Social and Emotional Learning Conference in Baltimore, MD from May 20 through May 22, 2019, with an estimated cost of \$1,118.81 each to be paid from the general fund account.

- Ambrocia Martin, Mental Health and Wellness Counselor
- Jessica Keene, Secondary Home and School Visitor

RESOLVED, upon recommendation of the Administration the Board approves of the educational service agreements between the District and parents of the students identified below by confidential student number in the form presented to the Board:

- Student # 224239

RESOLVED, upon recommendation of the Administration the Board approves of the long-term and overnight volunteers pursuant to Policy 916, per attachment.

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

FINANCIAL AFFAIRS
Authorization to

Upon motion by Ms. Henry, seconded by Mr. England, the following resolutions were adopted:

Submit PLANCON Part
H Project Financing
Approval of Budget
Transfers

RESOLVED, upon recommendation of the Administration the Board gives authorization to submit PlanCon Part H - Project Financing for the General Obligation Bonds, Series A of 2013 for the Wyncote Elementary School project to be submitted to the Department of Education for review and approval.

Approval of Payments

RESOLVED, upon recommendation of the Administration the Board gives authorization to submit PlanCon Part H - Project Financing for the General Obligation Bonds, Series of 2014 for the Wyncote Elementary School project to be submitted to the Department of Education for review and approval.

RESOLVED, upon recommendation of the Administration the Board gives authorization to submit PlanCon Part H - Project Financing for the General Obligation Bonds, Series A and B of 2016 for the Cedarbrook Middle School Alterations and Additions project to be submitted to the Department of Education for review and approval.

RESOLVED, upon recommendation of the Administration the Board gives authorization to submit PlanCon Part H - Project Financing for the General Obligation Bonds, Series C of 2016 for the Cedarbrook Middle School Alterations and Additions project to be submitted to the Department of Education for review and approval.

RESOLVED, upon recommendation of the Administration the Boards gives authorization to make budget transfers and assignments for the 2018-2019 fiscal year as required by state and mandated auditing procedures.

RESOLVED, upon recommendation of the Administration the Boards approves the bills for payment for the period February 7, 2019, through March 7, 2019, in the following amounts in accordance with the list submitted to the board.

FINANCIAL AFFAIRS
(continued)

Fund	Check Numbers	Amount
General Fund	152106 - 152411	\$2,537,128.02
Payroll Fund	11621 - 11681	\$61,524.12
Bond Fund	2324 -2326	\$29,541.00
Food Service Fund	2468 - 2471	\$223,201.75
Scholarships	1526 - 1526	\$250.00
Student Activities Fund	2766 - 2785	\$40,326.46

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

RESPONSE TO PRIOR
QUESTIONS

There were no prior questions.

PUBLIC COMMENTS

Myron Goldman, Elkins Park, asked if we have defined measurable goals for the achievement gap? Dr. Marseille responded by stating "Yes, we have defined goals and they have been outlined at the Educational Affairs meeting." He further stated the process of closing the achievement gap will take some time, but we do have metrics and standards in place to support us in reaching our goal to close the gap."

MEETING ADJOURNED Liz Karras, Elkins Park, thanked Dr. Marseille and Dr. Smith for their hard work for the children in the District`.

Upon motion by Mr. England, seconded by Ms. McWilliams and unanimously approved, the meeting was adjourned at 8:58 p.m.


Secretary


President