LEGISLATIVE BOARD MEETING

The Legislative Board meeting of the Board of School Directors of the School District of Cheltenham Township was held on Tuesday, August 14, 2018 at 7:47 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. Fishbein, Mr. Cohen, Ms. McWilliams, Mr. Pender, Mr. Schultz, Ms. Henry, Mr. England, Dr. Marseille-Superintendent, Dr. Smith—Assistant Superintendent, Ms. Michaels, Mr. Diasio -Solicitor, and Mrs. Mance -Secretary.

Ms. Thomson was absent.

The following members of the staff were present:
Christopher Barone, Director of Technology
Mark Brooks, Director of Facilities and Maintenance
Charlene Collins, Director of Secondary Education
Cheryl Horsey, Director of Student Services
Kevin Kaufman, Director of Communications
Adrienne Tolbert- Jackson, Director of Human Resources
Renato Lajara, Director of Secondary Education
Tim McCleary, Supervisor of Technology

There were 4 signatures in the guest register,

The Pledge of Allegiance was led by Ms. Haywood Board President.

SUPERINTENDENT'S REPORT

Dr. Marseille stated the following in his report: he gave a presentation on the important upcoming dates for CSD families and students, he stated the PSSA data has been received and the Administration is in the process of reviewing the data and will report out to the Board at an Educational Affairs meeting, and SPP is now called PA Future Index and now has new calculations, that will holistically look at new criteria for students. Dr. Marseille and Dr. Smith participated in a webinar where they reviewed the dashboard for the overall performance and rating index.

SOLICITOR'S REPORT

Mr. Diasio stated by August 31, 2018 all school districts must designate a person in the District as a Safety Coordinator. Since Cheltenham already has a District Safety Manager the District has already met the requirement.

SUNSHINE ANNOUNCEMENTS

Mr. Diasio announced the sunshine announcements and the Executive Sessions are as listed on the agenda:

Tuesday, June 19, 2018

Education Affairs Meeting

Wednesday, June 20, 2018

Equity Information Session

Policy Committee Meeting

Monday, June 25, 2018

Liaison Group Meeting

Tuesday, July 17, 2018

Special Board Meeting

Tuesday, August 7, 2018

Executive Session - Personnel and Real Estate

Agenda Build

Immediately followed by Facilities Committee Meeting

Immediately followed by Financial Affairs Committee Meeting

Saturday, August 11, 2018

Board Assessment Meeting

Monday, August 13, 2018

Board Information Session - Equity

Tuesday, August 14, 2018

Agenda Review

PUBLIC COMMENTS ON AGENDA ITEMS ONLY

There were no public comments on agenda items.

APPROVAL OF MINUTES

Upon motion by Mr. Fishbein, seconded by Ms. McWilliams, the minutes of the June 12, 2018, Legislative Board Meetings were unanimously approved.

APROVAL OF ACT 93 AGREEMENT AMENDMENT

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

RESOLVED, upon recommendation of the Board of School Directors the Boards approves the amendment to the Agreement with the Cheltenham Association of School Supervisors and Administrators (CASSA) effective July 1, 2016, through June 30, 2019, to include new administrator positions not previously listed, as set forth in the Agreement presented to the Board.

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

CEDARBROOK
MIDDLE SCHOOL

Mr. Brooks reported the following items are in progress: there are over 200 punch list items still remaining on the list. All furniture has been setup and delivered to the class rooms. The teachers' materials and library books have been delivered and are being setup in those areas. Over 600 community members and family have toured Cedarbrook thus far.

TREASURER'S REPORT

Upon motion of Ms. McWilliams, seconded by Mr. Fishbein the Treasurer's Report for the period ending July 2018, 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 discussed the following agenda items at their last meeting in June: Dr. John George 5 years contract, approval of budgets, approval of expansion of head start programs, and election of 2018-2019 executive committee.

EASTERN CENTER REPORT Ms. McWilliams reported the Eastern Center for Arts and Technology discussed the following agenda items at the June 20, 2018 meeting: approval of minutes, approval of personnel and budgets, update on the annual Awards Night and the student survey, approval of Dr. Millrod Superintendent of Upper Moreland School District, as Superintendent of Record for Eastern for the 2018-2020 term. At the August meeting they discussed the following agenda items: goals for 2018- 2019, accomplishments the 2017-2018 school year presentation by the Executive Advisory Board and acceptance of the retirement of Mr. Thomas Allen effective in June of 2019. The next meeting of the Joint Operating Committee will be held on Wednesday, Sept. 12 at 8 pm.

FINANCIAL AFFAIRS COMMITTEE

Mr. England reported the Financial Affairs Committee discussed the following agenda items at the August 7, 2018 meeting: approval of minutes, Bond Refinance, and Operational Update. Mr. England announced the next meeting date is scheduled for Tuesday, September 4, 2018, at the Administration building in room 119.

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

RESOLVED, upon recommendation of the Administration the Boards approves the Bond Parameters Resolution authorizing the incurrence of non-electoral debt by the issuance of General Obligation Bonds, Series A of 2018, in an amount not to exceed \$11,500,000, to currently refund all or a portion of the school district's General Obligation Bonds, Series A of 2013, in order to achieve debt service savings.

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

EDUCATIONAL AFFAIRS COMMITTEE Ms. McWilliams reported the Educational Affairs Committee discussed the following agenda items at the June 19, 2018, meeting: approval of minutes, 2-year Strategic Plan Review. Ms. McWilliams announced the next meeting date is scheduled for September 25, 2018 in Room 119 of the Administration building.

FACILITIES COMMITTEE

Mr. Cohen reported the Facilities Committee stated discussed the following agenda items at the August 7, 2018, meeting: approval of minutes, Elementary Schools Projects, Cedarbrook Update, High School Projects, Administration Building Project, Grounds Update, First 30 Days. Mr. Cohen announced the next meeting date is scheduled for Tuesday, September 4, 2018, in room 119.

LIAISON GROUP

Mr. Cohen reported the Liaison Group discussed the following agenda items at the June 25, 2018 meeting: approval of minutes, Update on Cedarbrook, update on status of sale of Township's wastewater sewer system, update on scheduled and planned road and bridge projects, Update on potential for road and pedestrian safety improvements in area of 309 and Greenwood Avenue, follow-up on District Policy 202 for Pupils for free senior year for non-residents, including those with IEPs through age 21, Congratulations to the District for successes like the science fair, wax museum and debate club lunch. The group discussed additional ways to get positive messages out deeper into the region and want to explore any of the national recognition programs worth pursuing, such as Blue-Ribbon schools, Payment in Lieu of Taxes (PILOTS), Status of Campus Overlay Zoning Code amendment, and Approval of meeting schedule for Liaison Group for rest of the year. Mr. Cohen announced the next meeting date is scheduled for Monday, September 17, 2018, at the Township Administration building.

POLICY COMMITTEE

Mr. Fishbein reported the Policy Committee discussed the following agenda items at the June 20, 2018: approval of minutes, policy numbers 816, 816A, 800, 202 and new business. The next Policy committee meeting is scheduled for Wednesday, August 28, 2018 at 8:00 a.m. at the Administration building in room 119.

1. 1st Read Policies

a. #816 - Acceptable Use Policy

2. 1st Read Repeal of Policy

a. #816-A - Student Use of Technology (contents merged into policy #816)

3. 2nd Read Policies

a. #800 - Records Management

4. 2nd Read Repeal of Policy

a. #250 Addressing Disruptive Behavior (contents properly listed in the employee sections)

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

Policy ##800 - Records Management

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

Upon motion by Mr. Pender, seconded by Mr. Schultz, the following resolutions were adopted:

Policy ##250 Addressing Disruptive Behavior (contents properly listed in the employee sections)

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

COMMUNICATION COMMITTEE

Mr. Fishbein stated he did not have a report for the Communications Committee.

LEGISLATIVE REPORT

Ms. Haywood, Montgomery County Legislative Committee Representative, reported they discussed the following at the last meeting: the budget has been approved passed and adopted, and the school code was adopted, Act 55-2017 was amended (related to lunch shaming), the lead testing bill was approved, and the keystone exams are delayed until school year 2020 – 2021, and the plan con moratorium on any new projects and has been extended through the 2018-2019 school year.

PERSONNEL
Appointment of
Professional
Employees
Appointment of
Temporary
Professional
Employees
Approval of Changes

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

RESOLVED, upon recommendation of the Administration the Boards approves the appointment of Robert Weneck, Technology/Industrial Arts Teacher at Cheltenham High School, to be hired provisionally pending statutory requirements, effective August 21, 2018, at a salary of \$62,061 (Step 7/Masters+12).

Approval of Changes in Assignment Appointment of Long Term Substitute Teachers Appointment of Support Staff Approval of Engagement of

Approval of Extra

Duty/Extra Pay

Services

RESOLVED, upon recommendation of the Administration the Boards approves the appointment of Maura Matthews, Kindergarten Teacher at Cheltenham Elementary School, to be hired provisionally pending statutory requirements, effective August 21, 2018, at a salary of \$58,278 (Step 7/Masters).

RESOLVED, upon recommendation of the Administration the Boards approves the appointment of Shaun McLaughlin, Health and Physical Education Teacher at Cheltenham High School, to be hired provisionally pending statutory requirements, effective August 21, 2018, at a salary of \$51,888 (Step 6/Bachelor's).

RESOLVED, upon recommendation of the Administration the Boards approves the appointment of Tiffany Lee, Special Education Teacher at Cedarbrook Middle School, to be hired provisionally pending statutory requirements, effective August 21, 2018, at a salary of \$46,854 (Step 3/Bachelor's).

RESOLVED, upon recommendation of the Administration the Boards approves the appointment of Emma Fichtinger, Art Teacher at Elkins Park School, to be hired provisionally pending statutory requirements, effective August 21, 2018, at a salary of \$58,278 (Step 7/Masters).

RESOLVED, upon recommendation of the Administration the Boards approves the appointment of Kimball Dunlap, School Nurse at Cheltenham High School, to be hired provisionally pending statutory requirements, effective August 21, 2018, at a salary of \$47,821 (Step 2/Bachelor's).

RESOLVED, upon recommendation of the Administration the Boards approves the approval of a change in position and classification for Quyntyn Gaston from: C.L.A.S.P. Site Director at Wyncote Elementary School; to: Temporary Professional Employee, Special Education Teacher at Elkins Park School, effective August 21, 2018 at a salary of \$44,817 (Step 2/Bachelor's).

RESOLVED, upon recommendation of the Administration the Boards approves the approval of a change in position and status for Kutia Reid from: part-time C.L.A.S.P. Aide at Myers Elementary School; to: full-time, 1:1 Paraeducator at Myers Elementary School, 7 hours per day for 184 days, at an hourly rate of \$13.53, 2017-2018 salary schedule, effective August 21, 2018. A 90-day probation period is required.

PERSONNEL (continued)

RESOLVED, upon recommendation of the Administration the Boards approves the approval of a change in position for Quiana Dayle from: full-time Academic Assistant at Elkins Park School; to: full-time, Inclusion Paraeducator at Elkins Park School, 7 hours per day for 184 days, at an hourly rate of \$13.53, 2017-2018 salary schedule, effective August 21, 2018.

RESOLVED, upon recommendation of the Administration the Boards approves the appointment of Joseph Rozek as Long-Term Substitute Teacher, Biology Teacher at Cheltenham High School, at a salary of \$48,122 (Step 2/Masters) prorated, to be hired provisionally pending statutory requirements, effective August 23, 2018, through January 23, 2019.

RESOLVED, upon recommendation of the Administration the Boards approves the appointment of Marissa Higgins as Long-Term Substitute Teacher, Grade 1 Teacher at Cheltenham Elementary School, at a salary of \$58,278 (Step 7/Masters) prorated, to be hired provisionally pending statutory requirements, effective August 21, 2018, through the end of the 2018-2019 school year.

RESOLVED, upon recommendation of the Administration the Boards approves the appointment of Jennifer Scarpitti as a part-time Lunchroom/Playground Aide, Tier I, at Glenside Elementary School, 3 hours per day for 182 days, at an hourly rate of \$13.53, 2017-2018 salary schedule, to be hired provisionally pending statutory requirements, effective August 21, 2018. A 90-day probation period is required.

RESOLVED, upon recommendation of the Administration the Boards approves the ratification of the appointment of Nikeya Pressley as Secretary to the Vice Principal at Cheltenham High School, 7.5 hours per day for 260 days, at an annual rate of \$29,623 prorated, 2017-2018 salary schedule, to be hired provisionally pending statutory requirements, effective July 17, 2018. A 90-day probation period is required.

RESOLVED, upon recommendation of the Administration the Boards approves the appointment of Tauren Barker as an Inclusion Paraeducator, Tier IIA, at Glenside Elementary School, 7 hours per day for 184 days, at an hourly rate of \$13.53, 2017-2018 salary schedule, to be hired provisionally pending statutory requirements, effective August 21, 2018. A 90-day probation period is required.

RESOLVED, upon recommendation of the Administration the Boards approves the appointment of Elisa Ly as a part-time C.L.A.S.P. Aide, Assistant Group Supervisor, Tier I, at Cheltenham Elementary School, 3 hours per day for 182 days, at an hourly rate of \$13.53, 2017-2018 salary schedule, to be hired provisionally pending statutory requirements, effective August 21, 2018. A 90-day probation period is required.

RESOLVED, upon recommendation of the Administration the Boards approves the appointment of Cynthia Mayes as an Inclusion Paraeducator, Tier IIA, at Elkins Park School, 7 hours per day for 184 days, at an hourly rate of \$14.83, 2017-2018 salary schedule, to be hired provisionally pending statutory requirements, effective August 21, 2018. A 90-day probation period is required.

RESOLVED, upon recommendation of the Administration the Boards approves the appointment of Shanelle McCrory as a part-time C.L.A.S.P. Aide, Assistant Group Supervisor, Tier I, at Elkins Park School, 4.75 hours per day for 182 days, at an hourly rate of \$13.53, 2017-2018 salary schedule, to be hired provisionally pending statutory requirements, effective August 21, 2018. A 90-day probation period is required.

RESOLVED, upon recommendation of the Administration the Boards approves the Board of School Directors engage the professional services of Jeffrey T. Sultanik, Esq. with Fox Rothschild LLP, to assist with the Cheltenham Educators' Association (CEA) contract negotiations from August 20, 2018 through the completion of the agreed contract as submitted.

PERSONNEL (continued)

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. Schultz, Mr. Cohen, Mr. Pender, Ms. McWilliams, Mr. Fishbein, Ms. Henry, Mr. England and Ms. Haywood. Absent: None. Negative: Ms. Thomson. Motion adopted.

Information Items:

1. Retirements

The Superintendent accepted the following retirements:

a. Winston Wilson, Custodian at Cedarbrook Middle School, effective July 31, 2018. Mr. Wilson has been a district employee for 11 years.

2. Resignations

The Superintendent accepted the following resignations:

- a. Sheila Barnes, part-time C.L.A.S.P. Aide at Cheltenham Elementary School, effective July 19, 2018.
- b. Justina George, part-time C.L.A.S.P. Aide at Glenside Elementary School, effective July 27, 2018.
- c. Eugene Ross, part-time C.L.A.S.P. Aide at Cheltenham Elementary School, effective July 12, 2018.
- d. Damia Moore, 1:1 Paraeducator at Cheltenham High School, effective August 06, 2018.
- e. Yvette Way, Learning Support Paraeducator at Cheltenham Elementary School, effective July 19, 2018.
- f. Regina McKinley, Inclusion Paraeducator at Cheltenham Elementary School, effective July 16, 2018.
- g. Kathryn Donnelly, Special Education Teacher at Cheltenham High School, effective July 24, 2018.
- h. Kevin Burke, Vice Principal at Cedarbrook Middle School, effective August 10, 2018.
- i. Kelly Blake, Kindergarten Assistant at Wyncote Elementary School, effective August 01, 2018.
- j. Lawrence Bloom, 1:1 Paraeducator at Elkins Park School, effective August 20, 2018.
- k. Brandon Kinsey, Emotional Support Paraeducator at Cheltenham Elementary School, effective August 07, 2018.
- I. Tracey Edelman, School Nurse at Cheltenham High School, effective October 5, 2018, end of workday.

3. Non-discretionary Leaves of Absence

The following non-discretionary Leaves of Absence were granted:

- a. Kari Dankovitch, Special Education Teacher at Elkins Park School, granted an unpaid leave of absence from September 05, 2018 until October 31, 2018, under the provisions of the Family & Medical Leave policy. Ms. Dankovitch's return to work date is November 1, 2018.
- b. Francis Lipinski, Science Teacher at Cheltenham High School, be granted a sabbatical leave of absence for the second semester of the 2018-2019 school year for Professional Development, and that he be paid one-half salary for the period as provided by Section 1169, Act 190 of the Pennsylvania School Code. Mr. Lipinski's return to work date is the first teacher day of the 2019-2020 school year.
- c. Syieda Graham-Logan, Grade 1Teacher at Cheltenham Elementary School, granted an unpaid leave of absence from September 17, 2018 until December 12, 2018, under the provisions of the Family & Medical Leave policy and an unpaid childrearing leave from December 13, 2018 until the end of the 2018-2019 school year. Ms. Graham-Logan's return to work date is the first teacher day of the 2019-2020 school year.

d. Meredith Gapsis, Student Achievement Teacher Leader at Cheltenham High School, be granted a sabbatical leave of absence for the second semester of the 2018-2019 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. Gapsis's return to work date is the first teacher day of the 2019-2020 school year.

EDUCATIONAL AFFAIRS Approval of Conferences Approval of Continuation of Contracts for 2018-2019 School Year Approval for Agreement for an Approved Private School Placement Approval of Extended School Year Contracts Approval of **Educational Service** Agreements Approval of Donation Approval of

Volunteers

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

RESOLVED, upon recommendation of the Administration the Boards approves the attendance and payment of expenses for Melanie Gojoy, Teacher to attend the AIM Academy conference in Philadelphia, PA from August 27 through August 29, 2018, with an estimated cost of \$1,104.75 to be paid from the general fund account.

RESOLVED, upon recommendation of the Administration the Boards approves the continuation award for a contract with Moss Rehab to provide athletic trainers' services at Cheltenham High School and Cedarbrook Middle School, with services for 1,870 hours at a cost of \$63,921 for the 2018-2019 school year and additional services available at a per diem cost of \$35 per hour covered.

RESOLVED, upon recommendation of the Administration the Boards approves the continuation award for a contract with Echelon Protection and Surveillance to provide security and residency investigation services at a cost of \$65.00 per investigation officer hour for the 2018-2019 school year.

RESOLVED, upon recommendation of the Administration the Boards approves the continuation award for a contract with Lakeside Educational Network to provide five (5) special education placements, at a cost of \$34,375 per student, and five (5) general education placements at a cost of \$29,910 per student for 180 school days, during the 2018-2019 academic school year.

RESOLVED, upon recommendation of the Administration the Boards approves the continuation award for a contract with Lakeside Educational Network to provide one student support counselor for Cheltenham, Glenside, Myers and Wyncote Elementary Schools and Elkins Park School, one student support counselor for Cedarbrook Middle School and two student support counselors to Cheltenham High School at a cost of \$355,968 for the 2018-2019 school year.

RESOLVED, upon recommendation of the Administration the Boards approves the continuation award for a contract with Achieve 3000 to provide Elkins Park, Cedarbrook, and Cheltenham High School supplement reading instruction for those students identified as needing additional support. The on-line platform allows students to access reading material at their level while advancing skill attainment and stamina. Teachers can easily differentiate student instruction while monitoring students' progress towards meeting reading goals.

RESOLVED, upon recommendation of the Administration the Boards approves the Approved Private School Agreements and Addendum. These agreements govern the contractual terms and conditions for placement of students when a non-traditional placement is required in order provide the student with an appropriate program:

- Student # 404859
- Student # 225708

RESOLVED, upon recommendation of the Administration the Boards approves the attached Extended School Year agreement with an Approved Private Schools for a student. This is an addendum to the previously board approved Agreement that governs the contractual terms and conditions for placement of students when a non-traditional placement is required in order the provide the students with an appropriate program.

Student # 406779

EDUCATIONAL AFFAIRS (continued)

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

Student # 401430

RESOLVED, upon recommendation of the Administration the Boards accepts the donation of \$500.00 from Wisler Pearlstein, LLP to be donated to the Cheltenham School District.

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

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

FINANCIAL AFFAIRS Approval of Budget Transfers Approval of Payments Upon motion by Mr. Schultz, seconded by Ms. Henry, the following resolutions were adopted:

RESOLVED, upon recommendation of the Administration the Boards approves the bills for payment for the period June 8, 2018 through August 9, 2018, in the following amounts in accordance with the list submitted to the board.

Fund	Check Numbers	<u>Amount</u>
General Fund	149613 - 150233	\$4,631,722.61
Payroll Fund	11161 - 11245	\$193,452.34
Bond Fund	2258 - 2294	\$2,757,707.15
Food Service Fund	2439 - 2448	\$200,711.23
Scholarships	1522 - 1524	\$450.00
Student Activities Fund	2707 - 2724	\$55,860.30

RESOLVED, upon recommendation of the Administration the Boards approves the ratification of budget transfers and assignments for the 2017-2018 fiscal year as required by state and mandated auditing procedures.

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

RESPONSE TO PRIOR QUESTIONS

Dr. Marseille responded to a prior question.

PUBLIC COMMENTS

Susan Sumavilla, Elkins Park read the letter she forwarded to the Board regarding her concerns about policy 202.

Ms. Haywood stated policy 202 is being placed back on the agenda at the next policy meeting.

Elizabeth Karras, Elkins Park stated contrary to what others are saying in the District it is not easy for new families to get into the District.

MEETING ADJOURNED

Upon motion by Mr. Fishbein, seconded by Ms. McWilliams and unanimously approved, the meeting was adjourned at 8:51 p.m.

Secretary

President