

LEGISLATIVE BOARD MEETING

The Legislative meeting of the Board of School Directors of the School District of Cheltenham Township was held on Tuesday, January 9, 2018 at 7:45 p.m. in the Administration Building, 2000 Ashbourne Road, Elkins Park, PA. The meeting was called to order by President: Julie Haywood. Those present were: Mr. Cohen, Ms. Haywood, Mr. Fishbein, Ms. McWilliams, Mr. Pender, Mr. Schultz, Ms. Henry, Mr. England, Dr. Marseille-Superintendent, Dr. Smith-Assistant Superintendent, Mr. Roos-Solicitor, and Mrs. Mance - Secretary.

The following members of the staff were present:  
Christopher Barone, Director of Technology  
Renato Lajara, Director of Elementary Education  
Charlene Collins, Director of Secondary Education  
Adrienne Tolbert- Jackson, Director of Human Resources  
Lynn David, Director of Human Resources  
Tim McCleary, Supervisor of Technology  
Beverly Gallagher, Director of Special Education  
Ray Bavi, Director of Facilities and Maintenance  
Kevin Kaufman, Director of Communications  
Cheryl Horsey, Director of Student Services

RECOGNITIONS

There were 29 signatures in the guest register.

The Pledge of Allegiance was led by Matthew Shuster, Saleem Payne, Samir Lewis, Dustin Thodde, Maximillan Fulmor, Jude Fulmor, Elsa Nguyen, River Somerville, and Grace and Josh Barlow

Abbey Shuster, Janeen Barlow, and Susan Levey were recognized as the Cedarbrook Middle Schools' Cheers for Volunteers. They received a Certificate of Acknowledgement from the Board.

Ms. Hockfield acknowledged the artwork from Cedarbrook Middle School displayed in the Administration Building.

Ms. Hockfield introduced her new staff: Angel Galinda, Desa Lee, Enonge Mallard, Dr. Lia Monique Scott, and Omar Rose.

SUPERINTENDENT'S REPORT

Dr. Marseille announced the following: Parents are reminded about the MLK Day of Service on Monday, January 15, 2018, and about the next Climate & Culture meeting on Thursday, January 18, 2018. Also, please check our website to get additional information about all-weather related school closings.

SOLICITOR'S REPORT

Mr. Roos announced the official formation of the Alumni Association of Cheltenham High School, which is a newly reformed alumni group.

SUNSHINE ANNOUNCEMENTS

Mr. Roos stated that the sunshine announcements are as listed on the agenda:  
**Thursday, December 14, 2017**  
First Round Open Seat Interviews  
**Saturday, December 16, 2017**  
First Round Open Board Seat Interviews Continued  
**Monday, December 18, 2017**  
Board Interview Committee Meeting  
**Wednesday, December 20, 2017**  
Second Round Open Board Seat Interviews  
**Tuesday, January 2, 2018**  
Agenda Build  
Facilities Committee Meeting  
Financial Affairs Committee Meeting

**Tuesday, January 9, 2018**

Agenda Review

Executive Session

**PUBLIC COMMENTS  
ON AGENDA ITEMS  
ONLY**

There were no public comments.

**APPOINTMENT OF  
NEW SCHOOL  
BOARD MEMBER**

Ms. Haywood asked for nominations for the open Board of School Directors position.

Mr. Fishbein nominated Ms. Thomson. Ms. Haywood asked if there were any other nominations.

There being none, upon motion by Mr. Fishbein, seconded by Ms. McWilliams, the nominations were duly closed. With an 8 to 0-vote Ms. Thomson was unanimously elected to the Board of School Directors. Ms. Thomson was sworn in by Judge Steven Tolliver and assumed her seat with the Board of School Directors.

**APPROVAL OF  
MINUTES**

Upon motion by Ms. McWilliams, seconded by Mr. Fishbein, the minutes of the December 5 Reorganization and December 12, 2017 Legislative Board Meetings were unanimously approved.

**STUDENTS  
REPRESENTATIVES  
Lillian Phoung and  
Erin Kuchler**

The Cheltenham High School Student representatives presented the following information: The Senior Winter Ball was held on December 16 and was a huge success. During the month of December, the homerooms were able to donate over \$1,500.00 in order to buy holiday gifts for disabled kids at Easter Seals of Southeastern Pennsylvania.

**CEDARBROOK  
MIDDLE SCHOOL**

Dr. Bavi reported the following items are in progress: installations the media center lighting and HVAC control wiring, installation of casework throughout the building, in progress, installation of lavatory partitions throughout the building, installation of ceiling grid work, in progress on first and second floors, completed drywall in stairwell, painting ground level floor, work in progress, installation of quarry tile in the kitchen area, completed reshaping Basin A in site area, continue exporting stockpile. 50% of the Terrazzo floor has been completed. At this time 85% of the project has been completed.

**TREASURER'S  
REPORT**

Upon motion of Mr. Fishbein, seconded by Ms. Henry, the Treasurer's Report for the period ending December 2017, as presented in the financial statements to the board and as attached to the original minutes, was unanimously approved.

**MCIU REPORT**

Mr. England reporting for the MCIU stated he did not have a report.

**EASTERN CENTER  
REPORT**

Mr. Roos reporting for the Eastern Center for Arts and Technology, stated they discussed the following at the last meeting: recommendations for adoption of budget, election of officers, and fundraiser on February 8, 2018.

**FINANCIAL AFFAIRS  
COMMITTEE**

Mr. Schultz, reporting for the Financial Affairs Committee, stated that they discussed the following agenda items at the January 2, 2018 meeting: the budget process and the 2017-18 budget update. Mr. Schultz announced the next meeting date is scheduled for Tuesday, February 6, 2018 at the Administration building in room 119.

**EDUCATIONAL  
AFFAIRS  
COMMITTEE**

Ms. McWilliams, reporting for the Educational Affairs Committee, stated that they discussed the following agenda items at the December 19, 2017 meeting: approval of minutes, Cheltenham High School Course proposal and Cheltenham School District Deep Data Dive. Ms. McWilliams announced the next meeting date is scheduled for January 16, 2018 at the Administration building in room 119.

FACILITIES  
COMMITTEE

Mr. England, reporting for the Facilities Committee, stated that they discussed the following agenda items at the January 2, 2018 meeting: approval of minutes, Cedarbrook construction update, Architect contract extension, Turner construction manager contract extension, Cedarbrook soil stockpile change order, and High School library environmental. Mr. England announced the next meeting date is scheduled for Tuesday, February 6, 2018 at the Administration building in room 119.

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

RESOLVED, upon recommendation of the Administration the Board approves the contract extension for Gilbert Architects from February 1 - August 31, 2018, for a total amount of \$173,360.00. This cost is based on a monthly service fee of \$24,765.00.

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

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

RESOLVED, upon recommendation of the Administration the Board approves the contract extension for Turner Construction from February 1 - July 31, 2018, for a total amount of \$215,040.00. this cost is based on a monthly service fee of \$35,840.00.

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

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

RESOLVED, upon recommendation of the Administration the Board approves the ratification of a change order for a total amount of \$74,151.90 to Boro Construction to remove the stockpile from the Cedarbrook Construction site.

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

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

RESOLVED, upon recommendation of the Administration the Board approves the lowest responsible bidder, Langan to perform testing and inspection at Cheltenham High School for a total amount of \$20,000.00.

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

LIAISON  
COMMITTEE

Mr. Cohen, reporting for the Liaison Committee, stated that they discussed the following: approval of minutes, Sewer line on our CBK property, handling of future assessment appeals, There will be a reconfiguration of the membership of the Liaison committee to reflect changes due to the recent election. Congrats to newly elected school board members. There were questions regarding disciplinary concerns at CHS, including the follow up to the viral video and an update on climate and culture as well as changes to the school bus contract for next year. The final item on the agenda was land development updates.

## POLICY COMMITTEE

Ms. Haywood reporting for the Policy Committee announced the next policy committee meeting on

Tuesday, January 23, 2018 at 8:30 am at the Administration building.

**1. Repeat First Read**

a. Policy # 202 Eligibility of Non-Resident Students

**2. New First Read**

a. Policy #701 Facilities Planning

b. Policy #704 Maintenance

c. Policy #823 Energy Management

LEGISLATIVE REPORT Ms. Haywood reporting for the Montgomery County Legislative Committee Representative, reported the Legislature will be back in session on January 22, 2018.

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

Appointment of  
Temporary  
Professional  
Teachers  
Appointment of  
Homebound  
Instructors  
Appointment of  
Support Staff  
Approval of Extra  
Duty Extra Pay

RESOLVED, upon recommendation of the Administration the Board approves the ratification of the appointment of Angel Galindo, Social Studies Teacher at Cedarbrook Middle School, to be hired provisionally pending statutory requirements, effective December 11, 2017, at a salary of \$44,373 (Step 2/Bachelor's).

RESOLVED, upon recommendation of the Administration the Board approves the appointment of personnel as listed, to be homebound instructors, for the 2017-2018 school year, at a rate of \$43.00 per hour.

- Andrea Anderson

RESOLVED, upon recommendation of the Administration the Board approves the ratification of the appointment of Namratha Mathai as a part-time C.L.A.S.P. Aide, Assistant Group Supervisor, Tier I, at Myers Elementary School, 4.75 hours per day for 182 days, at an hourly rate of \$13.53, to be hired provisionally pending statutory requirements, effective January 2, 2018. A 90-day probation period is required.

RESOLVED, upon recommendation of the Administration the Board approves the ratification of the appointment of Giovanni Goodman as a part-time C.L.A.S.P. Aide, Assistant Group Supervisor, Tier I, at Myers Elementary School, 4.75 hours per day for 182 days, at an hourly rate of \$13.53, to be hired provisionally pending statutory requirements, effective January 2, 2018. A 90-day probation period is required.

RESOLVED, upon recommendation of the Administration the Board approves the ratification of the appointment of William Spencer as a School Safety Officer at Cheltenham High School, 8 hours per day for 200 days, at an annual rate of \$29,623 prorated, to be hired provisionally pending statutory requirements, effective September 25, 2017. A 90-day probation period is required.

RESOLVED, upon recommendation of the Administration the Board approves the approval of the following Extra Duty/Extra Pay assignments, per the attachment, at a rate of \$225 per unit, as listed.

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

**Information Items:**

**1. Resignation**

**The Superintendent accepted the following resignations:**

a. Emily Nowalinski, Special Education Teacher, Long Term Substitute Teacher at Cheltenham High School, effective December 07, 2017, end of workday.

PERSONNEL  
(continued)

b. Rosa Keen, part-time C.L.A.S.P. Aide at Cheltenham Elementary School, effective December 22, 2017, end of workday.

c. Colette Slade-Kennard, part-time Lunchroom/Playground Aide at Elkins Park School, effective January 12, 2018, end of workday.

## **2. Non-discretionary Leaves of Absence**

**The following non-discretionary Leaves of Absence were granted:**

a. Ronald Felder, Head Custodian at Glenside Elementary School, granted a change in unpaid leave of absence from: December 08, 2017 until March 30, 2018, To: January 2, 2018 until April 2, 2018, under the provisions of the Family & Medical Leave policy. Mr. Felder's return to work date is to be determined.

b. Deborah Howard, Inclusion Paraeducator at Cedarbrook Middle School, granted an unpaid leave of absence from August 29, 2017 through October 20, 2017, under the provisions of the Family & Medical Leave policy and a change in unpaid leave due to medical necessity From: October 23, 2017 through December 22, 2017, To: October 23, 2017 through the end of the 2017-2018 school. Ms. Howard's return to work date is the first work date of the 2018-2019 school year.

c. Kendra Wilson, 1:1 Paraeducator at Cheltenham High School, granted an unpaid leave of absence from January 26, 2018 until March 02, 2018, under the provisions of the Family & Medical Leave policy. Ms. Wilson's return to work date is March 05, 2018.

d. Lynda Sanders, 1:1 Paraeducator at Cheltenham High School, granted an unpaid leave of absence from February 15, 2018 until March 08, 2018, under the provisions of the Family & Medical Leave policy. Ms. Sanders's return to work date is March 09, 2018.

e. Tawny Threats, Biology Teacher at Cheltenham High School, granted an unpaid leave due to medical necessity from January 16, 2018 until February 23, 2018. Ms. Threats' return to work date is February 26, 2018.

f. Sara Ryzner, Grade 4 Teacher at Glenside Elementary School, granted an unpaid leave due to medical necessity from February 1, 2018 until May 03, 2018. Ms. Ryzner's return to work date is May 04, 2018.

g. Krystina Whitehouse, Paraeducator at Myers Elementary School, be granted an unpaid leave for educational pursuits effective January 22, 2018 through March 09, 2018, pursuant to Article IV.C of the collective bargaining agreement with the Business Employees' Council (BEC). Ms. Whitehouse's return to work date is March 12, 2018.

h. Sheila Barnes, part-time C.L.A.S.P. Aide at Cheltenham Elementary School, granted an unpaid leave of absence due to medical necessity effective December 21, 2017 through February 01, 2018. Ms. Barnes's return to work date is to be determined.

EDUCATIONAL  
AFFAIRS

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

Approval of  
Conferences  
Approval of  
Educational Service  
Agreements  
Approval for  
Agreement for a  
Private School  
Placement  
Acceptance of

RESOLVED, upon recommendation of the Administration the Board approves the attendance and payment of expenses for Dr. Renato Lajara, Director of Elementary Education to attend the K-12 Innovation conference in Phoenix, AZ from January 11 through January 14, 2018, with an estimated cost of \$356.00 to be paid from the general fund account.

RESOLVED, upon recommendation of the Administration the Board approves the attendance and payment of expenses for the following Administrators to attend the Discover and Design Thinking Conference in Stanford, CA on February 8 through February 9, 2018, with an estimated cost of \$1,600.00 to be paid from the Avalon Foundation donation.

- Charlene Collins, Director of Secondary Education

Donation  
Approval of  
Volunteers

- Matthew Pimental, Supervisor of Professional Learning, and Gifted Education
- Dr. Brian Reilly, Supervisor of STEM

RESOLVED, upon recommendation of the Administration the Board approves the attendance and payment of expenses for Dr. Cheryl Horsey to attend the 2018 Social and Emotional Learning Conference in Harrisburg, Pa, on May 10, 2018, with an estimated cost of \$356.00 to be paid from the general fund account.

RESOLVED, upon recommendation of the Administration the Board approves the attendance and payment of expenses for following teachers to attend the PETE-C conference in Hershey, PA from February 11 through February 14, 2018, with an estimated cost of \$950.00 to be paid from the general fund account.

- Renee Ford - Conway, Teacher at Cedarbrook Middle School
- Sean Quenzer, Teacher at Cedarbrook Middle School

RESOLVED, upon recommendation of the Administration the Board approves the attendance and payment of expenses for following Administrators to attend the Pennsylvania Department of Education Conference: Making A Difference - Educational Practices That Work in Hershey, PA from February 26 through February 28, 2018, with an estimated cost of \$674.00 to be paid from the general fund account.

- Dr. Beverly Gallagher - Director of Special Education
- Christine Lewis, Supervisor of Special Education

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

- Student # 407127

RESOLVED, upon recommendation of the Administration the Board approves the Approved Private School placement. This agreement governs the contractual terms and conditions for placement of a student when a non-traditional placement is required in order provide the student with an appropriate program:

- Student # 227624

RESOLVED, in accordance with board policy 702, upon recommendation of the Administration the Board the accepts the donation of books for the Cheltenham Elementary School Library, in the amount of \$543.22 from the Rosenzweig family.

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

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

FINANCIAL AFFAIRS  
Approval of Budget  
Transfers  
Approval of  
Payments

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

RESOLVED, upon recommendation of the administration, the Board gives authorization to make budget transfers and assignments for the 2017-2018 fiscal year as required by state and mandated auditing procedures.

RESOLVED, upon recommendation of the administration, the Board approves of bills for payment for the period December 7, 2017 to January 5, 2018, 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	147481 - 147841	\$ 2,851,225.51
Payroll Fund	10803 - 10855	\$ 44,262.83
Bond Fund	2188 - 2195	\$ 2,649,173.23
Food Service Fund	2412 - 2417	\$ 107.40
Student Activities Fund	2596 - 2609	\$ 29,365.79

RESOLVED, upon recommendation of the Administration the Board approves the adoption of the 2018-2019 operating budget for the Eastern Center for Arts and Technology as approved by their Board of Directors in the amount of \$10,824,766 with the CSD contribution of \$1,140,676 which is approximately an increase of \$65,490 or 6.1% over 2017-2018.

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

RESPONSE TO PRIOR  
QUESTIONS

The were no prior questions.

PUBLIC COMMENTS

Rhonda Feder, Elkins Park shared she had concerns about the prayer in schools and how it conflicts with church and state.

Christine Care, Glenside had concerns about Mr. Pender promoting prayer at the schools, and also shared she had concerns about the \$30,000.00 donation from two local churches and how that money might be used and what influence that money might purchase. She shared her concern that the Board be reminded about their oath and about the separation of church & state.

Tom Bonner, Elkins Park asked the Board for response to the reduction of recess and if the Board is considering this next year. How will the Admin and Board restore recess minutes? Is the board looking at the schedule for next year? How will the Admin and Board seek out the experiences and suggestions from elementary teacher for next year's schedule? How will that analysis, recommendations and justifying logic be communicated to the public as we begin our school year next year?

Jocelyn Hoffman, Cheltenham thanked the Board for reading the statement regarding the prayer at the schools. She read her statement to further explain the purpose for the prayer meeting.

Lizabeth Karish, stated she is not offended by anyone's faith. She stated she was concerned by the statement from a Board members wife made on Facebook. She thanked Dr. Lajara and Dr. Marseille for all they do.

Mary Gibson, Wyncote shared her concern about the prayer and felt it was ingenious and not the way to go about things.

Karen Urgang, Elkins Park shared her concern that a Board member did not understand his responsibility once sworn in.

Cynthia Sylber, Elkins Park shared her concern that the statement was disingenuous and that she didn't feel

that she could be part of the event.

MEETING  
ADJOURNED

Upon motion by Mr. Fishbein, seconded by Ms. Henry and unanimously approved, the meeting was adjourned at 9:04 p.m.

  
Secretary

  
President