

LEGISLATIVE BOARD
MEETING

The legislative board meeting of the Board of School Directors of the School District of Cheltenham Township was held on Tuesday, June 14, 2016 at 7:48 p.m. in the Administration Building, 2000 Ashbourne Road, Elkins Park, PA. The meeting was called to order by the President: Mr. England. Those present were: Mr. Cohen, Mr. England, Mr. Fishbein, Mr. Malloy, Ms. McWilliams, Mr. Nelson, Dr. Marseille-Superintendent, Dr. Tamara Smith-Assistant Superintendent, Ms. Michaels-Director of Financial Services, Mr. Roos-Solicitor, Mrs. Mance-Secretary.

Ms. Haywood and Mr. Rackow were absent.

The following members of the staff were present:

Beverly Gallagher, Director of Special Education

Lynn David, Director of Human Resources

Ray Bavi, Director of Support Services

Christopher Barone, Director of Technology

Tim McCleary, Supervisor of Technology

Cheryl Horsey, Director of Pupil Services

There were 15 signatures in the guest register.

The Pledge of Allegiance was led by the Unified track team.

RECOGNITIONS

The Unified Track team was recognized for their accomplishments this school year. They received a Certificate of Acknowledgement from the Board.

SUPERINTENDENT'S
REPORT

Dr. Marseille gave highlights on the following activities in the District:

Last Thursday Dr. Marseille had the pleasure of attending our high school prom at *The Please Touch Museum*. He reported that the event was great ...our students looked wonderful and represented our school district in true style. After the prom he attended his first CHS Post Prom. Dr. Marseille personally thanked the adults who worked on the Post Prom event. Our students and their guests enjoyed a magical time in a safe environment. Special thanks to this year's Post Prom Chairperson, Linda Morales. Mrs. Morales and the dedicated Post Prom Committee upheld an important part of our Cheltenham culture by coordinating and hosting this year's Post Prom event. Dr. Marseille was very pleased to announce that we will begin a new Cheltenham tradition tomorrow morning, the First Annual Cheltenham High School Senior Walk! After completing their final graduation rehearsal, our seniors will have the opportunity to go back to their elementary schools. Students will promenade through their grade school in their caps and gowns as our K-4 students and teachers cheer them on. After they walk their K-4 school hallways, Dr. Marseille will travel on to Elkins Park School where he will proudly lead the Senior Walk. Dr. Marseille reminded everyone that Cheltenham High School's 132nd Commencement Ceremony will take place at the Hayman Center on La Salle University's campus tomorrow night at 6:45 pm. Dr. Marseille announced that he is honored to address this year's graduates and is looking forward to the moment when he asks our young men and women to turn their tassels. Special guest speaker, Kameron Leigh Matthews, will join him on stage. Dr. Matthews is a celebrated Class of 1996 graduate whom you may recall was featured in our *THIS IS CHELTENHAM* campaign. The entire community is invited to view the Class of 2016 Commencement in real time by tuning into our live stream of the ceremony. The CSD Office of Communications will send out a streaming link prior to the event. Dr. Marseille congratulated all of our students who are moving on to the next phase of their scholarly experience this year... and to all of our families and educators who have supported such academic milestones. As a reminder, our last day of school of the 2015-2016 academic year for K-11

SUPERINTENDENT'S
REPORT
(continued)

students is Monday, June 20th. Dismissal time information is listed on our website. He wished all of our students and families a very safe and happy summer vacation. CSD teachers will finish the school year next week with a two-day professional development program and end of year closeout activities. Our PD includes a comprehensive informational session on our strategic plan, complete with interactive sessions that will allow our teachers to connect with the plan's overarching vision and five pathways. Teachers will also view and discuss the award winning documentary, *Beyond Measure*. Beyond Measure examines project-based learning from the vantage point of schools that have adopted the practice. Dr. Marseille thanked all of our faculty and staff for their hard work this year. The District will say thank you to our educators by hosting an end of year Teacher Appreciation BBQ lunch on Wednesday, June 22. A special note on this evening's agenda is the recommendation for approval of five administrators. Dr. Marseille expressed how pleased he is with the professional caliber we are bringing on board with us in these individuals. These professionals have been thoughtfully sought out to fill critical vacancies and round out specific central office needs. Each will help us move forward as a school district. Our new administrators are here with us this evening and will be introduced upon approval of their Board appointments.

SOLICITOR'S REPORT

Mr. Roos reported that on May 24th Governor Wolf signed into law and legislation the anti-hazing law to apply to public and private secondary schools. It is now a misdemeanor of the third degree. They will be reviewing the district policy to ensure it is aligned with the new criminal code.

SUNSHINE
ANNOUNCEMENTS

Mr. Roos stated that the sunshine announcements are as listed on the agenda:

Tuesday, May 17, 2016

6:30 p.m. Educational Affairs Committee Meeting

Tuesday, May 24, 2016

6:30 p.m. CEA Negotiations Working Session

Thursday, May 26, 2016

7:00 p.m. - Policy Committee Meeting

Tuesday, June 7, 2016

7:00 p.m. - Agenda Build

Immediately followed by Facilities Committee Meeting

Immediately followed by Financial Affairs Committee Meeting

Thursday, June 9, 2016

6:00 p.m. - CEA Negotiations

Thursday, June 14, 2016

7:00 p.m. - Executive Session

PUBLIC COMMENTS
ON AGENDA ITEMS
ONLY

Myron Goldman, Elkin Park asked the following questions: How will students be motivated to take advantage of the opportunities and resources? How will students be involved and engaged in the design and plans? How will the district provide afterschool home or help centers with college students, parents and volunteers? How will the district ensure the students demonstrate the attitudes and behaviors that lead to academic success? How will the District prepare the students for the stone walls?

Martin Schmidt, Glenside, asked that the fans be turned off so that people could hear the proceedings of the meeting.

Viviann Jean, Elkins Park, presented the following question: Her son is a student at Cedarbrook. How does she access him during the day if there is an urgent matter? She suggested full time secretaries at all locations.

APPROVAL OF
MINUTES

Upon motion by Ms. McWilliams, seconded by Mr. Nelson, the minutes of the May 10, 2016 Legislative Board Meetings were unanimously approved.

APPOINTMENT OF
ADMNISTRATORS

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

RESOLVED, upon recommendation of the Boards appoints Dr. Raymond McFall as Principal, Cheltenham High School, CASSA classification, at an annual 2016-2017 salary of \$155,000, to be hired provisionally pending statutory requirements, effective date to be determined.

RESOLVED, upon recommendation of the Boards appoints Charlene Collins as Director of Secondary Education, Administration Building, CASSA classification, at an annual 2016-2017 salary of \$130,000, to be hired provisionally pending statutory requirements, effective date to be determined.

RESOLVED, upon recommendation of the Boards appoints Brian Reilly as Supervisor of S.T.E.M., Administration Building, CASSA classification, at an annual 2016-2017 salary of \$105,000, to be hired provisionally pending statutory requirements, effective date July 5, 2016.

RESOLVED, upon recommendation of the Boards appoints Stephenie Russell as Supervisor of Special Education, Administration Building, CASSA classification, at an annual 2016-2017 salary of \$115,000, to be hired provisionally pending statutory requirements, effective July 1, 2016.

RESOLVED, upon recommendation of the Boards appoints Mark Brown as Supervisor of Buildings and Grounds, Administration Building, CASSA classification, at an annual 2016-2017 salary of \$81,584 prorated, to be hired provisionally pending statutory requirements, effective July 11, 2016.

On roll call the following voted in the affirmative: Mr. Malloy, Mr. Nelson, Mr. Fishbein, Mr. Cohen, Ms. McWilliams, Ms. Gray and Mr. England. Ms. Haywood and Mr. Rackow were absent. Negative: None. Motion adopted.

APPROVAL OF
CONVERSION OF
VACATION DAYS

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

RESOLVED, in recognition of the professional District-related commitments of the Superintendent since July 1, 2015, the Board approves the immediate payment to the Superintendent for six (6) days of unused vacation leave at his *per diem* rate of pay as determined by his employment agreement in return for the surrender of these six (6) vacation days by the Superintendent. The Superintendent may still accumulate a maximum of four (4) days of unused vacation leave that may be carried over and used in a subsequent year of his term as Superintendent.

On roll call the following voted in the affirmative: Mr. Malloy, Mr. Nelson, Mr. Fishbein, Mr. Cohen, Ms. McWilliams, Ms. Gray and Mr. England. Ms. Haywood and Mr. Rackow were absent. Negative: None. Motion adopted.

STUDENT
REPRESENTATIVES

Paige Kytzidis and Valerie Melicio reported that they had finals this week at the high school. Graduation is in a couple days and Senior Awards night was last night and it was successful. Student government has done an end of year survey so they can focus on solving specific problems for next year. They are working to try to get Cheltenham High's Student Council recognized nationally. They have identified 5 new projects they will be working on next year: bonfire, handball tournament – where all proceeds will go to EMS firefighters -- recycling, partnerships with local businesses, and puppy distress days.

CEDARBROOK MIDDLE
SCHOOL

Dr. Bavi reported by stating, on June 9th they met with all the prime contractors to discuss the construction schedule. Over 100 trees have been tagged and 98% of the trees protection has been completed. The second floor roof deck has been removed and removal of the concrete slab work is in progress throughout the site. They are installing the temporary electrical service work and securing the fence for the entire area. The general contractor is now responsible for securing the site. At this time 55% of the demolition has been completed.

UNITED PARENT
GROUP

Marion Biglan read the following report: Phew what a year! I hope that after the skills learned during May Mindfulness month, everyone is able to take a deep breath and reflect on the many accomplishments and progress of this school year! I am Marion Biglan, parent of soon-to-be two EP students, and completing my first year as Co-President of United Parents Group. As you know, the United Parents Group is an umbrella organization representing parents and guardians across all 7 schools in our district, with a goal of empowering all parents/guardians to be engaged in their children's education. As we look back on the progress made this year in our district, we feel a deep sense of gratitude: Gratitude for the hard work of our students, teachers and school staff who work tirelessly each day, for the parents, guardians, and mentors who support them, and for the administration & school board leadership who set the vision and direction. Gratitude for the thousands of district stakeholders who gave their voice and the hundreds who gave their time to create our new strategic plan. Gratitude for all the thinking and time that went into hiring several key leadership positions that will shape our success for years to come. And gratitude to be able to celebrate with you all Dr. Marseille's one-year anniversary with CSD. This has been my first year to work with the district when there has been consistent and stable visionary leadership, and it makes a huge difference. I feel gratitude to all the parents and guardians who reached out to their child's teacher when they had a concern or question, who stayed up late encouraging their child to study, who checked their kids' DAB and homework folders and who read every one of those emails from the school and PTOs! I feel gratitude for those who put in many hours or even just one to volunteer their time to support their school or PTO. I am grateful for the support of our seven PTOs that provided UPG the opportunity to, once again, award three \$400 scholarships to deserving seniors. For academic excellence, scholarships were given to Sarah Boise and Nissim Lebovits and the Paula Rae Barvin Scholarship for Community Service was given to Aaron Ngo. Congratulations to the entire Class of 2016! I am also grateful for the parents and guardians who came out to UPG meetings this year to educate themselves to be better advocates for all kids - by engaging in a conversation with Dr. Marseille about student achievement, by attending the school board candidate debate to be able to make informed decisions at the voting booth, by learning all about all the different tests that are given in our district, by building connections and seeing an inspiring vision for the future of learning at our jointly sponsored pot-luck, by building their cultural competence skills, and by taking the time to read the strategic plan and submit comments. These are all forums that UPG provided and/or supported this year for parents to be engaged. In addition, we hosted 3 meetings of PTO, CAAA & SEAC leadership with Dr. Marseille for our parent leaders to learn and share best practices. Now, after we catch our breath too, it's time to look to the year ahead. With the new strategic plan in place as well as key hires secured throughout our district, we are ready to to roll up our sleeves with you in partnership, and in service to our students. We look forward to engaging parents and guardians further in the strategic plan at our first meeting in October. As many UPG members have noted in our comments on the strategic plan review, we know that parent/guardian engagement is critical to the achievement of the goals of the strategic plan, and we would like to see even more explicit emphasis on the role parents play in the plan. In supporting the vision of our culturally diverse community becoming a model for excellence in education, we also look forward to continuing our work on cultural competence. We are pleased to see the focus on cultural competence for staff professional learning in the strategic plan. That said, we believe that parents must also be educated and supported in helping understand inequity and

how our nation's history of discrimination across racial, cultural, gender, and sexual identify lines has led to systemic inequity that must be dismantled. This work is essential to help ensure all students achieve their potential. We know there will be many more priorities in the year ahead. I am deeply grateful to report that all of our UPG board is returning next year to continue to serve. This said we DO have a few available spots and I'd personally love to hear from anyone who wants to join us! Our board is working with Ms. Mance to identify a time to plan over the summer with Dr. Marseille, so it will be an exciting year to join us! In the meantime, we congratulate everyone on the accomplishments of the year, and wish you some much deserved R&R over the summer break! Thank you for your time and attention tonight, and we'll see you next year.

TREASURER'S REPORT

Upon motion of Mr. Nelson, seconded by Mr. Malloy, the Treasurer's Report for the period ending May 31, 2016, as presented in the financial statements to the board and as attached to the original minutes, was unanimously approved.

APPOINTMENT OF
TREASURER

Upon a motion by Mr. Nelson, seconded by Ms. McWilliams, the following resolution was adopted:

RESOLVED, upon recommendation of the Boards approves Karen Washington be reappointed as Treasurer for the School District for the fiscal year 2016-2017.

On roll call the following voted in the affirmative: Mr. Malloy, Mr. Nelson, Mr. Fishbein, Mr. Cohen, Ms. McWilliams, Ms. Gray and Mr. England. Ms. Haywood and Mr. Rackow were absent. Negative: None. Motion adopted.

APPROVAL TO AMEND
THE 2016 BOARD
MEETING CALENDAR

Upon a motion by Mr. Nelson, seconded by Mr. Malloy, the following resolution was adopted:

RESOLVED, Pursuant to Section 421 of the Public School Code, the Board of School Directors approves rescheduling the October and November Regular Board meetings for the 2016 calendar year as follows:

- From October 11 to October 18
- From November 8 to November 15

RESOLVED, upon recommendation of the Boards further approves rescheduling the October and November Educational Affairs Committee meetings for the 2016 calendar year as follows:

- From October 18 to October 25
- From November 15 to November 22

On roll call the following voted in the affirmative: Mr. Malloy, Mr. Nelson, Mr. Fishbein, Mr. Cohen, Ms. McWilliams, Ms. Gray and Mr. England. Ms. Haywood and Mr. Rackow were absent. Negative: None. Motion adopted.

APPROVAL OF
AMENDED ACADEMIC
CALENDAR

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

RESOLVED, upon recommendation of the Boards approves the amended academic calendar for the 2016-2017 school year.

In accordance with Basic Education Circular 24 P.S. §15-1502, Days Schools Not to be Kept Open, the following days are official local School District holidays: 12/26/2016, 12/27/2016, 12/28/2016, 12/29/2016 and 12/30/2016.

On roll call the following voted in the affirmative: Mr. Malloy, Mr. Nelson, Mr. Fishbein, Mr. Cohen, Ms. McWilliams, Ms. Gray and Mr. England. Ms. Haywood and Mr. Rackow were absent. Negative: None. Motion adopted.

MCIU REPORT

Mr. England stated he did not have a report.

EASTERN CENTER REPORT

Mrs. Gray reporting for the Eastern Center stated that they met on Wednesday, May 11, 2016 and discussed the following: Approved of the financial report and disbursements, student sponsorship for Skills USA in Louisville, KY, approval of non-residential rates, approval of 2nd read policies for policy c136, approval of Act 80 days, approval of hires and summer help, approval of the 2016-2017 professional salary guide, approval of the building and capital project report. The next meeting is scheduled for June 16th.

FINANCIAL AFFAIRS COMMITTEE

Approval of Budget and Tax Levy
Approval of Fund Balance Designation

Mr. Nelson, reporting for the Financial Affairs Committee, stated they met on June 7th and discussed the following: Approval of minutes, 2015-16 Budget Update, 2016-17 Final Budget, Fund Balance, and Legal services. Mr. Nelson announced the next meeting for August 2, 2016.

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

RESOLVED, upon recommendation of the Financial Affairs Committee, the Board approves the final budget for the School District of Cheltenham Township for the fiscal year beginning July 1, 2016 and authorization of the appropriation and expenditure of the funds as itemized in said Budget during the fiscal year beginning July 1, 2016, in the amount of \$107,443,307 (3.42% increase). The necessary revenue for the same shall be provided by the following taxes for the fiscal year beginning July 1, 2016, adopted concurrently herewith:

1. A Real Estate Transfer Tax of one percent (1%) to be shared equally between the Township of Cheltenham and the School District of Cheltenham Township where each receives one-half (½) of the Real Estate Transfer Tax;
2. A Mercantile License Tax on (i) wholesale vendors or dealers in goods, wares at the rate of one (1) mill on each dollar of gross volume of business and (ii) retail vendors or dealers in goods, wares, and merchandise at the rate of one and one-half (1½) mills on each dollar of the gross volume of retail business transacted within the School District during the license year to be shared equally between the Township of Cheltenham and the School District of Cheltenham Township where each receives one-half (½) of the Mercantile License Tax;
3. A tax on net profits earned on businesses, professions, and other activities conducted by residents of the School District of Cheltenham Township and on salaries, wages, commissions, and other compensation earned by residents of the School District of Cheltenham Township is imposed by the School District at the flat rate of one percent (1%) to be shared equally between the Township of Cheltenham and the School District of Cheltenham Township where each receives one-half (½) of the Earned Income Tax.
4. A Local Services Tax (LST) in the amount of Five Dollars (\$5.00), by virtue of the fact that the Commissioners of the Township of Cheltenham have enacted a LST in the amount of \$ 52.00 similar to the Resolution imposing a like tax by the School District of Cheltenham Township. The School District receives Five Dollars (\$5.00) of this tax.
5. A school tax on real estate at a rate of 45.0943 mills (1.3% increase), or at the rate of \$4.50943 on

FINANCIAL AFFAIRS
COMMITTEE
(continued)

each \$100.00 of assessed valuation of taxable property shall be levied upon all the property upon which the County of Montgomery taxes are levied and assessed.

On roll call the following voted in the affirmative: Mr. Malloy, Mr. Nelson, Mr. Fishbein, Mr. Cohen, Ms. McWilliams, Ms. Gray and Mr. England. Ms. Haywood and Mr. Rackow were absent. Negative: None.
Motion adopted.

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

RESOLVED, upon recommendation of the Financial Affairs Committee, the Board approves the commit of \$874,743 of fund balance for the 2016-17 budget and \$4,500,000 for capital projects.

On roll call the following voted in the affirmative: Mr. Malloy, Mr. Nelson, Mr. Fishbein, Mr. Cohen, Ms. McWilliams, Ms. Gray and Mr. England. Ms. Haywood and Mr. Rackow were absent. Negative: None.
Motion adopted.

EDUCATIONAL
AFFAIRS COMMITTEE
Approval of Strategic
Plan

Mr. England reporting for the Educational Affairs Committee stated that they discussed the following agenda items at the June 21, 2016 meeting: Approval of minutes, Special Education Compliance report, and the Emotional Support Program.

Upon a motion by Ms. McWilliams, seconded by Ms. Gray, the following resolution was adopted:

RESOLVED, upon recommendation of the Board approves the 2016 five-year Strategic Plan.

On roll call the following voted in the affirmative: Mr. Malloy, Mr. Nelson, Mr. Fishbein, Mr. Cohen, Ms. McWilliams, Ms. Gray and Mr. England. Ms. Haywood and Mr. Rackow were absent. Negative: None.
Motion adopted.

FACILITIES
COMMITTEE
Approval of Change
Order

Mr. Gray, reporting for the Facilities Committee, stated that they discussed the following agenda items at the June 7, 2016 meeting: Approval of minutes, Cedarbrook construction update, Cedarbrook additional Architectural services, Elkins Park construction project update. Mrs. Gray announced the next meeting on August 2, 2016.

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

RESOLVED, upon recommendation of the Boards approves of a change to Gilbert Architects for additional architectural services for total amount of \$18,000.00.

On roll call the following voted in the affirmative: Mr. Malloy, Mr. Nelson, Mr. Fishbein, Mr. Cohen, Ms. McWilliams, Ms. Gray and Mr. England. Ms. Haywood and Mr. Rackow were absent. Negative: None.
Motion adopted.

LIAISON COMMITTEE

Mr. England, reporting for the Liaison Committee, stated they have changed the frequency of their meetings. There have been two meeting since the last legislative board meeting. A meeting was held on May 16th and they discussed the following: update on the strategic plan, outreach with realtors, Cheltenham mall update, Ashbourne meadows, Wawa, and Curland farms update. At their meeting on June 13th they discussed the following: Cedarbrook update, Cheltenham School District budget, school districts update on environmental projects, update on realtor outreach. Mr. England announced the next

Liaison meeting on Monday, July 18, 2016 at the Township Building.

PERSONNEL
COMMITTEE
Authorization to Hire
2016-2017 Staff
Approval of Act 93
Agreement
Approval to Create a
Position

Mr. Nelson, reporting for the Personnel Committee, stated they met on May 12th and discussed the following: Approval of minutes, CASSA agreement, creation of human resources coordinator, and vacancy and hiring update. The next meeting has not yet been scheduled.

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

RESOLVED, upon recommendation of the Boards authorizes the Superintendent or his designee to continue the operational hiring of staff as needed during Summer 2016, in accordance with the adopted budget for the 2016-2017 year with ratification of appointments to follow at the next available action meeting absent any individual Board member objection.

On roll call the following voted in the affirmative: Mr. Malloy, Mr. Nelson, Mr. Fishbein, Mr. Cohen, Ms. McWilliams, Ms. Gray and Mr. England. Ms. Haywood and Mr. Rackow were absent. Negative: None. Motion adopted.

Upon a motion by Mr. Malloy, seconded by Ms. McWilliams, the following resolution was adopted:

RESOLVED, upon recommendation of 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. Malloy, Mr. Nelson, Mr. Fishbein, Mr. Cohen, Ms. McWilliams, Ms. Gray and Mr. England. Ms. Haywood and Mr. Rackow were absent. Negative: None. Motion adopted.

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

RESOLVED, "Pursuant to Board Policy #301, Creating a Position, the administration approves the creation of the BEC position, Human Resources Coordinator, per the position description provided to the Board.

On roll call the following voted in the affirmative: Mr. Malloy, Mr. Nelson, Mr. Fishbein, Mr. Cohen, Ms. McWilliams, Ms. Gray and Mr. England. Ms. Haywood and Mr. Rackow were absent. Negative: None. Motion adopted.

POLICY COMMITTEE

Mr. Fishbein, reporting for the Policy Committee, stated there last meeting was Thursday, May 26, 2016, and they discussed: Approval of Minutes of April 28, 2016 Committee Meeting , Policy #210 – Use of Medications – Second Read, AR210 – Use of Medications, Policy #360, #460, #560, #860 – Maintaining Appropriate Boundaries with Students – Second Read, Policy #826 – Social Media – Second Read, Policy #143 – District-Issued Chromebooks – Second Read and related AR, AR258 – Gender Expansive and Transgender Students, AR233 – Suspensions and Expulsions, New Business- Policy #808 – Food Service, Policy #623 Travel Reimbursement – Federal Programs, Policy #8XX – Conflict of Interest, Policy #624 – Federal Fiscal Compliance and Related ARs, 624AR – Federal Fiscal Compliance, Types of Costs, Obligations and Property Management 624.1AR – Federal Fiscal Compliance - Cash Management, 624.2AR – Federal Fiscal Compliance - Allow ability of Costs, 624.3AR – Federal Fiscal Compliance – Sub recipient Monitoring, 624.4AR – Federal Fiscal

Compliance – Procurement. The next policy committee meeting is scheduled for Thursday, June 23rd at 7:00 pm, at the Administration building.

Upon a motion by Mr. Cohen, seconded by Ms. McWilliams, the following resolution was adopted:

RESOLVED, upon recommendation of the Boards approves an exception to Board Policy No. 003 to permit adoption of the following policies in one reading in order to ensure legal compliance with the position taken by the Federal Office of Management and Budget in their recent audits of public school districts.

2nd Read Policies

- 1. Policy #360, 460, 560, 860 - Maintaining Appropriate Boundaries with Students
- 2. Policy #210 - Use of Medications
- 3. Policy #143 - District Issued Chromebooks
- 4. Policy #826 - Social Media

1st Read Policies

- 1. Policy #827 - Conflict of Interest
- 2. Policy #808 - Food Service
- 3. Policy #624 - Federal Fiscal Compliance
- 4. Policy #623 - Travel Reimbursement - Federal Programs

On roll call the following voted in the affirmative: Mr. Malloy, Mr. Nelson, Mr. Fishbein, Mr. Cohen, Ms. McWilliams, Ms. Gray and Mr. England. Ms. Haywood and Mr. Rackow were absent. Negative: None. Motion adopted.

LEGISLATIVE REPORT

Mrs. Gray, Montgomery County Legislative Committee Representative, reported they discussed 2016-17 budget, pension reform senate bill 1071, revenue, PLANCON reimbursements, expedited teacher certification, manual school security drills, and continuing professional education compliance.

PERSONNEL

- Appointment of Consultant
- Appointment of Support Staff
- Appointment of Secondary Summer School and ESY (extended School Year) Personnel
- Appointment of Summer School Personnel
- Appointment of Summer Custodial Help Staff
- Approval of Changes in Position
- Appointment of

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

RESOLVED, upon recommendation of the administration, the Board appoints Ronald Saurman to provide consulting services to the District in support of the Facilities and Maintenance Office, effective May 18, 2016 and ending no later than June 30, 2016 per the General Contracted Consultant Agreement provided to the Board.

RESOLVED, upon recommendation of the administration, the Board approves the ratification of the appointment of Elisheba Williams as a 1:1 Paraeducator, Tier IIA at Glenside Elementary School, 7 hours per day for 184 days, at an hourly rate of \$14.19, to be hired provisionally pending statutory requirements, effective May 16, 2016. A 90-day probation period is required.

RESOLVED, upon recommendation of the administration, the Board approves the appointment of Jeremy Robinson as a part-time Custodian, Grade 18 at the Administration Building, 4 hours per day for 260 days, at an hourly rate of \$18.11, to be hired provisionally pending statutory requirements, effective June 15, 2016. A 90-day probation period is required.

RESOLVED, upon recommendation of the administration, the Board approves the appointment of Christopher Mallon as a Custodian, Grade 18 at Wyncote Elementary School, 8 hours per day for 260

Homebound
Instructors
Appointment of
Personnel for
Supplemental Services
Change in
Classification and
Assignment
Approval of Extra
Duty/ Extra Pay
Positions

days, at an annual rate of \$37,672 prorated plus \$492 shift differential rate, to be hired provisionally pending statutory requirements, effective June 15, 2016. A 90-day probation period is required.

RESOLVED, upon recommendation of the administration, the Board approves the appointment of Bruce Tilley as a Custodian, Grade 18 at Glenside Elementary School, 8 hours per day for 260 days, at an annual rate of \$37,672 prorated plus \$492 shift differential rate, 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 Board approves the appointment of Danita Wisher as Human Resources Coordinator, Grade 6 at the Administration Building, 7.5 hours per day for 260 days, at an annual rate of \$41,962 prorated, to be hired provisionally pending statutory requirements, effective July 5, 2016. A 90-day probation period is required.

RESOLVED, upon recommendation of the administration, the Board approves the personnel for secondary Summer school teaching staff, per attachment entitled "2016 Summer School Staffing List", at an approved rate of \$36.90 per hour.

RESOLVED, upon recommendation of the administration, the Board approves the personnel for ESY teaching staff, per attachment entitled "2016 ESY Teaching Staff List", at an approved rate of \$36.90 per hour.

RESOLVED, upon recommendation of the administration, the Board approves the ESY Paraeducators, per attachment entitled "Summer 2016 ESY Para-Educator List". The rate of pay is the same as the individual's rate during the academic school year.

RESOLVED, upon recommendation of the administration, the Board approves the appointment of John Allen as summer school security officer at Cheltenham High School, effective June 27, 2016 through August 12, 2016 at his current hourly rate.

RESOLVED, upon recommendation of the administration, the Board approves the personnel listed, per attachment entitled "2016 Voyage Summer Experience Personnel", to serve as the Voyage Summer Experience Program Staff from July 05, 2016 through July 30, 2016, at the rates listed.

RESOLVED, upon recommendation of the administration, the Board approves the personnel listed, per attachment entitled "2016 Summer Custodial Help", to serve as summer help workers for the Summer of 2016 at \$11.00 per hour, effective June 27, 2016 through August 26, 2016.

RESOLVED, upon recommendation of the administration, the Board approves a change in position for Iris Parker, from: Principal at Cheltenham High School, to: Director of Elementary Education at the Administration Building, at an annual salary pursuant to the letter provided to the Board of School Directors, effective July 1, 2016.

RESOLVED, upon recommendation of the administration, the Board approves a change in position for Lynn Hindermyer, from: Vice Principal at Cheltenham High School, to: Vice Principal at Elkins Park School, at an annual salary pursuant to the letter provided to the Board of School Directors, effective July 1, 2016.

RESOLVED, upon recommendation of the administration, the Board approves a change in position for Christine Zubairu, from: Vice Principal at Elkins Park School, to: Vice Principal at Cheltenham High School,

PERSONNEL
(continued)

at an annual salary pursuant to the letter provided to the Board of School Directors, effective July 1, 2016.

RESOLVED, upon recommendation of the administration, the Board approves a change in status for Rolando Figueroa, from: 10 month, District Wide Security Manager, to: 12 month, District Security Manager, at an annual salary pursuant to the letter provided to the Board of School Directors, effective July 1, 2016.

RESOLVED, upon recommendation of the administration, the Board approves a change in position and classification for Gerald Aungst, from: Supervisor of Gifted Support and Elementary Math at the Administration Building, to: Challenge Consultant/Gifted Teacher at Cheltenham Elementary School, at an annual salary pursuant to the letter provided to the Board of School Directors, effective July 1, 2016.

RESOLVED, upon recommendation of the administration, the Board approves a change in position and classification for Jeanne Rauch, from: Supervisor of Reading and Language Arts at the Administration Building, to: Reading Specialist at Elkins Park School, at an annual salary pursuant to the letter provided to the Board of School Directors, effective July 1, 2016.

RESOLVED, upon recommendation of the administration, the Board approves a change in position for Colleen McMenamin, from: part-time C.L.A.S.P. Aide, Assistant Group Supervisor, Tier I at Myers Elementary School, to: part-time C.L.A.S.P. Aide, Group Supervisor, Tier III at Myers Elementary School, 4.75 hours per day for 182 days at an hourly rate of \$17.12, effective June 15, 2016.

RESOLVED, upon recommendation of the administration, the Board approves a change in position and status for Roy Bowser, from: part-time Custodian, Grade 18, at the Administration Building, to: full-time Custodian, Grade 18, at Cheltenham Elementary School, 8 hours per day for 260 days at an annual salary of \$37,672 prorated plus \$492 shift differential rate, effective June 15, 2016.

RESOLVED, upon recommendation of the administration, the Board approves the appointment of personnel as listed, to be homebound instructors, for the 2015-2016 school year, at a rate of \$43.00 per hour.

Tara Rabb
Roberta Jacoby

RESOLVED, upon recommendation of the administration, the Board approves the Cheltenham High School guidance counselors, as listed, be permitted to provide up to five days each of supplemental service during Summer 2016, at their respective 2015-2016 per diem rate of pay.

Jan Caldwell
Lori Cohen
Anh Tran-Doerr
Keila Vargas
Leon Walker

RESOLVED, upon recommendation of the administration, the Board approves a change in classification for Johanna Cella from: Long Term Substitute Teacher, Science Teacher, at Cheltenham High School; to: Temporary Professional Employee, Biology Teacher, Cheltenham High School, at an annual salary of \$59,113, Step 8/Masters, effective August 30, 2016 (2015-2016 salary schedule).

PERSONNEL
(continued)

RESOLVED, upon recommendation of the administration, the Board approves the following Extra Duty/Extra Pay assignments, per the attachment, at a rate of \$220 per unit, as listed.

Information Items:

1. Resignations

The Superintendent accepted the following resignations:

Geraldine Behler part-time C.L.A.S.P. Aide, Assistant Group Supervisor at Myers Elementary School, effective May 27, 2016, end of workday.

Robin Perry, full-time C.L.A.S.P. Aide, Head Group Supervisor at Glenside Elementary School, effective June 9, 2016, end of workday.

2. Non-discretionary Leaves of Absence

The following non-discretionary Leaves of Absence were granted:

Jenna Jarrett, Grade 6 Teacher at Elkins Park School, be granted an unpaid leave of absence from June 16, 2016 until June 23, 2016, under the provisions of the Family & Medical Leave policy. Ms. Jarrett's return to work date is the first teacher day of the 2016-2017 school year.

RESOLVED, upon recommendation of the administration, the Board approves of the following Extra Duty/Extra Pay assignments, per the attachment, at a rate of \$220 per unit, as listed.

On roll call the following voted in the affirmative: Mr. Malloy, Mr. Nelson, Mr. Fishbein, Mr. Cohen, Ms. McWilliams, Ms. Gray and Mr. England. Ms. Haywood and Mr. Rackow were absent. Negative: None. Motion adopted.

EDUCATIONAL
AFFAIRS

Upon motion by Mr. Nelson seconded by Mr. Malloy, the following resolutions were adopted:

Approval of
Conferences
Approval of Award of
Contracts

RESOLVED, upon recommendation of the administration, the Board approves of the attendance and payment of expenses for Brandon Lutz, Supervisor of Instructional Technology, to attend International Society for Technology in Education (ISTE) in Denver, CO, from June 25, 2016 through June 29, 2016 with an estimated cost of \$850.00 to be paid from the general fund account.

Approval of
Educational Service
Agreements
Approval of Extended
School Year
Agreements

RESOLVED, upon recommendation of the administration, the Board approves of the attendance and payment of expenses for Rebecca Sheridan, Science Teacher, at Cheltenham High School to attend American Society for Microbiology (ASM) in Bethesda, MD, from July 21, 2016 through July 24, 2016 with an estimated cost of \$286.00 to be paid from the general fund account.

Approval of
Continuation of
Educational Service
Agreements
Approval of
Volunteers

RESOLVED, upon recommendation of the administration, the Board approves of the attendance and payment of expenses for Crystal Clark, Principal, at Wyncote Elementary School to attend Association for Supervision and Curriculum Development (ASCD) in New Orleans, LA, from July 7, 2016 through July 10, 2016 with an estimated cost of \$1,633.00 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 Jane Donohue, School Counselor, at Elkins Park School to attend American

School Counselors Association (ASCA) in New Orleans, LA, from July 9, 2016 through July 12, 2016 with an estimated cost of \$1,634.00 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 Cyd Smith, School Counselor, at Elkins Park School to attend American School Counselors Association (ASCA) in New Orleans, LA, from July 9, 2016 through July 12, 2016 with an estimated cost of \$1,634.00 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 Brigid Ryan, Teacher, at Wyncote Elementary School to attend International Positive Education Network (IPEN) in Dallas, TX, from July 18, 2016 through July 20, 2016 with an estimated cost of \$1,767.00 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 Cindy Goldberg, Teacher, at Glenside Elementary School to attend International Positive Education Network (IPEN) in Dallas, TX, from July 18, 2016 through July 20, 2016 with an estimated cost of \$1,767.00 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 Joseph Lennon, Teacher, at Cheltenham High School to attend Shot Bot Training in Durham, NC, from July 7, 2016 through July 8, 2016 with an estimated cost of \$1,133.00 to be paid from the general fund account.

RESOLVED, upon recommendation of the administration, the Board approves the continuation award of a contract with Dr. Robert Cohn to provide psychiatric consultation, staff development, assessments, and reports, in an amount not to exceed \$15,000 for the 2016-2017 school year. (IDEA funds) (no change in amount of contract)

RESOLVED, upon recommendation of the administration, the Board approves the continuation award of a contract with Albert Einstein Medical Center to provide physicals at a cost of \$35 per student for mandated physicals; and \$85 per hour for physician consultations, and \$10 per student for sports physicals, for the 2016-2017 school year. (General Fund) (no change in costs)

RESOLVED, upon recommendation of the administration, the Board approves the continuation award of a contract with Lakeside Educational Network to provide five (5) special education placements, at a cost of \$32,400 per student, and five (5) general education placements at a cost of \$28,195 per student for 180 school days, during the 2016-2017 academic school year. (General Fund)

RESOLVED, upon recommendation of the administration, the Board approves the continuation award of a contract with Lakeside Educational Network to provide one student support counselor to Cedarbrook Middle School and two student support counselors to Cheltenham High School at a cost of \$337,575 for the 2016-2017 school year. (General Fund).

RESOLVED, upon recommendation of the administration, the Board approves the continuation award of a contract with Holy Family University to provide clinical facilities for 2016 – 2017 school year, at no cost.

RESOLVED, upon recommendation of the administration, the Board approves the continuation award of 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 \$59,663 for the 2016-2017 school year and additional services available at a per diem cost of \$40 per hour covered. (General Fund).

EDUCATIONAL
AFFAIRS
(continued)

EDUCATIONAL
AFFAIRS
(continued)

RESOLVED, upon recommendation of the administration, the Board approves the continuation award of a contract with Echelon to provide security and district residency services at a cost of \$65.00 per investigative officer hour for the 2016 – 2017 school year.

RESOLVED, upon recommendation of the administration, the Board 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:

1. Student # 405214
2. Student # 226578
3. Student # 406387
4. Student # 406439
5. Student # 217082

RESOLVED, upon recommendation of the administration, the Board approves the Extended School Year agreement with Approved Private and Private Licensed Schools (Wordsworth; Milagre Kids School, Inc; The Timothy School; Melmark; Pathway and Green Tree) for nine students who attended the placement during the 2015-16 school year. These are 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 to provide the students with an appropriate program. Below is a list of their confidential student numbers:

1. Student # 401560
2. Student # 219883
3. Student # 403380
4. Student # 221044
5. Student # 231363
6. Student # 404933
7. Student # 406686
8. Student # 228963
9. Student # 407254

RESOLVED, upon recommendation of the administration, the Board approves the continuation of educational service agreements for the students listed below, between the District and the parents of the students identified below by confidential numbers:

1. Student # 99229307
2. Student # 222385
3. Student # 401486
4. Student # 99237557
5. Student # 402731

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. Malloy, Mr. Nelson, Mr. Fishbein, Mr. Cohen, Ms. McWilliams, Ms. Gray and Mr. England. Ms. Haywood and Mr. Rackow were absent. Negative: None.
Motion adopted.

FINANCIAL AFFAIRS
 Approve 2015-2016
 Budget Transfers
 Approval of Payments
 Approval of
 Homestead/Farmstead
 Exclusion
 Approval of Real
 Estate Tax Installment
 Payment Resolutions
 Authorization for
 School District
 Depositories
 Approval of
 Catalogued Fixed
 Discount Program
 Authorization of
 Temporary Investment
 Funds
 Participation in
 Purchasing
 Cooperatives
 Approval of
 Purchasing Agents
 Authorization to Pay
 Bills
 Authorization to
 Execute Final Budget
 Transfers
 Approval of Non-
 Resident Tuition Rates
 for 2016-2017
 Approval of Extension
 of Legal Services

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

RESOLVED, upon recommendation of the administration, the Board gives authorization to make budget transfers and assignments for the 2015-2016 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 May 11, 2016 to June 14, 2016, in the following amounts in accordance with the list submitted to the board.

Fund	Check Numbers	Amount
General Fund	141160 - 141613	\$ 3,277,946.00
Payroll Fund	9510 - 9576	\$ 69,713.82
Bond Fund	1966 - 1973	\$ 1,408,528.72
Food Service Fund	2335-2342	\$ 1,365.11
Scholarship Fund	1399-1443	\$ 25,200.00
Student Activities Fund	2378 - 2402	\$ 26,535.34

a. WHEREAS, the County Assessor has certified to the School District that there are 8,030 eligible homestead properties in the School District and no eligible farmstead properties in the School District for the 2016-2017 fiscal year and;

WHEREAS, the Pennsylvania Department of Education has certified that the School District's Property Tax Reduction Allocation for the 2016-2017 fiscal year is \$3,537,409;

In accordance with the Special Session Act 1 of 2006, known as the Taxpayer Relief Act, the Board of School Directors hereby establishes the following homestead exclusion and farmstead exclusion, for the 2016-2017 fiscal year:

1. All eligible homesteads shall receive a homestead exclusion of \$9,768.86 of the assessed value of the homestead, which, based upon the millage rate established for the 2016-2017 fiscal year, corresponds to a tax reduction of \$440.52.

2. All eligible farmsteads shall receive a farmstead exclusion of \$9,768.86 of the assessed value of the farmstead, which, based upon the millage rate established for the 2016-2017 fiscal year, corresponds to a tax reduction of \$440.52.

3. The Tax Collector shall itemize the exclusion on each eligible homestead and eligible farmstead owner's annual property tax bill, showing (a) the assessed value, (b) the tax liability on the assessed value, (c) the amount of the homestead and/or farmstead exclusion in assessed value, (d) the actual tax liability after the homestead and/or farmstead exclusion and (e) the actual tax savings associated with the homestead and/or farmstead exclusion.

4. The Tax Collector shall also have the following notice included with the tax bills of all owners of eligible homestead and farmstead properties:

NOTICE OF PROPERTY TAX RELIEF

Your enclosed tax bill includes a tax reduction for your homestead and/or farmstead property. As an

FINANCIAL AFFAIRS
(continued)

eligible homestead and/or farmstead property owner, you have received tax relief through a homestead and/or farmstead exclusion which has been provided under the Pennsylvania Taxpayer Relief Act, a law passed by the Pennsylvania General Assembly designed to reduce your property taxes.

These provisions shall apply to the annual property tax bills issued in July 2016 and not to any interim real estate tax bill.

RESOLVED, upon recommendation of the administration, the Board approves the following resolution be adopted approving the Real Estate Tax Installment Payments to meet Special Session Act 1 of 2006 and the 2016-2017 budget requirements of the School District.

WHEREAS, Act 1 requires school districts to offer installment payments for real estate property taxes and

WHEREAS, the Board of School Directors intends to comply with this regulation

NOW, THEREFORE, BE IT RESOLVED, that the Board of School Directors of the School District of Cheltenham Township establishes installment payments as follows:

- Installment payments will be available to all properties to comply with Act 25.
- Installment payments will be made in three equal payments due on or before the last banking day of August, September, and October of the applicable tax year.
- Discounts are not permitted.
- Failure to make the first installment payment by the established due date will disqualify the taxpayer from the installment payment program for the applicable year.
- A 10% penalty of any late installment payment(s) will be assessed.
- If complete payments are not received by the due date of the final payment, the entire penalty indicated on the bill will be assessed.
- A taxpayer who is delinquent by more than ten days on two installment payments shall be ineligible for the installment payment option in the following fiscal year.

RESOLVED, upon recommendation of the administration, the Board approves the school district depositories be maintained at the following financial institutions:

- Pennsylvania Local Government Investment Trust
- Citizens Bank
- PNC Bank through PA School District Liquid Asset Fund – Primary Depository
- Pennsylvania Treasurer’s Investment Programs for Local Governments (INVEST)
- Fulton Bank

RESOLVED, upon recommendation of the administration, the Board approves the Catalog Fixed Discount Program as awarded by the MCIU Joint Purchasing Board for the period July 1, 2016 through June 30, 2017.

RESOLVED, upon recommendation of the administration, the Board approves the Business Manager be authorized to secure the best possible rates of return for the district’s funds in accordance with approved Pennsylvania school laws.

RESOLVED, upon recommendation of the administration, the Board gives approval to participate at no cost in the following purchasing cooperatives to purchase volume discounts:

- National Purchasing Cooperative

FINANCIAL AFFAIRS
(continued)

- PSBA Buy Board
- Association of Educational Purchasing Agencies
- PA Department of General Services
- PEPPM Technology Bidding and Purchasing Program
- Keystone Purchasing Network

RESOLVED, upon recommendation of the administration, the Board approves of Cara Michaels and Karen Washington as purchasing agents of the School District of Cheltenham Township in accordance with public school code 24 P.S. § 8-807.

Purchase orders are issued and a designation of responsible individuals is required for final sign off, to ensure appropriate approvals have been granted.

RESOLVED, upon recommendation of the administration, the Board gives authorization to pay the bills necessary prior to August 9, 2016 with ratification at the August meeting.

RESOLVED, upon recommendation of the administration, the Board gives authorization to make final budget transfers and assignments for the 2015-2016 fiscal year as required by state and mandated auditing procedures prior to August 9, 2016 with ratification at the August meeting.

RESOLVED, upon recommendation of the administration, the Board approves that non-resident student tuition rates for the 2016-2017 school year be adopted as follows:

Grades K-6	Daily \$73.36	Annual \$13,205.66
Grades 7-12	Daily \$99.16	Annual \$17,849.68

These rates are based on calculations approved by the Pennsylvania Department of Education for the 2016-2017 school year with a decrease of 7.64% for elementary and an increase of 17.15% for secondary.

RESOLVED, upon recommendation of the administration, the Board approves the extension of legal services provided by Wisler Pearlstein, LLP through September 1, 2016.

RESOLVED, upon recommendation of the administration, the Board gives authorization to solicit proposals for legal services.

RESOLVED, upon recommendation of the administration, the Board gives authorization to solicit proposals for consulting services to review the CASSA agreement.

RESOLVED, upon recommendation of the administration, the Board approves the school district insurance for 2016-17 be approved, as listed.

Coverage	Company	Premium
Property	Granite State	\$150,722.00
General Liability & Crime	American Alternative	\$ 57,834.00
Automobile	American Alternative	\$ 27,134.00
Boiler & Machinery	Hartford Steam Boiler	\$ 14,797.00
Umbrella	North River	\$ 36,737.00
School Board Legal	National Union	\$ 76,474.00

FINANCIAL AFFAIRS
(continued)

RESOLVED, upon recommendation of the administration, the Board authorizes 2278 Mount Carmel Ave, Parcel Number 30-00-45348-00-9, to be considered 100% located in Abington School District and Abington Township for taxation purposes as chosen by the property owner, Glenside Realty Partners, LLC, pursuant to 53 Pa.C.S 8818.

On roll call the following voted in the affirmative: Mr. Malloy, Mr. Nelson, Mr. Fishbein, Mr. Cohen, Ms. McWilliams, Ms. Gray and Mr. England. Ms. Haywood and Mr. Rackow were absent. Negative: None. Motion adopted.

PUBLIC COMMENTS

Martin Schmidt, Glenside, stated that there was an increase in real-estate taxes, and many in the community are on a fixed income. He further stated the District is spending approximately \$4,000 more per student than Abington. He suggested we find ways to more efficient. He also stated the cost of real estate is going down and the houses are not selling as quickly as they once did.

MEETING ADJOURNED

Mr. England adjourned the meeting without requesting a motion at 9:42 p.m.


Secretary


President