

LEGISLATIVE BOARD  
MEETING

The legislative board meeting of the Board of School Directors of the School District of Cheltenham Township was held on Tuesday, December 8, 2015 at 7:50 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, Mrs. Gray, Ms. Haywood, Mr. Malloy, Ms. McWilliams, Mr. Nelson, Mr. Rackow, Dr. Marseille-Superintendent, Ms. Michaels, Director of Financial Services, Mr. Roos-Solicitor, Mrs. Mance-Secretary.

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 18 signatures in the guest register.

The Pledge of Allegiance was led by Nathan Cantres-Reyes and Cailyn Williams.

RECOGNITIONS

Alicia Mayes-Moore & Allison Schadel, Avril Somerville, Mindy Kemmerer-Scovner, Pamela Hart, Karen Smith, Rachelle Martinez-Pagbaya were recognized by Ms. Oddo, Principal at Glenside as Glenside Elementary School's Cheers for Volunteers recipients. Each volunteer received a Certificate of Acknowledgement from the Board.

Ms. Oddo acknowledged the artwork from Glenside Elementary School displayed in the Administration Building. Ms. Oddo also introduced the new staff from Cheltenham Elementary.

SUPERINTENDENT'S  
REPORT

Dr. Marseille began by welcoming Mr. Cohen, Mr. Fishbein and Ms. McWilliams to the School Board commenting that their presence is symbolic of their dedication to Cheltenham students and community members. On behalf of the school district, Dr. Marseille sincerely thanked each new Board member for committing themselves to the substantial work of our Board of School Directors and once again welcomed each new Board Member as they join colleagues at the Board table. He reported on the packed house of joyous fans that cheered on the CHS Football Team on Thanksgiving morning in celebration of the 100<sup>th</sup> anniversary of Cheltenham vs. Abington rivalry. Cheltenham won the game with a score of 41-35 and continued its legacy of healthy competition against the Abington Ghosts. Dr. Marseille continued the Superintendent's Report by recognizing the CHS Marching Panthers, thanked the Marching Panthers Director, Mr. Bernstein and all of the engaged band parents/guardians who made the Marching Panthers season such a wonderful success. On another note, Dr. Marseille complimented Cheltenham High School students who are once again proving to be civically engaged and globally conscious in the following areas: The CHS Women's Union participated in the Pennsylvania Conference for Women at the Pennsylvania Convention Center on November 19. During the conference, students heard from dynamic speakers, exchanged ideas, and began to chart their own paths for the future. The Cheltenham High School student council representatives assembled and delivered forty-five festive food baskets to those in need as part of this year's Student Council holiday project with our young men and women from CHS paying off their library fines with canned goods. The canned good donations were collected and delivered, 624 lbs. to be exact, to Preston & Steve's Camp-out for Hunger to benefit Philabundance. The Class of 2017 continues to sell red ribbons in recognition of immigrants and refugees. In doing so they are collecting money for an important cause and keeping their fellow students informed about global priorities. Many of our classrooms are code crazy this week in honor of the Hour of Code national event running from Monday through Friday. Dr. Marseille extended very special holiday wishes to our families, staff members and community. He announced the upcoming Winter Break that is fast approaching! Schools dismiss for break on Wednesday, December 23 with students, staff and administration returning on Monday, January 4. Please see the district website

for the full winter break schedule which includes winter break hours of operation for our District offices.

- SOLICITOR'S REPORT** Mr. Roos, informed the public about the anticipated abstentions from the new Board members explaining that they did not have time to review the minutes, financial reports and other areas prior to the Board meeting. He also stated the public will see the adoption of Opt Out of Accelerated Budget resolution on the agenda this evening. Mr. Roos explained that the resolution, if adopted, limits how much the School Board can raise taxes. Mr. Roos explained that the Board must go through a preliminary election of the percentage of the tax increase in April. The resolution commits the Board to keep taxes within the Act 1 index of 2.4%.
- PUBLIC COMMENTS ON AGENDA ITEMS ONLY** None.
- APPROVAL OF MINUTES** Upon motion by Ms. Haywood, seconded by Mr. Malloy, the minutes of the November 10, 2015 Legislative Board Meetings.
- On roll call the following voted in the affirmative: Ms. Gray, Ms. Haywood, Mr. Rackow, Mr. Malloy, Mr. Nelson and Mr. England. Abstained: Ms. McWilliams, Mr. Fishbein and Mr. Cohen. Motion adopted.
- CEDARBROOK MIDDLE SCHOOL UPDATE** On November 23, 2015, Gilbert Architects and Renew Design presented fire safety code, parking, traffic flow and storm water management plans to the Cheltenham Township Planning Commission. The next Township meeting is scheduled for January 6, 2016 for Public Works and January 20, 2016 for the Commissioner's meeting. Our drawing and specifications for Cedarbrook were sent to the Montgomery County Conservation Committee and township code officials for land development review. On November 9, 2015 Dr. Bavi met with our consultants concerning HVAC design and architectural finishes. On November 12, 2015 we conducted a coordinated meeting regarding structural architectural finishes. On November 25, 2015, we received and reviewed notes from the Pennsylvania Department of Education concerning PLANCON Part E architectural review. Dr. Bavi reported that the asbestos abatement project work is in progress at this time. It is 65% complete, and Cedarbrook specifications and drawings are 90% complete.
- STUDENT REPRESENTATIVES** Megan Lam, Aaron Ngo, and Malik Farr reporting for the student representatives stated that they have several charitable events coming up; Easter Seals, Red Cross blood drive, Penny Wars – Relay for Life. They also reported that English Teacher Ms. LaTorre started a mentor program, where 10<sup>th</sup> and 11<sup>th</sup> grades will mentor freshman when they enter high school and announced the upcoming Winter Ball for all students, which is sponsored by the Senior class.
- TREASURER'S REPORT** Upon motion of Mr. Rackow, seconded by Mr. Nelson, the Treasurer's Report for the period ending November 30, 2015, as presented in the financial statements to the board and as attached to the original minutes.
- On roll call the following voted in the affirmative: Ms. Gray, Ms. Haywood, Mr. Rackow, Mr. Malloy, Mr. Nelson and Mr. England. Abstained: Ms. McWilliams, Mr. Fishbein and Mr. Cohen. Motion adopted.
- MCIU REPORT** Mr. England reporting for the MCIU, stated at their last meeting in November they discussed the state budget and how it's affecting schools in the county.
- EASTERN CENTER REPORT** Mrs. Gray reporting for the Eastern Center stated their last meeting was held on November 11<sup>th</sup> during which they discussed Eastern's 50<sup>th</sup> anniversary and the upcoming celebration in May 2016. The next meeting is scheduled for Wednesday, December 9.

SUNSHINE  
ANNOUNCEMENTS

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

**Monday, November 16, 2015**

Liaison Committee Meeting

**Thursday, November 19, 2015**

Executive Session - Personnel

**Monday, November 30, 2015**

Education Affairs Meeting

**Tuesday, December 1, 2015**

Facilities Committee Meeting

Immediately followed by Financial Affairs Committee Meeting

Immediately followed by Agenda Build & Information Session

**Saturday, December 5, 2015**

Board Retreat

**Tuesday, December 8, 2015**

Board Reorganization Meeting

Immediately Followed by Executive Session - Personnel

FINANCIAL AFFAIRS  
COMMITTEE

Mr. Malloy, reporting for the Financial Affairs Committee, stated that they discussed the following agenda items at the December 1, 2015 meeting: 2014-2015 audit presentation, 2016 – 2017 budget update and 2015 – 2016 budget. Mr. Malloy announced the next meeting on January 5, 2016.

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

RESOLVED, upon recommendation of the administration, the Board gives authorization to accept the 2014-15 Audit Report.

On roll call the following voted in the affirmative: Ms. Gray, Ms. Haywood, Mr. Rackow, Mr. Malloy, Mr. Nelson, Mr. Fishbein, Mr. Cohen and Mr. England. Abstained: Ms. McWilliams. Motion adopted.

Upon motion by Mr. Rackow, seconded by Ms. Haywood, the following resolutions were adopted:

RESOLVED, upon recommendation of the administration, the Board approves the adoption of the Accelerated Budget Opt Out Resolution for the 2016-17 fiscal year in which any real estate tax increase will not exceed the applicable Act 1 Index of 2.4%.

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

EDUCATIONAL AFFAIRS  
COMMITTEE

Mr. Rackow reporting for the Educational Affairs Committee stated that they discussed the following agenda items at the November 30, 2015 meeting: Strategic Plan Progress Report, Sankofa Presentation, Gallup Poll Update, New Website Update, Senate Bill 880 Update. Mr. Rackow announced the next meeting on December 15, 2015.

FACILITIES COMMITTEE

Mrs. Gray, reporting for the Facilities Committee, stated that they discussed the following agenda items at the December 1, 2015 meeting: Cedarbrook Asbestos project update and Cedarbrook Gilbert project update. Mrs. Gray announced the next meeting on January 5, 2016.

LIAISON COMMITTEE

Mrs. Gray, reporting for the Liaison Committee stated that they discussed the following agenda items at the November 16, 2015 meeting: strategic plan update, development of an assessment appeals committee, CBK project update and real estate project updates including Robert's Block, Cheltenham Mall redevelopment, Pathmark closure. Mrs. Gray announced the next Liaison meeting on Monday, January 11, 2016 at the Township Building.

**PERSONNEL COMMITTEE** Ms. Haywood, reporting for the Personnel Committee, stated she does not have a report as we have not had a Personnel Committee meeting since the last Legislative meeting on November 10, 2015. The next Personnel meeting has not yet been scheduled.

**POLICY COMMITTEE** Mr. Nelson, reporting for the Policy Committee, stated he does not have a report as we have not had a Policy Committee meeting since the last Legislative meeting on November 10, 2015. The next meeting has not yet been scheduled.

**LEGISLATIVE REPORT** Ms. Haywood, Montgomery County Legislative Committee Representative, reported that after 5 months we are still without a state budget. Ms. Haywood reported that Senate Bill 1073, which is the Senate's proposed budget bill was passed and sent to the House Appropriations Committee for review and approval. Instead of adopting SB 1073, the House of Representatives proposed House bill 1460, which was sent to the Senate for review.

**PERSONNEL** Upon motion by Mr. Rackow, seconded by Ms. Haywood, the following resolutions were adopted:

**Approval of Retirements** RESOLVED, upon recommendation of the administration, the Board accepts the retirement of Carlton Allen, Lead Custodian at Cedarbrook Middle School, effective January 2, 2016. Mr. Allen has been a district employee for 31 years.

**Approval of Resignations** RESOLVED, upon recommendation of the administration, the Board accepts the resignation of Dwight Nolt, Director of Education at the Administration Building, effective December 4, 2015, end of workday.

**Appointment of Temporary Professional Employee** RESOLVED, upon recommendation of the administration, the Board accepts the resignation of Keisha Sanders, 1:1 Paraeducator at Wyncote Elementary School, effective November 18, 2015, end of workday.

**Appointment of Home Bound Instructor** RESOLVED, upon recommendation of the administration, the Board accepts the resignation of Jesse Golden, 1:1 Paraeducator at Cheltenham High School, effective November 18, 2015, end of workday.

**Appointment of Support Staff** RESOLVED, upon recommendation of the administration, the Board accepts the resignation of Norma Colon, part-time Building Aide at Cedarbrook Middle School, effective December 4, 2015, end of workday.

**Approval of Changes in Position** RESOLVED, upon recommendation of the administration, the Board accepts the resignation of Ellen Kelly, part-time Attendance Office Secretary at Cedarbrook Middle School, effective December 4, 2015, end of workday.

**Approval to Engage Hearing Officer** RESOLVED, upon recommendation of the administration, the Board appoints Rachel Flood, School Psychologist at Cheltenham Elementary and Myers Elementary Schools, to be hired conditioned upon meeting pre-employment requirements, effective December 9, 2015, at a salary of \$60,708 prorated (Step 1/Masters+ 36).

**Approval of Extra Duty/ Extra Pay Positions** RESOLVED, upon recommendation of the administration, the Board appoints personnel as listed, to be homebound instructors, for the 2015-2016 school year, at a rate of \$43.00 per hour.

Mr. James Taylor  
Ms. Kaitlyn Ferraro

**PERSONNEL  
(continued)**

**RESOLVED, upon recommendation of the administration, the Board appoints Ali Muhsin Jr. as a Paraeducator, Learning Support, Tier IIA at Cheltenham High School, 7 hours per day for 184 days, at an hourly rate of \$14.19, to be hired provisionally pending statutory requirements, effective December 09, 2015. A 90-day probation period is required.**

**RESOLVED, upon recommendation of the administration, the Board appoints Tydeara Wyche as a part-time C.L.A.S.P. Aide, Assistant Group Supervisor, Tier I at Glenside Elementary School, 3 hours per day for 182 days, at an hourly rate of \$12.96, to be hired provisionally pending statutory requirements, effective December 09, 2015. A 90-day probation period is required.**

**RESOLVED, upon recommendation of the administration, the Board appoints Cheryl Randolph as a part-time Lunchroom/Playground Aide, Tier I at Elkins Park School, 3 hours per day for 182 days, at an hourly rate of \$12.96, 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 appoints Dale McManus as a part-time Lunchroom/Playground Aide, Tier I at Elkins Park School, 3 hours per day for 182 days, at an hourly rate of \$12.96, 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 appoints Michelle Matthews as a part-time C.L.A.S.P. Aide, Assistant Group Supervisor, Tier I at Wyncote Elementary School, 4.75 hours per day for 182 days, at an hourly rate of \$12.96, 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 appoints Jayanthi Stephenraj as a part-time C.L.A.S.P. Aide, Assistant Group Supervisor, Tier I at Glenside Elementary School, 4.75 hours per day for 182 days, at an hourly rate of \$12.96, 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 appoints Celeste Skipworth-Reid as a part-time Building Aide, Tier I at Cedarbrook Middle School, 4.5 hours per day for 182 days, at an hourly rate of \$12.96, 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 change in position and status for Davonyaa Christy, from: part-time Lunchroom/Playground Aide, Tier I at Wyncote Elementary School, to: full-time 1:1 Paraeducator, Tier IIA at Cheltenham High School, 7 hours per day for 184 days at an hourly rate of \$15.24, effective December 17, 2015.**

**RESOLVED, upon recommendation of the administration, the Board approves the engagement of A. Kyle Berman, Esquire of Fox, Rothschild, LLP as Hearing Officer with respect to the termination of an employee at a rate of \$225.00 per hour.**

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

**EDUCATIONAL AFFAIRS  
Approval of  
Conferences  
Acceptance of  
Donations**

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

**RESOLVED, upon recommendation of the administration, the Board approves the attendance and payment of expenses for Susan O'Grady, Director of Communication, to attend Principles of Fundraising,**

Approval of Educational Service Agreement  
Appointment of Special Counsel  
Approval of Educational Service Agreement Addendum  
Approval of Volunteers

in Villanova, PA, which will be held on Monday evenings, beginning Monday, January 25 through Monday, April 25, 2016, with an estimated cost of \$850.00, to be paid from the CASSA account.

RESOLVED, upon recommendation of the administration, the Board approves the attendance and payment of expenses for Jamie Chadwin, Teacher at Elkins Park, to attend Master Schedule Building Workshop, in Radnor, PA, from January 21 through January 22, 2016, with an estimated cost of \$614.75, to be paid from the general fund account.

RESOLVED, upon recommendation of the administration, the Board approves the attendance and payment of expenses for Doug Johnson, Teacher at Elkins Park, to attend Master Schedule Building Workshop, in Radnor, PA, from January 21 through January 22, 2016, with an estimated cost of \$614.75, to be paid from the general fund account.

RESOLVED, upon recommendation of the administration, the Board approves the attendance and payment of expenses for Danielle Schueller, Dean of Students at Cedarbrook, to attend Master Schedule Building Workshop, in Radnor, PA, from January 21 through January 22, 2016, with an estimated cost of \$500.00, to be paid from the general fund account.

RESOLVED, upon recommendation of the administration, the Board approves the attendance and payment of expenses for Christine Zubairu, Vice Principal at Elkins Park, to attend Master Schedule Building Workshop, in Radnor, PA, from January 21 through January 22, 2016, with an estimated cost of \$500.00, to be paid from the general fund account.

RESOLVED, upon recommendation of the administration, the Board approves the attendance and payment of expenses for Adicia Cohen- Johnson, Assistant Principal at Cedarbrook, to attend Master Schedule Building Workshop, in Radnor, PA, from January 21 through January 22, 2016, with an estimated cost of \$500.00, to be paid from the general fund account.

RESOLVED, upon recommendation of the administration, the Board approves the attendance and payment of expenses for Kevin Burke, Vice Principal at Cedarbrook, to attend PLC Solution Tree Summit in Phoenix, AZ, from February 3 through February 5, 2016, with an estimated cost of \$2,079.00, to be paid from the general fund account.

RESOLVED, upon recommendation of the administration, the Board approves the attendance and payment of expenses for Debi Di Battista, Science Teacher at Cedarbrook, to attend PLC Solution Tree Summit in Phoenix, AZ, from February 3 through February 5, 2016, with an estimated cost of \$2,540.00, to be paid from the general fund account.

RESOLVED, upon recommendation of the administration, the Board approves the attendance and payment of expenses for Dr. Crystal Clark, Principal at Wyncote Elementary, to attend the Aspiring Leadership Workshop in Harrisburg, PA, from January 20 through January 21, 2016, with an estimated cost of \$565.30, to be paid from the Superintendents account.

RESOLVED, upon recommendation of the administration, the Board approves the attendance and payment of expenses for Daniel Tahaney, Principal at Myers Elementary, to attend the Aspiring Leadership Workshop in Harrisburg, PA, from January 20 through January 21, 2016, with an estimated cost of \$479.00, to be paid from the Superintendents account.

In accordance with board policy 702, the Board accepts the monetary gift, in the amount of \$2,500, from the CHS Class of 1965, to be used towards the purchase of a 3D Printer for the CHS Industrial Arts department.

In accordance with board policy 702, the Board accepts a trailer, in the amount of \$7,799, from the CHS Band Parents Association to be used for the CHS Band.

**EDUCATIONAL AFFAIRS  
(continued)**

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

1. Student # 3918149234
2. Student # 3921344921

RESOLVED, upon recommendation of the administration, the Board appoints Sweet Stevens Katz & Williams LLP to provide representation and advice in special education and student civil rights matters that will supplement existing services provided by the Solicitor, at the hourly rate of \$195.00.

RESOLVED, upon recommendation of the administration, the Board approves of an addendum to an Educational Service Agreement.

1. Student # 1403470715

RESOLVED, upon recommendation of the administration, the Board approves the contractual terms and conditions for Wordsworth Academy, The Nexus School, HMS School, Green Tree School, Pathway and the Timothy School when, placement there is required pursuant to a student's educational needs for the 2015-16 as approved by legal counsel for the below student numbers:

1. Students# 4273281791
2. Student # 5298105025
3. Student # 3831566011
4. Student # 8499601138
5. Student # 2784602354
6. Student # 8638843305

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

On roll call the following voted in the affirmative: Ms. Gray, Ms. Haywood, Mr. Rackow, Mr. Malloy, Mr. Nelson, Ms. McWilliams, Mr. Cohen, and Mr. England. Abstained: Mr. Fishbein from approval of educational service agreement addendum. Motion adopted.

**FINANCIAL AFFAIRS  
Authorization to submit  
PLANCON K  
Approval of Payments  
Approval of Budget  
Transfers**

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

RESOLVED, upon recommendation of the administration, the Board gives authorization to submit PLANCON Part K: Project Refinancing General Obligation Bonds, Series of 2015 to the Pennsylvania Department of Education.

RESOLVED, upon recommendation of the administration, the Board approves the 2015-2016 Budget Transfers as attached to the original minutes.

RESOLVED, upon recommendation of the administration, the Board approves the bills for payment for the period November 10, 2015 through December 8, 2015, in the following amounts in accordance with the list submitted to the board and as attached to the original minutes.

Fund	Check Numbers	Amount
General Fund	138905 – 139203	\$2,483,938.66
Payroll Fund	9076 – 9167	\$78,989.89
Bond Fund	1914 – 1921	\$453,021.66
Food Services Fund	2316 – 2318	\$188,408.02
Student Activities Fund	2268 – 2278	\$9,512.62

On roll call the following voted in the affirmative: Ms. Gray, Ms. Haywood, Mr. Rackow, Mr. Malloy, Mr. Nelson and Mr. England. Abstained: Ms. McWilliams, Mr. Fishbein and Mr. Cohen. Motion adopted.

PUBLIC COMMENT

None.

MEETING ADJOURNED

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

  
Secretary

  
President