

**CALL TO ORDER** In accordance with Sections 402 and 404 of the Pennsylvania School Code, the Board of School Directors of Cheltenham School District met on Tuesday, April 9, 2024 at 7:10 p.m. to hold a hybrid regular legislative board meeting. The meeting was called to order by President Henry. Attendance was as follows:

CHELTENHAM SCHOOL BOARD OF DIRECTORS

Present: Ms. Mia Blitstein, Mr. Charles Burdell-Williams, Mr. Zachary Epps, Ms. Pamela Henry, Ms. Jennifer Lowman, Ms. Leah Mulhearn, Ms. Robyn Murphy, Mr. Daniel Schultz, Dr. Ross Whiting.

CHELTENHAM SCHOOL DISTRICT ADMINISTRATION

Mr. Chris Barone, Director of Information Technology; Ms. Charlene Collins, Director of Secondary Education; Mr. Kevin Kaufman, Director of Communications; Dr. Stephen Catrambone, Director of Special Education; Dr. Mary Kay Feeley, Interim Assistant Superintendent; Mr. Timothy Holman, Director of Facilities; Ms. Jessica Keene, Director of Student Services; Mr. Brian Reilly, Director of STEM; Mr. Joshua Sweigard, Director of Business Services; Ms. Adrienne Tolbert-Jackson, Director of Human Services; Mr. Jonathan White, Safety and Security Manager; and Dr. Brian Scriven, Superintendent.

SOLICITOR

Mr. Edward Diasio, Esq.

BOARD SECRETARY

Ms. Debra Harding

**PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was led by Board member, Ms. Lowman.

**RECOGNITIONS**

Principal Junod shared a video presentation highlighting the alignment of Cheltenham Elementary activities to the CSD Strategic plan.

**STUDENT REPRESENTATIVES REPORT**

Student Representative Shalom Cuker reporting for the Student Council shared information regarding:

- Blood Drive planned for May 22, 2024
- Voter Registration for seniors
- Senior Class trip to King’s Dominion

**SOLICITOR REPORT**

Mr. Diasio announced the board met in executive session on April 9, 2024 regarding the following:

- Personnel
- CEA Contract Negotiations

<b>APPROVAL OF MINUTES</b>	Upon motion by Ms. Lowman and seconded by Mr. Burdell-Williams, the minutes of the March 12, 2024 meeting were unanimously approved.
<b>SUPERINTENDENT REPORT</b>	Dr. Scriven shared information on the following topic: <ul style="list-style-type: none"><li>• Facilities Survey</li></ul>
<b>PUBLIC COMMENTS ON AGENDA ITEMS ONLY</b>	There were no public comments on agenda items. <i>**Public comments heard during the meeting are summarized for the meeting minutes. Public comments received via <a href="mailto:csdboardmeetingcomments@cheltenham.org">csdboardmeetingcomments@cheltenham.org</a> are transcribed verbatim for the meeting minutes.</i>
<b>FINANCIAL AFFAIRS COMMITTEE REPORT</b>	Ms. Henry reporting for the Financial Affairs committee, shared information from the meeting held on April 2, 2024. The meeting video and presentation for any Finance Committee meeting can be found <a href="#">here</a> . The next meeting is scheduled for May 7, 2024.
<b>EDUCATIONAL AFFAIRS COMMITTEE REPORT</b>	Ms. Mulhearn reporting for the Educational Affairs committee, shared information from the last meeting held on March 19, 2024. The meeting video and presentation for any Educational Affairs committee meeting can be found <a href="#">here</a> . The next meeting is scheduled for April 16, 2024.
<b>EASTERN CENTER FOR ARTS AND TECHNOLOGY REPORT</b>	Mr. Burdell-Williams, reporting for the Eastern Center for Arts and Technology, shared information from the March 13, 2024 meeting. The minutes of any Joint Operating Committee meeting can be accessed via the <a href="#">Eastern Center for Arts and Technology – Joint Operating Committee website</a> . The next JOC meeting will be held on April 10, 2024.
<b>MONTGOMERY COUNTY INTERMEDIATE UNIT (MCIU) REPORT</b>	Ms. Lowman, shared information from the meeting held on March 27, 2024. The minutes of any Montgomery County Intermediate Unit Board of Directors meeting can be accessed <a href="#">here</a> . The next meeting will be held on April 24, 2024.
<b>FACILITIES COMMITTEE REPORT</b>	Ms. Blitstein, reporting for the Facilities Committee, shared that the committee yielded its meeting time on April 2, 2024 to the Finance Committee to present the Facilities Capacity and Program Study. Any meeting video and presentation of the Facilities Committee can be found <a href="#">here</a> . The next meeting will be held on May 7, 2024.
<b>LIAISON GROUP</b>	Ms. Mulhearn, reporting for the Liaison Group, shared information from the meeting held on March 18, 2024 including:

- Traffic Study @ Myers Elementary
- Function of the Liaison Committee
- Land Updates
- Joint Facility Needs

The next meeting date is April 15, 2024.

**POLICY  
COMMITTEE**

Ms. Lowman, reporting for the Policy Committee, shared information from the meeting held on March 26, 2024. The video and summary of any policy committee meeting can be found [here](#). The next Policy Committee meeting (hybrid model) is scheduled for April 25, 2024 in a hybrid format at the administration Building, Room 102.

**LEGISLATIVE  
REPORT**

Mr. Epps, reporting for the Montgomery County School Directors Legislative Committee (MCS DLC) shared information from the meeting held on April 3, 2024 including the following:

The next meeting date is April 16, 2024.

**APPROVAL OF  
AGENDA ITEMS**

Upon motion by Mr. Burdell Williams, seconded by Ms. Blitstein, the following consent agenda items were unanimously approved.

Approval of Consent  
Agenda Items

**Policies for Adoption**

- #006 Meetings (2022)
- #202 Eligibility of Non-Resident Students (2018)
- #206.1 Supplemental Discipline Records (New)
- #255 Educational Opportunity for Military Children (New)
- #608 Bank Accounts (2017)
- #615 Payroll Deductions (2017)
- #617 Petty Cash (2017)
- #816 Acceptable Use of Technology (2022)

**Approval of Revision to 2023-2024 Academic School Year Calendar**

RESOLVED: The administration recommends that the Board approve the following revision to the 2023-2024 academic school year calendar: the final school day for students in the 2023-2024 school year will now be Tuesday, June 6, 2024, and the final day for staff will be Monday, June 10, 2024.

**Approval of Volunteers**

RESOLVED: The administration recommends the approval of the following volunteers pursuant to Policy 916:

- Christie Bergerson
- Amber Carroll

- Michael Clyburn
- Michael DeRidder
- Myra Edwards
- Rachel Federman Morales
- Elliot Friedman
- Cherie Gerstadt
- Camille Harris
- Delitza Hernandez-Diaz
- Mindy Karp
- Okechukwu Keke
- Bonnalyn LeDonne
- Dana Leicht
- Sarah Lowing
- Madeleine McMahon
- Kelley Myers
- Caitlyn Reilly
- Sherrod Newton, Sr.
- Saori Omayu
- Julianna Remus
- Sarah Scott
- Tierra Scriven
- Artavia Sheffield
- Erica Weiner-Amachi

### **Approval of Conferences**

RESOLVED: The administration recommends ratification and approval of the attendance and payment of expenses for Susan Greenwald, Teacher - Cheltenham High School, to attend the following sessions on the designated dates with a combined estimated total cost of \$1,293.75 to be paid from the general fund account:

- ONLINE Teaching Units 1-8 of Data Science Course: March 20, March 27, April 3, April 10, April 17, April 24, May 1, May 8, May 15, and May 22, 2024
- Strengthen Your MATH Instruction for Your ENGLISH LANGUAGE LEARNERS (Grades 3-12)

RESOLVED: The administration recommends approval of the attendance and payment of expenses for Tracey Horne, Secretary to the Director of Curriculum and Instruction - K-12 Humanities, to attend the 2024 Pennsylvania Association Federal Program Coordinators (PAFPC) Annual Conference held on April 14-17, 2024 with an estimated total cost of \$1,700.00 to be paid from the general fund account.

### **Approval of Supplemental Texts**

RESOLVED: The administration recommends the following books be added to the list of approved supplemental texts:

- I Am Malala by Malala Yousafzai
- They Called Us Enemy by George Takei

### **Approval of Educational Service Agreement**

RESOLVED: The administration recommends approval of the educational service agreement between the District and the parents of the students identified below by confidential student number in the form presented to the Board:

Student # 407218

### **Approval for Agreement for an Approved Private School Placement**

RESOLVED: The administration recommends the Board approve the Approved Private School Agreement. This agreement governs the contractual terms and conditions for placement of students when a non-traditional placement is required in order to provide the student with an appropriate program:

Student # 407372

### **Approval for Contract for Pediatric Therapy Source**

RESOLVED: The administration recommends the Board approve the Contract with Pediatric Therapy Source to provide the district with therapy staffing for occupational therapy, physical therapy, and behavior services.

### **Approval for Agreement with Stanton Psycho-Educational Evaluation Consultants- SPEEC, LLC**

RESOLVED: The administration recommends the Board approve the Agreement with Stanton Psycho-Educational Evaluation Consultants- SPEEC, LLC to provide the district with mentoring services tailored to the needs of school psychologists.

### **Approval for Legal Services Consultation**

RESOLVED: The administration recommends that the firm of Sweets, Stevens, Katz & Williams provide special education pool legal services to the school district for the school year 2024-2025.

### **Approval of Independent Contractor Agreement**

RESOLVED: The administration recommends the approval of the attached School Provider Agreement between Cheltenham School District and Aveanna Healthcare for the provision of healthcare services to District students, as attached, subject to final review and approval by the District Solicitor.

### **Approval to Engage Consultant**

RESOLVED: The administration recommends approval for the engagement of consultant Dina Cassidy and to authorize the compensation and scope of services, per the contract agreement submitted to the Board.

#### **Approval of Proposal**

RESOLVED: The administration recommends that the Board approve the attached proposal from Chad Dion Lassiter of Black Men at Penn School of Social Work, Inc. totaling \$45,000.00. The proposal covers the following time period: April 2024 through June 2025.

#### **Approval of Contract**

RESOLVED: The administration recommends the Board approve the agreement with Frontline Technologies Group LLC in the amount of \$18,959 for a term of 04/01/2024 through 06/30/2025 for implementation and annual licensing of Time & Attendance software, subject to final solicitor review.

#### **Engagement of Services**

RESOLVED: It is requested that the Board of School Directors engage the professional services of Mr. Jeffrey T. Sultanik, Esquire with Fox Rothschild LLP, to assist with employee contract negotiations for the fiscal year 2024-2025, beginning July 1, 2024 through June 30, 2025.

#### **Adoption of Hearing Officer's Determination – Employee Termination Matter**

RESOLVED: The Board adopts those findings of fact and conclusions of law in the matter of Employee No. 11342, as contained in the appointed Hearing Officer's proposed adjudication, as presented to the Board.

#### **Appointment of Administrator**

RESOLVED: The administration recommends the appointment of Nelson Matos as Assistant Director of Business Services at the Administration Building, at an annual salary of \$120,000 prorated, to be hired provisionally pending statutory requirements, effective April 15, 2024.

#### **Appointment of Support Staff**

RESOLVED: The administration recommends the ratification of the appointment of Shamirrah Smith as Paraeducator, Tier III, at Myers Elementary School, 7 hours per day for 184 days, at an hourly rate of \$20.17 to be hired provisionally pending statutory requirements, effective March 13, 2024. A 90-day probation period is required.

RESOLVED: The administration recommends the ratification of the appointment of Katherine Brown, Kindergarten Assistant, Tier II, at Myers Elementary School, 7 hours per day for 184 days, at an hourly rate of \$17.51 to

be hired provisionally pending statutory requirements, effective March 11, 2024. A 90-day probation period is required.

RESOLVED: The administration recommends the ratification of the appointment of Imani Cain as Paraeducator, Tier III, at Myers Elementary School, 7 hours per day for 184 days, at an hourly rate of \$20.17 to be hired provisionally pending statutory requirements, effective March 12, 2024. A 90-day probation period is required.

RESOLVED: The administration recommends the ratification of the appointment of Rashieda Norris as Paraeducator, Tier III, at Cheltenham Elementary School, 7 hours per day for 184 days, at an hourly rate of \$20.17 to be hired provisionally pending statutory requirements, effective March 11, 2024. A 90-day probation period is required.

RESOLVED: The administration recommends the ratification of the appointment of Nasir Thompson as Paraeducator, Tier III, at Glenside Elementary School, 7 hours per day for 184 days, at an hourly rate of \$20.17 to be hired provisionally pending statutory requirements, effective March 12, 2024. A 90-day probation period is required.

RESOLVED: The administration recommends the ratification of the appointment of Tanaya Hayes as Paraeducator, Tier III, at Cheltenham Elementary School, 7 hours per day for 184 days, at an hourly rate of \$20.17 to be hired provisionally pending statutory requirements, effective March 4, 2024. A 90-day probation period is required.

RESOLVED: The administration recommends the ratification of the appointment of Cheryl Lacy, Kindergarten Assistant, Tier II, at Cheltenham Elementary School, 7 hours per day for 184 days, at an hourly rate of \$17.51 to be hired provisionally pending statutory requirements, effective April 2, 2024. A 90-day probation period is required.

RESOLVED: The administration recommends the ratification of the appointment of Vallan Lewis as Part Time Building Aide, Tier 1, at Myers Elementary School, part-time 4.9 hours per day for 182 days, at an hourly rate of \$14.66, to be hired provisionally pending statutory requirements, effective March 1, 2024. A 90-day probation period is required.

RESOLVED: The administration recommends the ratification of the appointment of Angelina Moylan, Kindergarten Assistant, Tier II, at Cheltenham Elementary School, 7 hours per day for 184 days, at an hourly rate of \$17.51 to be hired provisionally pending statutory requirements, effective April 2, 2024. A 90-day probation period is required.

**Partnership for Academic Success (P.A.S.)**

RESOLVED: The administration recommends the approval of hiring the below list of Arcadia students who participate in the partnership between Cheltenham School District and Arcadia University in the “Partnership for Academic Success (P.A.S.) - A Bridge to Post Secondary Pathways program” to provide tutoring services to Cheltenham High School students at a rate of \$18.00 per hour for tutoring services.

- Kerline Bernard
- Chloe Fox
- Madison Thai
- Mara Weaver
- Molly Nemeth
- Anya McGlaughlin
- Payton Goltz

**Approval of Changes of Assignment**

RESOLVED: The administration recommends the approval of a change in position for Monique Echewa from: Lunch Aide, at Cheltenham Elementary School to: Building Aide, Tier I at Cheltenham Elementary School, 4.9 hours per day for 182 days, at an hourly rate of \$17.69 prorated effective April 2, 2024. A 90-day probation period is required.

RESOLVED: The administration recommends the approval of a change in position for Gabrielle Antonucci from: Building Aide, at Cheltenham Elementary School to: Paraeducator, Tier III at Cheltenham Elementary School, 7 hours per day for 184 days, at an hourly rate of \$22.97 prorated effective April 2, 2024. A 90-day probation period is required.

RESOLVED: The administration recommends the approval of a change in position for Rachael Slutsky from: Paraeducator, at Myers Elementary School to: Long Term Substitute Teacher, at Myers Elementary School, at a rate of \$55,391 prorated effective April 2, 2024 through the last teacher day of the 2023-2024 school year.

**Extra Duty/Extra Pay**

RESOLVED: The administration recommends the approval of the following Extra Duty/Extra Pay assignments, per the attachment, at a rate of \$227.50 per unit, as listed.

**Approval of Payments**

RESOLVED: The administration recommends approval of bills for payment for the period March 1, 2024 through March 31, 2024, in the following amounts in accordance with the list submitted to the board.

FUND	Check Numbers	Amount
General Fund	168467 - 168710 WT 240302-240306	3,365,556.73
Payroll Fund	13499 – 134505 WT 240287 - 240337	2,512,342.21
Food Service	43002789	249,585.00
Self Insurance	WT 240285-240286	893,190.69
Student Activity	52003164-52003168	6,751.15

**Approval of Transportation Personnel**

RESOLVED: The administration recommends the approval of transportation personnel as listed.

Name	Job Title	Hire Date	License #
Malorie Aristil	Bus Aid	3/11/24	34913412
Naaderah Beckham	CDL	3/18/24	30510219
Amirah Poles	CDL	3/18/24	28159869
Kyle Quinn	CDL (in training)	TBD	29992463

**THE FOLLOWING CONSENT AGENDA ITEMS ARE NOT SUBJECT TO VOTE**

**First Read Policies**

- #200 Enrollment of Students (2021)
- #217 Graduation Requirements (2021)
- #605 Tax Levy (2018)
- #618 Student Activity Funds (2017)
- #623 Travel Reimbursement - Federal Programs (2016)
- #257 Suicide Prevention and Self-Harming Behavior (2022)
- #625 Procurement Cards (New)
- #831 Fraud (New)

**Administrative Regulations (ARs)**

- #617 Petty Cash (2017)
- #816 Acceptable Use of Technology (2022)
- #202 Eligibility of Non-Resident Students (2018)
- #200 Enrollment of Students (2021)
- #217 Graduation Requirements (2021)
- #605 Tax Levy (2018)
- #618 Student Activity Funds (2017)
- #257 Suicide Prevention and Self-Harming Behavior (2022)

**Resignations**

**Khary Blackmon**, Counselor at Cedarbrook Middle School, effective the last teacher day of 2023-24 school year end of workday.

**Crystal Gordon**, Lunch/Recess Aide at Cheltenham Elementary School, effective March 11, 2024 end of workday.

**Kimberlyn Sanchez**, Kindergarten Assistant at Glenside Elementary School, effective March 26, 2024 end of workday.

**Audrey McNamara**, Special Education Autistic Support Teacher at Elkins Park Elementary School, effective the last teacher day of 2023-24 school year end of workday.

**Kyle Coleman-Thomas**, Paraeducator at Wyncote Elementary School, effective March 8, 2024 end of workday.

**Retirement**

**Karen Cipparone**, Paraeducator at Cheltenham High School, effective April 19, 2024 end of workday. Karen Cipparone has been a district employee for 19.5 years.

**APPROVAL OF THE MONTGOMERY COUNTY INTERMEDIATE UNIT #23 GENERAL OPERATING BUDGET**

Upon motion by Mr. Schultz, seconded by Mr. Epps, the 2024-25 Membership Services budget for the Montgomery County Intermediate Unit #23 as approved by their Board of Directors in the amount of \$1,561,980 was unanimously adopted. Cheltenham School District's contribution of \$54,890 reflects a -\$486 or 0.88% decrease. The vote was 9-0 as follows:

- Ms. Blitstein – yay
- Mr. Burdell-Williams – yay
- Mr. Epps – yay
- Ms. Henry – yay
- Ms. Lowman – yay
- Ms. Mulhearn – yay
- Ms. Murphy – yay
- Mr. Schultz – yay
- Dr. Whiting - yay

**PUBLIC COMMENTS ON NON-AGENDA ITEMS**

There were no public comments on non-agenda items.  
*\*\*Public comments heard during the meeting are summarized for the meeting minutes. Public comments received via [csdboardmeetingcomments@cheltenham.org](mailto:csdboardmeetingcomments@cheltenham.org) are transcribed verbatim for the meeting minutes.*

**RESPONSE TO  
PRIOR  
QUESTIONS**

There were no prior unanswered questions or comments.

**MEETING  
ADJOURNED**

Upon motion by Mr. Epps, seconded by Ms. Murphy, the meeting adjourned at 8:20 p.m.

  
\_\_\_\_\_, Board Secretary

  
\_\_\_\_\_, Board President