

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, June 4, 2024 at 7:05 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. Leah Mulhearn, Ms. Robyn Murphy, Mr. Daniel Schultz, Dr. Ross Whiting. Absent: Ms. Jennifer Lowman

CHELtenham SCHOOL DISTRICT ADMINISTRATION

Mr. Chris Barone, Director of Information Technology; Ms. Charlene Collins, Director of Curriculum & Instruction, Humanities; Mr. Kevin Kaufman, Director of Communications and Development; 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 Curriculum and Instruction for STEM Education; 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. Michael Kristofco, Esq.

BOARD SECRETARY

Ms. Debra Harding

PLEDGE OF ALLEGIANCE

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

RECOGNITIONS

Retiring employees were formally recognized by the board and presented with a commemorative gift.

FACILITIES

Charles Kronmiller, 16 years

CHS

Karen Cipparone, 20 years

Lori Cohen, 33 years

Karen Kleinerman, 32 years

Elaine McGoldrick, 21.5 years

Janet Norton-Tomosky, 24 years

CBK

Renee Ford-Conway, 22.5 years
Adicia Cohen-Johnson, 24 years
Alissa Levinson, 27 years
Tracey Oliver-Davis, 21 years

EP

Kwang Lee, 23 years
Kristin Nesbitt, 29 years

GLENSIDE

Leslie Brock, 18 years
Mechthild Wagner, 30 years
Kimberly Winton, 21 years

MYERS

Nancy Bianchini, 11.5 years

WYNCOTE

Kathryn Dos Santos, 18 years
Judith Harvey, 27 years

**STUDENT
REPRESENTATIVES
REPORT**

Incoming student representatives for 2024-2025 were introduced:

- Freedy Kelman
- Brianna Wilson
- Emma Zubairu
- Zuri Burston

SOLICITOR REPORT

Mr. Kristofco announced the board met in one (1) executive session since the last legislative meeting on June 1, 2024 regarding contract negotiations.

**APPROVAL OF
MINUTES**

Upon motion by Ms. Murphy and seconded by Ms. Blitstein, the minutes of the May 14, 2024 meeting were unanimously approved.

**SUPERINTENDENT
REPORT**

Dr. Scriven shared information on the following topics:

- Superintendent's Student Advisory Council
- Cultural Proficiency Ambassadors
- District-wide Move Up Activities

**PUBLIC COMMENTS
ON AGENDA ITEMS
ONLY**

There were no public comments on agenda items.
***Public comments heard during the meeting are summarized for the meeting minutes. Public comments received via csdboardmeetingcomments@cheltenham.org are transcribed verbatim for the meeting minutes.*

- FINANCIAL AFFAIRS COMMITTEE REPORT** Mr. Schultz reporting for the Financial Affairs committee, shared that the committee has not met since the last legislative meeting. The meeting video and presentation for any Finance Committee meeting can be found [here](#). The next meeting is scheduled for June 11, 2024.
- EDUCATIONAL AFFAIRS COMMITTEE REPORT** Ms. Mulhearn reporting for the Educational Affairs committee, shared information from the last meeting held on May 21, 2024. The meeting video and presentation for any Educational Affairs committee meeting can be found [here](#). The next meeting is scheduled for June 18, 2024.
- EASTERN CENTER FOR ARTS AND TECHNOLOGY REPORT** Mr. Burdell-Williams, reporting for the Eastern Center for Arts and Technology, shared that the committee has not met since the last legislative meeting. The minutes of any Joint Operating Committee meeting can be accessed via the [Eastern Center for Arts and Technology – Joint Operating Committee website](#). The next JOC meeting will be held on June 20, 2024.
- MONTGOMERY COUNTY INTERMEDIATE UNIT (MCIU) REPORT** No report was given.
- FACILITIES COMMITTEE REPORT** Ms. Blitstein, reporting for the Facilities Committee, shared that the committee yielded its meeting time on May 7, 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 [here](#). The next meeting will be held on June 11, 2024.
- LIAISON GROUP** Ms. Mulhearn, reporting for the Liaison Group, shared that no meeting was held since the last legislative meeting. The next meeting date is May 20, 2024.
- POLICY COMMITTEE** Mr. Epps, reporting for the Policy Committee, reported no meeting was held since the last legislative meeting. The video and summary of any policy committee meeting can be found [here](#). The next hybrid Policy Committee meeting date is to be determined.
- LEGISLATIVE REPORT** Mr. Epps, reporting for the Montgomery County School Directors Legislative Committee (MCS DLC) reported no meeting was held since the last legislative meeting. Mr. Epps reported on the status of budget negotiations in Harrisburg. The next meeting date is June 6, 2024.
- APPROVAL OF AGENDA ITEMS** Upon motion by Mr. Epps, seconded by Mr. Schultz, the following item was added to the consent agenda for approval. The motion was unanimously approved and the resolution was added to the consent agenda.

Approval of Consent
Agenda Items

- Resolution in Support of Constitutional Funding for Public Schools and in Opposition to Private School Vouchers

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

Approval of Resolution

RESOLVED: The Board of School Directors approves the Resolution in Support of Constitutional Funding for Public Schools and in Opposition to Private School Vouchers attached to the agenda formally supporting adequately funding public schools and opposing the use of private school vouchers.

Resolution in Support of Constitutional Funding for Public Schools and in Opposition to Private School Vouchers

WHEREAS on February 7, 2023, the Commonwealth Court of PA ruled that the General Assembly has failed to uphold its constitutional obligation to provide for “the maintenance and support of a thorough and efficient system of public education” because our current funding system deprives students in low-income districts of the same opportunities afforded students in wealthier ones; and

WHEREAS the General Assembly has been ordered to ensure that “*all students* have access to a comprehensive, effective, and contemporary system of public *education*.”; and

WHEREAS, the Basic Education Funding Commission (BEFC) was tasked with gathering input from stakeholders, analyzing and evaluating options, and making recommendations for meeting the court-ordered obligation, and

WHEREAS, on January 11, 2024, the Basic Education Funding Commission (BEFC) released both a majority-supported report and a report from the minority, each acknowledging the inadequacies and inequities in Pennsylvania’s public school system; and

WHEREAS both the ruling of the Commonwealth Court and ACT 51 of 2014, which created the BEFC, focused their mandates exclusively on public education funding; and

WHEREAS proposals have been put forward to create school voucher programs, which would effectively divert resources away from public schools by creating publicly funded scholarships to attend non-public schools; and

WHEREAS any program that diverts public money away from public schools and into non-public schools would make the court-ordered mandate for the fair funding of public schools more difficult to achieve; and;

WHEREAS PA law already provides for public school choice opportunities in the form of charter schools; and

WHEREAS a program already exists, in the form of the Educational Improvement Tax Credit (EITC)/ Opportunity Scholarship Tax Credit (OSTC) that provides taxpayer-supported scholarships for low and moderate-income students to attend non-public schools; and

WHEREAS there have been no studies done to indicate whether students who receive public funds from the EITC/OSTC programs achieve better academic outcomes, and

WHEREAS current and previous proposals for school vouchers allow non-public school scholarships for students who are neither low-income nor residing within the boundaries of low-achieving schools; and

WHEREAS current and previous proposals for school vouchers provide for no meaningful reporting requirements or accountability regarding the academic progress of the students who receive the publicly funded scholarships, and

WHEREAS current and previous proposals for school vouchers provide additional funds for students with special needs but do not require those funds to be used for special education services.

THEREFORE, BE IT RESOLVED that the Cheltenham School District Board of School Directors calls on Governor Shapiro and the General Assembly to work together to quickly enact legislation that provides for specific adequate funding targets for public schools and a timeline for implementation, since failure to do so could result in further litigation at taxpayer expense; and

BE IT FURTHER RESOLVED that the Cheltenham School District Board of School Directors is opposed to any voucher proposal that allows public funds to support non-public school scholarships before the Commonwealth has provided for a constitutionally adequate level of funding for all public schools; and

BE IT FURTHER RESOLVED that the Cheltenham School District Board of School Directors is opposed to any voucher proposal that diverts additional public funds away from public education and is opposed to any voucher proposal that lacks robust academic and fiscal accountability.

Approval of Volunteers

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

- Vivianna Calabria
- Patrice Coleman
- Samantha Coppola
- Novice Ezell
- Neil Schroeder
- Roxana Smith
- Jennifer Silverman
- Nicolette Silverman
- Nicole Turner
- Daniel P. Treusch Jr.
- Jessica Visher

Approval of Conferences

RESOLVED: The administration recommends approval of the attendance and payment of expenses for the following administrators to attend the Pennsylvania Association for Supervision and Curriculum Development (PASCD) Streamlining and Storyboarding Summer Institute on June 12-14, 2024 with an estimated total cost of \$4,895.78 to be paid from the general fund account:

Charlene Collins, *Director of Curriculum and Instruction, Humanities*

Kaitlyn Ferraro, *Data and Elementary Curriculum Specialist*

Rachel Girman, *Data and Secondary Curriculum Specialist*

Brian Reilly, *Director of Curriculum and Instruction, STEM*

RESOLVED: The administration recommends approval of the attendance and payment of expenses for **Kristen Ricci**, Teacher - Cheltenham High School, to attend the Advanced Placement (AP) Biology for the New AP Teacher Workshop on July 22-26, 2024 with an estimated total cost of \$900.00 to be paid from the general fund account.

RESOLVED: The administration recommends approval of the attendance and payment of expenses for **Melanie Jackson**, Teacher - Cheltenham High School to attend the Advanced Placement (AP) Capstone Virtual training 2024 on August 5-9, 2024 with an estimated total cost of \$1,075.00 to be paid from the general fund account.

RESOLVED: The administration recommends approval of the attendance and payment of expenses for **Dana Harbison**, Special Education Teacher - Glenside Elementary School, to participate virtually in the Wilson Reading System (WRS) Introductory Course on August 6-8, 2024 with an estimated total cost of \$730.00 to be paid from the general fund account.

RESOLVED: The administration recommends approval of the attendance and payment of expenses for Wyncote Elementary teachers, **Jaclyn Miller** and **Tanya Scarpato**, to attend the 2024 Innovate and Integrate: MTSS and PBIS Advanced Implementation Forum on November 13-15, 2024 with an estimated total cost of \$1,457.24 to be paid from the general fund account.

RESOLVED: The administration recommends approval of the attendance and payment of expenses for the following teachers to participate in the Wilson Reading System Level I Certification with Web Practicum - virtual workshop on June 30 - September 12, 2024 with a combined estimated total cost of \$8,700 to be paid from the general fund account:

Sonia Eugene, Learning Support - Myers Elementary School
Dana Harbison, Special Education - Glenside Elementary School
Jaclyn Miller, Special Education - Wyncote Elementary School

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 # 405708
Student # 405953
Student # 410015

Approval for Agreement for an Approved Private School Placement

RESOLVED: The administration recommends the Board approve Extended School Year (ESY) 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 # 403377
Student # 403537
Student # 412585

Approval for Agreement for an Approved Private School Placement (24 ESY & 24/25 RSY)

RESOLVED: The administration recommends the Board approve the Approved Private School Agreement and Addendum. 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 # 406965

Student # 403380
Student # 404933

Approval of Agreement

RESOLVED: The administration recommends that the Board approve the attached Cost Proposal with Houghton Mifflin Harcourt for the purchase of literacy supplemental resources for Cedarbrook Middle School in an amount totaling \$241,183.28. This is a six-year expansion subscription.

Appointment of Administrator

RESOLVED: The administration recommends the appointment of **Cheree Atwood**, Vice Principal at the Cedarbrook Middle School, CASSA classification, to be hired provisionally pending statutory requirements, at an annual salary of \$135,000, effective July 1, 2024.

Appointment of Temporary Professional Staff

RESOLVED: The administration recommends the appointment of **Frank Redmond**, Guidance Counselor at Cedarbrook Middle School, at a salary of \$86,767 (Step 9/Masters+36) 2023-2024 CEA salary schedule, to be hired provisionally pending statutory requirements, effective August 20, 2024.

RESOLVED: The administration recommends the appointment of **Yolanda Grisby**, Science Teacher at Cedarbrook Middle School, at a salary of \$55,834 (Step 6/Bachelors) 2023-2024 CEA salary schedule, to be hired provisionally pending statutory requirements, effective August 20, 2024.

RESOLVED: The administration recommends the appointment of **Karen Bentz**, Special Education Teacher at Cedarbrook Middle School, at a salary of \$81,097 (Step 9/Masters+24) 2023-2024 CEA salary schedule, to be hired provisionally pending statutory requirements, effective August 20, 2024.

RESOLVED: The administration recommends the appointment of **Jada Holland**, Third Grade Teacher at Glenside Elementary School, at a salary of \$53,664 (Step 5/Bachelors) 2023-2024 CEA salary schedule, to be hired provisionally pending statutory requirements, effective August 20, 2024.

Appointment of Long-Term Substitutes

RESOLVED: The administration recommends the appointment of **Patrice Carter**, Long-Term Substitute (Floating) Elementary Teacher, at a salary of \$66,736 (Step 10/Bachelors) 2023-2024 CEA salary schedule, to be hired provisionally pending statutory requirements, effective August 20, 2024, through the end of the 2024-2025 school year.

RESOLVED: The administration recommends the appointment of **Brenna Powell**, Long-Term Substitute (Floating) Elementary Teacher, at a salary of

\$57,940 (Step 5/Bachelors) 2023-2024 CEA salary schedule, to be hired provisionally pending statutory requirements, effective August 20, 2024, through the end of the 2024-2025 school year.

Appointment of Support Staff

RESOLVED: The administration recommends the appointment of **Brian Glantz** as Part Time Building Aide, Tier 1, at Cheltenham Elementary School, part-time 4.9 hours per day for 182 days, at an hourly rate of \$16.77, to be hired provisionally pending statutory requirements, effective August 20, 2024. A 90-day probation period is required.

Approval of Changes of Assignment

RESOLVED: The administration recommends the approval of a change in position for **Dr. Benjamin Hammond** from: Vice Principal at Cheltenham High School to: Interim Principal at Cheltenham High School, at an annual salary of \$155,000, effective July 1, 2024.

RESOLVED: The administration recommends the approval of a change in position for **Sabrina Claus** from: Kindergarten Assistant at Wyncote Elementary School to: Third Grade Teacher (Temporary Professional Staff) at Glenside Elementary School, at an annual salary of \$51,550 (Step 4/Bachelors) 2023-2024 CEA salary schedule, effective August 20, 2024.

Approval of Salary Adjustments

RESOLVED: The administration recommends the approval of salary adjustments for **Katie Brett**, Confidential Secretary to the Business Office and **Dominique Peters**, Confidential Administrative Assistant to the Assistant Superintendent, to \$76,098.12, effective July 1, 2024.

Appointment of ESY (Extended School Year) Personnel

RESOLVED: The administration recommends the approval of the personnel for ESY professional staff, per attachment entitled "2024 ESY Professional Staff List (June)," at an approved rate of \$50.00 per hour.

RESOLVED: The administration recommends the approval of ESY paraeducators, per attachment entitled "2024 ESY Paraeducator Staff List (June)". The rate of pay is the same as the individual's hourly rate during the 2024-2025 academic school year.

Appointment of Nurses for Summer Programs

RESOLVED: The administration recommends the approval of **Khadija Elourdi** as 2024 Summer Nurse (Summer Programs) at \$50.00 per hour, effective July 1, 2024, through July 31, 2024.

RESOLVED: The administration recommends the approval of **Aisha Raye** as 2024 Summer Nurse (Summer Programs) at \$50.00 per hour, effective July 1, 2024, through August 15, 2024.

Appointment of Temporary Registrar

RESOLVED: The administration recommends the approval of the personnel listed as Temporary Registrar for the summer of the 2023-2024 School year, effective June 17, 2024 through August 15, 2024, at \$18.00 per hour.

- **Barbara Gadson**

Approval of Summer Interns

RESOLVED: The administration recommends the approval of the personnel per attachment entitled "2024 Summer IT Interns" to serve as Summer Interns for the Technology Department for the Summer of 2024 at \$15.00 per hour, effective July 1, 2024 through August 16, 2024.

Appointment of Summer Custodial Help Staff

RESOLVED: The administration recommends the approval of the personnel listed to serve as summer help workers for the Summer of 2024 at \$18.00 per hour, effective June 17, 2024 through August 16, 2024.

- **Ya-Sin Shafeeq-Quarles-Abdul-Haqq**
- **Tracey Lewis**
- **Christina Newman**
- **Asha Nixon**
- **Shakeah Shuler**

Appointment of Summer School Safety Officers

RESOLVED: The administration recommends the approval of Summer School Safety Officers, per attachment entitled "Summer 2024 Safety Officers List". The rate of pay is the same as the individual's rate during the 2024-2025 academic 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.

Long Term Substitute Floaters

RESOLVED: The administration recommends the approval of the personnel as per list attached for the 2024-25 school year.

Approval of Bus Driver

Name	Job Title	Hire Date	License #
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Ivan Otero CDL (in training)	5/9/24	25106611
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Authorization for School District Depositories

RESOLVED: The administration recommends that the school district depositories be maintained at the following financial institutions:

- PA School District Liquid Asset Fund (PSDLAF)
- Pennsylvania Local Government Investment Trust (PLIGT)
- Citizens Bank
- PNC Bank through PA School District Liquid Asset Fund – Primary Depository
- Pennsylvania Treasurer’s Investment Programs for Local Governments (INVEST)
- U.S. Bank for OPEB funds

Authorization for Temporary Investment of Funds

RESOLVED: The administration recommends the Director of Business Services and/or Assistant Director of Business Services be authorized to secure the best possible rates of return for the district’s funds in accordance with approved Pennsylvania school laws for the fiscal year July 1, 2024- June 30, 2025.

Approval to Participate in Purchasing Cooperatives

RESOLVED: The administration recommends approval to participate at no cost in the following purchasing cooperatives to purchase volume discounts:

- National Purchasing Cooperative
- PSBA Buy Board
- Association of Educational Purchasing Agencies
- PA Department of General Services (CoStars)
- PEPPM Technology Bidding and Purchasing Program
- Keystone Purchasing Network
- Omnia Partners

Approval of Purchasing Agents

RESOLVED: The administration recommends approval of Joshua Sweigard, Nelson Matos, and Mike Oswald as purchasing agents of the Cheltenham School District 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.

Authorization to Execute Final Budget Transfers

RESOLVED: The administration recommends authorization to make final budget transfers and assignments for the 2023-2024 fiscal year as required by

state and mandated auditing procedures prior to August 2024, with ratification at the August meeting.

Approval of 2024-2025 School District Insurance

RESOLVED: The administration recommends that the School District Insurance for 2024-2025 be approved, as listed.

Coverage	Company	Premium Amount
Property	Utica	\$300,700
General Liability & Crime	Utica	Included in Package
Automobile	Utica	\$36,700
Boiler & Machinery	Utica	Included in Package
Umbrella	Utica	\$33,100
School Board Legal	AIG	\$85,500
Cyber	Chubb	\$27,000

Approval of Contract with Food Service Consultant

RESOLVED: The administration recommends approval of the contract with SOS Inc. for Food Service Consulting Services for the 2024-2025 year. \$1,000 per month for 10 hours, \$125/hour for any needed hours over the base.

Approval of 2024-25 Lunch Prices

RESOLVED: The administration recommends the approval of the school lunch prices for the 2024-25 school year, which reflects no increase from 2023-24.

	2023-24	2024-25
Elementary Schools	\$2.95	\$2.95
Middle School	\$3.25	\$3.25
High School	\$3.25	\$3.25
Adult Lunch	\$4.50	\$4.50

Approval of 2024-25 Breakfast Prices

RESOLVED: The administration recommends the approval of the school breakfast prices for the 2024-25 school year.

	2023-24	2024-25
Elementary Schools	Free	Free
Middle School	Free	Free
High School	Free	Free

Approval of Whitsons Food Service Renewal for 2024-25

RESOLVED: The administration recommends the approval of a one (1) year renewal of the Food Service Management Contract with Whitsons School Nutrition Corp. with an operating return of no less than \$35,000.

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.

Copier Lease Agreement

RESOLVED: The administration recommends approval of a lease with FPP, Inc. for District wide copiers at all buildings, pending solicitor review. Contract is through CoStars cooperative purchasing agreement 001-E23-097.

Public School Facility Improvement Grant

RESOLVED: The administration recommends approval of the resolution for the Public School Facility Improvement Grant for up to \$4.2M for replacement of end-of-life sections of roofing on Cheltenham High School.

Approval of the Purchase of Classroom Furniture

RESOLVED: The administration recommends the approval of the purchase of student and teacher desks and chairs for classrooms at Cheltenham Empowerment Center, totaling \$189,731, from Corbett, Inc. Purchased through CoStars contract.

Approval of Payments

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

<u>FUND</u>	<u>Check Numbers</u>	<u>Amount</u>
General Fund	168972 - 169274 WT 240372-240374	2,488,884.91
Payroll Fund	13517 - 13523 WT 240373 - 240387	1,044,290.38
Food Service	43002791 - 43002792	225,542.38
Capital Reserve	100076	37,697.00
Self Insurance	WT 240370 - 240371	893,190.69
Student Activity	52003177 - 52003192	15,431.11
Scholarship Fund	61001770 - 61001816	41,100.00

THE FOLLOWING AGENDA ITEMS WERE NOT SUBJECT TO BOARD APPROVAL

Repeat First Read Policies

- #227 Controlled Substances (2017)
- #233 Suspension and Expulsion (2017)
- #260 Make up Work After Absence (2017)

Administrative Regulations (ARs)

- #227 Controlled Substances (2017)
- #233 Suspension and Expulsion (2017)
- #260 Make up Work After Absence (2017)

Resignations

Andree Dominique Desjardins-Clarke, Grade 8 Teacher at Cedarbrook Middle School, effective June 10, 2024 end of workday.

Madeleine Parkes, Music Teacher at Cheltenham High School, effective June 10, 2024 end of workday.

James D'Andrea, Principal at Cheltenham High School, effective June 30, 2024 end of workday.

Kari Dankovitch, Special Education Teacher at Elkins Park Elementary School, effective June 10, 2024 end of workday.

Samia Bouachia Dridi, Paraeducator at Wyncote Elementary School, effective June 6, 2024 end of workday.

Julie Rosenberg, Elementary Teacher at Elkins Park Elementary School, effective June 10, 2024 end of workday.

Avril Somerville, English Teacher at Cheltenham High School, effective June 10, 2024 end of workday.

Shamirrah Smith, Paraeducator at Myers Elementary School, effective June 6, 2024 end of workday.

Michelle Alexander, School Psychologist at Elkins Park Elementary, effective June 10, 2024 end of workday.

Dominique Peters, Administrative Assistant to the Assistant Superintendent, Administration Building, effective June 28, 2024, end of workday.

Retirements

Renee Ford-Conway, Family Consumer Science Teacher at Cedarbrook Middle School, effective June 10, 2024 end of workday. Renee Ford-Conway has been a district employee for 22.5 years. (Correction)

Judith Harvey, Music Teacher, K-6 Elementary Schools, effective the last teacher day of 2023-24 school year end of workday. Judith Harvey has been a district employee for 27 years. (Correction of Years of service)

Non-discretionary Leaves of Absence

Elisa Kamal, Fifth Grade Teacher at Elkins Park School, be granted a Sabbatical Leave for Professional Development for the 2024-2025 school year, and that she be paid one-half salary for the period as provided by Section 1169, Act 190 of the Pennsylvania School Code. Ms. Kamal's return to work date is the first teacher day of the 2025-2026 school year.

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 are transcribed verbatim for the meeting minutes.*

Taryn Knox, Wyncote: Ms. Knox thanked the administration for their responses to her prior questions.

RESPONSE TO PRIOR QUESTIONS

Questions and concerns were presented by football parent board members on behalf of the Football Parent Association on the following non-agenda items:

Question 1: What information is confidential concerning students when it comes to coaches/staff members? This would be in reference to grades or behavior. This answer may also tie into a couple of the questions we ask below. *Please refer to School Board Policy and Administrative Regulation 206 (Student Records). Academic (grades) and discipline (behavior) records are considered "education records" under federal law – the Family Educational Rights and Privacy Act. Consistent with federal law, school officials, including coaches, have access to education records when they have a "legitimate educational interest" in having such access. As is outlined in Administrative Regulation 206, the term "legitimate educational interest" means "...needed in order for the school official to fulfill his or her designated professional responsibilities..." This means, for example, that a coach might need to have access to a student's grades to determine academic eligibility for a sport. Or, a coach might know that a student was suspended from school on a given day, since a suspension from school would also mean that the student would not be permitted to play in a sporting activity that day. However, federal law would not support a blanket rule that coaches have access to all grades and disciplinary information for the athletes on their teams.*

Question 2: Are the Head Coach, and the Assistant Coaches employees of the School District? *Yes, all coaches are employees of the district. Some have teaching or other duties besides their coaching position, and some are simply hired as coaches.*

Question 3: Regarding Big Teams, parents, along with our athletes, consent to the code of conduct that states that students must adhere to, and we (parents) sign off for the coaches to communicate with them for all sports concerning things to do with those sports. We would like to know the following:

- a. What is the policy regarding communicating with students in terms of when and how?
- b. What can the Coach hold the students accountable for according to the Big Teams contract?
- c. Are these items in the athletic handbook, if so, are they aligned?

Coaches are responsible for communicating expectations to students for conduct that happens in connection with athletics and at intervals that they believe are appropriate. Board Policy and Administrative Regulation 218 (Student Discipline) apply during times when students are participating in school activities and athletics. You can view a copy of the Cheltenham High School Student Handbook at <https://docs.google.com/document/d/15vSWi0F7H4mi8aOXp4pcu5VXbIU7GnSPC3AQfaJbsrs/edit?pli=1#heading=h.3zo3znndb9nw>, and information about rules and regulations related to athletics at <https://www.cheltenham.org/Page/2723>, where you can also find the Suburban One League Code of Conduct.

Question 4: We were made aware of what we believe is called the SWISS Report (New System) Can you elaborate on this system? Are parents notified every time a report is filled out about their student?

As a parent, if our child is written up during the day, it would be helpful for us to know about it so we can address it at home. Are the coaches made aware of these reports as they could violate the code of conduct? We think it would be necessary for the coach to know. As parents, we signed off on this code and have the expectation that the team will hold all players accountable for their actions. If coaches are not given access to these reports, can they? It is very confusing to parents and players when we hear about inappropriate conduct by athletes on the team, but no actions are taken by the team. It gives the impression that the coaches do not care about discipline. Which we feel is the case if they are receiving these reports. *You can learn more about SWIS by visiting this website: <https://www.pbisapps.org/products/swis>. SWIS is an internal database that Cheltenham, and many school districts, use to log*

student disciplinary incidents. Parents/Guardians are contacted any time a student is suspended from school, and additionally for less severe behavior infractions when determined to be necessary by the administration. Please also refer to School Board Policy and Administrative Regulation 218 (Student Discipline). You will note that the Secondary Discipline Chart indicates that: "In general, a school official will contact the parent/guardian of a student who has engaged in a disciplinary violation." Exceptions, of course, would exist for minor infractions that are appropriately handled by staff in the ordinary course of business. Coaches are not responsible for the imposition of discipline for events that take place outside of the context of athletics, and are generally not permitted by law to have general access to the type of information you are suggesting they should have, as outlined in #1 above.

Question 5: What is the policy on contraband being distributed/sold in the school?

Please refer to School Board Policy and Administrative Regulation 227 (Controlled Substances) for the rules that apply to students. Please refer to Board Policy 351 (Drug and Substance Abuse) for the rules that apply to employees.

Question 6: Are the police called when intruders are caught in the building? What about when an assault occurs against staff members/students? If not, why? *Please refer to School Board Policy and Administrative Regulation 225 (Relationship with Law Enforcement). As required by the PA Safe Schools Act, the District maintains a Memorandum of Understanding with local law enforcement that outlines the procedures that apply when certain offenses take place on school property. A copy of a recent Memorandum of Understanding is attached to Administrative Regulation 225. The document online is the MOU that was in effect from 2021-2023. The current MOU, which is effective from July 1, 2023 until the end of the 2024-2025 school year contains the same language, and will be uploaded to the district's website. The MOU outlines when the police are called and the procedures that are followed. Additionally, for categories of offenses that are not specifically indicated in the MOU, staff are permitted to contact the police any other time that they feel such an action is necessary to protect the safety and welfare of the school community. This is based on the totality of the circumstances on a case-by-case basis.*


Question 7: What are the "restorative" steps taken when a student is in violation of behavioral conduct? For example, we have heard from our children as well as their friends regarding frequent vaping in bathrooms, bathrooms filled with smoke, and the smell of marijuana in the hallways. We sometimes hear of students being taken to the office if that happens, but not everyone. We would appreciate clarification and a clear understanding of the policies in the school. *Please refer to Board Policy and Administrative Regulation 223 (Tobacco and Nicotine Use) and, more importantly, Board Policy and*


Administrative Regulation 218 (Student Discipline). The Secondary Discipline Chart attached to Administrative Regulation 218 addresses your questions – particularly around the types of restorative practices that are implemented and the factors that are considered when discipline is imposed.

Question 8: Student/staff ratio: As addressed in the meeting, we have concerns regarding the safety of students during community lunch. If there is an emergency, how will the school ensure that all students are accounted for when they are not in the same area? Students leave for lunch, while others are in the library, gym, cafeteria, or outside. This is clearly a risk regarding the safety and accounting of our students. *Community lunch is supervised by a number of staff members at all times and District staff are trained in their responsibilities in the event of emergencies. This is the case during structured instructional time, and also times when students are at school in less structured environments (during arrival times, at dismissal times, during school assemblies, when students are transitioning between classes, etc.) The district also maintains a collaborative relationship with local law enforcement in the event of an emergency (See Board Policy and Administrative Regulation 225). You might also find informative the District's School Safety and Security page, available at <https://www.cheltenham.org/Page/3096>, as well as the district's comprehensive School Board Policy and Administrative Regulation 827 (District-Wide Safety) which addresses the topics you raised in this inquiry.*

MEETING
ADJOURNED

Upon motion by Mr. Burdell-Williams, seconded by Ms. Blitstein, the meeting adjourned at 8:34 p.m.


_____, Board Secretary


_____, Board President