

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, September 10, 2024 at 7:00 p.m. to hold a hybrid 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 Curriculum & Instruction, Humanities; Mr. Kevin Kaufman, Director of Communications and Development; Dr. Stephen Catrambone, Director of Special Education; Mr. Timothy Holman, Director of Facilities; Ms. Jessica Keene, Director of Student Services; Mr. Brian Reilly, Director of Curriculum and Instruction for STEM Education; Mrs. ShaVon Savage, Assistant Superintendent; 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, Mr. Burdell-Williams.

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.*

SOLICITOR REPORT

Mr. Diasio announced the board met in one (1) executive session since the last legislative meeting on September 10, 2024 regarding personnel items listed on the agenda and the Superintendent's goals.

STUDENT COUNCIL REPORT

Emma Zubairu, reporting for the CHS Student Council, shared information on topics including:

- Homecoming
- Voter Registration

**SUPERINTENDENT
REPORT**

Dr. Scriven reported on the following topic:

- The Power of Frameworks
- Enhancing Professional Development
- School Board Service Honor Roll Acknowledgement
- First Day of School Highlights

**FINANCIAL AFFAIRS
COMMITTEE
REPORT**

Ms. Henry reporting for the Financial Affairs committee, shared information from the last meeting held on September 3, 2024. The meeting video and presentation for any Finance Committee meeting can be found [here](#). The next meeting is scheduled for October 1, 2024.

**EDUCATIONAL
AFFAIRS
COMMITTEE
REPORT**

Dr. Whiting reporting for the Educational Affairs committee, shared that the committee has not met since the last legislative meeting. The meeting video and presentation for any Educational Affairs committee meeting can be found [here](#). The next meeting is scheduled for September 17, 2024.

**EASTERN CENTER
FOR ARTS AND
TECHNOLOGY
REPORT**

Mr. Burdell-Williams, reporting for the Eastern Center for Arts and Technology, shared information from the meeting held on August 7, 2024. 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 September 11, 2024.

**MONTGOMERY
COUNTY
INTERMEDIATE
UNIT (MCIU)
REPORT**

Ms. Lowman, reporting for the Montgomery County Intermediate Unit (MCIU), shared information from the meeting held on August 28, 2024. The minutes of any MCIU meeting can be found [here](#). The next meeting is scheduled for September 25, 2024.

**FACILITIES
COMMITTEE
REPORT**

Ms. Blitstein, reporting for the Facilities Committee, shared information from the last meeting held on September 3, 2024. Any meeting video and presentation of the Facilities Committee can be found [here](#). The next meeting will be held on October 1, 2024.

LIAISON GROUP

Mr. Schultz, reporting for the Liaison Group, shared that no meeting was held since the last legislative meeting. The next meeting date is September 16, 2024.

POLICY COMMITTEE

Mr. Epps, reporting for the Policy Committee, shared information from the last meeting held on August 27, 2024. The video and summary of any policy committee meeting can be found [here](#). The next hybrid Policy Committee meeting date is October 22, 2024.

**LEGISLATIVE
REPORT**

Mr. Epps, reporting for the Montgomery County School Directors Legislative Committee (MCSDLC), shared that no meeting was held since the last

legislative meeting. Mr. Epps reported on some school and fiscal code changes that will impact Cheltenham School District including Ready to Learn Block grant, cyber charter special education reform, charter school subsidy. The next meeting date is to be determined.

APPROVAL OF AGENDA ITEMS

Approval of Consent
Agenda Items

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

Adopted Policies

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

Approval of Volunteers

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

- Quanda Beck-Robinson
- Mechthild Wagner

Approval of Conferences

RESOLVED: The administration recommends approval of the attendance and payment of expenses for **Rian Brown-Beasley**, Board Certified Behavior Analyst, to attend the QBS Safety Care Trainer Recertification on October 28th in Philadelphia, PA. This recommendation has an estimated cost of \$700 to be paid from the general account fund.

RESOLVED: The administration recommends approval of the attendance and payment of expenses for **Charlene Collins**, Director of Curriculum & Instruction, to attend the Pennsylvania Leadership Summit sponsored by PASCD (Pennsylvania Association for Supervision and Curriculum Development) at PaTTAN Harrisburg on October 4, 2024 with an estimated cost of \$155 to be paid from the general account fund.

RESOLVED: The administration recommends approval of the attendance and payment of expenses for **Rachel Girman**, Data & Secondary Curriculum Specialist to attend "AI and the Future of Writing," "How Will We Respond to the AI Revolution" and "AI for Personalized Learning" at the BCIU. The purpose is to support the future of curriculum and our district's response to AI with instruction and curriculum development as well as support of staff in student preparation for post K-12 life. The trip takes place October 22 - 24, 2024 with an estimated cost of \$761.40 to be paid from the general account fund.

RESOLVED: The administration recommends approval of the attendance and payment of expenses for the following employees of Elkins Park School to

attend MTSS & PBIS Advanced Implementation Forum at PaTTAN in Hershey, PA from November 13-15, 2024. This trip has an estimated cost of \$4,281.25 to be paid from the general account fund.

- **Laura Moore, Music Teacher**
- **Amy Flynn, Gifted Teacher**
- **Tiffany Lee, AS/LS Teacher**
- **Jenna Jarrett, Specialist**
- **Shareese Nelson, Assistant Principal**

RESOLVED: The administration recommends approval of the attendance and payment of expenses for **Brynn Johnson**, Math Teacher, Cheltenham High School to attend NCTM in Chicago, IL from September 25-28, 2024 with an estimated cost of \$2,804.25 to be paid from the general account fund.

RESOLVED: The administration recommends approval of the attendance and payment of expenses for **Ashley Pullum and Diane Rodriguez, Supervisors of Spec. Ed.**, to attend the MCIU Special Education Leadership Conference on October 23-25, 2024 at the Skytop Lodge in Skytop, PA. The estimated cost of the conference is \$890.00 to be paid from the general account fund.

RESOLVED: The administration recommends approval of the attendance and payment of expenses for **Gerald Aungst, Challenge and Makerspace Teacher, Cheltenham HS** to attend the MCIU Gifted Regional Day 2025 on March 11, 2025. The meeting will be held at the MCIU with an estimated cost of \$30.00 to be paid from the general account fund.

RESOLVED: The administration recommends approval of the attendance and payment of expenses for **Elsie Russell, Math Specialist, Glenside ES**, to attend the 2024 PaPBS Implementers Forum from November 13-15, 2024. The forum will be held at The Hershey Lodge & Convention Center in Hershey, PA. The estimated cost of the conference is \$212.20 to be paid from the general fund account.

RESOLVED: The administration recommends approval of the attendance and payment expenses for **Gabe DiBerardinis**, School counselor, Glenside ES, to attend the PBIS/MTSS for Behavior Training at the MCIU on 12/3/24 and 6/4/25. The estimated cost of the conference is \$19.83 to be paid from the general fund account.

RESOLVED: The administration recommends ratification of the attendance and payment expenses for **Jessica Louie**, Teacher, Cheltenham HS, to attend virtually, the College Board AP Human Geography Workshop from September 3-10, 2024 (outside of school hours). The estimated cost of the conference is \$150.00 to be paid from the general fund account.

RESOLVED: The administration recommends approval of the attendance and payment of expenses for **Jaclyn Miller**, Special Education Teacher, Wyncote Elementary School, to attend virtually, Wilson Reading System Certification Practicum on September 12, 2024 with an estimated cost of \$114.75 to be paid from the general account fund.

Approval of Agreements

RESOLVED: The administration recommends the approval of **We R H.O.P.E.** to provide anxiety management, education and coaching to identified students at the EPIC School and to also provide faculty with anxiety, trauma and common language education, subject to final review and approval by the District Solicitor. The estimated total is \$17,500 in two installments (September 2024 & January 2025).

RESOLVED: The administration recommends approval of **Nearpod** to support students in grades 5-12 as an instructional tool for use in all content areas. Nearpod is an online tool that helps teachers create interactive presentations for students in the classroom or virtually. Nearpod can also be used as a creation tool for students engaged in project based, inquiry based, and experiential learning. The estimated total is \$24,000 to be funded from the general fund account.

RESOLVED: The administration recommends approval of agreements with **KCBA** to provide professional services for the design and renovation of additions to Glenside Elementary and Cedarbrook Middle School, pending solicitor approval.

RESOLVED: The administration recommends approval of the **Athletic Training Services Agreement with Rothman** for Cedarbrook Middle School 2024-2025 school year, not to exceed \$6,650 per month, pending solicitor review.

Approval of Purchases

RESOLVED: The administration recommends the approval of the purchase of access control hardware, supplies and configuration for the Cheltenham EPIC building in the amount of \$51,984 from Delco Solutions, LLC via Costars contract 034-E22-159. Price was the lowest of three bidders.

RESOLVED: The administration recommends the approval of the purchase of 30 Apple MacBook Air laptops to replace old, outdated, and broken faculty laptops at a cost of \$23,970 from Apple, Inc. as a sole source provider of Apple products.

RESOLVED: The administration recommends the approval of the purchase of 12 cafeteria tables from NextGen Furniture, Inc. at a cost of \$18,271.76 via

Costars contract 035-E22-189. The tables are being paid from the District's Food Service Fund.

RESOLVED: The administration recommends the approval of the replacement of the existing playground wear course at Glenside Elementary by River Valley Landscaping in the amount of \$76,993, via Costars contract 14-201359. Price was the lowest of three bidders.

Approval of Repair/Replacement

RESOLVED: The administration recommends the approval of the repair/replacement of the bell system at Wyncote Elementary to be performed by Keystone Fire & Security at a cost of \$21,078, via Costars contract 040-E22-130.

Approval of Educational Service Agreements

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

- Student # 406502
- Student # 408433
- Student # 409023
- Student # 410697
- Student # 411406

Approval of Agreements for an Approved Private School Placement

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 # 410062
- Student # 410657
- Student # 413737
- Student # 413693

Approval of Educational Contracts

RESOLVED: The administration recommends approval of the contract for Green Tree School to provide personal care assistant support for students, per their Individualized Education Plans (IEP), for the 2024-25 school year.

- Student # 410062

RESOLVED: The administration recommends approval of the contract for HMS School to provide personal care assistant support for students, per their Individualized Education Plans (IEP), for the 2024-25 school year.

- Student # 403377

Appointment of Administrator

RESOLVED: The administration recommends the ratification of the appointment of **Dr. Curtis Callands** as the Vice Principal at the Cheltenham High School, CASSA classification, at an annual rate of \$138,000, to be hired provisionally pending statutory requirements, effective September 9, 2024.

Appointment of Professional Staff

RESOLVED: The administration recommends the ratification of the appointment of **Virginia Mosier**, Biology Teacher, at Empowerment Program in Cheltenham (EPIC), at a salary of \$78,417 (Step 6/Masters +36) 2023-2024 CEA salary schedule, to be hired provisionally pending statutory requirements, effective August 20, 2024.

RESOLVED: The administration recommends the ratification of the appointment of **Amanda Cruz**, 6th Grade Teacher, at Elkins Park School, at a salary of \$76,406 (Step 11/Masters) 2023-2024 CEA salary schedule, to be hired provisionally pending statutory requirements, effective August 20, 2024.

RESOLVED: The administration recommends the ratification of the appointment of **Lauren Keller**, Challenge Consultant Teacher, at Cheltenham High School, at a salary of \$72,481 (Step 9/Masters+12) 2023-2024 CEA salary schedule, to be hired provisionally pending statutory requirements, effective August 20, 2024.

Appointment of Temporary Professional Staff

RESOLVED: The administration recommends the ratification of the appointment of **Cassidy Muzyk**, 5th Grade Teacher, at Elkins Park School, at a salary of \$71,953 (Step 10/Masters) 2023-2024 CEA salary schedule, to be hired provisionally pending statutory requirements, effective August 20, 2024.

RESOLVED: The administration recommends the ratification of the appointment of **Erin Gallagher**, Mathematics 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 22, 2024.

Appointment of Long-Term Substitute

RESOLVED: The administration recommends the ratification of the appointment of **Matthew Grant**, Long-Term Substitute **Social Studies** Teacher, at Cheltenham High 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, through the end of the 2024-2025 school year.

Appointment of Support Staff

RESOLVED: The administration recommends the ratification of the appointment of **Raushannah McPherson**, as a Paraeducator, at Cheltenham Elementary School, 7 hours per day for 184 days, at an hourly rate of \$20.58 (Tier III/Step 1), to be hired provisionally pending statutory requirements, effective August 20, 2024. A 90-day probation period is required.

RESOLVED: The administration recommends the ratification of the appointment of **Monique Jackson**, as a Paraeducator, at Myers Elementary School, 7 hours per day for 184 days, at an hourly rate of \$20.58 (Tier III/Step 1), to be hired provisionally pending statutory requirements, effective August 20, 2024. A 90-day probation period is required.

RESOLVED: The administration recommends the ratification of the appointment of **Daejah Dixon**, as a Paraeducator, at Myers Elementary School, 7 hours per day for 184 days, at an hourly rate of \$20.58 (Tier III/Step 1), to be hired provisionally pending statutory requirements, effective August 20, 2024. A 90-day probation period is required.

RESOLVED: The administration recommends the ratification of the appointment of **Ana Crawford**, as a Paraeducator, at Wyncote Elementary School, 7 hours per day for 184 days, at an hourly rate of \$20.58 (Tier III/Step 1), to be hired provisionally pending statutory requirements, effective August 20, 2024. A 90-day probation period is required.

RESOLVED: The administration recommends the ratification of the appointment of **Kyle Coleman**, as a Paraeducator, at Wyncote Elementary School, 7 hours per day for 184 days, at an hourly rate of \$20.58 (Tier III/Step 1), to be hired provisionally pending statutory requirements, effective August 20, 2024. A 90-day probation period is required.

RESOLVED: The administration recommends the ratification of the appointment of **Theresa Livingston**, as a Part-Time Building Aide, at Myers Elementary School, 4.9 hours per day for 182 days, at an hourly rate of \$16.77 (Tier I/Step 1), to be hired provisionally pending statutory requirements, effective August 20, 2024. A 90-day probation period is required.

RESOLVED: The administration recommends the ratification of the appointment of **Bahiyah Walker**, as a Kindergarten Assistant, at Glenside Elementary School, 7 hours per day for 182 days, at an hourly rate of \$17.86 (Tier II/Step 1), 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 ratification of the approval of a change in position for **Brian Freidel** from: Custodian to Lead Custodian, at Glenside Elementary School at 8 hours per day for 260 days, at an hourly rate of \$27.47, Grade 17, Step 10 effective September 3, 2024.

RESOLVED: The administration recommends the ratification of the approval of a change in position for **Janet Major** from: Custodian to Lead Custodian, at Myers Elementary School at 8 hours per day for 260 days, at an hourly rate of \$26.90, Grade 17, Step 9 effective September 3, 2024.

RESOLVED: The administration recommends the ratification of the approval of a change in position for **Nathaniel Hammond** from: Custodian to Lead Custodian, at Empowerment Program in Cheltenham (EPIC) at 8 hours per day for 260 days, at an hourly rate of \$24.86, Grade 17, Step 2 effective September 3, 2024.

Termination

RESOLVED: The administration recommends the termination of employment of classified employee **#11301** pursuant to Section 5-514 of the Pennsylvania School Code and information provided to the Board of School Directors, effective immediately.

Approval of Montgomery County Tax Collection Committee Delegate/Alternate Appointment Resolution

RESOLVED: The administration recommends the appointment of Joshua Sweigard and Nelson Matos as Montgomery County Tax Collection Committee Delegates for the Cheltenham School District.

Approval of Transportation Personnel

RESOLVED: The administration recommends the approval of the following bus drivers as listed:

Name	Job Title	Hire Date	License #
David Kelly	CDL (in training)	8/19/24	20485961
Ruben Bernard	Non-CDL Van Driver	8/19/24	34897864
Bernice Tate	Non-CDL Van Driver	8/19/24	14991979

Approval of Payments

RESOLVED: The administration recommends approval of bills for payment for the period

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August 1, 2024 through August 31, 2024, in the following amounts in accordance with the list submitted to the board.

FUND	Check Numbers	Amount
General Fund	169814 - 170115	4,248,421.02
Payroll Fund	13539 - 13548 WT 250034-250071	1,554,762.83
Food Service	43002802	16.40
Student Activity	52003208	1500.00
Capital Reserve	10078	161,126.09
Self-Insurance	WT 250046-250047	927,252.86

THE FOLLOWING CONSENT AGENDA ITEMS WERE NOT SUBJECT TO BOARD APPROVAL

First Read Policies

- #807 Opening Exercises / Moment of Silence / Flag Displays (New)
- #803 School Calendar (2019)
- #801 Public Access to District Records (2022)
- #804 School Day (2019)
- #103 Equal Opportunity and Nondiscrimination in School and Classroom Practices (2020)
- #104 Equal Opportunity and Nondiscrimination in Employment and Contract Practices (2020)
- #348 Discriminatory Harassment (2020)

Administrative Regulations (ARs)

- #227 Controlled Substances (2017)
- #233 Suspension and Expulsion (2017)
- #260 Make up Work After Absence (2017)
- #803 School Calendar (2019)
- #801 Public Access to District Records (2022)
- #103 Equal Opportunity and Nondiscrimination in School and Classroom Practices (2020)
- #104 Equal Opportunity and Nondiscrimination in Employment and Contract Practices (2020)
- #348 Discriminatory Harassment (2020)

Non-discretionary Leave of Absence

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Michelle Albaugh granted an unpaid leave of absence from August 26, 2024 until September 27, 2024 under the provisions of the Family & Medical Leave policy. Michelle Albaugh's return to work date is September 30, 2024.

**PUBLIC COMMENTS
ON NON-AGENDA
ITEMS**

Toby Grubman, Rowland Park, shared information on volunteer organization Champions for Cheltenham.

***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.*

**RESPONSE TO
PRIOR QUESTIONS**

There were no unanswered prior questions.

**MEETING
ADJOURNED**

Upon motion by Mr. Burdell-Williams, seconded by Ms. Blitstein, the meeting adjourned at 7:55 p.m.


_____, Board Secretary


_____, Board President