

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, March 11, 2025 at 7:05 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: Mr. Charles Burdell-Williams, Mr. Zachary Epps, Ms. Pamela Henry, Ms. Leah Mulhearn, Ms. Robyn Murphy, Mr. Daniel Schultz, Dr. Ross Whiting.  
Absent: Ms. Mia Blitstein, 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; 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 President, Ms. Mulhearn.

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](mailto:csdboardmeetingcomments@cheltenham.org) are transcribed verbatim for the meeting minutes.*

RECOGNITIONS

State Senator Art Haywood and State Representative Napoleon Nelson presented a check to the district for \$1M to help repair the roof at Cheltenham High School.

Principal Robinson and Dr. Elsie Russell along with several students presented on the progress of Playworks at Glenside Elementary, which helps schools and districts make the most of recess through on-site staffing, consultative support, professional development, free resources, and more.

STUDENT COUNCIL REPORT

Student Council member Emma Zubairu shared information about the following:

- Mr. Cheltenham Contest
- Student Blood Drive
- Thrift Shop
- Junior Carnival
- MCIU Buddy Walk

SOLICITOR REPORT

Mr. Diasio announced the board has not met in executive session since the last legislative meeting.

SUPERINTENDENT REPORT

Dr. Scriven updated the community on Flexible Instruction Days and Act 56, which enables the district to adopt a school term consisting of either 180 days or 900 hours at the elementary level or 990 hours at the secondary level.

FINANCIAL AFFAIRS  
COMMITTEE REPORT

Mr. Schultz, reporting for the Financial Affairs committee, shared information from the last meeting held on March 4, 2025. The meeting video and presentation for any Finance Committee meeting can be found [here](#). The next meeting is scheduled for April 1, 2025.

EDUCATIONAL AFFAIRS  
COMMITTEE REPORT

Ms. Murphy, reporting for the Educational Affairs committee, shared information from the last meeting held on February 24, 2025. The meeting video and presentation for any Educational Affairs committee meeting can be found [here](#). The next meeting is scheduled for March 18, 2025.

EASTERN CENTER FOR ARTS  
AND TECHNOLOGY REPORT

Mr. Burdell-Williams, reporting for the Eastern Center for Arts and Technology, shared information from the last meeting held on February 12, 2025. 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 March 12, 2025.

MONTGOMERY COUNTY  
INTERMEDIATE UNIT (MCIU)  
REPORT

No report given in Ms. Lowman's absence. The minutes of any MCIU meeting can be found [here](#). The next meeting is scheduled for March 26, 2025.

FACILITIES COMMITTEE  
REPORT

Mr. Burdell-Williams, reporting for the Facilities Committee, shared information from the last meeting held on March 4, 2025. Any meeting video and presentation of the Facilities Committee can be found [here](#). The next meeting will be held on April 1, 2025.

LIAISON GROUP

Ms. Mulhearn, reporting for the Liaison Group, shared no meeting was held since the last legislative meeting. The next meeting date is to be determined.

POLICY COMMITTEE

Mr. Epps, reporting for the Policy Committee, shared 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 March 25, 2025.

LEGISLATIVE REPORT

Mr. Epps, reporting for the Montgomery County School Directors Legislative Committee (MCSDLC), shared information from the meeting held on March 5, 2025 including:

- CAAA Town Hall
- Cyber Charter Reform
- Legislative Breakfast 2025
- PSBA Day on the Hill
- Voice for Education

The next meeting date is April 2, 2025.

APPROVAL OF MINUTES

Upon motion by Mr. Schultz, seconded by Mr. Burdell-Williams, the minutes of the February 11, 2025 meeting were unanimously approved.

APPROVAL OF AGENDA ITEMS

Upon motion by Mr. Epps, seconded by Ms. Mulhearn, the following consent agenda items were unanimously approved.

Approval of Consent Agenda  
Items

**Approval of Volunteers**

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

**Kimberly Winton**  
**Sarah Grady**  
**Anna Corbo**  
**Erin Fadako**  
**Amanda Schwab**  
**Georgina Perez Liz**  
**Michael Hardy**  
**Nadine Alfred**  
**Elizabeth Bieryla**  
**Nadine Alfred**  
**Samantha Patten**  
**Zachary Epps**  
**Phylicia Epps**

**Approval of Conferences**

RESOLVED: The administration recommends approval of the attendance and payment of expenses for **Christine O'Connell**, Teacher, Elkins Park School, to attend Dyslexia: Best Targeted Instruction on March 21, 2025 sponsored by BER. This training has an estimated cost of \$295 to be paid from the general fund.

***Strategic Plan Pillar: Teaching and Learning***

RESOLVED: The administration recommends approval of the attendance and payment of expenses for **Stephanie Junod**, Principal, Cheltenham Elementary School, to attend Self-paced Foundations Level 1 Launch from Feb 2025 - June 2025 sponsored by Wilson Language Training. This training has an estimated cost of \$250 to be paid from the general fund.

***Strategic Plan Pillar: Teaching and Learning***

RESOLVED: The administration recommends approval of the attendance and payment of expenses for **Chelsea Wilbur-Fries**, School Psychologist, Cheltenham Elementary School and Myers Elementary School, to virtually attend ADOS-2 Introductory Clinical Training Workshop sponsored by Drexel University and the Children's Hospital of Philadelphia on March 12-13, 2025. This training has an estimated cost of \$25 to be paid from the general fund.

***Strategic Plan Pillar: Teaching and Learning***

RESOLVED: The administration recommends approval of the attendance and payment of expenses for **Lauren Murray**, Reading Specialist, Wyncote Elementary School and Myers Elementary School, to attend Benefits of Nature, sponsored by Longwood Gardens on March 14, 2025. This training and trip has an estimated cost of \$25 to be paid from the general fund.

***Strategic Plan Pillar: Teaching and Learning***

RESOLVED: The administration recommends approval of the attendance and payment of expenses for **Amy Flynn**, Gifted Education Teacher, Elkins Park School, to attend the Gifted Regional Day 2025 on February 24, 2025 sponsored by the Montgomery County Intermediate Unit. This trip has an estimated cost of \$30 to be paid from the general fund.

***Strategic Plan Pillar: Teaching and Learning***

#### **Approval for Agreement for a Private Academic School Placement**

RESOLVED: The administration recommends the approval of the Agreement for a Private Academic School placement as presented. 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 #413868**

#### **Approval of Educational Services Agreement**

RESOLVED: The administration recommends the approval of the Educational Services Agreement as presented. 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 #406616**

#### **Approval of Revised Academic Calendar**

RESOLVED: The administration recommends that the Board of School Directors approve the following revisions to the 2024-2025 academic school year calendar:

- Schools and classes will be in session on Thursday, March 27, 2025, which was previously a report card conference day with no classes.
- Evening report card conferences will occur on Thursday, March 27, 2025, for the following grade levels at the following times:
  - Grades 7-12: 4-6 p.m.
  - Grades K-6: 5-7 p.m.
- No classes will be held on Friday, March 28, 2025, as was previously scheduled, and report card conferences will take place between the hours of 8:00 a.m. and 3:00 p.m.

#### **Approval of Comprehensive Plan**

RESOLVED: The administration recommends the Board of School Directors approve the Comprehensive Plan and the accompanying State Required Reports for the period of July 1, 2025 through June 30, 2028 and direct the administration to submit the approved plan to the Pennsylvania Department of Education.

#### **Appointment of Professional Staff**

RESOLVED: The administration recommends the ratification of the appointment of **Shannon Kelly-McNalley**, Special Education Teacher at Wyncote Elementary School, at an annual salary of \$97,789, (Step 11/NBC), to be hired provisionally pending statutory requirements, effective February 5, 2025. (Tenure confirmed)

#### **Appointment of Long-Term Substitute**

RESOLVED: The administration recommends the ratification of the appointment of **Janelle Wesley**, Long-Term Substitute (Floater) Teacher at Wyncote Elementary School, \$54,737 (Step 5/Bachelors), to be hired provisionally pending statutory requirements, effective date February 24, 2025.

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

RESOLVED: The administration recommends the ratification of the appointment of **Gwendolyn Gary**, Building Aide at Cheltenham High School, 4 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 February 21, 2025. A 90-day probation period is required.

RESOLVED: The administration recommends the ratification of the appointment of **Kysan Byrd**, Building Maintenance Mechanic, District-Wide, 8 hours per day for 260 days, at an hourly rate of \$30.88 (Grade 13/Step 1), to

be hired provisionally pending statutory requirements, effective March 3, 2025. A 90-day probation period is required.

RESOLVED: The administration recommends the ratification of the appointment of **Keirra Richardson**, Building Aide at Cheltenham Elementary School, 4 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 February 26, 2025. A 90-day probation period is required.

RESOLVED: The administration recommends the ratification of the appointment of **Sasha Warren**, 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 March 10, 2025. A 90-day probation period is required.

### **Salary Adjustments**

RESOLVED: The administration recommends the ratification of horizontal salary column movement, effective February 1, 2025 for professional employees per the attachment, in as much as they have submitted official evidence of credits earned.

### **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 Stipend**

RESOLVED: The administration recommends that **Dawn Woods**, Secretary to the Director of Facilities, be paid additional compensation in the amount of a \$3,000 stipend for performing additional duties and responsibilities in the Facilities Department for the 24-25 fiscal year.

### **Approval of Consultant**

RESOLVED: The administration recommends the ratification of the approval for the engagement of consultant **Ruth Victoria Johnson-Pressley** and to authorize the compensation and scope of services, per the contract agreement submitted to the Board.

### **Approval of Changes of Assignment**

RESOLVED: The administration recommends the ratification of the approval of a change in position for **David Bloom** from Grade 18 Custodian to Grade 17 Custodian at Wyncote Elementary School, 8 hours per day for 260 days, at an hourly rate of \$24.86 (Step 2) effective March 3, 2025 to June 30, 2025.

RESOLVED: The administration recommends the ratification of the approval of a change in position for **Marsha Merry**, from Grade 17 Custodian at Wyncote Elementary School to Grade 16 Head Custodian at Glenside Elementary

School, 8 hours per day for 260 days, at an hourly rate of \$29.73 (Step 10) effective March 3, 2025 to June 30, 2025.

RESOLVED: The administration recommends the ratification of the approval of a change in position for **David Wilson** from Paraeducator at Cheltenham High School to School Safety Officer at Cheltenham High School, 8 hours per day for 200 days, at an hourly rate of \$21.39 (Step 1) effective March 3, 2025.

**Approval of Tax Assessment Appeal Stipulation**

RESOLVED: The administration recommends that the Board approve a Settlement Stipulations between Cheltenham Township, Cheltenham School District, Montgomery County, the Montgomery County Board of Assessment Appeals, and the Property Owner (133 Cheltenham Avenue) to resolve a 2024 property owner-initiated real estate tax assessment appeal (Tax Parcel 31-00-05368-00-1), per the attachment.

**Approval of Contract**

RESOLVED: The administration recommends that the Board approve a one-year commitment for GoGuardian. The annual cost is \$36,498.00.

**Approval of the Purchase of Chromebooks**

RESOLVED: The administration recommends the approval of the purchase of 1,700 Chromebooks, plus licenses, cases, and warranty from GovConnection, Inc., totaling \$563,907. Purchased through PEPPM contract #532462-004.

**Approval of Payments**

RESOLVED: The administration recommends approval of bills for payment for the period February 1, 2025 through February 28, 2025 in the following amounts in accordance with the list submitted to the board.

<u>FUND</u>	<u>Check Numbers</u>	<u>Amount</u>
<b>General Fund</b>	171469-171722 WT250287-250314	8,427,087.76
<b>Payroll Fund</b>	13592-13599 WT 250284-250326	2,031,858.37
<b>Food Service</b>	43002822	206,467.47
<b>Capital Reserve</b>	100093-100095	296,098.05

**THE FOLLOWING ITEMS WERE NOT SUBJECT TO BOARD APPROVAL**

**Second Read Policies**

- #916 Volunteers (2022)
- #219 Student Complaint Process (2016)
- #237 Student Use of Personal Electronic Devices (2017)
- #202 Eligibility of Non-Resident Students (2024)
- #200 Enrollment of Students (2024)

#005 Organization (2022)  
#304 Employee Resignations (2021)  
#240 Foreign Exchange Students (2020)

### **Administrative Regulations (ARs)**

#259 Students Experiencing Homelessness, Foster Care and Other Educational Instability (2022)  
#117 Homebound Instruction (2017)  
#254 Student Wellness (2021)  
#207 Confidential Communications of Students (2022)  
#234 Students Experiencing Pregnancy/Pregnancy-Related Conditions or Parenting (2019)  
#247 Bullying and Harassment (2020)  
#248 Hazing (2020)  
#258 Gender Expansive and Transgender Students (2022)  
#916 Volunteers (2022)  
#219 Student Complaint Process (2016)  
#237 Student Use of Personal Electronic Devices (2017)  
#202 Eligibility of Non-Resident Students (2024)  
#200 Enrollment of Students (2024)  
#304 Employee Resignations (2021)  
#240 Foreign Exchange Students (2020)

### **Retirements**

**Dr. Crystal Clark**, Principal at Elkins Park Elementary School, effective June 30, 2025 end of workday. Dr. Clark has been a district employee for 26 years.

**Beth Serdikoff**, Building Aide at Glenside Elementary School, effective last teacher day of the 2024-2025 school year. Ms. Serdikoff has been a district employee for 26 years.

### **Resignations**

**Kelis Favors**, Paraeducator at Myers Elementary School, effective February 28, 2025, end of the workday.

**Kimberly Kennedy**, Custodian at Cheltenham High School, effective March 3, 2025, end of workday.

### **Non-discretionary Leaves of Absence**

**Rachael Guerdon**, Librarian at Wyncote Elementary School, granted an unpaid childrearing leave from April 2, 2025 through March 26, 2026. Rachael Guerdon's return to work date is March 27, 2026.

**Dr. Crystal Clark**, Principal at Elkins Park Elementary School, granted an unpaid FMLA leave from March 12, 2025 until June 13, 2025 (extended unpaid leave from June 16, 2025 through June 30, 2025). Dr. Clark is retiring effective June 30, 2025.

**Cheltenham School District  
Hybrid Legislative Meeting of the Board of School Directors  
March 11, 2025**

**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.*

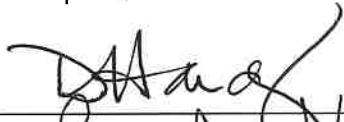
Krysten Smith, Glenside resident and President of Cheltenham Sports, asked, in light of the potential closure of Elkins Park School, that the district consider working with Cheltenham Township to ensure continued access to key facilities like the gym, track and field, and most importantly, the skating rink.

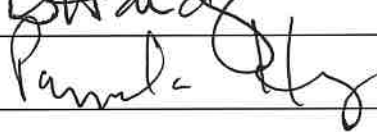
**RESPONSE TO PRIOR  
QUESTIONS**

There were no unanswered prior questions.

**MEETING ADJOURNED**

Upon motion by Ms. Murphy, seconded by Dr. Whiting, the meeting adjourned at 8:10 p.m.

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

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