

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 8, 2025 at 7:10 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; 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. Schultz.

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.*

RECOGNITIONS

Principal Junod presented highlights of happenings at Cheltenham Elementary School exemplifying their motto Caring, Exceptional, Safe.

STUDENT COUNCIL REPORT

Student Council member Zuri Bent shared information about the following:

- Student Council Debate
- Student Council Elections
- Thrift Sale Fundraiser
- Blood Drive

- SOLICITOR REPORT** Mr. Diasio announced the board has not met in executive session since the last legislative meeting.
- SUPERINTENDENT REPORT** Dr. Scriven yielded to the CHS Student Ambassadors to present the findings of the 2024-2025 Belonging Survey.
- FINANCIAL AFFAIRS COMMITTEE REPORT** Mr. Schultz, reporting for the Financial Affairs committee, shared information from the last meeting held on April 1, 2025. The meeting video and presentation for any Finance Committee meeting can be found [here](#). The next meeting is scheduled for May 6, 2025.
- EDUCATIONAL AFFAIRS COMMITTEE REPORT** Dr. Whiting, reporting for the Educational Affairs committee, shared information from the last meeting held on March 18, 2025. The meeting video and presentation for any Educational Affairs committee meeting can be found [here](#). The next meeting is scheduled for April 22, 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 March 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 April 9, 2025.
- MONTGOMERY COUNTY INTERMEDIATE UNIT (MCIU) REPORT** Ms. Lowman, reporting for the Montgomery County Intermediate Unit, shared information from the meeting held on March 26, 2025. The minutes of any MCIU meeting can be found [here](#). The next meeting is scheduled for April 23, 2025.
- FACILITIES COMMITTEE REPORT** Ms. Mulhearn, reporting for the Facilities Committee, shared information from the last meeting held on April 1, 2025. Any meeting video and presentation of the Facilities Committee can be found [here](#). The next meeting will be held on May 6, 2025.
- LIAISON GROUP** Ms. Mulhearn, reporting for the Liaison Group, shared information on the following topics from the meeting held on March 17, 2025.
- Traffic Calming for Elementary Schools.
 - The ceasing of Channel 42
 - Traffic study needed for all elementary schools due to potential additional grade to the buildings
 - Overview and timetable for the expansion of Glenside Elementary
 - Update on bridge projects and road closures
 - School District increasing partnership with the Cheltenham Township Library System

The next meeting date is to be determined.

POLICY COMMITTEE

Ms. Lowman, reporting for the Policy Committee, shared information from the meeting held on March 25, 2025. The video and summary of any policy committee meeting can be found [here](#). The next hybrid Policy Committee meeting date is May 20, 2025.

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. The next meeting date is to be determined.

APPROVAL OF MINUTES

Upon motion by Ms. Mulhearn, seconded by Ms. Lowman, the minutes of the January 29, 2025, February 4, 2025, February 11, 2025, and March 18, 2025 meetings were unanimously approved.

APPROVAL OF AGENDA ITEMS

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

Approval of Consent Agenda Items

Adopted 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)

Approval of Volunteers

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

- Jeffrina Griffin**
- Zikayyah Jones**
- Erek Hamilton-Cunningham**
- Susan Fried**
- Michael Ramberg**
- Joezette Gray**
- Letitia Strupczewski**
- Tricia Richard**
- Theresa Robinson**
- James Jean**
- Janice Gillard**
- Christine Masters**
- Elyce Peltier**

Alia Barnes
Tabitha Stevenson
Daejah Dixon
Nieko Lea Diggs
Stephanie Doner
Shelley Gaither
Robert Bailey
Melissa Lewis
Julianne Remus
Felicia Johnson
Christina Thurton
Marlene Glass
Jennifer Hart
Sara Williams-Cole
Jonathan Sappington
Ludmiladia Pitter
Brian Phillips
Aaronn Hampton
Melanie Seifert
Warren Young
Alisha Sylla
Melissa Vincente Millet
Cari Freno
Eshwar Segobind
Lia Mial
Joshua Cullen
Marie Sweeney
Taneyyah Copes
Danielle Irwin
Star Falana
Natima Johnson
Nicole Ehrhardt
Julia Ramsey
Brittany Thompson
Sharonn Price
Jessica Henson

Approval of Conferences

RESOLVED: The administration recommends ratification and approval of the attendance and payment of expenses for **Gina Malone**, Teacher, GES, to attend Building Capacity and Promoting Instruction on April 2, 2025 at the MCIU in Norristown, Pa sponsored by the MCIU. This trip has an estimated cost of \$57.38 to be paid from the general fund.

Strategic Plan Pillar: Teaching & Learning

RESOLVED: The administration recommends ratification and approval of the attendance and payment of expenses for those listed below to attend Gifted Regional Day 2025 at the MCIU on March 11, 2025 in Norristown, Pa sponsored by the MCIU. This trip has an estimated cost of \$174.75 to be paid from the general fund.

Strategic Plan Pillar: Teaching & Learning

- **Amy Flynn**, Teacher, EP School
- **Brian Smith**, Teacher, CHS

RESOLVED: The administration recommends ratification and approval of the attendance and payment of expenses for **Deb DiBattista**, Teacher, WES to attend Benefits of Nature: Journaling & Biomimicry on March 14th & June 12, 2025 at Longwood Gardens sponsored by Longwood Gardens. This trip has an estimated cost of \$343.90 to be paid from the general fund.

Strategic Plan Pillar: Teaching & Learning

RESOLVED: The administration recommends ratification and approval of the attendance and payment of expenses for those listed below to attend Building ELD Synergy: Connecting Classrooms, Communities and Solutions on April 8, 2025 at MCIU sponsored by MCIU. This trip has an estimated cost of \$0.

Strategic Plan Pillar: Teaching & Learning

- **Molly McCann**, ESL Teacher, Myers ES
- **Ashley Lee**, ESL Teacher, WES
- **Brian Costello**, ESL Teacher, EP/CBK

RESOLVED: The administration recommends ratification and approval of the attendance and payment of expenses for **Charlene Collins, Director of Curriculum & Instruction**, Admin to attend WIDA ELD Standards Framework on March 18-20, 2025, virtually sponsored by WIDA. This trip has an estimated cost of \$250.00 to be paid from the general fund.

Strategic Plan Pillar: Teaching & Learning

RESOLVED: The administration recommends approval of the attendance and payment of expenses for those listed below to attend the PAFPC Annual Conference on May 12-14, 2025, sponsored by PAFPC in Hershey, PA. This trip has an estimated cost of \$1,549.37 each to be paid from the general fund.

Strategic Plan Pillar: Teaching & Learning

- **Tracey Horne**, Admin. Asst, to Director of Curriculum & Instruction
- **Charlene Collins**, Director of Curriculum & Instruction

RESOLVED: The administration recommends approval of the attendance and payment of expenses for **Charlene Collins, Director of Curriculum & Instruction**, Admin to attend PA Language Summit on April 28, 2025, in Harrisburg, Pa sponsored by PSMLA. This trip has an estimated cost of \$62.00 to be paid from the general fund.

Strategic Plan Pillar: Teaching & Learning

RESOLVED: The administration recommends approval of the attendance and payment of expenses for **Tasha Bligen**, Teacher, EP School, to attend Practical Strategies for Improving the Behavior of Attention Seeking Manipulative and Challenging Students virtually on April 25, 2025 sponsored by BER. This trip has an estimated cost of \$409.75 to be paid from the general fund.

Strategic Plan Pillar: Teaching & Learning

RESOLVED: The administration recommends approval of the attendance and payment of expenses for the listed below to attend PSMLA 1st Pa Language Summit at Penn State-Harrisburg on April 28, 2025 sponsored by PSMLA. This trip has an estimated cost of \$233.75 to be paid from the general fund.

Strategic Plan Pillar: Teacher & Learning

- **Brooke Starr**, Teacher, CHS
- **Natalie Reed**, Teacher, CHS

RESOLVED: The administration recommends approval of the attendance and payment of expenses for **Jenna Jarrett**, Teacher, EP, to attend PBIS Module 5 at MCIU on June 4, 2025 sponsored by the MCIU. This trip has an estimated cost of 114.75 to be paid from the general fund.

Strategic Pillar: Teaching & Learning

RESOLVED: The administration recommends ratification and approval of the attendance and payment of expenses for those listed below to attend PBIS Module 4 at MCIU on March 27, 2025 sponsored by the MCIU. This trip has an estimated cost of \$114.75 each to be paid from the general fund.

Strategic Pillar: Teaching & Learning

- **Jenna Jarrett**, Teacher, EP
- **Dana Harbison**, Teacher, GES

RESOLVED: The administration recommends approval of the attendance and payment of expenses for **Christine O'Connell**, Teacher, EP, to virtually attend Science of Reading on May 14, 2025 sponsored by BER. This conference has an estimated cost of \$409.75 to be paid from the general fund.

Strategic Pillar: Teaching & Learning

RESOLVED: The administration recommends ratification and approval of the attendance and payment of expenses for **Amy Gadea**, CSN, Elkins Park to attend the Annual PASNAP Conference in State College, PA on March 21, 2025 sponsored by Pa School Nurses and Practitioners. This trip has an estimated cost of 564.75 to be paid from the general fund.

Strategic Pillar: Teaching & 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 June 12, 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 those listed below to attend STEELS Expo on May 20, 2025 at Upper Merion HS sponsored by the MCIU. This trip has an estimated cost of \$186.28 to be paid from the general fund.

Strategic Plan Pillar: Teaching and Learning

- **Dawn Stock**, Teacher, Wyncote ES
- **Tanya Scarpato**, Teacher, Wyncote ES
- **Kristin Krause**, Teacher, Wyncote ES

RESOLVED: The administration recommends ratification and approval of the attendance and payment of expenses for **Brittney McKenna**, Teacher, Cheltenham High School, to attend PDE Diversified Occupations Guidelines Review on March 24, 2025 (half day in the a.m.) at Middle Bucks Institute of Tech sponsored by BuxMont & PCEA. This trip has an estimated cost of \$0.

Strategic Plan Pillar: Teaching and Learning

RESOLVED: The administration recommends approval of the attendance and payment of expenses to virtually attend the PAPSA Conference on April 9-11, 2025 sponsored by PAPSA. This trip has an estimated cost of \$500.00 to be paid from the general fund.

Strategic Plan Pillar: Teaching and Learning, Social Emotional & Mental Health & Diversity, Equity, Belonging & Inclusion

- **Dr. Stephen Catrambone**, Director of Special Education
- **Jessica Keene**, Director, Student Services

RESOLVED: The administration recommends ratification and approval of the attendance and payment of expenses for those listed below to attend the 2025 Train the Trainer Session for PA Educators on April 1st, 2025 at Muhlenberg College in Allentown, Pa. This trip is sponsored by PA Dept of Ed and has an estimated cost of \$274.21 to be paid from the general fund.

Strategic Plan Pillar: Teaching and Learning, Social Emotional & Mental Health

- **Kera Cowley**, School Nurse, Wyncote ES
- **Tria Jones**, RN Staff Nurse, EPIC

RESOLVED: The administration recommends approval of the attendance and payment of expenses for **Liana Zranchev**, BCBA, Office of Special Education, to attend the Safety Care (v7) Initial on May 28-30, 2025 at 1305 Walnut

Street, Phila., Pa. This trip is sponsored by Safety Care and has an estimated cost of \$2,319.00 to be paid from the general fund.

Strategic Plan Pillar: Teaching and Learning, Social Emotional & Mental Health

RESOLVED: The administration recommends approval of the attendance and payment of expenses for **Dana Harbison**, Teacher, Glenside ES, to virtually attend the Group and Advances Strategies for Wilson from August 26-28, 2025. This trip is sponsored by MCIU and has an estimated cost of \$0.

Strategic Plan Pillar: Teaching and Learning

RESOLVED: The administration recommends approval of the attendance and payment of expenses for **Lia Scott**, Teacher, Cedarbrook MS, to attend the National Science Teacher Association National Conference on March 27, 2025. This trip is sponsored by NSTA and has an estimated cost of \$0.

Strategic Plan Pillar: Teaching and Learning

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 #413088

Approval of Contracts

RESOLVED: The administration recommends the approval of the renewal of contracted nursing services with **Bayada** for the 2025/2026 school year.

RESOLVED: The administration recommends the approval of the agreement between Cheltenham School District and the **Meadows Psychiatric Center** to provide educational services to students who may potentially become hospitalized at their facility.

RESOLVED: The administration recommends approval of the attached proposed contract for **Valbridge Property Advisors** to provide services for identifying underassessed properties in Cheltenham Township. As outlined in Board Policy and AR 605 the District administration is authorized to retain services for review of residential and commercial properties that meet the criteria of the Policy.

Approval Of Bid

RESOLVED: The administration recommends approval of the lowest responsible bidder to provide propane fuel for the 2025-2026 school year(s) for District buses. Bids were opened on March 26, 2025, and the recommendation

is to award the bid to **Sharp Energy**, in the amount of \$1.1152/Gal for the 2025-26 and \$1.0554/Gal for the 2026-27 school years.

Approval of Transportation Personnel

Name	Job Title	Hire Date	License #
Donald Jean Baptise	Non-CDL Van Driver	3/11/2025	35233781
Vincent Masciarelli	CDL (in training)	3/17/2025	14837446
Billy Cene	Non-CDL Van Driver	3/24/2025	35071406

Approval of Payments

RESOLVED: The administration recommends approval of bills for payment for the period March 1, 2025 through March 31, 2025 in the following amounts in accordance with the list submitted to the board.

FUND	Check Numbers	Amount
General Fund	171726-171980 WT250332-250349	4,505,004.52
Payroll Fund	13600-13607 WT 250329-250370	6,433,938.81
Food Service	43002823	8,535.10
Capital Reserve	100096-100100	65,034.10
Self-Insurance	WT 250327-250328	927,252.86
Student Activity	52003221-52003225	4,843.88

Approval of Changes of Assignment

RESOLVED: The administration recommends the ratification of the approval of a change in position for **Shamar Edwards** from: Building Aide at Cedarbrook Middle School to: Paraeducator at Cedarbrook Middle School at an hourly rate of \$20.58 (Tier III/Step 1), 7 hours, effective April 1, 2025.

RESOLVED: The administration recommends the ratification of the approval of a change in position for **Dr. Benjamin Hammond** from: Interim Principal at Cheltenham High School to Principal at Cheltenham High School at an annual rate of \$168,000 (CASSA) effective April 9, 2025.

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.

THE FOLLOWING ITEMS WERE NOT SUBJECT TO BOARD APPROVAL

First Read Policies

- #903 Public Participation in Board Meetings (2022) - Change title to "Public Comment in Board Meetings"
- #223 Tobacco and Nicotine Use (2019) - Change title to "Tobacco and Vaping Products"
- #227 Controlled Substances (2024)
- #323 Use of Tobacco and Electronic Smoking Products (2022) - Change title to "Tobacco and Vaping Products"
- #351 Drug and Substance Abuse (2021) - Change title to "Controlled Substances"
- #832 Opioid Antagonist (New)
- #250 Student Recruitment (New)

Administrative Regulations (ARs)

- #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) - Change title to "Tobacco and Vaping Products"
- #223 Tobacco and Nicotine Use (2019) - Change title to "Tobacco and Vaping Products"
- #227 Controlled Substances (2024)
- #832 Opioid Antagonist (New)
- #250 Student Recruitment (New)

Retirements

Hope Monaghan, Staff Nurse at Cheltenham and Glenside Elementary Schools, effective the last teacher day. Hope Monaghan has been a district employee for 22 years.

Shelly Pullian, Teacher at Elkins Park Elementary School, effective the last teacher day. Shelly Pullian has been a district employee for 33 years.

Sarah Putterman, Teacher at Cheltenham High School, effective the last teacher day. Sarah Putterman has been a district employee for 26 years.

Robbin L. Balfour-Austin, Paraeducator at Cedarbrook Middle School, effective June 18, 2025. Robbin Balfour-Austin has been a district employee for 19 years.

Resignations

Yolanda Briggs, Paraeducator at Myers Elementary School, effective March 17, 2025, end of the workday.

Vallan Lewis, Part Time Building Aide at Myers Elementary School, effective June 6, 2025, end of the workday.

Kyle Coleman-Thomas, Paraeducator at Cheltenham Elementary School, effective April 11, 2025, end of workday.

William Solomon, Groundskeeper at the Administration Building, effective March 13, 2025, end of workday.

Deceased

Dorian Brewer, Building Aide at Cedarbrook Middle School, on February 16, 2025.

Non-discretionary Leaves of Absence

Ashyia Miller, Paraeducator at Wyncote Elementary School, granted an unpaid FMLA leave from March 17, 2025 until March 27, 2025. Ashyia Miller's return to work date is April 1, 2025.

Lisa Morgan, Teacher at Glenside Elementary School, granted an unpaid FMLA leave from April 30, 2025 until June 20, 2025. Lisa Morgan's return to work date is August 18, 2025, the first teacher day in 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.*

**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