

CSD CHELTENHAM SCHOOL DISTRICT

BOARD OF SCHOOL DIRECTORS GUIDE 2019-20

The Cheltenham School District Board of School Directors (“School Board”) welcomes and encourages resident and tax payer participation. In this guide, find information about how to participate in monthly standing committee and legislative meetings. Do not hesitate to contact the school board with any questions or concerns via email at schoolboard@cheltenham.org. Access committee descriptions, legislative and committee meeting agendas, legislative board meeting minutes, board policies and calendar, employment contracts and information about the school directors at www.cheltenham.org/schoolboard.

LEGISLATIVE BOARD MEETINGS

The board of school directors generally meets the second Tuesday of the month (with the exception of July) at 7

p.m. in the District Administration Building (2000 Ashbourne Road, Elkins Park). The board also meets occasionally at publicly-announced special board meetings. Agendas are posted on the school district website in advance of a scheduled meeting. The board takes all official actions at legislative meetings.

Cheltenham residents and taxpayers have two opportunities to address the board during each legislative meeting:

- At the beginning of the meeting during “Public Comment on Agenda Items Only,” residents and taxpayers can ask questions or make comments on any agenda items.
- Toward the end of the meeting during “Public Comment,” residents and taxpayers can comment or ask questions about topics not on the agenda.

During either comment period, the board respectfully requests the following procedures be followed:

- Approach the microphone
- State your name and where you reside in the school district
- Make your statement/ask your question to the board
- Limit your time to five minutes

All questions will be directed to the board for a response at the end of the “Public Comment on Agenda Items Only.”

If a question or concern cannot be addressed publicly during the course of the meeting, it will be documented and addressed at the next regularly scheduled legislative meeting.

BOARD COMMITTEES

The school board conducts discussions through its Communications, Educational Affairs, Facilities, Finance and Policy

committees. During these meetings, the committee chairs hear administrative reports and discuss items for legislative meeting action. Committees meet monthly in Room 119 at the District Administration Building (2000 Ashbourne Rd., Elkins Park).

Facilities reviews facilities and maintenance operations. With administration input, members recommend short- and long-term facility uses and improvements, and advocate for cost-effective and efficient capital projects and initiatives. *First Tuesday of the month, 7 p.m.*

Finance covers all matters pertaining to business/ budget issues and action items, and reviews and monitors implementation of and modifications to the school district budget. Members optimize financial resources to meet goals and aid in setting the annual property tax levy. *First Tuesday of the month, following Facilities*

Educational Affairs ensures quality educational opportunities and reviews matters related to existing or new curriculum and educational programs, standardized testing and district evaluations. *Fourth Tuesday of the month, 6:30 p.m.*

Policy examines board policies and related administrative regulations. *Fourth Wednesday of the month, 8 a.m.*

Communications aims to build and maintain a strong public image and position CSD as a pre-eminent voice for public education. Committee advise on strategic communications matters. *Fourth Thursday of the month, 7 p.m.*

Board members and administration participate in the Liaison Committee with township leadership to discuss items pertaining to the school district and township.

Public Participation at Committee Meetings

At the end of each agenda presentation and following Board discussion, Cheltenham residents and taxpayers have the opportunity for public comments or questions. Participants should raise their hands to be recognized, state their name and where in the school district they reside before posing a question or sharing a comment.

ROLE OF THE SCHOOL BOARD

The School Board is comprised of nine elected voting members and

the board-appointed, non-voting superintendent. Board members serve four-year terms and are not paid. The school board establishes policy to operate the school district and adopts an annual budget. The superintendent’s administrative team manages the day-to-day operations within the scope of school board-approved policy.

Additionally, a school director sits on the following governing boards: Eastern Center for Arts & Technology, Montgomery County Intermediate Unit, and Montgomery County School Board Legislative Committee.

BOARD MEMBERS (1/16/2020)

Julie Haywood, President
Co-chair, Policy Committee

Joel I. Fishbein, Vice President
Co-chair, Communications and Finance Committees

Charles Burdell-Williams
Co-Chair, Facilities Committee

David L. Cohen
Co-Chair, Facilities Committee

William England
Co-chair, Communications Committee

Pamela Henry
Co-chair, Educational Affairs Committee

Christopher A. Pender Sr.
Board Liaison, Wellness Committee

Daniel Schultz
Co-chair, Finance and Policy Committees

Tyrone Scott
Co-Chair, Educational Affairs Committee