

CSD CHELTENHAM SCHOOL DISTRICT

BOARD OF SCHOOL DIRECTORS GUIDE 2020-21

The Cheltenham School District Board of School Directors (“School Board”) welcomes and encourages resident, tax payer and employee participation. 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 cheltenham.org/schoolboard. Since the district will operate in a 100 percent virtual model through Monday, Feb. 1, 2021, all meetings will be virtual and the community can participate at cheltenham.org/zoom and watch at cheltenham.org/stream, Comcast Ch. 42 or Verizon Ch. 1960. Contact the school board with any questions or concerns via schoolboard@cheltenham.org.

LEGISLATIVE BOARD MEETINGS

The board of school directors generally meets at 7 p.m. on the second Tuesday of the month

with the exception of July. Agenda review begins at 6:45 p.m. Until further notice, meetings will be virtual and accessible at cheltenham.org/zoom. The board also meets occasionally at publicly-announced special board meetings. Agendas are posted on the district website in advance of a scheduled meeting. The board takes all official actions at legislative meetings.

Cheltenham residents and taxpayers and district employees can make comments/ask questions at the beginning of the meeting during “Public Comment on Agenda Items Only”; and toward the end of the meeting during “Public Comment.”

Legislative meetings on Zoom will have two recesses for the community to submit questions/comments to be read aloud at the meeting:

- 10 minutes for agenda-related items
- 5 minutes for non-agenda-related items
- Submit questions/comments to csdboardmeetingcomments@cheltenham.org.
- Emails received before or after those windows will not be read aloud at the meeting.
- Be sure to include your name and where you reside in the township.
- Limit your comments/questions to what can be read in five minutes.

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 COMMITTEE MEETINGS

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 on cheltenham.org/zoom.

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. Agenda build for the next week’s legislative meeting begins at 6:30 p.m. *1st Tuesday, 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. *1st Tuesday, 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. *4th Tuesday, 6:30 p.m.*

Policy examines board policies and related administrative regulations. *4th Wednesday, 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. *4th Thursday, 7 p.m.*

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

Public Participation at Committee Meetings
After the presentation and following Board discussion, Cheltenham residents and taxpayers and district employees can make public comments or ask questions through Zoom’s Q&A interface. Comments/questions should include name and /or where in the district they reside or work.

ROLE OF THE SCHOOL BOARD

The Cheltenham School District Board of School Directors 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 board establishes policy to operate the 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.

A school director sits on the following governing boards: Eastern Center for Arts & Technology (EASTERN), Montgomery County Intermediate Unit (MCIU), and Montgomery County School District Legislative Committee (MCS DLC).

BOARD MEMBERS (1/20/2021)

PRESIDENT JOEL I. FISHBEIN | *Co-chair, Communications and Finance Committees*

VICE PRESIDENT PAMELA HENRY | *Co-chair, Educational Affairs Committee*

CHARLES BURDELL-WILLIAMS | *Co-chair, Facilities Committee; Sustainability Committee; EASTERN Joint Operating Committee*

DAVID L. COHEN | *Board Chair, Liaison Group; Sustainability Committee*

WILLIAM ENGLAND | *Co-Chair, Facilities Committee; MCIU Board President*

PAMELA HENRY | *Co-chair, Educational Affairs Committee*

JULIE HAYWOOD | *Co-chair Policy Committee; MCS DLC Representative*

JENNIFER LOWMAN | *Co-chair, Educational Affairs and Communications Committees; Reviewer, Legislative Committee Minutes*

CHRISTOPHER A. PENDER SR. | *Co-chair, Educational Affairs Committee*

DANIEL SCHULTZ | *Co-chair, Finance and Policy Committees*