

LEGISLATIVE BOARD MEETING

The Legislative Meeting of the Board of School Directors of the Cheltenham School District was held on Tuesday, February 11, 2020, at 6:59 p.m. in the Administration Building, 2000 Ashbourne Road, Elkins Park, PA. The meeting was called to order by President: Ms. Haywood. Those present were: Mr. Cohen, Ms. Haywood, Mr. England, Mr. Schultz, Ms. Henry, Mr. Burdell -Williams, Dr. Smith – Assistant Superintendent, Mr. Roos -Solicitor, Ms. Michaels, Business Manager, and Mrs. Mance -Secretary.

Mr. Scott, Mr. Pender, Mr. Fishbein, and Dr. Marseille were absent.

The following members of the staff were present:

- Mr. Barone, Director of Technology
- Ms. Collins, Director of Secondary Education
- Mr. Kaufman, Director of Communications
- Ms. Tolbert- Jackson, Director of Human Resources
- Dr. Gallagher, Director of Special Education
- Dr. Cheryl Horsey, Director of Student Services

There were 88 signatures in the guest register.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Cheltenham students and they each received a certificate from the Board.

RECOGNITIONS

Dr. Lajara acknowledged the Cheers for Volunteers: Daniel Gaffin, Sr. and Damon Mooreland and they each received a certificate from the Board. Dr. Lajara also shared a few highlights about the Teen Talk on Social Justice, The Cultural Proficiency Ambassadors, and Girls Field Hockey Academic Recognition and he also acknowledged the students art work. Dr. Horsey gave a presentation on the residency process.

SUPERINTENDENT’S REPORT

In Dr. Marseille’s absence, Dr. Smith shared the following with the Board and community:

- Reminder about the District’s Black History month program at Cheltenham High School on Tuesday, February 25, 2020, at 6:30 p.m.
- The Cultural Proficiency/ Equity Ambassadors will be pinned at a special ceremony on Wednesday, February 12, 2020, at 6:00 p.m.
- The reopening of the Joseph W. Rodgers Culture and Resource Center will be held on Thursday, February 20, 2020 at 5:30 p.m.
- Pennsylvania Department of Education awarded the District a \$35,000.00 PAsmart grant to support the development of K-8 computer science.
- The Office of Education is working with Administrators and teachers to select the elementary reading series.
- Update on several of our students accomplishments
- Reminder about upcoming Committee meetings
- Reminder about early dismissal and dates the schools and offices are closed

SOLICITOR’S REPORT

Mr. Roos announced there was one Executive Session since the last board meeting:

SUNSHINE ANNOUNCEMENTS

- Tuesday, January 21, 2020**  
Educational Affairs Meeting
- Wednesday, January 22, 2020**  
Policy Committee Meeting
- Thursday, January 23, 2020**  
Communications Committee Meeting
- Saturday, January 25, 2020**  
Board Cultural Proficiency Training
- Monday, January 27, 2020**  
Liaison Group Meeting - Township
- Thursday, January 30, 2020**

Board Negotiations Team Meeting  
**Tuesday, February 4, 2020**  
 Executive Session - Negotiations  
 Agenda Build  
 Immediately followed by Facilities Affairs Committee Meeting  
 Immediately followed by Financial Affairs Committee Meeting  
**Tuesday, February 11, 2020**  
 Agenda Review  
 Regular Legislative Board Meeting

**PUBLIC COMMENTS ON AGENDA ITEMS ONLY** There were no comments on agenda items.

**APPROVAL OF MINUTES** Upon motion by Mr. Burdell -Williams, seconded by Mr. England, the minutes from the January 14, 2020 Legislative Board Meeting minutes were unanimously approved.

**STUDENT REPRESENTATIVES**  
 Naomi Aires The Cheltenham High School Student representative presented the following information:

- Black Student Union had their annual Soul Food dinner on Friday, February 7<sup>th</sup> and the event went very well
- The basketball, wrestling and swimming Senior Nights were held on February 4 and 5
- Our basketball team is undefeated in the Suburban One League conference for the first time in 52 years
- We had a Black History Month Door Decorating Contest
- The National Art Honor Society inducted their 2nd Class of Inductees
- Our Student Council is working on the following:
  - Revising job descriptions and possibly the constitution
  - Voter registration that could possibly involve National Honors Society volunteers
  - Working on developing a direct line of communication with the high schools administration

**TREASURER’S REPORT** Upon motion of Ms. Henry, seconded by Mr. Cohen, the Treasurer’s Report for the period ending January 2020, as presented in the financial statements to the board and as attached to the original minutes, was unanimously approved.

**MCIU REPORT** Mr. England reported the Montgomery County Intermediate Unit Committee discussed the following agenda items at the January 29, 2020 meeting: Approval of minutes, Head Start update regarding activities, construction, and policies, Approved distribution of expenditures from the safety grant awarded by the State, Approved the revised State funding allocation, Discussed the hiring process, timeline, and transition for the new CEO, 2020-2021 Membership Services Budget, and Mr. England was appointed Vice President of the IU board. The next meeting is scheduled for Wednesday, February 26, 2020.

**EASTERN CENTER REPORT** Mr. Burdell – Williams did not have a report for the Eastern Center for Arts and Technology. The next meeting is scheduled for Wednesday, February 12, 2020.

**FINANCIAL AFFAIRS COMMITTEE** Mr. Schultz reported the Financial Affairs Committee discussed the following agenda items at the February 4, 2020, meeting: Approval of Minutes, 2019-20 Budget Status, 2020-21 Budget Update, and Food Service Contract RFP Process. Mr. Schultz announced the next meeting is scheduled for Tuesday, March 3, 2020, at the Administration Building in room 119.

**EDUCATIONAL AFFAIRS COMMITTEE** Ms. Henry reported the Educational Affairs Committee discussed the following agenda items at the January 21, 2020, meeting: Approval of Minutes, and CHS Courses. Ms. Henry announced the next meeting is scheduled for Tuesday, February 18, 2020, at the Administration Building in room 119.

APPROVAL TO AMEND  
2020-2021 ACADEMIC  
CALENDAR

Upon motion by Mr. Cohen, seconded by Mr. Schultz, the following resolution was adopted:

RESOLVED, upon recommendation of the Educational Affairs Committee the Board authorizes the Administration to amend the 2020-2021 Academic Calendar per the below.

- Designation of Thursday, July 2, 2020, as the day when offices are closed.
- Designation of Friday, July 3, 2020, as the day when offices are closed.
- Designation of December 30, 2020, as an Administrator workday.

On roll call, the following voted in the affirmative: Mr. Cohen, Ms. Haywood, Mr. Burdell- Williams, Mr. Schultz, Ms. Henry, and Mr. England. Absent: Mr. Fishbein, Mr. Pender, and Mr. Scott. Negative: None. Motion adopted.

FACILITIES COMMITTEE

Mr. Burdell -Williams reported the Facilities Committee discussed the following agenda items at the February 4, 2020, meeting: Approval of Minutes, Building Updates, Facilities Condition Assessment Update, Elkins Park Air Conditioning Update, Sustainability Update, and School Dude Progress. Mr. Burdell -Williams announced the next meeting is scheduled for Tuesday, March 3, 2020, at the Administration building in room 119.

LIAISON GROUP

Mr. Cohen reported the Liaison Group discussed the following agenda items at the January 27, 2020, meeting: 1. Traffic safety in school zones, specifically in the Myers and Wyncote school zones and developed some ideas to help prevent accidents. 2. Residency and multiple tenants in dwelling units. The School District will have a presentation on February 11, 2020 at their next legislative meeting, to bring this issue to light. The Township suggested adding anonymous reporting in the Township's Spring Newsletter. 3. Cedarbrook middle Schools driveway and Mr. Teasdale said the District recently installed signs that say "Do Not Enter". 4. Shared administrative space. 5. Update on Cedarbrook Playground and the District will look at providing funds to cost share with the Township for the removal of the trees. 6. Re-launching our public relations outreach efforts. 7. Thanked the School District for doing a nice job of sharing with the public, information about the contract issues and Cheltenham High School principalship. 8. Emphasized the importance of our Government Day on Friday, February 14, 2020 - families should to get their kids registered for this nice opportunity. The School District did share this information with students and their families. 9. There have been reports of school busses speeding (the downhill stretch along Bent as it passes Walt/Fernbrook is especially egregious). Mr. Teasdale will talk to Jim Custer and have him follow up on this issue with the bus company provider. 10. Provided an update on various roadwork/road closures. The list of recent projects will be emailed to all members. Mr. Cohen announced the next meeting is scheduled for February 24, 2020 at the Township.

POLICY COMMITTEE

Ms. Haywood reported the Policy Committee discussed the following agenda items at the January 22, 2020, meeting: Approval of Minutes, **Old Business** Policy and AR 201 Admission of Beginners, Policy 321 Political Activities (New), Policy 321/421 Political Activities (1992) for Repeal, Policy 320 Freedom of Expression, Policy 320/420 Freedom of Expression for Repeal (1992), Policy and AR 208 Withdrawal From School (1998), Policy 255 No Child Left Behind Compliance for Repeal, Policy 116 Tutorial Instruction (1989), Policy 124 Alternative Instruction Opportunities (Previously Summer School 1989), and Policy 110 Instructional Supplies (1998), and **New Business** Policy 119 Current Events and Controversial Issues (1989), Policy 331/431/531 Job-Related Expenses (1993), Policy 229 Student Fundraising (1998), Policy and AR 601 Fiscal Objectives and Procedures (1994), Policy 616 Payment of Claims (1994), Policy 811 Bonding (1995), and Policy 819 Privacy of Personal Health Information (2003). Ms. Haywood announced the next Policy committee meeting is scheduled for Thursday, February 20, 2020, at 8:00 a.m. at the Administration building in room 119.

**1. First Read Policies**

- a. #119 Current Events and Controversial Issues (1989)
- b. #331 Job-Related Expenses

POLICY COMMITTEE  
(continued)

- c. #331/431/531 Job-Related Expenses (1993) are for Repeal (Policies to be combined to one employee policy 321)
- d. #229 Student Fundraising (1998)
- e. #601 Fiscal Objectives and Procedures (1994)
- f. #616 Payment of Claims (1994)
- g. #811 Bonding (1995)
- h. #819 Privacy of Personal Health Information for Repeal (2003)

**2. The following AR's are for review only**

- a. AR 201 Admission of Beginners
- b. AR 601 Fiscal Objectives and Procedures (1994)
- c. AR 208 Withdrawal From School
- d. AR 331 Job-Related Expenses
- e. AR 110 Instructional Supplies

Upon motion by Ms. Henry seconded by Mr. Burdell -Williams, the following resolution was adopted:

**3. Policies for Adoption**

- a. #201 Admission of Beginners
- b. #321 Political Activities (New)
- c. #321/421 Political Activities for Repeal (1992)
- d. #320 Freedom of Expression
- e. #320/420 Freedom of Expression for Repeal (1992)
- f. #208 Withdrawal From School (1998)
- g. #255 No Child Left Behind Compliance for Repeal
- h. #116 Tutorial Instruction (1989)
- i. #124 Alternative Instruction Opportunities (Previously Summer School 1989)
- j. #110 Instructional Supplies (1998)

On roll call, the following voted in the affirmative: Mr. Cohen, Ms. Haywood, Mr. Burdell- Williams, Mr. Schultz, Ms. Henry, and Mr. England. Absent: Mr. Fishbein, Mr. Pender, and Mr. Scott. Negative: None. Motion adopted.

COMMUNICATION  
COMMITTEE

Mr. Burdell - Williams reported the Communications Committee discussed the following agenda items at the January 23, 2020, meeting: Approval of Minutes, Communication Analytics, and CSD Foundation Update. Mr. Burdell - Williams announced the next meeting is scheduled for Thursday, February 27, 2020, at 7:00 p.m. at the Administration building in room 119.

LEGISLATIVE REPORT

Ms. Haywood reported the Montgomery County Legislative Committee discussed the following items at their last meeting: The highlights of the Governor’s budget, House Bill 2046 adds additional certifications for Special Education teachers, and she shared the amounts approved for basic education and special education funding.

PERSONNEL

- Appointment of Long – Term Substitute Teachers
- Approval of Changes in Status
- Appointment of Consultant
- Approval of Extra Duty/Extra Pay

Upon motion by Mr. Schultz, seconded by Ms. Henry, the following resolution was adopted:

RESOLVED, upon recommendation of the Administration the Board approves the appointment of Tatiana Alcindor as Long-Term Substitute Teacher, Spanish Teacher at Cheltenham High School, at a salary of \$46,254 (Step 3/Bachelor’s) 2018-2019 salary schedule, to be hired provisionally pending statutory requirements, effective February 18, 2020, through the end of the 2019-2020 school year.

RESOLVED, upon recommendation of the Administration the Board approves the appointment of Claire Schneider as Long-Term Substitute Teacher, Music Teacher at Cedarbrook Middle School, at a salary of \$44,817 (Step 2/Bachelor’s) 2018-2019 salary schedule, to be hired provisionally pending statutory requirements, effective February 06, 2020, through the end of the 2019-2020 school year.

PERSONNEL  
(continued)

RESOLVED, upon recommendation of the Administration the Board approves the ratification of a change in status for Amanda Roman, from: Long-Term Substitute Teacher, Special Education Teacher at Cheltenham High School, to: Professional Employee, Special Education Teacher at Cheltenham High School, at a salary of \$75,912 (Step 7/Masters+36) 2018-2019 salary schedule, effective January 27, 2020.

RESOLVED, upon recommendation of the Administration the Board approves the ratification of a change in status and position for Laura Lynne Farley, from: part-time C.L.A.S.P. Aide at Myers Elementary School, to: full-time Kindergarten Assistant, Tier 1A, at Wyncote Elementary School, 7 hours per day for 182 days, at an hourly rate of \$16.21, effective February 18, 2020.

RESOLVED, upon recommendation of the Administration the Board approves the ratification of the agreement with Charles Connor as Interim Principal at Myers Elementary School, effective January 27, 2020, ending no later than February 07, 2020, per the General Contracted Consultant Agreement provided to the Board.

RESOLVED, upon recommendation of the Administration the Board approves the ratification of the agreement with Francine Deal as a resource and mentor for new interim building-level leadership at Wyncote Elementary School, effective January 23, 2020, until the date to be determined but no later than June 30, 2020, as per the General Contracted Consultant Agreement provided to the Board.

RESOLVED, upon recommendation of the Administration the Board approves the following Extra Duty/Extra Pay assignments, per the attachment, at a rate of \$227.50 per unit, as listed.

On roll call, the following voted in the affirmative: Mr. Cohen, Ms. Haywood, Mr. Burdell -Williams, Mr. Schultz, Ms. Henry, and Mr. England. Absent: Mr. Fishbein, Mr. Pender, and Mr. Scott. Negative: None. Motion adopted.

**Information Items:****1. Retirements****The Superintendent accepted the following retirements:**

- a. Maureen Jennis, Secretary to the Director of Education at the Administration Building, effective June 30, 2020, end of workday. Ms. Jennis has been a district employee for 26 years.
- b. Susan Ohrt, Music Teacher at Myers Elementary School, effective the last teacher day of the 2019-2020 school year. Ms. Ohrt has been a district employee for 33 years.
- c. Nancy Batchelor, Grade 1 Teacher at Myers Elementary School, effective the last teacher day of the 2019-2020 school year. Ms. Batchelor has been a district employee for 34 years.

**2. Resignations****The Superintendent accepted the following resignations:**

- a. Alexis Prychodko, 1:1 Paraprofessional at Cheltenham High School, effective January 28, 2020, end of workday.
- b. Nicholas Krayger, Special Education Teacher at Elkins Park School, effective January 15, 2020.
- c. Brandon Lutz, Supervisor of Instructional Technology at the Administration Building, effective March 20, 2020, end of workday.
- d. Tyisha Burrell, part-time C.L.A.S.P. Aide at Cheltenham Elementary School, effective January 27, 2020.

PERSONNEL  
(continued)

e. Sanya Edwards, part-time C.L.A.S.P. Aide at Cheltenham Elementary School, effective February 18, 2020, end of workday.

**3. Non-discretionary Leaves of Absence**

**The following non-discretionary Leaves of Absence were granted:**

- a. Anna Diaz, 1:1 Paraeducator at Elkins Park School, be granted an unpaid leave of absence from January 15, 2020, until January 28, 2020, pursuant to ARTICLE IX. C. of the collective bargaining agreement with the Business Employees' Council (BEC). Ms. Diaz's return to work date is January 29, 2020.
- b. Valerie Zeldenrust, Spanish Teacher at Cheltenham High School, granted an unpaid leave of absence from February 05, 2020, until April 28, 2020, under the provisions of the Family & Medical Leave policy. Ms. Zeldenrust's return to work date is April 29, 2020.
- c. Daniel Levy, Special Education Teacher at Cheltenham Elementary School, be granted a sabbatical leave of absence for the second semester of the 2019-2020 school year for Health Restoration, and that he be paid one-half salary for the period as provided by Section 1169, Act 190 of the Pennsylvania School Code. Mr. Levy's return to work date is the first teacher day of the 2020-2021 school year.
- d. Anthony Johnson, Custodian at Wyncote Elementary School, granted an unpaid leave of absence from January 13, 2020, until March 02, 2020, under the provisions of the Family & Medical Leave policy. Mr. Johnson's return to work date is March 03, 2020.
- e. Lauren Moser, Special Education Teacher at Elkins Park School, granted an unpaid leave of absence from March 12, 2020, until April 03, 2020, under the provisions of the Family & Medical Leave policy. Ms. Moser's return to work date is April 13, 2020.
- f. Elsie Russell, Administrator for Climate and Culture at Elkins Park School, granted an unpaid leave of absence from February 24, 2020, until April 03, 2020, under the provisions of the Family & Medical Leave policy. Ms. Russell's return to work date is April 13, 2020.
- g. Amy Gadea, School Nurse at Elkins Park School, granted an unpaid leave of absence from April 22, 2020, until April 29, 2020, under the provisions of the Family & Medical Leave policy. Ms. Gadea's return to work date is April 30, 2020.
- h. Cassandra Townson, Kindergarten Assistant at Glenside Elementary School, granted an unpaid leave of absence from January 28, 2020, until March 04, 2020, under the provisions of the Family & Medical Leave policy. Ms. Townson's return to work date is March 5, 2020.
- i. Jennifer Hutton, Music Teacher at Cheltenham High School, be granted a sabbatical leave of absence for the 2020-2021 school year for Professional Development, and that she be paid one-half salary for the period as provided by Section 1169, Act 190 of the Pennsylvania School Code. Ms. Hutton's return to work date is the first teacher day of the second semester of the 2021-2022 school year.
- j. Selina Parker, 1:1 Paraeducator at Cheltenham Elementary School, granted an unpaid leave of absence from December 16, 2020, until February 28, 2020, under the provisions of the Family & Medical Leave policy. Ms. Parker's return to work date is March 02, 2020.
- k. Kyen Pearcy-Jenkins, Social Studies Teacher at Cheltenham High School, be granted a sabbatical leave of absence from February 3, 2020, until September 4, 2020, for Health Restoration, and that she be paid one-half salary for the period as provided by Section 1169, Act 190 of the Pennsylvania School Code. Ms. Pearcy-Jenkins's return to work date is September 8, 2020.

I. Kristan Orlando, Special Education Teacher at Glenside Elementary, be granted a sabbatical leave of absence from February 10, 2020, until June 30, 2020, for Health Restoration, and that she be paid one-half salary for the period as provided by Section 1169, Act 190 of the Pennsylvania School Code. Ms. Orlando’s return to work date is the first teacher day of the 2020-2021 school year.

EDUCATIONAL AFFAIRS  
Approval of  
Conferences  
Approval Educational  
Waiver Agreement  
Approval of  
Volunteers

Upon motion by Mr. Burdell -Williams, seconded by Ms. Henry the following resolution was adopted:

RESOLVED, upon recommendation of the Administration the Board approves the attendance and payment of expenses for the following staff members, to attend the PDE Conference: Making A Difference; Educational Practices that Work in Hershey, PA on 03/09/2020 - 03/11/2020 with an estimated cost of \$647.35 each to be paid from the general fund account.

- Tanya Scarpato, Teacher - Wyncote Elementary School
- Lisa Landolfi, Teacher - Wyncote Elementary School

RESOLVED, upon recommendation of the Administration the Board approves the attendance and payment of expenses for Tanya Soboloff, Teacher, to attend the Anatomy in Clay: Musculoskeletal and Body Systems in Somerset, NJ on the following dates, 03/19/2020 - 03/20/2020, with an estimated cost of \$799.50 to be paid from the general fund account.

RESOLVED, upon recommendation of the Administration the Board approves the attendance and payment of expenses for the following staff members, to attend the PASNAP in State College, PA on 03/27/20 - 03/29/20 with an estimated cost of \$966.15 each to be paid from the general fund account.

- Alex Knabb, School Nurse - Wyncote Elementary School
- Amy Gadea, School Nurse - Wyncote Elementary School

RESOLVED, upon recommendation of the Administration the Board approves the educational service agreement between the District and parents of the student identified below by confidential student number in the form presented to the Board:

- Student # 407122
- Student # 236845

RESOLVED, upon recommendation of the Administration the Board approves the approval of long-term and overnight volunteers pursuant to Policy 916, per attachment.

On roll call, the following voted in the affirmative: Mr. Cohen, Ms. Haywood, Mr. Burdell -Williams, Mr. Schultz, Ms. Henry, and Mr. England. Absent: Mr. Fishbein, Mr. Pender, and Mr. Scott. Negative: None. Motion adopted.

FINANCIAL AFFAIRS  
Approval of 2019-20  
Budget Transfers  
Approval of Payments  
Authorization to Bid  
Approval of  
Montgomery County  
Intermediate Unit #23,  
2020-2021  
Membership Services  
Budget  
Approval of Consultant  
Agreement  
Approval of Deed of  
Easements Agreement

Upon motion by Mr. Schultz, seconded by Ms. Henry, the following resolution was adopted:

Resolved, upon recommendation of the administration, the Board gives authorization to make budget transfers and assignments for the 2019-2020 fiscal year as required by state and mandated auditing procedures.

RESOLVED, upon recommendation of the Administration the Board approves the bills for payment for the period January 14, 2020, through February 7, 2020, in the following amounts in accordance with the list submitted to the board.

FINANCIAL AFFAIRS  
(continued)

<u>FUND</u>	<u>Check Numbers</u>	<u>Amount</u>
<b>General Fund</b>	155448 - 155832	\$1,773,567.12
<b>Payroll Fund</b>	12259 - 12309	\$13,026.07
<b>Student Activity</b>	2884 - 2893	\$13,508.90
<b>Food Service Fund</b>	2514	\$42.10
<b>Capital Reserve Fund</b>	100024 - 100026	\$159,499.80

RESOLVED, upon recommendation of the Administration the Board gives authorization to prepare and solicit bids for the following 2020-21 supplies:

- Instructional/General Supplies
- Athletic/Physical Education Supplies/Equipment

RESOLVED, upon recommendation of the Administration the Board adopts the 2020-21 Membership Services budget for the Montgomery County Intermediate Unit #23 as approved by their Board of Directors in the amount of \$1,850,451. Cheltenham School District's contribution of \$52,643 reflects a decrease of \$500 or 0.94% from 2019-20.

RESOLVED, upon recommendation of the Administration the Board approves the consultant services with Custodial Consultants to conduct a physical survey and time study analysis of facilities.

RESOLVED, upon recommendation of the Administration the Board approves the Deed of Easements Agreement with Cheltenham Township, as presented in the attachment.

On roll call, the following voted in the affirmative: Mr. Cohen, Ms. Haywood, Mr. Burdell -Williams, Mr. Schultz, Ms. Henry, and Mr. England. Absent: Mr. Fishbein, Mr. Pender, and Mr. Scott. Negative: None. Motion adopted.

RESPONSE TO PRIOR  
QUESTIONS

There were no prior questions.

## PUBLIC COMMENTS

Ishbara Acosta, Cheltenham read a statement on behalf of CEA.

## MEETING ADJOURNED

Upon motion by Mr. Burdell - Williams, seconded by Ms. Henry and unanimously approved, the meeting was adjourned at 8:34 p.m.

*Crystal Manco*

Secretary

DocuSigned by:  
*Julie Haywood*  
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President



