

**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, October 10, 2023 at 7:08 p.m. at 2000 Ashbourne Road, Elkins Park, PA 19027 and also via Zoom to hold a hybrid regular 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. David L. Cohen, Mr. Zachary Epps, Mr. Joel Fishbein, Ms. Julie Haywood, Ms. Pamela Henry, Ms. Jennifer Lowman, Ms. Leah Mulhearn, Mr. Daniel Schultz

CHELtenham SCHOOL DISTRICT ADMINISTRATION

Mr. Chris Barone, Director of Information Technology; Ms. Charlene Collins, Director of Secondary Education; Ms. Jessica Keene, Director of Student Services; Dr. Brian Reilly, Director of STEM; Dr. Tamara Thomas Smith, Assistant Superintendent; Mr. Joshua Sweigard, Director of Business Services; Ms. Adrienne Tolbert-Jackson, Director of Human Services; 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, Ms. Lowman.

**STUDENT COUNCIL  
REPRESENTATIVES  
REPORT**

Emma Zubairu, reporting for the Cheltenham High School Student Council, shared information on the following topics:

- Homecoming Dance
- Rescheduled Pep Rally
- Back to School Night
- Senior Night
- Thanksgiving Baskets in November

**SOLICITOR'S REPORT**

Mr. Diasio announced there was one (1) executive session held since the last legislative meeting.

- October 5, 2023 – Personnel

**APPROVAL OF MINUTES** Upon motion by Mr. Cohen, seconded by Ms. Haywood, the minutes of the July 12, August 8, and September 12, 2023 legislative meetings were unanimously approved.

**SUPERINTENDENT REPORT** Dr. Scriven reported on the following topics:

- National Principal’s Month
- Indigenous People’s Day
- World Mental Health Day
- National Custodian Appreciation Day
- Continuous Journey, Learning and Leadership
- National Merit Scholars & Commended
- PBIS Celebrations
- Superintendent’s Student Advisory Council

**PRESENTATIONS**

**Honor Roll of School Board Service**

Board members Mr. David Cohen, Mr. Joel Fishbein, and Ms. Julie Haywood were honored by The PA School Boards Association Honor Roll of School Board Service for long-term service and dedication to Cheltenham School District and the community.

**Handle With Care Pilot Program Presentation**

District Safety and Security Manager Mr. Jonathan White presented information to the board on the collaborative Handle With Care Program.

**Donation from Lincoln Investment to Cheltenham Education Foundation**

Cheltenham Education Foundation accepted a \$5,000 donation for student programs and activities from Lincoln Investment’s Forst Foundation.

**Holocaust Curriculum Presentation**

Andrew Altman, Keneseth Israel President, Rabbi Benjamin P. David, KI Senior Rabbi, Lise Marlowe, Outreach Director, Holocaust Awareness Museum and Education Center (HAMEC), and Rav Shai Cherry, Congregation Adath Jeshurun, Elkins Park, Senior Rabbi presented information on Holocaust curriculum.

**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.*

**FINANCIAL AFFAIRS COMMITTEE REPORT**

Mr. Schultz reporting for the Financial Affairs committee, shared information from the meeting held on October 3, 2023. The meeting video and

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presentation for any Finance Committee meeting can be found [here](#). The next meeting is scheduled for November 14, 2023.

**EDUCATIONAL AFFAIRS  
COMMITTEE REPORT**

Ms. Mulhearn reporting for the Educational Affairs committee, shared information from the meeting held on September 19, 2023. The meeting video and presentation for any Educational Affairs committee meeting can be found [here](#). The next meeting is scheduled for October 17, 2023.

**EASTERN CENTER FOR  
ARTS AND  
TECHNOLOGY REPORT**

Mr. Burdell-Williams, reporting for the Eastern Center for Arts and Technology, shared information from the meeting held on September 13, 2023. The minutes of any Joint Operating Committee meeting can be accessed via the [Eastern Center for Arts and Technology – Joint Operating Committee website](#). Mr. Burdell-Williams announced the next JOC meeting will be held on October 11, 2023.

**MONTGOMERY  
COUNTY  
INTERMEDIATE UNIT  
(MCIU) REPORT**

Ms. Lowman, reporting for the Montgomery County Intermediate Unit Board of Directors, shared information from the meeting held on September 27, 2023. The minutes of any Montgomery County Intermediate Unit Board of Directors meeting can be accessed [here](#). The next meeting will be held on November 15, 2023.

**FACILITIES COMMITTEE  
REPORT**

Mr. Burdell-Williams reporting for the Facilities Committee, shared information from the meeting held on October 3, 2023. Any meeting video and presentation of the Facilities Committee can be found [here](#). The next Facilities Committee meeting will be held on November 14, 2023.

**LIAISON GROUP**

Mr. Cohen, reporting for the Liaison Group, shared that no meeting was held since the last legislative meeting. The next meeting date is scheduled for October 16, 2023.

**POLICY COMMITTEE**

Mr. Epps, reporting for the Policy Committee, shared that no meeting was held since the last legislative meeting. The video and summary of any policy committee meeting can be found [here](#). The date of the next Policy Committee meeting is October 24, 2023.

**LEGISLATIVE REPORT**

Mr. Epps reported the Montgomery County School Directors Legislative Committee (MCSDLC) has not met since the last legislative meeting. The next meeting date is October 25, 2023.

**APPROVAL OF AGENDA  
ITEMS**

Upon a motion by Mr. Epps, seconded by Mr. Fishbein, the following consent agenda items were unanimously approved:

Approval of Consent  
Agenda Items

**Adopted Policies**

- #210 Use of Medications (2016)
- #122 Extracurricular and Cocurricular Activities (2017)
- #123 Student Athletics (2017)

**Approval of Volunteers**

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

- Juliette Andrews
- Kelly Capponi
- Abeni Crooms
- Tanya H. Franklin
- Clay Harmony
- Helene Khalid
- Melissa Cristaldi-Little
- Daphney Pilet
- Lanaeya Showell

**Approval of Conferences**

RESOLVED: The administration recommends approval of the attendance and payment of expenses for **Jaclyn DiGianivittorio** and **Allison Kuchler**, Supervisors of Special Education, to attend the MCIU Special Education Leadership Conference 2023 on October 25-27, 2023, with the total estimated cost of \$725.00 to be paid from the general fund account.

RESOLVED: The administration recommends approval of the attendance and payment of expenses for the following individuals to attend the National Council of Teachers of Mathematics (NCTM) 2023 Annual Meeting & Exposition on October 25-28, 2023, with the total estimated cost of \$11,991.00 to be paid from the general fund account:

**Dr. Brian Reilly** - *Director of Curriculum and Instruction, STEM Education*

**Erin Hennessey** - *Math Specialist: Wyncote Elementary School*

**Jenna Jarrett** - *Math Specialist: Elkins Park School*

**Brynn Johnson** - *Teacher: Cheltenham High School*

**Dr. Elsie Russell** - *Math Specialist: Glenside Elementary School*

**Fanny Tan** - *Math Specialist: Myers Elementary School*

RESOLVED: The administration recommends approval of the attendance and payment of expenses for the following individuals to attend the 2023 PAPBS Network and MTSS Implementers' Forum: Building Community from Science to

Practice on November 1-3, 2023, with the total estimated cost of \$2,846.51 to be paid from the general fund account:

**Jessica Keene** - *Director of Student Services*

**Shareese Nelson** - *Vice Principal: Elkins Park School*

**Jenna Jarrett** - *Math Specialist: Elkins Park School*

**Amy Flynn** - *Challenge Teacher: Elkins Park School*

**Laura Moore** - *Music Teacher: Elkins Park School*

**Tiffany Lee** - *Life Skills Teacher: Elkins Park School*

RESOLVED: The administration recommends approval of the attendance and payment of expenses for **Dr. Matthew Pimental**, Supervisor of Professional Learning and K-12 Gifted Education, to attend the PA Association of Gifted Education (PAGE) 2023 Annual Conference - Step Up, Speak Out, & Lead: The Future of Gifted Education on November 2-3, 2023, with the total estimated cost of \$725.00 to be paid from the general fund account.

RESOLVED: The administration recommends approval of the attendance and payment of expenses for **Dr. Tamara Thomas Smith**, Assistant Superintendent, to attend the Professional Learning Communities at Work® Institute on November 6-8, 2023 with the total estimated cost of \$1,740.00 to be paid from the general fund account.

RESOLVED: The administration recommends approval of the attendance and payment of expenses for **Dr. Brian Reilly**, Director of Curriculum and Instruction, STEM Education, to attend the Standards Aligned System (SAS) Institute 2023 on December 11-13, 2023 with the total estimated cost of \$494.00 to be paid from the general fund account.

#### **Approval of Educational Service Agreement**

RESOLVED: The administration recommends approval of the educational service agreement between the District and the parents of the students identified below by confidential student number in the form presented to the Board:

- Student # 407269
- Student # 410015

#### **Approval for Agreement for an Approved Private School Placement**

RESOLVED: The administration recommends the Board approve the Approved Private School Agreement and Addendum. 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 # 412585

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

RESOLVED: The administration recommends the appointment of **Rosemary Mitchell**, Grade 6 Teacher at Elkins Park School, at a salary of \$101,082 (Step 12/Masters+36), to be hired provisionally pending statutory requirements, effective October 26, 2023.

RESOLVED: The administration recommends the appointment of **Brian Smith**, Grade 4 Teacher at Cheltenham Elementary School, at a salary of \$85,406 (Step 12/Masters), to be hired provisionally pending statutory requirements, effective October 26, 2023.

RESOLVED: The administration recommends the ratification of the appointment of **Robert Best**, Grade 4 Teacher at Wyncote Elementary School, at a salary of \$98,784 (Step 13/Masters+12), to be hired provisionally pending statutory requirements, effective October 2, 2023.

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

RESOLVED: The administration recommends the appointment of **Rachael Guerdon**, Librarian at Wyncote Elementary School, at a salary of \$63,275 (Step 7/Masters), to be hired provisionally pending statutory requirements, effective October 30, 2023.

#### **Appointment of Long-Term Substitutes**

RESOLVED: The administration recommends the ratification of the appointment of **Anthony Deangelis** Long-term Substitute Mathematics Teacher at Cedarbrook Middle School, at a salary of \$60,566 (Step 6/Masters), to be hired provisionally pending statutory requirements, effective September 11, 2023.

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

RESOLVED: The administration recommends the ratification of the appointment of **Rachel Slutsky** as Paraeducator, 1:1, Tier III, at Myers Elementary School, 7 hours per day for 184 days, at an hourly rate of \$18.34 (2022-2023 salary rate) to be hired provisionally pending statutory requirements, effective October 2, 2023. A 90-day probation period is required.

RESOLVED: The administration recommends the ratification of the appointment of **Ashyia Miller** as Paraeducator, 1:1, Tier III, at Wyncote

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Elementary School, 7 hours per day for 184 days, at an hourly rate of \$18.34 (2022-2023 salary rate) to be hired provisionally pending statutory requirements, effective September 18, 2023. A 90-day probation period is required.

RESOLVED: The administration recommends the ratification of the appointment of **Diane Jackson** as Part Time Lunch/Recess Aide, Tier I, at Glenside Elementary School, 3 hours per day for 182 days, at an hourly rate of \$14.95 (2022-2023 salary rate) to be hired provisionally pending statutory requirements, effective September 5, 2023. A 90-day probation period is required.

RESOLVED: The administration recommends the ratification of the appointment of **Kevin Scott** as Groundskeeper, District Wide, Grade 18 at an annual rate of \$43,483 (2022-2023 salary rate) to be hired provisionally pending statutory requirements, effective September 26, 2023. A 90-day probation period is required.

RESOLVED: The administration recommends the ratification of the appointment of **Rashad Dennis** as Paraeducator, 1:1, Tier III, at Cheltenham High School, 7 hours per day for 184 days, at an hourly rate of \$18.34 (2022-2023 salary rate) to be hired provisionally pending statutory requirements, effective September 26, 2023. A 90-day probation period is required.

RESOLVED: The administration recommends the ratification of the appointment of **Angela Watson** as Paraeducator, 1:1, Tier III, at Glenside Elementary School, 7 hours per day for 184 days, at an hourly rate of \$18.34 (2022-2023 salary rate) to be hired provisionally pending statutory requirements, effective September 19, 2023. A 90-day probation period is required.

RESOLVED: The administration recommends the ratification of the appointment of **Maureen Keyser** as Secretary to the Principal, Grade 5A, at Cheltenham Elementary School, 7.5 hours per day for 200 days, at an annual salary of \$38,633 (2022-2023 salary rate) to be hired provisionally pending statutory requirements, effective September 5, 2023. A 90-day probation period is required.

**Approval of Changes of Assignment**

RESOLVED: The administration recommends the approval of a change in position for **Kaitlyn Ferraro** from Reading Specialist at Elkins Park Elementary School to: Data and Elementary Curriculum Specialist at the Administration

Building, CASSA classification, to be hired provisionally pending statutory requirements, at an annual 2023-2024 salary of \$98,000 prorated, effective date October 30, 2023.

**Approval of Stipends**

RESOLVED: The administration recommends the approval of professional personnel per the attachment for leadership positions for the 2023-2024 school year, at the rates listed.

**Salary Adjustment**

RESOLVED: The administration recommends the ratification of horizontal salary column movement, effective August 23, 2022 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 Settlement Agreement**

RESOLVED: The administration recommends approval of the attached Settlement Agreement between the Cheltenham School District and Special Needs Advocacy Services, LLC regarding settlement of a claim regarding the administration of a student-specific Third-Party Special Needs Education Trust.

**Appointment of Board Treasurer**

The Superintendent recommends that Joshua Sweigard be appointed as Board Treasurer effective September 15, 2023 through June 30, 2024 (replacing Lieu Kim).

**Approval of Bus Drivers**

RESOLVED: The administration recommends the approval of the following Bus Drivers as submitted to the Board.

<b>Name</b>	<b>Job Title</b>	<b>Hire Date</b>	<b>License #</b>
Yulia Shirokova	CDL (in training)	TBD	28052090
Jean Marie Amecia	CDL (in training)	TBD	34714084
Moulite Chery	CDL (in training)	TBD	34728031



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Bernado Francois	CDL (in training)	TBD	34446097
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**Approval of Payments**

RESOLVED: The administration recommends approval of bills for payment for the period September 1, 2023 through September 30, 2023, in the following amounts in accordance with the list submitted to the board.

<b>FUND</b>	<b>Check Numbers</b>	<b>Amount</b>
<b>General Fund</b>	166766 - 167017 WT240076-240093	4,670,470.62
<b>Payroll Fund</b>	13439 – 13448 WT240063- 240105	7,846,420.46
<b>Student Activity</b>	52003152- 52003153	2,516.68
<b>Self Ins Fund</b>	WT240061- 240062	893,190.69
<b>Food Service</b>	43002760- 43002770	148,721.66
<b>Capital Reserve</b>	100063-100065	2,639,931.00

**THE FOLLOWING AGENDA ITEMS WERE NOT SUBJECTED TO VOTE:**

**Repeat First Read Policies**

- #827 Conflict of Interest (2023)
- #800 Records Management (2018)
- #830 Security of Personal Information / Breach Notification (New)
- #830.1 Data Governance - Storage/Security (New)
- #907 Visitors to District Schools During the School Day (2014)

**Resignations**

**Michelle Matrisciano**, English Teacher at Cheltenham High School, effective August 31, 2023, end of the workday.

**Jarrold Caldwell**, Paraeducator at Elkins Park Elementary School, effective September 15, 2023, end of the workday.

**Mariah Collier**, Paraeducator at Glenside Elementary School, effective September 1, 2023, end of the workday.

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**Tyrone Smith**, Custodian at Cedarbrook Middle School, effective September 25, 2023, end of the workday.

**Victor Bey**, Paraeducator at Cheltenham High School, effective September 29, 2023, end of the workday.

**Lucille Parris**, Paraeducator 1:1 at Cedarbrook Middle School, effective September 29, 2023, end of the workday.

**Non-discretionary Leaves of Absence**

**Daniela Hayek**, 3rd Grade Teacher at Cheltenham Elementary School, granted an unpaid leave of absence from October 12, 2023 until January 16, 2024, under the provisions of the Family & Medical Leave policy. Daniela Hayek's return to work date is January 17, 2024.

**Heather Scriven**, Data Specialist at the Administration Building, be granted intermittent unpaid leave days not to exceed 10 days for educational pursuits effective September 28, 2023 through May 31, 2024, pursuant to Article IV.C of the collective bargaining agreement with the Business Employees' Council (BEC). Heather Scriven's dates have been submitted to the Director of Human Resources.

**Amari Smith**, Paraeducator at Myers Elementary School, granted an unpaid leave of absence due to medical necessity, September 29, 2023 through October 8, 2023. **Amari Smith's** return to work date is October 9, 2023.

**PUBLIC COMMENTS ON  
NON-AGENDA ITEMS**

There were no public comment 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.*

**RESPONSE TO PRIOR  
QUESTIONS**

**MEETING ADJOURNED**

There were no prior unanswered questions or comments.

Upon motion by Mr. Fishbein, seconded by Mr. Burdell-Williams, the meeting adjourned at 8:31 p.m.

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

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

