

**Lower Merion Education Association  
Executive Council Meeting  
September 15, 2025**

CALL TO ORDER: President A. Avellino called the meeting to order at 4:19pm.

Approval of minutes for June Executive Council Meeting: A.Thomas; 2nd B. Raschiatore

**OFFICER REPORTS:**

President: Aimee Avellino

- Welcome back and welcome to our first Executive Council Meeting of the year!
- Welcome Vicki Armitage, our PSEA uniserv rep. Vicki and the LMEA Officers are in regular contact and she is up-to-date on the happenings in LMEA. We are happy that she is here today and not just because she brought gifts! There are PSEA bags for new hires in each location. Double check your new hire list and share the bags with new hires in your locations. (Please note that there are different bags for professional/support staff. Reach out to A. Avellino if you need an ESP version or more EA bags.
- Thank you for stepping up to do the work for our members. We are here to help at any time and appreciate all that you do!
  - The officers rely on building reps to act as liaisons between LMEA officers and members as well as between LMEA leadership and building leadership. Acting as a communication liaison is the biggest responsibility. A document will be shared with the follow-up Executive Council Meeting Email outlining in more detail the role of the building reps. These include:
  - Having at least one rep attend each Executive Council Meeting. We know schedules are hectic and not everyone may be able to attend every meeting, so attendance can be on a rotating basis, if that works best. The LMEA Executive Council Meeting Calendar and the LMEA 25-26 School Year Calendar were shared and will be shared again in the follow-up email. They are also posted on the [LMEA website](#).
  - Sharing the Apple Core with members of your location either by posting or directing members to the [LMEA website](#).
  - Sharing pertinent information after Executive Council Meeting. Every location does it differently-some have distribution lists to ***personal emails***, some host regularly scheduled 10 minute meetings; some

meet just as needed-find what's best for you and the members in your location.

- Using the [LMEA website](#) to provide information for members and share that resource with your members, too, so that they are familiar with the wealth of information and resources available.
  - Acting as a liaison with members, building administrators and the LMEA
    - Sometimes this could include attending meetings with members and administrators **after consulting with an officer first**. Then taking notes and reporting back to the officers. (Note that sometimes officers will attend instead of building reps depending on the subject of the meeting.)
    - *Confidentiality is of the utmost importance at all times to protect members' privacy. This is a good reminder for you and for the members you are helping, too!*
  - Welcoming new staff and encouraging them to join [LMEA/PSEA](#) which can be done through the link above on the LMEA website.
  - Publicizing the Annual PACE drive
  - Communicating with Debbie Williams about major life events (birth, death, surgery, etc.) for members
- The LMEA website has been updated and looks amazing! Huge thanks to Matt Shaw for all the fabulous updates and all his hard work to maintain the [LMEA website](#) so that members have easy access to the information they need. Some of the information is listed below:
    - [Executive Council Meeting dates](#) are now linked on the website's landing page
    - [PSEA benefits](#)
    - [BLAST sign-up](#)- **MUST BE PRIVATE EMAIL**; Cannot be LMSD email
    - [Membership info](#)
    - [Support staff calendars](#) that were shared with reasonable assurance letters
    - [Contract & Benefits Overview](#)
    - [Minutes](#) & [Apple Core](#)
    - [Spotlights](#)-sharing important information for this school year
      - One spotlight will remain up throughout the year and provides details about the extended pay period that happens every six to seven years to adjust our pay periods so that they remain 26 pays from July 1st to June 30th. This extension of one pay period

eliminates the need to impact two different pay periods during the school year. Eric Demkin will send whole staff emails at least twice this year. The LMEA first shared this information last spring and will continue to have it posted on the website and published in the Apple Core throughout the school year.

- The other spotlight is in regards to the Pre-retirement Workshops hosted by PSEA. These are offered both in-person and virtually and require pre-registration.
- Speaking of retirement workshops-the LMEA and HR are planning to host another workshop later this year. Details to follow.
- Speaking of HR, there have been some changes and Dr. Brian Wilson is the new Director of Human Resources for the district. The lines of communication remain open and A. Avellino & K. O'Brien are continuing to meet every other Wednesday with HR.
  - In the [employee portal of the LMSD website](#) members can find info regarding:
    - all of the team members in HR and their responsibilities so members know who to contact with questions.
    - [jury duty](#)
    - [sabbatical leaves](#)
    - [medical leaves](#)
    - [salary advancement and tuition reimbursement](#)
- Recurring meetings between the LMEA leadership and Dr. Ranelli are also scheduled to continue.
- If anyone in your location needs help navigating the process for leaves, [sabbaticals](#) or accommodations, please refer them to the HR website and also tell them to reach out to an LMEA Officer for help with the process.
- Tuition reimbursement window opens 9/30 for courses starting after 1/1/26. It opens again on 1/1/26 for courses starting after 7/1/26. Additional information can be found on the [LMSD website's staff portal](#).
- The salary advancement deadline is 10/10/25. Additional info can be found on the [LMSD website's staff portal](#).

First Vice President: Andy Thomas

- Welcome & thank you for serving our members as a building rep!
- Article 13 attempts to address the issues that arise if members are physically attacked by students and provides protection for them.
  - Article 13 packet is separate from and must be completed in addition to the workers comp packet. The packet is kept in the nurses' office

and must be requested by the injured employee. The packet can come from the nurse or the building rep. **After completing the packet be sure to share a copy with A. Thomas so that LMEA can help navigate the process.**

Vice President, Support: Kyle O'Brien

- Welcome to the new school year!
- A "beginning of the year" info guide will be shared with support staff and should be posted in your location so members have access to the info.
- The district is in the process of updating the KRONOS system and that should be complete sometime in October. Info will be shared when the rollout occurs.
- Members should not be taking advantage of the "rounding" that occurs when clocking in and out because it could be an issue for reprimand as theft of time if patterns are noted through the KRONOS system.
- Reach out with any questions about these or other topics.

Vice President, Professional: Kelly Cenicola

- Membership lists will be shared monthly with one rep in each location by D. Grumbine. Reach out to K.Cenicola ([cenicok@lmsd.org](mailto:cenicok@lmsd.org)) and D. Grumbine ([lmeadaveg@gmail.com](mailto:lmeadaveg@gmail.com)) if there are mistakes on the list.
- Review the list and reach out to those that aren't members yet.
- Any questions, please reach out to K. Cenicola.

Secretary, Support: Donna Rossi

- No report, just keeping an eye on retirees for our Spring Banquet. Please share if you know of anyone retiring this year.

Secretary, Professional: Karen Salladino

- No report.

Treasurer: Lauren Lapinski

- The report was shared in the reminder email.

## **COMMITTEE REPORTS:**

Outreach: Karen Salladino shared on behalf of Andria Johnson

- Just a reminder to contact me ([johnsoA@lmsd.org](mailto:johnsoA@lmsd.org)) if there is any way I can help promote your event, find volunteers, request supplies, etc. In the past, LMEA has sponsored several school community events and conducted a

district-wide collection for supplies for these events (ex. Art supplies for Alex's Lemonade Stand).

Constitution:

- No report.

Elections: Kelly Cenicola

- No report.

Combined Negotiations: Kevin Hughes

- We are one of two units that are combined in the state of PA and CNC will begin meeting soon since January will mark one year out from our next negotiation.

Financial Advisory Committee: Aimee Avellino

- No report.

Health and Safety: Aimee Avellino & Gage Yezuita

- Please follow the proper channels if there is a health & safety concern in your location. Reach out to the head custodian first and the building admin. Once a work req. has been put in, then reach out to A. Avellino and B. Yezuita.

Legislation:

- No report.

Minority Affairs Committee: Myah Hadi

- No report.

PACE: Andy Thomas

- PACE info was shared at August General Membership meeting
- We should have forms to share at our next Executive Council meeting.

PR&R: Kyle O'Brien

- Nothing new; just one from 2018

Social: Aimee Avellino & Donna Rossi

- No report

Special Services: Aimee Avellino

- There are a variety of discounts available for members that will be shared in the follow up email. Not only are there product discounts, but there are discounts on services like retirement planning and wills. Additional details will be shared in The Apple Core or visit the [PSEA Member Benefit website](#).

Sunshine: Debbie Williams

- No report, just Remember to keep Debbie informed about life events for members. Please email [Williad@lmsd.org](mailto:Williad@lmsd.org) if there is an event for which she should reach out to the member (birth, death, etc.).

Membership: David Grumbine

- Membership information has been shared by Dave with one rep in each building.
- If you notice the need for corrections-please reach out to K.Cenicola ([cenicok@lmsd.org](mailto:cenicok@lmsd.org)) and D. Grumbine ([lmeadaveg@gmail.com](mailto:lmeadaveg@gmail.com))

#### **REPORTS OF THE AD HOC COMMITTEES:**

CARE: Jackie Gaines

- No report.

Education Foundation: Andria Johnson

- Judy Vietri has resigned as president and has been replaced by Sana Garner. The new mission of the EFLM is to enrich the schools' outdoor spaces; possible projects include inclusive playgrounds, outdoor classrooms and gardens, athletic field renovations, outdoor performance spaces, and small-scale enhancements. The foundation is working towards acquiring a parent representative from each school in the district and communicating with stakeholders. Sana has a plan to engage the school and business community.

#### **BUILDING AND DEPARTMENT REPORTS:**

Administration: No report.

Belmont Hills ES: No report.

Cynwyd ES: No report.

Gladwyne ES: Concerns about air quality and high humidity in the building. A.

Avellino will share this concern with the Health & Safety committee as well as Dr. Ranelli.

Merion ES: No report.

Penn Valley ES: No report.

Penn Wynne ES: Concern that two 3-hour evening conferences followed by a full teaching day is difficult and suggested scheduling evening conferences before a full conference day instead.

Bala Cynwyd MS: No report.

Black Rock MS: No report.

Welsh Valley MS: Questions for those using the 90 day Costco Rx option. A. Avellino asked impacted members to reach out to E.Demkin. Also concerned because IAs need to be hired. A. Avellino said there is an IA shortage across the district and some buildings need multiple IAs. The district is working to hire more.

Harriton HS: No report.

Lower Merion HS: Question about IEP access and information not being available before the start of school for IAs and teachers, too.. There was also a question about auto-notifications for IEPs and 504s being shut at the start of the school year for Sharepoint. K. Cenicola suggested double checking lists in case new students were added to Sharepoint while the notifications were off.

Building & Grounds: No report.

Transportation: No report.

At Large Reps: No report.

UNFINISHED BUSINESS: None

NEW BUSINESS:

ADJOURNMENT: K.Hughes; 2nd J. Cappeli at 5:42pm