

March 17, 2020

Dear Cheltenham School District Families and Staff -

During these uncertain days, the Cheltenham School District is proud to offer grab-n-go food bags to families in need. **In partnership with its food services sub-contractor Chartwells, the district will distribute food bags to families tomorrow, Wednesday, March 18 from 10 a.m. - 2 p.m. at the Administration Building ([2000 Ashbourne Rd., Elkins Park](#)).** Families will receive two bags, one each for perishable and non-perishable items, and a \$25 gift card. Families can pick up one set of food bags per child enrolled in the school district and residing in their home. Bags contain food for several days. If families are in need of food above and beyond what the district is offering, they are encouraged to contact [our local food pantries](#).

**Please read the following prior to arrival at the Administration Building:**

1. A volunteer will meet you outside the gate for instructions.
2. Once in the parking lot, follow the cones to the left and proceed around the perimeter of the lot. Volunteers will be directing traffic. [See overhead view](#)>
3. As cars approach the distribution tables, drivers will be asked their child(ren)'s name(s) and school(s), receive the appropriate number of meal bags then drive forward to receive their gift card (one per family).
4. Those arriving at the Administration Building on foot should approach the entrance for those with disabilities, where they will be asked their child(ren)'s name(s) and school(s), receive the appropriate number of meal bags then receive their gift card (one per family).
5. After receiving their gift cards, if families need hard copy enrichment packets, they can park to their right; families who do not need hard copy enrichment packets should exit at the gate through which they entered.
6. Please be patient as you wait in line so we can ensure the equitable distribution of food.

If families need to pick up just a hard copy enrichment packet, alert the volunteer outside of the gate who will instruct you to pull straight ahead into the lot and park. Please remember, these packets are for families who have shared with us they do not have access to electronic devices and/or the internet. We have a limited quantity and are not in a position to print more during this window.

Thank you to the Cheltenham community which came out in full force to support our most in-need families by donating nearly \$12,000 in gift cards, which includes almost \$10,000 from the community at Reform Congregation Keneseth Israel.

Be well and stay safe. We will communicate again when we have more news.

Best,

Dr. Wagner Marseille  
Superintendent of Schools