

**CHESTER UPLAND SCHOOL DISTRICT
MINUTES OF THE RECEIVER'S
MEETING OF THE PUBLIC**

**February 19, 2015
6:17 P.M.**

A Public Meeting of the Receiver of the Chester Upland School District was held this evening at the Administration Building of the Chester Upland School District located at 1720 Melrose Avenue, Chester, Pennsylvania.

Executive Staff Present:

- Mr. Joseph Watkins, Receiver
- Dr. Francis Barnes, Chief Recovery Officer
- Mr. Gregory Shannon, Superintendent
- Dr. Tamara Thomas Smith, Deputy Superintendent
- Mr. George Crawford, Chief Financial Officer
- Ms. Claudia Averette, Chief of Staff
- Ms. Andria Saia

Solicitor: Leo A. Hackett, Esquire

The Receiver's meeting opened with a call to order by Receiver, Joseph Watkins and the Pledge of Allegiance led by George Crawford, Chief Financial Officer.

NOTICE OF ADVERTISED MEETING

(COPY OF ADVERTISED NOTICE ATTACHED)

REPORT FROM THE SUPERINTENDENT

Gregory Shannon gave a report on the status of the schools. Schools will be closed on Friday, February 20, 2015 due to frigid weather. Congratulated the children of Toby Farms for their presentation on Black History Month. Enrollment continues to maintain, increase in daily average attendance, reduction in violent incidents in all schools and suspension are down.

STUDENT RECOGNITION

None

PRESENTATIONS

Toby Farms children gave a short performance on Black History month.

COMMENDATIONS

None

APPROVAL OF MINUTES OF PREVIOUS MEETING OF DECEMBER 18, 2014

Receiver Watkins approved.

PUBLIC COMMENTS

Tyra Quail – Commented on the Toby Farm’s presentation and the noticeable improvement in the children’s demeanor on a whole.

Dennis Martinelli – Thanked Receiver for supporting the team. Thanked Dr. Barnes for coming to the game and supporting them. Thanked Ms. Averette for helping former students with college applications and getting transcripts.

Delores Shelton – Gave accolades to the Senior Leadership team.

Frances Whittington – Concerned about the collection of school taxes.

John Shelton, Sr. – Concerns about the district staying on the right path.

John Shelton, Jr. – Welcomed Dr. Barnes. Wanted to say that we need to keep to the road and save the district.

EDUCATION AGENDA

A-1 Homebound Instruction for Students

RESOLVED, that the Receiver, acting as the Board of School Directors, grant approval for student(s) listed below by student identification number to receive homebound instruction:

Student ID #:	School:	Effective Dates:
210954	Toby Farms	1/20/15
070465	CHS	1/29/15
073431	CUSD Cyber	2/10/15

Payable from: General Fund Budget
Executive Sponsor: Tamara Thomas Smith

A-2 Approval for Special Education office to provide onsite training of First Aid, CPR and AED

RESOLVED, that the Receiver, acting as the Board of School Directors, grant approval for the Office of Special Education to provide onsite First Aid, CPR, and AED training by certified American Red Cross personnel for 15 participants consisting of newly hired Personal Care Assistants (PCAs).and PCAs that need re-certification on March 24, 2015. The cost is \$99 per participant with an additional \$100.00 on site course deliver fee.

Payable From: General Fund Budget
Cost: \$1585
Executive Sponsor: Andria Saia

A-3 Approval for Consulting Services Agreement between Chester Upland School District and Delaware County Community College

RESOLVED, that the Receiver, acting as the Board of School Directors, grant approval for a Consulting Services Agreement to be entered into between the Chester Upland School District and Delaware County Community College (DCCC). This agreement will permit the school district to offer college level courses, through the consultation and resources of Delaware County Community College from January, 2015- August, 2015. The district will pay up to 20 students to attend DCCC for 1 course each.

Payable From: Ready to Learn
Cost: \$6,500 per semester
Executive Sponsor: Malika Savoy-Brooks

A-4 Approval to enter into Agreement with Devereux Foundation for student #076989

RESOLVED, that the Receiver, acting as the Board of School Directors enter into a contractual agreement with the Devereux Foundation to conduct an individual evaluation for the student number listed below. The fee for conducting the assessment is \$200.00 per hour for each hour of assessment, up to seventeen and one half hours (17.5), which includes, but is not limited to, clinical interviews, inclusive of phone consultations, pre-screening, record review, testing, face-to-face time, interpretation of test results and preparation of reports

- 076989

Payable From: General Fund Budget

Cost: \$3,500

Executive Sponsor: Andria Saia

A-5 Approval for Principal of Toby Farms, Victoria Pressley, to attend the ASCD Conference

RESOLVED, that the Receiver, acting as the Board of School Directors, approves payment for Victoria Pressley to attend the ASCD Conference held in Houston, Texas on March 20-23, 2015.

Payable From: School Intervention Grant

Executive Sponsor: Tamara Thomas Smith

EDUCATION AGENDA ITEMS #A-1 THROUGH A-5 WERE APPROVED BY JOSEPH P. WATKINS, RECEIVER

PERSONNEL AGENDA

B-1 Approval of appointments, reassignments, leaves of absence, returns from leaves of absence, reclassification, resignations, terminations, supplemental salaries, Saturday school program appointments – STEM, after school program appointments - CUSA, and spring coaching staff

RESOLVED, that the following appointments be approved on the effective date respectively noted:

<u>Name</u>	<u>Position/Location</u>	<u>Salary</u>	<u>Effective Date</u>	<u>New Position or Replacement</u>
Bair, Stephen	Writing Teacher Toby Farms	64,168 (M/5) 10 months	2/17/2015	Replacement 2014-2015 G.F.B.
Butler, LaKenya Stetser G.F.B.	PCA Stetser	65./Daily 10 months	2/4/2015	Replacement 2014-2015
George, Jahnee	PCA Floater	65./Daily 10 months	2/4/2015	Replacement 2014-2015 G.F.B.
Green, Keyonna	Bus Aide Transportation	10.99/hr 10 months	2/10/2015	Replacement 2014-2015 G.F.B.
Horton, Jamie	English Teacher STEM	41,607 (B/1) 10 months	2/2/2015	Replacement 2014-2015 G.F.B.
McDonald, Tonisha	PCA Elwyn	80./Daily 10 months	2/9/2015	Replacement 2014-2015 G.F.B.
Mitchell-Campbell, Ikeya	L.P.N.-Health Rm Asst. CUSA	32,000 10 months	2/17/2015	Replacement 2014-2015 G.F.B.
Rauchut, Katie	English Teacher Chester High	60,540 (M+15/3)	2/17/2015	Replacement 2014-2015 G.F.B.

FURTHER RESOLVED, that the following reassignment be approved on the effective date respectively noted:

<u>Name</u>	<u>From Position/Location</u>	<u>To Locations</u>	<u>Effective Date</u>
Wearing, Delmar	Climate Manager STEM	Climate Manager CUSA	2/5/2015
Edwards, LaVar	L.P.N. –Health Rm. Asst. CUSA	L.P.N. Health Rm Asst. Toby Farms	2/17/2015

FURTHER RESOLVED, that the following reclassification be approved on the effective date respectively noted:

<u>Name</u>	<u>From Position/Location</u>	<u>To Locations</u>	<u>Effective Date</u>
Murray, Latosha	Confidential Secretary	Secretary Maintenance	2/1/2015

FURTHER RESOLVED, that the following leaves of absence be approved on the effective date respectively noted:

<u>Name</u>	<u>Position/Location</u>	<u>Effective Date</u>
Downs, Robert	Science Teacher Chester High School	2/9/2015-2/17/2015 Medical Sabbatical
Seefelt, Barbara	Elementary Teacher Toby Farms	1/7/2015-2/20/2015 Medical LOA
Seefeldt, James	Teacher Assistant Stetser	1/20/2015-2/19/2015 Medical LOA
Westbrook, Betsy	Teacher Main Street	2/11/2015-4/17/2015 FMLA
Westbrook, Betsy	Teacher Main Street	4/20/2015-7/11/2015 Medical LOA

FURTHER RESOLVED, that the following **return from leave of absence** be approved on the effective date respectively noted:

<u>Name</u>	<u>Position/Location</u>	<u>Effective Date</u>
Rawls, Evelyn	Teacher Assistant Stetser	2/2/2015
Springfield, Reginald	English Teacher Chester High School	2/5/2015
Wearing, Delmar	Climate Manager CUSA	2/2/2015

FURTHER RESOLVED, that the following **resignations** be approved on the effective date respectively noted:

<u>Name</u>	<u>Position/Location</u>	<u>Effective Date</u>
Crews, Charles	Social Studies STEM	3/2/2015
Dixon, Tarika	Bus Driver Transportation	2/9/2015
Dookram, Nicholas	Bus Driver Transportation	2/9/2015
Jordon, Rhona	PCA Stetser	1/14/2015
Nichols, Nicole	PCA Toby Farms	1/20/2015

FURTHER RESOLVED, that the following **terminations** be approved on the effective date respectively noted:

<u>Name</u>	<u>Position/Location</u>	<u>Effective Date</u>
Covington, Yvonne	Bus Aide Transportation	2/20/2015
Robinson, Shakena	PCA Stetser	2/19/2015
Seefeldt, James	Teacher Assistant Stetser	2/9/2015

FURTHER RESOLVED, that the Receiver, acting as the Board of School Directors, grant approval for individuals listed below to receive **supplemental salaries** (Title II) for serving in the following capacities during the 2014-2015 school year.

<u>Name</u>	<u>Activity</u>	<u>Amount</u>
Bell, Markeisha	Support Services Teacher Leader Stetser Elementary School	\$7,500
Foreman, Marchelle	Support Services Teacher Leader CU School of Arts (CUSA)	\$7,500
McDougal, Lakeidra	Support Services Teacher Leader STEM Academy at Showalter	\$7,500
Nielsen, James	Support Services Teacher Leader Chester High School	\$7,500
Orr, Christopher	Support Services Teacher Leader Main Street Elementary School	\$7,500
Stewart, LaTasha	Support Services Teacher Leader Main Street Elementary School	\$7,500
Wesley, Patricia	Support Services Teacher Leader Toby Farms Intermediate School	\$7,500

FURTHER RESOLVED, that the following **employees for the Saturday School for STEM Academy** be approved effective 2/7/2015 to 5/9/2015 from 8:30 a.m. until 12:30 p.m. (Title I funds previously approved A-13 10/23/14 agenda):

<u>Name</u>	<u>Position</u>	<u>Amount</u>
Bentley, Susan	Food Services	\$10/hr
Paquette, Richard	Teacher	\$25/hr
Jones, Tahira	Teacher	\$25/hr
Wagner, Julie	Teacher	\$25/hr
White, Adrienne	Teacher	\$25/hr
Popley, Lamont	School Intervention Grant Support	\$20/hr
Taylor, Keith	School Intervention Grant Support	\$20/hr
Montes, Carmen	General Program Support	\$12/hr
Greaves, Alexis	Administrator	\$30/hr
Redd, Hodges	School Improvement Grant Support	\$20/hr
Robinson, Raymond	Security	\$17.81/hr

FURTHER RESOLVED, that the following **employees for the CUSA After School Program** be approved effective 2/7/2015 to 5/9/2015 from 8:30 a.m. until 12:30 p.m. (Title I funds previously approved A-13 10/23/14 agenda):

<u>Name</u>	<u>Position</u>	<u>Amount</u>
Alston, Cheryl	Teacher	\$25/hr
Barber, Tamiko	Teacher	\$25/hr
Camano, Denise	Teacher	\$25/hr
Cerra, Christy	Teacher	\$25/hr
Kalichak, Kimberlee	Teacher	\$25/hr
Mangini, Lisa	Teacher	\$25/hr
Moore, Robin	Teacher	\$25/hr
Smith, Carol	Teacher	\$25/hr
Waldren, Keith	Teacher	\$25/hr
Williams, Denise	Teacher	\$25/hr
Gibbs, Rembert	Teacher Assistant	\$10/hr
Mosley, Denise	Teacher Assistant	\$10/hr
Wilkins, Andre	Teacher Assistant	\$10/hr

FURTHER RESOLVED, that the following **Spring Coaching Staff** appointment be approved as respectively noted:

<u>Name</u>	<u>Activity</u>	<u>Amount</u>
Wright, Brian	Head Coach Boys & Girls Middle School Track	1,500
Bennett, Mark	Head Coach High School Baseball	3,500
Campbell, Eugene	Assistant Coach High School Baseball	2,625
Bennett, Robert	Assistant Coach High School Baseball	2,625
Providence, Joseph	Head Coach High School Boys Tennis	2,100
Wharton, James	Head Coach High School Boys Track	4,000
Grossman, Barry	Assistant Coach High School Boys Track	3,000
Thompkins, Alfred	Head Coach High School Girls Track	4,000
Benson, Farren	Assistant Coach High School Girls Track	3,000

Executive Sponsor: Alvina Jenkins

B-2 Approval of Tuition Reimbursement

RESOLVED, that the Receiver, acting as the Board of School Directors, grant approval for employees listed below to receive tuition reimbursement for the 2014-2015 school year, in the amount of \$ 9,098.

<u>Name</u>	<u>Number of Credits Submitted</u>	<u>Number of Credit Approved</u>	<u>Requested Amount</u>	<u>Approved Amount</u>
Bonaparte, Pauline	9	9	3,674	3,674
Brown, April	6	6	4,614	4,614
Monastra, Stephen	35hrs	35hrs	2,637	2,367
Stoume, Ronald	6	6	3,057	3,057

Payable From: General Fund Budget
Executive Sponsor: Alvina Jenkins

PERSONNEL AGENDA ITEMS #B-1 THROUGH B-2 WERE APPROVED BY JOSEPH P. WATKINS, RECEIVER

BUSINESS AGENDA

C-1 Reports of the tax collectors: \$1,354,716.23

RESOLVED, that the reports of the City of Chester, Borough of Upland, and Chester Township for the period December 1, 2014 through December 31, 2014 in the amount of \$1,101,647.76 and January 1 through January 31, 2015 in the amount of \$253,068.47 be received, be noted upon the Minutes and filed.

Executive Sponsor: George R. Crawford

C-2 Approval of the Treasurer's Report/Budget Report

RESOLVED, that the attached Treasurer's Report/Budget Report for the fiscal month ended December 31, 2014 and January 31, 2015 be APPROVED by the Receiver, acting as the Board of School Directors.

Executive Sponsor: George R. Crawford

C-3A General Fund Budget: \$3,191,551.04. Approval of payrolls.

RESOLVED, that the payrolls dated in December, 2014 in the amount of \$1,948,774.57 and dated in January, 2015 in the amount of \$1,242,776.47 of the various accounts totaling for all accounts the grand sum of \$3,191,551.04, be approved by the Receiver, acting as the Board of School Directors.

General Fund Budget: 26,736.00. Approval of budget transfers.

RESOLVED, that the budget transfers for the period ended January 31, 2015 of the various accounts totaling for all accounts the grand sum of \$26,736.00 be approved by the Receiver, acting as the Board of School Directors.

Payable from: General Fund
Executive Sponsor: George R. Crawford

C-3B General Fund Budget: \$10,679,339.65. Approval of list of payments.

RESOLVED, that the attached list of payments of the various accounts totaling for all accounts and funds the grand sum of \$10,679,339.65, of which General Fund payments total \$10,503,536.43, and Food Services Fund payments total \$175,803.22, a copy of which has been given to the Receiver, acting as the Board of School Directors, and a copy of which is now before the Receiver, be APPROVED, and that said list of payments be incorporated into the February 19, 2015 Minutes.

Payable from: General Fund Budget
Executive Sponsor: George R. Crawford

C-4 Approval to enter into consulting agreement with James “Klint” Lee for Chester High School and STEM for intervention support

RESOLVED, that the Receiver, acting as the Board of School Directors, grant approval for Chester Upland School District to enter into a consulting agreement with James “Klint” Lee to provide Chester High School and STEM High School with scheduling services and school-based data collection for analysis by teachers and administrators for intervention support. The agreement will be for thirty-two (32) days from February 1, 2015 to June 30, 2015 at a rate \$295.00 per day, amount not to exceed \$9,440 or thirty-two days work days. Additionally, the Receiver hereby authorizes the General Fund to reimburse Title I expenses in the amount of \$35,990.00, incurred August 1, 2014 to January 31, 2015.

Payable from: General Fund Budget
Executive Sponsor: Claudia Averette

C-5 Payment to Harris solutions for Professional Service hours to convert data from the existing SIS System to ESchoolPlus

RESOLVED, that the Receiver, acting as the Board of School Directors, pay Harris Solutions for a block of professional service hours to assist with conversion of student data from the existing Student Information System to upload formats for ESchoolPlus, the new Student Information System solution which will go live in September 2015.

Payable from: General Fund Budget
Cost: \$7,000
Executive Sponsor: Joshua Culbertson

C-6 Approval for Joshua Culbertson to attend the 2015 PDE Data Summit

RESOLVED, that the Receiver, acting as the Board of School Directors, grant approval for Joshua Culbertson to attend the 2015 PDE Data Summit at the Hershey Lodge in Hershey, PA on May 22nd through May 25, 2015. This is without loss of pay and expenses including registration, travel, meals, and transportation not to exceed \$400.00.

Payable from: General Fund Budget
Cost: Not to exceed \$400
Executive Sponsor: Joshua Culbertson

C-7 Approval to contract with Kim Friends and CSM Consulting to provide e-rate services

RESOLVED, that the Receiver, acting as the Board of School Directors, hereby approves the contract with Kim Friends and CSM Consulting, Inc. to provide e-Rate services at a cost of \$13,000 in conjunction with e-Rate applications pertaining to the 2015-2016 reimbursement year.

FURTHER RESOLVED, that George Crawford, Chief Financial Officer or Karen DeShullo, Business Administrator, are authorized to execute any and all documents necessary to execute the contract referenced herein.

Payable from: General Fund Budget
Cost: \$13,000
Executive Sponsor: Joshua Culbertson

BUSINESS AGENDA ITEMS #C-3 THRU #C-7 WERE APPROVED BY JOSEPH P. WATKINS, RECEIVER

There being no further business *Receiver, Joseph P. Watkins* adjourned the meeting at 6:42 pm.

CHESTER UPLAND SCHOOL DISTRICT
FINANCIAL RECOVERY RECEIVER

Joseph P. Watkins

Date