



Chester Upland School District

RECEIVER'S MEETING WITH THE PUBLIC

September 22, 2016

- 1. Call to Order**
- 2. Pledge of Allegiance to the Flag**
- 3. Report from the Superintendent**
- 4. Student Recognition**
- 5. Presentations –**
 - Auditor's Presentation
 - First Reading of Board Policies and Procedures
 - CUSD Academic Plan – 2016-17
- 6. Commendations**
- 7. Approval of Minutes of previous meeting of August 18, 2016**
- 8. Public Comment**
- 9. Education Agenda**
 - A-1 Approval of Settlement Agreement and Release for Student #081127
 - A-2 Approval for Performance Fact to provide professional services
 - A-3 Approval for American Reading Company to provide services for reading
 - A-4 Approval for implementation of Title I supplemental reading and math after school activities
 - A-5 Approval for up to twelve parents/community support and the Parent/Community Liaison to attend the Family Involvement Conference

A-6 Approval for professional development for non-instructional staff to learn trauma care

A-7 Approval for Integrity Workforce Solutions to provide SSAs

10. Personnel Agenda

B-1 Approval of appointments, reassignments, resignations, terminations, leaves of absence, returns from leaves of absence, and High School/Middle School fall coaching staff

B-2 Tuition Reimbursement for 2016-17 school year

B-3 Approval for Interim Principal at Main Street

B-4 Approval for salary advancements for 2015-16 school year for employees listed.

11. Business Agenda

C-1 Reports of the tax collectors: \$2,973,921.85

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

C-3 General Fund Budget: \$337,998.97. Approval of payrolls

General Fund Budget: \$13,632,630.64. Approval of list of payments

C-4 Approval of Contractual Agreement with Valerie Vastine-Orbell

C-5 Approval of change order for existing project contract with IntegraOne

C-6 Approval for Kone Elevators Escalators to install upgrades to elevator in Chester High School

C-7 Approval to enter into a contract with the National Education Foundation

C-8 Approval to enter into a contractual agreement with Buchanan Public Relations

C-9 Approval for the Business Office to make payments, when necessary, in advance of the Receiver's meetings

12. Adjournment

Chester Upland School District

RECEIVER'S MEETING WITH THE PUBLIC

September 22, 2016

EDUCATION AGENDA

A-1 Approval of Settlement Agreement and Release for Student #081127

RESOLVED, that the Receiver, acting as the Board of School Directors approves the Settlement Agreement and Release with reference to Student Number 081127 (IK) along with payment of the sum of Four Thousand, Five Hundred Dollars (\$4,500.00) to parent's attorney, McAndrews Law Offices.

Payable From: General Fund Budget

Cost: \$4500 plus draw down account of \$7,500 to be held by District

Executive Sponsor: Andria Saia

A-2 Approval for Performance Fact to provide professional services

RESOLVED, that the Receiver, acting as the Board of School Directors, grant approval for Performance Fact to provide professional services to the Chester Upland School District. The professional services will include consultation and data coaching, including collaboration with the Director of Curriculum & Instruction, school staffs, and central office personnel to ensure effective implementation of the district's Academic Recovery Plan and Comprehensive Plans.

Payable From: Title II

Cost: \$146,300

Executive Sponsor: Jala Olds-Pearson

A-3 Approval for American Reading Company to provide services for reading

RESOLVED, that the Receiver, acting as the Board of School Directors, grants approval for American Reading Company (ARC) to provide SchoolPace services to support data driven reading instruction to lead to the reading capacity of elementary students in grades kindergarten through five. The program will support data-driven instruction and will lead to effective instructional strategie

Payable From: School Intervention Grant

Cost: \$15,000

Executive Sponsor: Jala Olds-Pearson

A-4 Approval for implementation of Title I supplemental reading and math after school activities

RESOLVED, that the Receiver, acting as the Board of School Directors, approves the implementation of Title I supplemental reading and math after school activities designed to support and compliment school-day instruction and to increase student achievement. Principals and staff will design programs to meet school specific/student needs. Program design will be approved prior to implementation.

- Building Coordinator at \$25/hour
- Teachers at \$25/hour
- Program Assistants at \$12/hour
- Security Staff at \$17.85
- Saturday Administrators at \$35/hour
- Contracted Services
- Materials and Supplies
- Transportation

Payable From: Title I, School Improvement Grant, School Intervention Grant

Cost: Not to exceed \$400,000

Executive Sponsor: Nikki Monroe-Hines

A-5 Approval for up to twelve parents/community support and the Parent/Community Liaison to attend the Family Involvement Conference

RESOLVED, that the Receiver, acting as the Board of School Directors, grants approval for up to twelve parents/community support (2 per school) and the Parent/Community Liaison attend the Family Involvement Conference, October 16-October 19, 2016 in Harrisburg, PA.

Payable From: Title I Functions 3300 Community Services

Cost: Not to exceed \$12,000 to include registration, transportation and hotel

Executive Sponsor: Nikki Monroe-Hines

A-6 Approval for professional development for non-instructional staff to learn trauma care

RESOLVED, that the Receiver, acting as the Board of School Directors, approves professional development designed to introduce non-instructional staff to current theory concerning psychological and emotional trauma as an impediment to school performance, acquaint them with research based strategies for working with traumatized students, and demonstrate through case studies the application of these strategies. It will also present whole school approaches demonstrated to be effective in managing the school climate where trauma has an overall impact on learning and behavior.

Topics to be covered:

- A. Theory – this provides the background research on childhood trauma and recent findings as to the impact on learning and behavior.
- B. Strategies – this session addresses non-therapeutic interventions that mitigate the impact of trauma.
- C. Case Studies – this interactive session demonstrates through case studies the application of strategies.
- D. Whole School Models – this session presents whole school approaches demonstrated to be effective in managing the school climate where trauma has an overall impact on learning and behavior.
- E. Self-Care – the session addresses the need to have a plan for mitigating the stress associated with secondary trauma resulting from the intensity of working with traumatized children.
- F. Question and Answer Period

Payable From: School Intervention Grant

Cost: Not to exceed \$3,500

Executive Sponsor: Nikki Monroe-Hines

A-7 Approval for Integrity Workforce Solutions to provide SSAs

RESOLVED, that the Receiver, acting as the Board of School Directors, grant approval to Integrity Workforce Solutions to provide Student Support Assistants (SSA) and other Healthcare/Educational Professionals as required by student IEPs.

Payable From: General Fund Budget

Cost: In-district – 7 hr. work day – 18.00/hr.,

Out-of-district – 7 hr. work day – 22.05 hr.

In-district – 6.5 hr. work day – 20.45/hr.,

Out-of-district – 6.5 hr. work day – 23.74/hr.

Executive Sponsor: Andria Saia

PERSONNEL AGENDA**B-1 Approval of appointments, rescinding appointments, reassignments, resignations, terminations, leaves of absence, returns from leaves of absence, and additional Fall High School/Middle School 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>
Adams, Heather	Sp. Ed. Teacher Chester High	53,511 +200 B24/5 10 months	10/15/2016	Replacement 0425 G.F.B. 2016-2017
Cameron, Pearl	Guidance Counselor STEM	72,217+10%+800 M45/8 10 months	9/19/2016	Replacement 0423 G.F.B. 2016-2017
Dickenson-Manigault, Yvette	CTE Business Spec. Teacher Chester High	49,996 B/5 10 months	9/12/2016	Replacement 0196 G.F.B. 2016-2017
Diehl, Christine	Teacher Assistant Main Street	22,356 10 months	8/29/2016	Replacement 0168 G.F.B. 2016-2017
Eldredge, Stacey	Art Teacher Toby Farms	41,607 B/1 10 months	8/29/2016	Replacement 0515 G.F.B. 2016-2017
Fachet, Mary Sue	ESOL Teacher Chester High	64,735 M/15/5 10 months	8/29/2016	New G.F.B. 2016-2017
Gambone, Rocco	Special Ed Teacher Chester High	59,973+200 M/3 10 months	10/19/2016	Replacement 0281 G.F.B. 2016-2017
Gibbs, Kameron	Teacher Assistant Main Street	22,356 10 months	8/29/2016	Replacement 0132 G.F.B. 2016-2017

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Heslop, Hillary	Music Teacher Toby Farms	64,168 M/5 10 months	8/29/2016	Replacement 0354 G.F.B. 2016-2017
Hines, Darius	Teacher Assistant Toby Farms	22,356 10 months	8/29/2016	Replacement 0152 G.F.B. 2016-2017
Lewis, Shannon	Elementary Teacher CUSA	49,996 B/5 10 months	8/29/2016	Replacement 0451 G.F.B. 2016-2017
Lucchine, Richard	Special Ed. Teacher Main Street	57,876 + 200 M/2 10 months	9/6/2016	Replacement 0121 G.F.B. 2016-2017
Marsero, Dawn	Special Ed. Teacher Chester High	55,778 + 200 M/1 10 months	8/29/2016	Replacement 0613 G.F.B. 2016-2017
Mathis, Jeriko	Business Tech. Teacher STEM	41,607 B/1 10 months	8/30/2016	Replacement 0052 G.F.B. 2016-2017
Mautz, Mallory	Special Ed. Teacher Chester High	43,704 + 200 B/2 10 months	9/19/2016	Replacement 0628 G.F.B. 2016-2017
McMahon, Mary	Elementary Teacher Main Street	65,301 M30/5 10 months	8/29/2016	Replacement 0360 G.F.B. 2016-2017
Mosley, Curtis	Truancy Assistant STEM	19.38/hr. P.T./10 months	9/6/2016	Replacement 0190 G.F.B. 2016-2017
Sacher, Theodore	Social Studies Teacher Toby Farms	64,735 M15/5 10 months	8/29/2016	Replacement 0134 G.F.B. 2016-2017
Teter, Nicholas	French Teacher Chester High	53,511 B24/5 10 months	9/1/2016	Replacement 0293 G.F.B. 2016-2017
Walker, Lawrence	Tech. Education Teacher STEM	55,778 M/1 10 months	8/29/2016	Replacement 0073 G.F.B. 2016-2017
Ward, Terry	Teacher Assistant Toby Farms	22,356 10 months	8/29/2016	Replacement New G.F.B. 2016-2017
Yuille, Garfield	Climate Manager Toby Farms	43,000 10 months	08/29/2016	Replacement 0364 G.F.B. 2016-2017

RESOLVED, that the following **rescinding appointment** be approved on the effective date respectively noted:

<u>Name</u>	<u>Position/Location</u>	<u>Salary</u>	<u>Effective Date</u>
Crowe, Gretchen	Special Ed Teacher Chester High	65,301 + 200	8/29/2016
Froehlich, Frederick	Math Teacher Toby Farms	65,301	08/29/2016
Gordon, Randall	Technology Ed. STEM	41,607	08/29/2016
Hartigan, Elizabeth	Elementary Teacher Main Teacher	64,168	08/29/2016
Signet, John	Special Ed Teacher District Wide	57,876 + 200	08/29/2016
Simonson, Ronald	Climate Manager Chester High	43,000	8/29/2016

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

<u>Name</u>	<u>From Position Location</u>	<u>To Position Location</u>	<u>Effective Date</u>
Wilkins, Andre	Teacher Assistant CUSA 22,356 10 months	Climate Manager CUSA 41,923 10 months	9/6/2016 0522

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>	
Brown, April	Principal Main Street	9/22/2016	0057
Derleth, Colleen	Social Studies STEM	8/28/2016 (Revised)	0134
Sanchez, Carmen	ESL Aide STEM	8/28/2016	0394
Simek, Laura	Guidance Counselor STEM	9/16/2016 (Revised)	0423
Stoume, Ronald	CTE Automotive Chester High	8/30/2016	0452
Vicioso, Miguel	Climate Manager Toby Farms	8/18/2016	0522

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>
Wilson, Sean	Climate Manager STEM	9/6/2016

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>
Burdett, Hester	Sp. Ed. Teacher Toby Farms	9/27/16-11/18/2016 FMLA
Fletcher, Sundae	Sp. Ed. Teacher Chester High	10/24/16-1/27/2017 Military Duty

Laws, III, Herschell	Custodian Stetser	7/22/2016-9/23/2016 FMLA
Nichols, Raymond	Custodian Stetser	8/30/2016-9/23/2016 Extended FMLA
Pope, Myra	Sp. Ed. Teacher Chester High School	8/29/2016-10/15/2016 FMLA
Santoleri, Frances	Instruct. Teacher Leader District Wide	9/6/2016-10/18/2016 FMLA
Willis, Ryan	Biology Teacher Chester High	8/26/2016-11/25/2016 FMLA

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

<u>Name</u>	<u>Position/Location</u>	<u>Effective Date</u>
Getty, Michelle	Purchasing Secretary Administration	9/6/2016
Laws, III, Herschell	Custodian Stetser	9/26/2016
Lewis, Deborah	Transition Coordinator Chester High School	8/19/2016

FURTHER RESOLVED, that the following **additional High School/Middle School Fall Coaching Staff** be appointed and approved as respectively noted:

<u>Name</u>	<u>Position</u>	<u>Amount</u>
Bethard, Williams	Head Coach Middle School Football	1,500
Howard, James	Assistant Football Coach	5,250
Layton, Albert	Assistant Football Coach	5,250
Miah, Karen	Head Coach Cheerleading	3,200
Thomas, Charlene	Assistant Volleyball Coach	2,500
Wharton, James	Head Coach Boy's Cross Country	3,000

Executive Sponsor: Alvina Jenkins

B-2 Tuition Reimbursement for 2016-17 school year

RESOLVED, that the Receiver, acting as the Board of School Directors, grant approval for the tuition reimbursement for the 2016-2017 school year as listed below:

<u>Name</u>	<u>Number of Credits Submitted</u>	<u>Number of Credits Approved</u>	<u>Requested Amount</u>	<u>Approved Amount</u>
Fears, Dionne	6	6	2,970	2,970
Mammi, Melinda	4	4	5,895	5,895
Saia, Andria	9	9	7,029	7,029

Payable From: General Fund Budget
Cost: \$15,894
Executive Sponsor: Alvina Jenkins

B-3 Approval for Interim Principal at Main Street

RESOLVED, that the Receiver, acting as the Board of School Directors, grant approval for Karen Richardson Clifford to provide services as Interim Principal at Main Street Elementary School at a per diem rate of \$490/daily.

Payable From: General Fund Budget
Cost: \$490/day per diem
Executive Sponsor: Alvina Jenkins

B-4 Approval for salary advancements for 2015-16 school year for employees listed.

RESOLVED, that the Receiver, acting as the Board of Directors, grant approval for employees listed below to receive salary advancement for the 2015-2016 school year, with an increase of \$27,267 total salary adjustments.

<u>Employee</u>	<u>From</u>	<u>To</u>
Bricketto, Nicole	\$61,730.00 (M+45)	\$62,354.00 (DR)
Lineberry, Myra	\$77,885.00 (M+30)	\$78,509.00 (M+45)
Paquette, Richard	\$47,219.00 (B+24)	\$57,876.00 (M)
Frederick, Rachael	\$66,265.00 (M)	66,832.00 (M+15)
Nance, Jennifer	\$41,607.00 (B)	\$55,778.00 (M)
Scott-Brown, Donna	\$75,788.00 (M+30)	76,412.00 (M+45)

Payable From: General Fund Budget
Cost: \$27,267
Executive Sponsor: Alvina Jenkins

BUSINESS AGENDA

C-1 Reports of the tax collectors: \$2,973,921.85

RESOLVED, that the reports of the City of Chester, Borough of Upland, and Chester Township for the period August 1, 2016 through August 31, 2016 in the amount of \$2,973,921.85 be received, be noted upon the Minutes and filed.

Executive Sponsor: Karen DeShullo

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

RESOLVED, that the attached Treasurer's Report/Budget Report for the fiscal month ended August 31, 2016 be APPROVED by the Receiver, acting as the Board of School Directors.

Executive Sponsor: Karen DeShullo

C-3 General Fund Budget: \$337,998.97. Approval of payrolls

RESOLVED, that the payrolls dated in August, 2016 of the various accounts totaling for all accounts the grand sum of \$337,998.97, be approved by the Receiver, acting as the Board of School Directors.

General Fund Budget: \$13,632,630.64. 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 \$13,632,630.64, of which General Fund payments total \$12,203,908.17, and Food Services Fund payments total \$5,749.91 and Capital Projects Fund payments total \$1,422,972.56, 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 September 22, 2016 Minutes.

Payable from: General Fund Budget

Executive Sponsor: Karen DeShullo

C-4 Approval of Contractual Agreement with Valerie Vastine-Orbell

RESOLVED, that the Receiver, acting as the Board of School Directors, grant approval to enter into contractual agreement with Valerie Vastine-Orbell as a consultant for services as a Grant Writer, Fund Raiser and Communications/Copy Writer at a rate of \$75.00/hr.

Payable From: General Fund Budget

Cost: \$75.00/hr.

Executive Sponsor: Gregory Shannon

C-5 Approval of change order for existing project contract with IntegraOne

RESOLVED, that the Receiver, acting as the Board of School Directors, approve a change order of the existing project contract with IntegraOne for network infrastructure in the 2016-2017 academic year in the amount of 70,876.50.

Payable From: General Fund Budget

Cost: \$70,876.50 for 5 schools (CHS, STEM, Toby, Main St. & Stetser)

Executive Sponsor: Joshua Culbertson

C-6 Approval for Kone Elevators Escalators to install upgrades to elevator at Chester High School

RESOLVED, that the Receiver, acting as the Board of School Directors, hereby approves the Agreement between the School District and Kone Elevators Escalators for the installation of new position indicators and passing gongs for Chester High School in the amount of three thousand six hundred thirty-two dollars (\$3,632.00).

Payable From: General Fund Budget

Cost: \$3,632

Executive Sponsor: Karen DeShullo

C-7 Approval to enter into a contract with the National Education Foundation

RESOLVED, that the Receiver, acting as the Board of School Directors, grant approval to enter into a contract with the National Education Foundation (NEF) to provide a 10% matching grant necessary to qualify for the Qualified Zone Academy Bonds (QZABs) program.

Payable From: General Fund Budget

Cost: Est. cost of \$375,000 raised over two years by fundraising efforts

Executive Sponsor: Karen DeShullo

C-8 Approval to enter into a contractual agreement with Buchanan Public Relations

RESOLVED, that the Receiver, acting as the Board of School Directors, grant approval for Buchanan Public Relations to provide public relations work for the district.

Payable From: General Fund Budget

Cost: Not to exceed \$40,000

Executive Sponsor: Gregory Shannon

C-9 Approval for the Business Office to make payments, when necessary, in advance of the Receiver's meetings

RESOLVED, that the Receiver, acting as the Board of School Directors, recognizes that the district's payment history may have negatively impacted the district with its vendor relationships.

FURTHER RESOLVED, that the Receiver, acting as the Board of School Directors, recognizes that there are certain necessary payments that must be made on a regular basis.

RESOLVED that the Receiver, acting as the Board of School Directors, hereby approves payments, when necessary, in advance of the dates of Receiver's meetings on an ongoing basis, following the Receiver's review and approval of each applicable invoice for the following:

- Employee benefits
- Utilities
- Independent contractors working with students
- Emergencies

Executive Sponsor: Karen DeShullo