

## **Chester Upland School District**

### **RECEIVER'S MEETING WITH THE PUBLIC AGENDA**

**May 16, 2013**

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- 1. Call to Order**
- 2. Pledge of Allegiance to the Flag**
- 3. Student Recognition**
- 4. Student Representatives to the Receiver**
  - CHS  
Kelly Davis, Grade 12, Class President  
Shaquita Scott, Grade 12
  - STEM  
Kamri Staples, Grade 11  
Taquan Taylor, Grade 12
- 5. Report from the Superintendent**
- 6. Presentations**
- 7. Approval of Minutes of previous meeting of April 18, 2013 and April 29, 2013.**
- 8. Public Comment on Agenda Items**
- 9. Education Agenda**
  - A-1 Approval to adopt and approve Student Hearings.
  - A-2 Curriculum and Instruction Budget, 2013-2014: \$15,000.00 – Delaware County Community College, CUSD and Chester Youth Collaborative 2013 Summer Program.
  - A-3 Approval of the Chester Upland School District 2013-2014 School Year Calendar.
  - A-4 Approval of the Confidential Secretary Compensation and Related Benefits plan.
  - A-5 Approval of the Administrator Compensation and Related Benefits (Act 93) plan.
  - A-6 Approval of Contract – KnowledgePoints

A-7 Approval to implement a Summer Program at Stetser Elementary School.

A-8 Approval to attend the School Improvement Innovation Summit for Professional Development.

A-9 Approval of Contract – U.S. Medical Staffing, Inc.

**10. Personnel Agenda**

B-1 General/Categorical Funds. Approval of appointments, leave of absence, retirements, resignations, terminations, salary adjustment, correction of transfer, reassignments, and completion of probation.

B-2 Appointment of Gregory G. Shannon as Superintendent.

**TABLED**B-3 Approval of Contract – Michelle Chapman

**TABLED**B-4 Approval of Contract – Dr. Rachel Foster

**11. Business Agenda**

C-1 Reports of the tax collectors.

C-2 Approval of the Treasurer’s Report/Budget Report.

C-3 General Fund: \$8,607,087.37. Approval of list of payments and Approval of payrolls.

C-4 Approval of summer hours schedule for secretarial staff.

C-5 Approval of Medical, Prescription Drug and Dental Premium Rates for 2013-2014.

C-6 Approval of three separate Memorandums of Understanding.

C-7 Approval of Delaware County Community College Budget for 2013-2014.

C-8 Approval of Contract – FCI, LLC

**12. Adjournment**

**Chester Upland School District**

**RECEIVER’S MEETING WITH THE PUBLIC  
AGENDA**

**May 16, 2013**

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**EDUCATION AGENDA**

**A-1 Approval to adopt and approve Student Hearings.**

RESOLVED, that the Resolutions pertaining to the following students being presented to the Receiver, acting as the Board of School Directors, be hereby adopted and approved:

<b>STUDENT I.D. #:</b>	<b>DATE OF HEARING:</b>
#082718	04/04/13
#082719	04/04/13
#068614	04/04/13
#070008	04/04/13
#064527	04/04/13
#080730	04/04/13
#072990	04/04/13
#073659	04/04/13

**Executive Sponsor:** Dr. Tony L. Watson

**A-2 Curriculum and Instruction Budget, 2013-2014: \$15,000.00 – Delaware County Community College, CUSD and Chester Youth Collaborative 2013 Summer Program.**

RESOLVED, that the Receiver, acting as the Board of School Directors, approves a summer college experience for up to 20 CUSD students to take place at DCCC, Marple Campus over the course of five weeks in July and August. Total cost includes: books, materials, instruction, and 3 college credits, as well as transportation, lunches and a CYC mentor. Total cost not to exceed \$ \$15,000.00.

**Payable from:** Curriculum and Instruction Budget, 2013-2014

**Executive Sponsor:** Dr. Rachel Foster

**A-3 Approval of the Chester Upland School District 2013-2014 School Year Calendar.**

RESOLVED, that the Receiver, acting as the Board of School Directors, grant approval for the 2013 -2014 School Year Calendar.

(SEE ATTACHMENT)

**Executive Sponsor:** Dr. Rachel Foster

**A-4 Approval of the Confidential Secretary Compensation and Related Benefits plan.**

RESOLVED, that the Receiver, acting as the Board of School Directors, approves the *Confidential Secretary Compensation and Related Benefits* plan for 12-month employees who provide administrative support to the positions of Receiver, Superintendent, Chief Financial Officer, Chief Business Administrator and Director of Human Resources.

**Executive Sponsor:** Michelle R. Chapman

**A-5 Approval of the Administrator Compensation and Related Benefits (Act 93) plan.**

RESOLVED, that the Receiver, acting as the Board of School Directors, approves the *Administrator Compensation and Related Benefits (Act 93)* plan for 12-month employees in administrative positions to include Principal, Assistant/Associate Principal, Director, Coordinator and Supervisor.

**Executive Sponsor:** Michelle R. Chapman

**A-6 Approval of Contract – KnowledgePoints**

RESOLVED, that the Receiver, acting as the Board of School Directors, approves a contract with KnowledgePoints, a state-approved educational services provider, to provide reading and math instruction to 150 Pre K – 6<sup>th</sup> grade students June 24-August 1, 2013. Costs will not exceed \$1,660.00 per student.

**Payable from:** Title I Set Aside Funds

**Executive Sponsor:** Dr. Rachel Foster

**A-7 Approval to implement a Summer Program at Stetser Elementary School.**

RESOLVED, that the Receiver, acting as the Board of School Directors, approves the implementation of a summer program at Stetser Elementary School. The program will service 60 students using a 1:10 staff ratio. Chester Upland School District staff including one program coordinator, six teachers and six instructional aides will implement the program. Costs will not exceed \$1,200.00 per student.

**Payable from:** Title I Set Aside Funds

**Executive Sponsor:** Dr. Rachel Foster

**A-8 Approval to attend the School Improvement Innovation Summit for Professional Development.**

RESOLVED, that the Receiver, acting as the Board of School Directors, approve payment from Title I and Title II funding for ten teachers and two administrators to attend the School Improvement Innovation Summit for Professional Development in Salt Lake City, Utah on July 8-11, 2013 at a cost not to exceed \$24,200.00.

**Payable from:** Days 1 & 2 - Title I Function 2810 Planning, Research,  
Development and Evaluation

Days 3 & 4 - Title II Functions 1190 -1 Reading and 1190-2 Math

**Executive Sponsor:** Dr. Tony L. Watson

**A-9 Approval of Contract – U.S. Medical Staffing, Inc.**

RESOLVED, that the contract with U.S. Medical Staffing, Inc. for a temporary licensed social worker (Master Level) at the rate of Thirty Nine Dollars and Eighty Cents (\$39.80) per hour is hereby approved subject to approval by the Solicitor.

**Executive Sponsor:** Andrea Saia

**PERSONNEL AGENDA****B-1 General/Categorical Funds. Approval of appointments, leave of absence, retirements, resignations, terminations, salary adjustment, correction of transfer, reassignments, and completion of probation.**

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

## (a) Professional

<b><u>Name</u></b>	<b><u>Position/Location</u></b>	<b><u>Salary</u></b>	<b><u>Effective Date</u></b>	<b><u>New Position or Replacement</u></b>
Avery, Janae	Teacher, Dental Assistant Chester High School	\$41,607 (B/1) 10 months	04/29/13	Replacement 2012-2013 G.F.B.
Bozzini, Michelle	Director, Curriculum and Instruction Administration Building	\$95,000 12 months	07/08/13	New Position 2012-2013 G.F.B.
Calvecchio, Thomas	Director, Secondary Special Education Services Administration Building	\$112,500 12 months	07/01/13	New Position 2012-2013 G.F.B.
Howell-DeShullo, Karen	Assistant Business Manager Administration Building	\$125,000 12 months	05/06/13	Replacement 2012-2013 G.F.B.

## (b) Non Professional

<b><u>Name</u></b>	<b><u>Position/Location</u></b>	<b><u>Salary</u></b>	<b><u>Effective Date</u></b>	<b><u>New Position or Replacement</u></b>
DiFonzo, Zachary	IT Coordinator	\$50,000 12 months	05/20/13	New Position 2012-2013 G.F.B.
Grant, Grace	Personal Care Aide Floater	\$65/day 10 months	05/07/13	Replacement 2012-2013 G.F.B.
Hunter, Theresa	Bus Aide Transportation Department	\$10.99/hour 10 months	04/29/13	Replacement 2012-2013 G.F.B.

Mason, Nathaniel	Substitute Bus Driver Transportation Department	\$18.17/hour 10 months	05/13/13	Replacement 2012-2013 G.F.B.
Nelson, Maurice	Personal Care Aide Floater	\$65/day 10 months	05/07/13	Replacement 2012-2013 G.F.B.
Sanchez, Carmen	ELL Teacher Aide Main Street Elementary School & Stetser Elementary School	\$22,356 10 months	05/13/13	New Position 2012-2013 G.F.B.
Torres, Luz	Personal Care Aide Floater	\$65/day 10 months	05/09/13	Replacement 2012-2013 G.F.B.
Williams, Dearist	Personal Care Aide Main Street Elementary School	\$65/day 10 months	04/19/13	Replacement 2012-2013 G.F.B.

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

(a) Professional

<b><u>Name</u></b>	<b><u>Position/Location</u></b>	<b><u>Effective Date</u></b>
DuBois, John	Teacher, Mathematics Chester High School	04/06/13-05/06/13 (FMLA)

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

(a) Professional

<b><u>Name</u></b>	<b><u>Position/Location</u></b>	<b><u>Effective Date</u></b>
Jennings, Carrie	Teacher, Grade 1 Main Street Elementary School	06/30/13
Johnson, Denise	Teacher, Special Education Main Street Elementary School	06/17/13





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

(a) Non Professional

<b><u>Name</u></b>	<b><u>Position/Location</u></b>	<b><u>Effective Date</u></b>
Anderson, James	Substitute School Safety Officer School Safety Department	04/12/13
Bradley, Hyreem	Assistant Coach, Girls' Track Chester High School	04/24/13
Gilroy, Simon	Bus Aide Transportation Department	05/13/13
Watson, John	Substitute School Safety Officer School Safety Officer	04/12/13
Young, Carol	Bus Aide Transportation Department	04/19/13

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

(a) Professional

<b><u>Name</u></b>	<b><u>From</u></b>	<b><u>To</u></b>	<b><u>Effective Date</u></b>
Paquette, Richard	Teacher, Social Studies STEM Magnet High School \$41,607 (B/1) 10 months	Teacher, Social Studies STEM Magnet High School \$44,668 (B+16/2) 10 months	04/02/13

FURTHER RESOLVED, that the following **correction of transfer** be approved on the effective date respectively noted:

(a) Professional

<b><u>Name</u></b>	<b><u>From</u></b>	<b><u>To</u></b>	<b><u>Effective Date</u></b>
Bey, Marie	Director of Cyber Academy Program Administration Building	Director of Cyber Academy Program STEM Academy	03/16/13

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

(a) Non Professional

<b><u>Name</u></b>	<b><u>From</u></b>	<b><u>To</u></b>	<b><u>Effective Date</u></b>
Butler, Jaola	Bus Driver Transportation Department \$18.17/hour 10 months	Van Driver Transportation Department \$16.37/hour 10 months	02/28/13
Butler, Jaola	Van Driver Transportation Department \$16.37/hour 10 months	Bus Driver Transportation Department \$18.17/hour 10 months	04/12/13
Hill, Lamar	Van Driver Transportation Department \$16.37/hour 10 months	Bus Aide Transportation Department \$10.99/hour 10 months	05/02/13
Jackson, Patrice	Special Education Assistant Administration Building \$40,000 12 months	Substitute Secretary Floater \$12.06/hour	05/13/13

Smallwood, Ronald	School Safety Officer School Safety Department \$17,277/10 months	Acting Director, School Safety School Safety Department \$35,000/12 months	05/09/13-05/30/13
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FURTHER RESOLVED, that the following **completion of probation** be approved on the effective date respectively noted:

(a) Non Professional

<u>Name</u>	<u>Position/Location</u>	<u>Effective Date</u>
Brock, Norman	Bus Driver Transportation Department	04/16/13
Brown, Alphonsa	Bus Aide Transportation Department	04/18/13

**Executive Sponsor:** Michelle R. Chapman

**B-2 Approval of Gregory G. Shannon as Superintendent.**

RESOLVED, that Gregory G. Shannon is hereby appointed Superintendent under terms and conditions of contract dated May 16, 2013 for the term commencing on July 15, 2013 and ending on July 14, 2018 at a starting salary of Two Hundred Fifteen Thousand Dollars (\$215,000.00) per year.

**Executive Sponsor:** Dr. Thomas E. Persing

**B-3 Approval of Contract – Michelle Chapman**

**TABLED**

RESOLEVED, that the contract with Michelle Chapman to serve as Executive Director of Human Resources for the 2013-2014 school year at a salary of One Hundred Twenty Thousand Dollars (\$120,000.00) is hereby approved subject to the approval of the Solicitor.

**Executive Sponsor:** Dr. Thomas E. Persing

**B-4 Approval of Contract – Dr. Rachel Foster**

**TABLED**

RESOLEVED, that the contract with Dr. Rachel Foster to serve as Assistant to the Superintendent for Curriculum and Instruction for the 2013-2014 school year at a salary of One Hundred Thirty Five Thousand Dollars (\$135,000.00) is hereby approved subject to the approval of the Solicitor.

**Executive Sponsor:** Dr. Thomas E. Persing

**BUSINESS AGENDA**

**C-1 Reports of the tax collectors.**

RESOLVED, that the reports of the City of Chester, Borough of Upland, and Chester Township for the period April 1, 2013 through April 30, 2013 in the amount of -0- be received, be noted upon the Minutes and filed.

(NONE FOR THIS MONTH)

**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 April 30, 2013 be APPROVED by the Receiver, acting as the Board of School Directors.

**Executive Sponsor:** George R. Crawford

**C-3 General Fund Budget: \$8,607,087.37. Approval of list of payments.**

RESOLVED, that the attached list of payments dated April 18, 2013, through May 16, 2013 checks numbering 00032416 through 00032710, of the various accounts totaling for all accounts the grand sum of \$8,607,087.37, 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 May 16, 2013 Minutes.

(LIST OF PAYMENTS ATTACHED)

**General Fund Budget: \$1,991,952.84. Approval of payrolls.**

RESOLVED, that the payrolls dated April 10, 2013 and April 24, 2013 of the various accounts totaling for all accounts the grand sum of \$1,991,952.84 be approved by the Receiver, acting as the Board of School Directors.

**Payable from:** General Fund Budget

**Executive Sponsor:** George R. Crawford

**C-4 Approval of summer hours schedule for secretarial staff.**

RESOLVED, that the Receiver, acting as the Board of School Directors, grant approval for the following summer hours schedule:

**Beginning:** June 19, 2013 - One week after last day of school ending on June 12, 2013.

**Ending:** August 15, 2013 - Two weeks prior to school opening September 3, 2013.

- Work week will be from Monday – Thursday.
- Work hours will be 8 ½ hour work day with no lunch.
  - Administration secretarial staff will work from 8:00 a.m. to 4:30 p.m.
  - School building secretarial staff work day will be extended by one half hour.
  - Secretarial staff will be permitted to eat lunch at their desk.

**Executive Sponsor:** Dr. Rachel Foster

**C-5 Approval of Medical, Prescription Drug and Dental Premium Rates for 2013-2014.**

RESOLVED, that the Receiver, acting as the Board of School Directors, grant approval for the Medical, Prescription Drug and Dental Premium Rates for 2013-2014.

**Executive Sponsor:** George R. Crawford

**C-6 Approval of three separate Memorandums of Understanding.**

RESOLVED, that the Receiver, acting as the Board of School Directors, grant approval for three separate Memorandums of Understanding between the Chester Upland School District and Chester Upland Education Association, Chester Upland Educational Support Personnel Association, and Teamsters Local 312.

**Executive Sponsor:** George R. Crawford

**C-7 Approval of Delaware County Community College Budget for 2013-2014.**

RESOLVED, that the Receiver, acting as the Board of School Directors, grant approval for the Delaware County Community College Resolution to approve the Budget for 2013-2014.

**Executive Sponsor:** George R. Crawford

**C-8 Approval of Contract – FCI, LLC**

RESOVLED, that the contract with FCI, LLC for supplemental security services in the District for the period May 20, 2013 to June 17, 2013 at the rate of \$25.00 per hour not to exceed \$45,000.00 is hereby approved subject to approval by the Solicitor.

**Executive Sponsor:** George R. Crawford