

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

**July 15, 2021
6:12 P.M.**

A Public Meeting of the Receiver of the Chester Upland School District was held this evening via Zoom.

Executive Staff Present -	Dr. Juan Baughn, Receiver Dr. Craig Parkinson, Superintendent Dr. Lakiyah Chambers, Chief Talent Officer
School Board -	Joan Neal, Board President
Attorney -	Jacquie Jones, Esq.

The Receiver's meeting opened with a call to order by Receiver, Dr. Juan Baughn and the Pledge of Allegiance.

NOTICE OF ADVERTISED MEETING

(COPY OF ADVERTISED NOTICE ATTACHED)

REPORT FROM THE SUPERINTENDENT

There was no report this evening. Dr. Baughn asked the new Acting Superintendent, Dr. Craig Parkinson to say a few words.

Dr. Craig Parkinson - Thank you so much, Dr. Baughn. I will definitely keep it brief, but I just want to start off by thanking everyone, all the community, for your support. I'm extremely, extremely excited to be here. I had a wonderful first day. And I had the opportunity and the pleasure to spend the majority of the day with Dr. Birks as we worked on a transition plan together.

I'm student-centered. I'm here to serve the students. I'm looking forward to this opportunity to collaborate with the community, each and every one of you. In the near future, I hope to have an advisory group. I'll be working with some individuals who will meet with me and we can discuss concerns and the great things that are happening in the Chester Upland School District. So again, I thank you so much and I look forward to speaking with you all in the very near future. Thank you, Dr. Baughn.

APPROVAL OF MINUTES OF PREVIOUS MEETING OF JUNE 29, 2021

Receiver Dr. Baughn approved.

We'll open the floor for public comment, Christina?

PUBLIC COMMENTS

Via Q&A:

From Jean Arnold - There's an item C3 on tonight's agenda and it seems to be partly in conflict with a C4 and C5 from last month. Can somebody please explain how these three items are related to each other? Do you see C3 there?

Dr. Baughn - The item tonight reflects on additional projects that Dr. Burks asked her to perform during her tenure that were not accounted for in her original contract. That's why the additional resolution is on for tonight.

Miss Arnold – so the 7,000 for this month. Is that the way I should add those numbers?

Dr. Baughn - I don't have last month in front of me, but yes. Miss Averette had a contract ... I think it was \$50,000 ... that spoke to specific things that she was to do for us. Dr. Birks asked if she would be engaged in some additional projects. Those additional projects were not a part of her original contract. And that is why these additional resolutions have been presented.

Miss Arnold - Please be aware, sir, that \$7,000 was on the agenda last month also.

Dr. Baughn - Okay. Well let me ... Then ... Okay.

Ms. Coleman - Dr. Baughn? That was taken off. You must have had the old agenda, Ms. Arnold. There was a new agenda put up. That was tabled last month and put on for this agenda.

Miss Arnold – Okay. Thank you, Chris. The other question is because our students missed so much this past year because of COVID, why have we not done more with reading this summer to show the makeup for some of that, in addition to our usual MARS , ESY, and SARA programs? I'm asking for more enrichment work for reading this summer. Why did we not do that?

Dr. Baughn – I'll have to get an answer for that. I can't answer that question, and there's no persons in the room right now that can. That's a good question. My understanding was that we were doing more of that, Ms. Arnold, so thank you for bringing that to my attention. I will check into that for sure. And that we will do immediately.

Miss Arnold - Thank you. I noted that we had MARS, ESY, and SARA. Those were the three programs that we were running for the summer. And that's what we do every year.

Dr. Baughn - We will have a summer report made ready for us all. So with that said, I want to move to our education agenda, and I want to start our education agenda with Mr. Simonson giving us an update on where we are with our health and safety program. Mr. Simonson is the chair of the health, safety and wellness committee, and I've asked him to make a presentation tonight for us. So Mr. Simonson, if you're ready, we will move to your presentation.

Ronald Simonson, School Safety and Security Coordinator, gave a presentation on the ARP ESSER Health and Safety Plan.

Dr. Baughn - Yes. Thank you and your committee for all the work that you have done, getting us through this pandemic period. We, as a school district, recognize that the pandemic isn't over and we will be working in concert with the city to see what we can do to help get more people vaccinated as we look forward to bringing our students back into school in September. One of the charges I have for Dr. Parkinson is to formalize a plan and he'll be making a presentation to us as what that plan is at our next school board meeting. So thank you Mr. Simonson.

We will move on to the Education agenda:

EDUCATION AGENDA

A-1 Approval for Special Education Department to purchase supplemental instructional materials from Research Press

RESOLVED, that the Receiver, acting as the Board of School Directors, grants approval for the Special Education Department to purchase supplemental instructional materials from Research Press. The Special Education Department is seeking to purchase Skillstreaming the Adolescent and Skillstreaming the Elementary School Child for the elementary, middle and high school Emotional Support Programs. The curriculum will be used to teach prosocial skills.

Payable From: General Fund Budget
Cost: \$2,268.97
Executive Sponsor: Marchelle Foreman

A-2 Approval for Special Education Department to purchase supplemental instructional materials from Wieser Educational

RESOLVED, that the Receiver, acting as the Board of School Directors, grants approval for the Special Education Department to purchase supplemental instructional materials from Wieser Educational. The Special Education Department is seeking to purchase functional math, reading and life skills materials for Autistic Support, Life Skills Support, Emotional Support and Learning Support classrooms across all six schools within CUSD.

Payable From: General Fund Budget
Cost: \$15,746
Executive Sponsor: Marchelle Foreman

A-3 Approval to employ services of BookNook

RESOLVED, that the Receiver, acting as the Board of School Directors, grants approval to employ services of BookNook.

Payable From: ESSER I
Cost: \$65,750
Executive Sponsor: Carol D. Birks

A-4 Approval of the CUSD Emergency Instructional Time Template - revised

RESOLVED, that the Receiver, acting as the Board of School Directors, grants approval of Chester Upland School District's Emergency Instructional Time Template, as per PA Code 520.1 that includes a school calendar and academic schedule as per PA Code 22 § 11.3 and Chapter 4.

Executive Sponsor: Carol D. Birks

EDUCATION AGENDA ITEMS #A-1 THROUGH A-4 WERE APPROVED BY DR. JUAN BAUGHN, RECEIVER.

PERSONNEL AGENDA

B-1 Approval of appointments, reassignments, return from sabbatical, retirements, end of contract, resignations, salary correction, grant funded programs, extended season, bereft of life notice.

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

<u>Name</u>	<u>Position/Location</u>	<u>Salary</u>	<u>Level/Step</u>	<u>Effective Date</u>	<u>New Position/Replacement</u>
Young, Noel	*Temporary Payroll/HR Specialist/Admin	\$51,500	n/a	06/18/2021	Replacement
Foreman, Marchelle	*Supervisor, Special Education	\$120,000	n/a	07/01/2021	Replacement
Hales, Monique	* Federal Grants and Special Programs Coordinator/Admin	\$85,000	n/a	07/05/2021	Replacement
Bailey, Lisa	Teacher/CUSA	\$58,348	M/1	08/23/21	Replacement
Sylvah, Lucretia	Spec Ed Teacher/CHS	\$66,737 (+200)	M/5	08/23/2021	Replacement

*Title correction from previous agenda.

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

<u>Name</u>	<u>From Position/Location</u>	<u>Salary</u>	<u>To Position/Location</u>	<u>Effective Date</u>	<u>Salary</u>
Bell, Brendan	Assistant Principal/STEM Academy	\$80,000	Interim Principal/STEM Academy	07/01/2021	\$109,554

FURTHER RESOLVED, that the following return from sabbatical be approved on the effective date respectively noted:

<u>Name</u>	<u>Position/Location</u>	<u>Effective Date</u>
Dautel, Jean	Teacher/CUSA	08/23/2021

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

<u>Name</u>	<u>Position/Location</u>	<u>Effective Date</u>
Sheets, Ruth	Teacher/Toby Farms	08/23/2021

FURTHER RESOLVED, that the following end of contract be approved on the effective date respectively noted:

<u>Name</u>	<u>Position/Location</u>	<u>Effective Date</u>
Olds-Pearson, Jala	Assistant Superintendent, Curriculum, and Instruction	06/30/2021

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>
Mann, Carmen	SIS and Applications Specialist /Admin	07/09/2021
Camano, Denise	Teacher/CUSA	08/23/2021
Phillips, Zennia	Teacher/Stetser	08/23/2021

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

<u>Name</u>	<u>Position/Location</u>	<u>Current Salary</u>	<u>Corrected Salary</u>	<u>Effective Date</u>
Watson, Alicia	Safety Officer/CUSA	\$20,000	\$25,000	08/23/2021

FURTHER RESOLVED, that the Receiver, acting as the Board of School Directors, grant approval for the following individuals to participate in the **grant-funded Summer Programs** during the 2020-2021 school year as listed below:

ESY

June 21, 2021 – July 29, 2021

Thorton, Colleen	Teacher	\$32 per hour
Smith, Najah	Teacher’s Assistant	\$15 per hour

CHS In-Person Summer School

June 21, 2021 – July 30, 2021

Stokes, Gloria	Security Guard	\$18 per hour
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MARS

June 21, 2021 – July 29, 2021

Cowan, Yvette	Substitute Teacher	\$32 per hour
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FURTHER RESOLVED, that the Receiver, acting as the Board of School Directors, grant approval for the following individuals to participate in the **grant-funded PBIS Program** during the 2021-2022 school year as listed below:

Stetser

<u>Staff Member Name</u>	<u>Position</u>	<u>Hourly Rate</u>
Markeisha Bell	Teacher	\$32
Miguelina Grasty	Teacher	\$32
Nancy Peltier Murray	Teacher	\$32
Jennifer Francis	Teacher	\$32
Dariah Jackson Adams	Teacher	\$32
Karla Hughes	Teacher	\$32
Beverly Howard	Secretary	\$15
Robin Morgan	Teaching Assistant	\$15
Shawn Bell	Climate Manager	\$25

FURTHER RESOLVED, that the Receiver, acting as the Board of School Directors, grant approval for the following individuals to participate in the **Schoolwide Assessment & Intervention Planning** during the 2021-2022 school year as listed below:

<u>Staff Member Name</u>	<u>Position</u>	<u>Hourly Rate</u>
Markeisha Bell	Teacher	\$32
Miguelina Grasty	Teacher	\$32
Nancy Peltier Murray	Teacher	\$32
Jennifer Francis	Teacher	\$32
Dariah Jackson Adams	Teacher	\$32
Karla Hughes	Teacher	\$32
Ashley Iovannoni	Teacher	\$32
Tonya Burns Johnson	Teacher	\$32
Paula Sammons	Teacher	\$32
Joanne Ruiz	Teacher	\$32
Maureen Goodwin	Teacher	\$32
Georgine Zamonski	Teacher	\$32
Morgan Weatherly	Teacher	\$32
Brittany Hughes	Teacher	\$32
Jeremy Hay	Teacher	\$32
Robin Morgan	Teaching Assistant	\$15
Vanessa Doward	Teaching Assistant	\$15
Champagne Harris	Teaching Assistant	\$15
Flora Robinson	Teaching Assistant	\$15
Shawnae Doward	Teaching Assistant	\$15
Shanna Pryor	Social Worker	\$25
Shawn Bell	Climate Manager	\$25
Beverly Howard	Secretary	\$15

FURTHER RESOLVED, that the Receiver, acting as the Board of School Directors, grant approval for the following coaches to be paid who participated in **Extended Season** during the 2020-2021 school year as listed below:

<u>Name</u>	<u>Position</u>	<u>Salary</u>
Taylor, Keith	Boys Basketball Head Coach	\$2,688.80
Thomas, Terry	Boys Basketball Assistant Coach	\$2,141.60
Tate, Kenneth	Boys Basketball Assistant Coach	\$2,141.60
Dennis, Jimmy	Boys Basketball Assistant Coach	\$2,141.60
Bell, LaDontay	Interim Athletic Director	\$1,681.95

BEREFT OF LIFE NOTICE:

<u>Name</u>	<u>Position/Location</u>	<u>Effective Date</u>
Marrone, Francesca	Teacher/CHS	07/01/2021

B-2 General Fund Budget: \$3,930,003.41. Approval of payrolls

RESOLVED, that the payrolls dated in June, 2021 of the various accounts totaling for all accounts and funds the grand sum of \$3,930,003.41, be approved by the Receiver, acting as the Board of School Directors.

Executive Sponsor: Lakiyah Chambers

B-3 Approval for to contact with AVID Program

RESOLVED, that the Receiver, acting as the Board of School Directors, grants approval for contract agreement and payment for Chester High School to implement AVID (Advancement Via Individual Determination) Program from July 1, 2021- June 30, 2021 for College and Career Readiness.

Payable From: CSI Grant
Cost: Not to exceed \$10,679
Executive Sponsor: Lakiyah Chambers

B-4 Approval for the Human Resources Department to establish a new position

RESOLVED, that the Receiver, acting as the Board of School Directors, grant approval for the Human Resources department to establish a new position for STEM Academy, Career Readiness Coordinator. This is a Grant Funded position.

Executive Sponsor: Lakiyah Chambers

B-5 Approval for payment for (2) Skill USA Advisors

RESOLVED, that the Receiver, acting as the Board of School Directors, grants approval for payment for (2) Skill USA Advisors Supplemental Salaries of \$750.00 for the Career Technical Education Program Competitions. This is for the 2020-2021 school year.

<u>Name</u>	<u>Position/Location</u>	<u>Salary</u>
King, Chassidy	CTE Advisors	\$750
Best, Jeanette	CTE Advisors	\$750

B-6 Approval for STEM teachers to work during the summer to plan instructional strategies for next school year

RESOLVED, that the Receiver, acting as the Board of School Directors, grant approval for STEM Academy Teachers to work during the summer for the following reasons:

Curriculum Design Week

15 Teachers X 4 Days X 5 hours/day X \$32/hour = \$9,600

In advance of the anticipated return to full in-person learning, STEM Academy teachers must revisit curricular plans they have implemented over the past two school years. Therefore, teachers will be provided one week in which they are able to plan instructional strategies and collaborate on curriculum mapping for the 2021-22 school year. Teachers will also develop contingencies so they can be flexible and adapt to any changes in instructional delivery that may be necessary during the school year.

Teachers will be required to complete all work on-site at STEM Academy and produce evidence of their curricular work prior to signing hours.

Payable From: Grant Funded
Cost: Not to Exceed \$9,600
Executive Sponsor: Lakiyah Chambers

B-7 Approval for the position of Math Content Specialist at Chester High

Resolved, that the Receiver, acting as the Board of Directors, grant approval for the position of Math Content Specialist at Chester High School for grades 9-12. The Math Content Specialist will work with teachers to enhance Mathematic instruction, effective instructional strategies and improve student growth. Provided professional learning, modeling, coaching and other support for teachers in the areas of data analysis, mathematics instruction, lesson design, student grouping and adjusting instruction based on student needs. This is a Grant Funded Position.

Payable From: Title I
Executive Sponsor: Lakiyah Chambers

B-8 Approval for STEM PBIS Team to work during the summer to revise school-wide behavior expectations

RESOLVED, that the Receiver, acting as the Board of School Directors, grant approval for STEM Academy Teachers to work during the summer for the following reasons:

PBIS Team

10 Teachers X 8 Days X 5 hours/day X \$32/hour = \$12,800

In order to prepare for a full return to in-person learning, the STEM Academy PBIS Team will revise school wide behavior expectations. These revisions will reflect the necessary adjustments for safe and successful reintegration of the full student body. The PBIS Team will also design lesson plans for distribution across the faculty. These lessons will be delivered during first two weeks of school, and familiarize new and returning students with STEM Academy's Award Winning PBIS program. PBIS lessons will also include SEL components aimed at welcoming students back into the classroom environment.

Additionally, the PBIS Team will be responsible for planning and executing summer events, including: New Student & Family Orientation; and Student Technology Exchange and Distribution.

Team Members

1. Stephanie Donofry
2. Julanne Labrum
3. Misha Memon
4. Rachael Thomson
5. Andre Wilkins
6. Chanel Turner-Wright
7. Casey Hargadon
8. Jon Osborn
9. Kameron Staples
10. David Inzinna

Payable From: Grant Funded

Cost: Not to exceed \$12,800

Executive Sponsor: Lakiyah Chambers

B-9 Approval for members of Stetser to work during the summer for long range planning.

RESOLVED, that the Receiver, acting as the Board of School Directors, grant approval for approval of members of the Stetser staff to work this summer for long range planning. Effective June 28, 2021. 7 hours a day not to exceed 18 days with a pay rate of \$32/hour. Team Members • Markeisha Bell • Miguelina Grasty • Paula Sammons • Georgine Zamonski • Nancy Peltier Murray.

Payable From: Grant Funded, Title II
Cost: Not to exceed \$20,160
Executive Sponsor: Lakiyah Chambers

B-10 Approval for CHS Summer planning

RESOLVED, that the Receiver, acting as the Board of School Directors, grant approval for CHS Summer planning. 8 Teachers X 15 Days X 4 hours/day X \$32/hour = \$24,000 This Professional Planning will allow us to analyze data from 2020-2021 school year to adequately address learning loss due to the COVID-19 Pandemic in order to prepare for the 2021-2022 school year. We will focus on school wide intervention scheduling, progress monitoring, remediation, standard based curriculum. We will make modification to the curriculum through differentiation. The team will address literacy skills, and math skill. The members of the team are: James Foster Shannon Murphy Rose Marsh Rosyln Amagzie March Kimberly Mesquito Amina Malik Judith Odom Thomas Buonocore

Payable From: Grant Funded, Title II
Cost: Not to exceed \$24,000
Executive Sponsor: Lakiyah Chambers

B-11 Approval for stipend for Tammy Strand-Yarbray for ESSER Funds Project Manager

RESOLVED, that the Receiver, acting as the Board of School Directors, grants approval for a stipend to be paid to Tammy Strand-Yarbray for Project Manager – ESSER Funds. The term shall be July 1, 2021 thru June 30, 2022.

Payable From: ESSER II and ARP ESSER
Cost: \$25,000
Executive Sponsor: Lakiyah Chambers

B-12 Approval for Tammy Strand-Yarbray to work during summer

RESOLVED, that the Receiver, acting as the Board of School Directors, grant approval for Tammy Strand-Yarbray to work 18 days throughout the summer to attend necessary court hearings at a rate of 10% of her annual salary.

Payable From: General Fund Budget
Cost: Not to exceed \$7,096.70
Executive Sponsor: Lakiyah Chambers

B-13 Approval to renew contract with Monarch Staffing

RESOLVED, that the Receiver, acting as the Board of School Directors, grants approval to renew contract with Monarch Staffing to provide temporary staffing.

Payable From: General Fund Budget
Cost: Not to exceed \$75,000
Executive Sponsor: Lakiyah Chambers

PERSONNEL AGENDA ITEM #B-1 THROUGH B-13 WITH THE SUPPLEMENTAL AGENDA ADDITION TO B-1, WERE APPROVED BY DR. JUAN BAUGHN, RECEIVER.

BUSINESS AGENDA

C-1 Reports of the tax collectors: \$219,478.80

RESOLVED, that the reports of the City of Chester, Borough of Upland, and Chester Township for the period June 1, 2021 through June 30, 2021 in the amount of \$219,478.80 be received, be noted upon the Minutes and filed.

Executive Sponsor: Jewel Cornelius-Royer

C-2 Treasurer's Report/Budget Report

RESOLVED, that the attached Treasurer's Report/Budget Report for the fiscal month ended June 30, 2021 be approved by the Receiver, acting as the Board of School Directors.

Executive Sponsor: Jewel Cornelius-Royer

C-3 General Fund Budget: \$1,317,379.41. 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 \$1,317,379.41, a copy of which has been given to the Receiver, acting as the Board of School Directors, be APPROVED, and that said list of payments be incorporated into the Minutes.

General Fund	\$1,317,379.41
Food Services Account	0
Capital Project Fund Account	<u>0</u>
 Total Disbursements	 \$1,317,379.41

Payable From: General Fund Budget
Executive Sponsor: Business Office

C-4 Approval to contract with Claudia Averette for 2020-21 SY

RESOLVED, that the Receiver, acting as the Board of School Directors, grant approval to Contract with Claudia Averette for special projects and supplemental education services for the 2020-2021 SY.

Payable From: Title I and School Intervention
Cost: Not to Exceed \$7,300
Executive Sponsor: Carol D. Birks

C-5 Approval of the ARP ESSER Health and Safety Plan

RESOLVED, that the Receiver, acting as the Board of School Directors, grant approval of the ARP ESSER Health and Safety Plan.

Executive Sponsor: Ronald Simonson

C-6 Approval for addendum to Buchanan Public Relations agreement

RESOLVED, that the Receiver, acting as the Board of School Directors, grants approval for addendum to Buchanan Public Relations Agreement to extend it to August 31, 2021.

Payable From: General Fund Budget
Cost: Not to Exceed \$10,000
Executive Sponsor: Lakiyah Chambers

BUSINESS AGENDA ITEMS #C-1 THROUGH #C6 WERE APPROVED BY DR. JUAN BAUGHN, RECEIVER

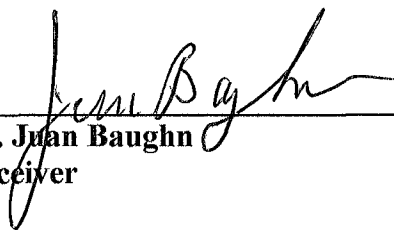
OTHER BUSINESS

Dr. Baughn - I have one piece of other business I'd like to inform the audience about. Officially starting on Monday, July 19th, Dr. Michael Pladus will be serving us as appointed by the Department of Education as our Chief Recovery Officer. His job is to support the Receiver and he starts on Monday. You may recall that Dr. Pladus was the Chief Recovery Officer for a year under Receiver Peter Barsz. So we will expect him on Monday to start the Chief Recovery Officer.

Okay. Hearing no other business to become before the Receiver, this meeting stands adjourned. Thank you very much.

There being no further business *Receiver, Dr. Juan Baughn* adjourned the meeting at 6:45pm.

CHESTER UPLAND SCHOOL DISTRICT
FINANCIAL RECOVERY RECEIVER



Dr. Juan Baughn **8/19/21**
Receiver **Date**