



## **Chester Upland School District**

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

**January 19, 2017**

---

- 1. Call to Order**
- 2. Pledge of Allegiance to the Flag**
- 3. Report from the Superintendent**
- 4. Student Recognition**
- 5. Presentations** – First Readings of the Policy and Procedure for:  
#012 – Conflicts of Interest, #253 – Suicide Awareness Prevention and Response,  
#626 with attachments - Finances & #626.1 – Travel Reimbursement - Federal Programs
- 6. Commendations**
- 7. Approval of Minutes of previous meeting of December 15, 2016**
- 8. Public Comment**
- 9. Education Agenda**
  - A-1 Homebound Instruction for Students
  - A-2 Approval to adopt and approve Student Hearings
  - A-3 Approval of Settlement Agreement and Release for Student #210278
  - A-4 Approval of Settlement Agreement and Release for Student #073441
  - A-5 Approval of Settlement Agreement and Release for Student #073001
  - A-6 Approval to enter into a contract with Transformation Yoga Project
  - A-7 Approval of the MOU with Foster Grandparents

- A-8 Approval for Nikki Monroe-Hines and Tonya Broussard to attend Title III training
- A-9 Approval for Stephen Monastra, Dionne Fears, Angela Norward and Tracy Felder to attend 2017 Career Readiness Symposium

**10. Personnel Agenda**

- B-1 Approval of appointments, reassignment, transfer, suspensions, retirement, resignations, leaves of absence, return from leave of absence, and Grant-funded Title I After-School Program Instructors
- B-2 Approval to hire an Educational Coordinator for Instructional Programs
- B-3 Approval for MOA with the CUEA for STEM teachers to teach the sixth period course
- B-4 Approval for Tuition Reimbursements
- B-5 Approval of the Correction of the Approval to enter into a contract with Dr. Jala Olds-Pearson

**11. Business Agenda**

- C-1 Reports of the tax collectors: \$443,043.14
- C-2 Approval of the Treasurer's Report/Budget Report
- C-3 General Fund Budget: \$1,887,613.39. Approval of payrolls  
General Fund Budget: \$13,130,168.88. Approval of list of payments
- C-4 Approval of the Resolution to Change Tax Collectors Compensation – Borough of Upland
- C-5 Approval of the Resolution to Change Tax Collectors Compensation – Chester Township
- C-6 Approval of copier service contract with Ricoh

C-7 Approval for Act 1 “Not to Exceed” Resolution

C-8 Approval to enter into a contractual agreement with Allegheny Intermediate Unit for TransPerfect Remote Interpreting services

**12. Adjournment**

**Chester Upland School District**

**RECEIVER’S MEETING WITH THE PUBLIC**

**January 19, 2017**

---

**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:

<b>Student ID #:</b>	<b>School:</b>	<b>Effective Dates:</b>
200879	CHS	1/4/2017
076277	CHS	1/9/2017

**A-2 Approval to adopt and approve Student Hearings**

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

<b>Student ID #:</b>	<b>Date of Hearing:</b>
211414	1/4/2017
078241	1/4/2017
078751	1/4/2017
077673	1/4/2017
200727	1/10/2017
210214	1/10/2017
200187	1/10/2017

**A-3 Approval of Settlement Agreement and Release for Student #210278**

RESOLVED, that the Receiver, acting as the Board of School Directors approves the Settlement Agreement and Release with reference to Student Number 210278 (CG) along with payment of the sum of Ten Thousand Dollars (\$10,000.00) in a trust held by the District, and expiring 6/18/2018 or the date of graduation, whichever happens first, and Ten Thousand Dollars (\$10,000.00) to parent's attorney, McAndrews Law offices.

**Payable From:** General Fund Budget  
**Cost:** \$10,000 in trust held by District, \$10,000 attorney's fees  
**Executive Sponsor:** Andria Saia

**A-4 Approval of Settlement Agreement and Release for Student #073441**

RESOLVED, that the Receiver, acting as the Board of School Directors approves the Settlement Agreement and Release with reference to Student Number 073441 (RG) along with payment of the sum of Ten Thousand Dollars (\$10,000.00) in a trust held by the District, and expiring 6/18/2018 or the date of graduation, whichever happens first, and Ten Thousand Dollars (\$10,000.00) to parent's attorney, McAndrews Law offices.

**Payable From:** General Fund Budget  
**Cost:** \$10,000 in trust held by District, \$10,000 attorney's fees  
**Executive Sponsor:** Andria Saia

**A-5 Approval of Settlement Agreement and Release for Student #073001**

RESOLVED, that the Receiver, acting as the Board of School Directors approves the Settlement Agreement and Release with reference to Student Number 073001 (ML) along with payment of the sum of Seventeen Thousand Dollars (\$17,000.00) in a trust held by the District expiring 12/1/2019 and One Thousand Seven Hundred and Fifty Dollars (\$1,750.00) to parent's attorney, Debra Weidman, Esq.

**Payable From:** General Fund Budget  
**Cost:** \$17,000 in trust held by District, \$1,750 attorney's fees  
**Executive Sponsor:** Andria Saia

**A-6 Approval to enter into a contract with Transformation Yoga Project**

RESOLVED, that the Receiver, acting as the Board of School Directors approves entering into a contract with Transformation Yoga Project to provide trauma sensitive yoga classes to students with emotional issues in Chester High School and Toby Farms School for 12 weeks, three classes a week.

**Payable From:** Access Funds  
**Cost:** \$1800  
**Executive Sponsor:** Andria Saia

**A-7 Approval of the MOU with Foster Grandparents**

RESOLVED, that the Receiver, acting as the Board of School Directors approves the MOU (Memorandum of Understanding) with the Foster Grandparent Program to be a Volunteer Station and to allow Foster Grandparent Volunteers to participate in programs with the students of Chester Upland School District as set forth in the MOU. The MOU will be on file in the Business Office for review.

**Executive Sponsor:** Andria Saia

**A-8 Approval for Nikki Monroe-Hines and Tonya Broussard to attend Title III training**

RESOLVED, that the Receiver, acting as the Board of School Directors, approves payment for Nikki Monroe-Hines and Tonya Broussard to attend the mandatory Title III Accountability Plan training entitled Leading Schools for English Learner Achievement. The training will be held at PaTTAN Harrisburg on January 24-25, 2017.

**Payable From:** Title III

**Cost:** Not to exceed \$2500

**Executive Sponsor:** Nikki Monroe-Hines

**A-9 Approval for Stephen Monastra, Dionne Fears, Angela Norward and Tracy Felder to attend 2017 Career Readiness Symposium**

RESOLVED, that the Receiver, acting as the Board of School Directors, approves payment for Stephen Monastra, Dionne Fears, Angela Norward and Tracy Felder to attend the 2017 Career Readiness Symposium Conference held in Hershey, PA on February 16th and 17th, 2017.

**Payable From:** Perkins Grant

**Cost:** Mileage, hotel and per diem meals at district rates

**Executive Sponsor:** Nikki Monroe-Hines

**PERSONNEL AGENDA**

B-1 Approval of appointments, reassignment, transfer, suspensions, retirement, resignations, leaves of absence, return from leave of absence, and Grant-funded Title I After-School Program Instructors

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

<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>
Abdullah, Ala	Per Diem Custodian Chester High	8.28/hr. 10 months	1/23/17	New G.F.B. 2016-2017\
Archer, Victoria	Teacher Assistant Toby Farms	22,356 10 months	1/23/2017	Replacement 0524 G.F.B. 2016-2017
Berry-Petteway, Thurayya	Psychologist Chester High	64,168+10% M/5 10 months + 18 days	1/3/2017	Replacement 0070 G.F.B. 2016-2017
Fisher, James	Teacher Assistant Chester High School	22,356 10 months	1/23/2017	Replacement 0145 G.F.B. 2016-2017
Hill, Briana	Teacher Assistant Stetser	22,356 10 months	1/23/17	Replacement 0046 G.F.B. 2016-2017
Lee, Joyce	Certified School Nurse Stetser	49,996 B/5 10 months	2/6/2017	Replacement 0235 G.F.B. 2016-2017
Medley, Clashaya	Teacher Assistant Stetser	22,356 10 months	1/23/2017	Replacement 0291 G.F.B. 2016-2017
Miller, Casandra	Teacher Assistant CUSA	22,356 10 months	1/23/2017	Replacement 0544 G.F.B. 2016-2017
Seefeldt, Briana	Teacher Assistant Toby Farms	22,356 10 months	1/23/2017	Replacement 0452 G.F.B. 2016-2017
Speller, Michelle	Payroll Coordinator Administration	52,000 10 months	1/23/2017	Replacement 0561 G.F.B. 2016-2017

CHESTER UPLAND SCHOOL DISTRICT

January 19, 2017 - Agenda

Page 8 of 16

Stevenson, Shari	Assist. Coach Basketball High School Girls	2,625 10 months	1/19/2017	Replacement 0191
Tiller, Rashanha	Teacher Assistant Main Street	22,356 10 months	1/23/2017	Replacement 0059 G.F.B. 2016-2017
Whitehead, Terry	Teacher Assistant Toby Farms	22,356 10 months	1/23/2017	Replacement 0058 G.F.B. 2016-2017

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

<b><u>Name</u></b>	<b><u>From Position/Location</u></b>	<b><u>To Position/Location</u></b>	<b><u>Effective Date</u></b>
Collins, Lamont	Substitute Security CUSA 17,277 per diem 10 months	School Security Officer CUSA 17,277 10 months	12/19/2016

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

<b><u>Name</u></b>	<b><u>From Position/Location</u></b>	<b><u>To Position/Location</u></b>	<b><u>Effective Date</u></b>
Cunningham, Karen	Teacher Assistant Toby Farms	Teacher Assistant Main Street	1/9/2017
Dukes, Jr. Marvin	Teacher Assistant Main Street	Teacher Assistant Chester High	1/9/2017
Wilkins, Andre	Climate Manager CUSA	Climate Manager Toby Farms	1/23/2017
Yuille, Garfield	Climate Manager Toby Farms	Climate Manager CUSA	1/23/2017



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

<b><u>Name</u></b>	<b><u>Position/Location</u></b>	<b><u>Effective Date</u></b>
Beaver, Shane	Music Teacher CUSA	1/17/2017
Dickstein, Kaila	Psychologist Chester High	1/19/2017
Jenkins, Devonte	English Teacher STEM	12/22/2016
Shannon, Gregory G.	Superintendent Administration	1/3/2017

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

<b><u>Effective Dates</u></b>	<b><u>Name</u></b>	<b><u>Position/Location</u></b>	<b><u>Status</u></b>
12/27-12/29/2016	On file in HR	Teacher/Toby Farms	Suspended without pay
1/6, 1/9/2017	On file in HR	Teacher/Chester High	Suspended without pay

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

<b><u>Name</u></b>	<b><u>Position/Location</u></b>	<b><u>Effective Date</u></b>
Graves, Carla	Secretary Chester High School	12/22/2016-2/2/2017 Extended Medical Leave
Cowan, Yevette	Teacher Assistant Main Street	1/04/17-3/29/2017 FMLA
Donaldson, Lindsey	Teacher Stetser School	11/15/2016-2/8/2017 FMLA/Maternity
Lucas-Odom, Judith	Science Teacher Toby Farms	11/22/2016-06/30/2017 Intermittent FMLA (12 Weeks)
Pope, Myra	Sp. Ed. Teacher Chester High School	11/31/2016-1/30/2017 Medical Sabbatical
Willis, Ryan	Biology Teacher Chester High School	11/29/2016-1/30/2017 Medical Leave

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

<b><u>Name</u></b>	<b><u>Position/Location</u></b>	<b><u>Effective Date</u></b>
Cowan, Yevette	Teacher Assistant Main Street	3/30/2017
Pope, Myra	Sp. Education Teacher Chester High School	1/30/2017

FURTHER RESOLVED, that the Receiver, acting as the Board of School Directors, grant approval for the following individuals to participate in the **grant-funded Title I After-School Program** during the 2016-2017 school year as listed below:

**Main Street**

<b><u>Name</u></b>	<b><u>Position</u></b>	<b><u>Rate</u></b>
Dukes, Jr. Marvin	Teacher Assistant	12./hr*
Jackson, Yolanda	Coordinator	25./hr

*\*Correction*

**Stetser Elementary**

<b><u>Name</u></b>	<b><u>Position</u></b>	<b><u>Rate</u></b>
Cunningham, Sandra	School Safety Officer	17.85
Zamonski, Georgine	Math 24 Challenge	25./hr

**Chester High School**

<b><u>Name</u></b>	<b><u>Position</u></b>	<b><u>Rate</u></b>
Taylor, Keith	Climate Manager/Restorative Justice	20./hr

**STEM**

<u>Name</u>	<u>Position</u>	<u>Rate</u>
Ames, Jennifer	Robotics Teacher	25./hr
Boylan, Kayla	Credit Recovery Teacher	25./hr
Dubois, John	Robotics Teacher	25./hr
Cameron, Pearl	Program Coordinator	25./hr
Kennedy, Laura	Homework Help Tutor	25./hr
Mathis, Jeriko	Robotics Teacher	25./hr

**Executive Sponsor:** Alvina Jenkins

**B-2 Approval to hire an Educational Coordinator for Instructional Programs**

RESOLVED, that the Receiver, acting as the Board of School Directors, grants approval for the hire of an Educational Coordinator to assist with the management and support of Pre-K Counts, ESL programs, after-school and summer programs, as well as other instructional programs funded with federal funds.

**Payable From:** Title I

**Cost:** \$57,876

**Executive Sponsor:** Jala Olds-Pearson

**B-3 Approval for MOA with the CUEA for STEM teachers to teach the sixth period course**

RESOLVED, that the Receiver, acting as the Board of School Directors, grants approval for memorandum of agreement with the CUEA bargaining unit members to receive payment for teachers from STEM teaching the sixth period course. Bargaining unit teachers will receive a stipend for \$500 the first semester and \$500 in the second semester. Teachers may receive a prorated amount in the event the entire semester is not taught.

**Payable From:** General Fund Budget

**Cost:** \$32,000

**Executive Sponsor:** Alvina Jenkins

**B-4 Approval for Tuition Reimbursements**

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>
Foreman, Marchelle	12	12	9,387	9,387
Monastra, Stephen	3	3	2,892	2,631

**Executive Sponsor:** Alvina Jenkins

**B-5 Approval of the Correction of the Approval to enter into a contract with Dr. Jala Olds-Pearson**

RESOLVED, that Dr. Jala Old-Pearson is hereby appointed Assistant Superintendent under the terms and conditions of contract dated December 15, 2016 for the term commencing on January 1, 2017 and ending on June 30 2020 at a starting salary of One Hundred Thirty-Three Thousand Dollars and no cents (\$133,000.) per year – to be pro-rated for the 2016-2017 school year.

**Executive Sponsor:** Alvina Jenkins

**BUSINESS AGENDA**

**C-1 Reports of the tax collectors: \$443,043.14**

RESOLVED, that the reports of the City of Chester, Borough of Upland, and Chester Township for the period December 1, 2016 through December 31, 2016 in the amount of \$443,043.14 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 months ended November 30, 2016 and December 31, 2016 be APPROVED by the Receiver, acting as the Board of School Directors.

**Executive Sponsor:** Karen DeShullo

**C-3 General Fund Budget: \$1,887,613.39. Approval of payrolls**

RESOLVED, that the payrolls dated in December, 2016 of the various accounts totaling for all accounts the grand sum of \$1,887,613.39, be approved by the Receiver, acting as the Board of School Directors.

**General Fund Budget: \$13,130,168.88. 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 \$13,130,168.88, of which General Fund payments total \$12,901,147.24, and Food Services Fund payments total \$0 and Capital Projects Fund payments total \$229,021.64, 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 January 19, 2017 Minutes.

**Payable from:** General Fund Budget

**Executive Sponsor:** Karen DeShullo

**C-4 Approval of the Resolution to Change Tax Collectors Compensation – Borough of Upland**

WHEREAS, on May 25, 1945, the Pennsylvania General Assembly passed Act of May 25, 1945, P.L. 1050, No. 394, entitled the “Local Tax Collection Law”;

WHEREAS, Section 36.1 of Local Tax Collection Law states “when any taxing district or taxing authorities propose to either raise or reduce the compensation or salary for the office of an elected tax collector, such action shall be by ordinance or resolution, finally passed or adopted prior to the fifteenth day of February of the year of the municipal election. (36.1 amended Dec. 22, 1965, P.L. 1145, No.443)”.

WHEREAS, the Chester Upland School District is a Second Class school district in the County of Delaware, Commonwealth of Pennsylvania, and

WHEREAS, the Receiver, acting as the Board of School Directors for Chester Upland School District desires to ensure that the compensation paid to the Tax Collector is fair and equitable and reflects the work performed and the responsibilities assumed to the greatest degree possible; and

WHEREAS, it is the responsibility of the Receiver, acting as the Board of School Directors for the Chester Upland School District to establish the compensation of the Tax Collector for the collections of all real estate taxes for the year 2018 and thereafter.

WHEREAS, after due consideration, the Receiver, acting as the Board of School Directors for the Chester Upland School District has arrived at a compensation system for the tax collectors of the school district; and

NOW, THEREFORE BE IT RESOLVED, that pursuant to 72 P.S.5511.36a, that the compensation for the office of elected tax collector for the Borough of Upland, Pennsylvania, for the collection of all duly authorized tax bills is as follows:

THAT that compensation of the Tax Collector for the Borough of Upland for the year 2018 and thereafter is fixed at Six thousand dollars (\$6,000) for all work completed as the Tax Collector,

FURTHERMORE, the Administration of the District will send a copy of this Resolution to the elected Tax Collector no later than five days after the Receiver’s adoption of this Resolution.

ADOPTED this 19th day of January 2017.

**Executive Sponsor:** Karen DeShullo

**C-5 Approval of the Resolution to Change Tax Collectors Compensation – Chester Township**

WHEREAS, on May 25, 1945, the Pennsylvania General Assembly passed Act of May 25, 1945, P.L. 1050, No. 394, entitled the “Local Tax Collection Law”;

WHEREAS, Section 36.1 of Local Tax Collection Law states “when any taxing district or taxing authorities propose to either raise or reduce the compensation or salary for the office of an elected tax collector, such action shall be by ordinance or resolution, finally passed or adopted prior to the fifteenth day of February of the year of the municipal election. (36.1 amended Dec. 22, 1965, P.L. 1145, No.443)”.

WHEREAS, the Chester Upland School District is a Second Class school district in the County of Delaware, Commonwealth of Pennsylvania, and

WHEREAS, the Receiver, acting as the Board of School Directors for Chester Upland School District desires to ensure that the compensation paid to the Tax Collector is fair and equitable and reflects the work performed and the responsibilities assumed to the greatest degree possible; and

WHEREAS, it is the responsibility of the Receiver, acting as the Board of School Directors for the Chester Upland School District to establish the compensation of the Tax Collector for the collections of all real estate taxes for the year 2018 and thereafter.

WHEREAS, after due consideration, the Receiver, acting as the Board of School Directors for the Chester Upland School District has arrived at a compensation system for the tax collectors of the school district; and

NOW, THEREFORE BE IT RESOLVED, that pursuant to 72 P.S.5511.36a, that the compensation for the office of elected tax collector for Chester Township, Pennsylvania, for the collection of all duly authorized tax bills is as follows:

THAT that compensation of the Tax Collector for Chester Township for the year 2018 and thereafter is fixed at Nine thousand five hundred dollars (\$9,500) for all work completed as the Tax Collector,

FURTHERMORE, the Administration of the District will send a copy of this Resolution to the elected Tax Collector no later than five days after the Receiver’s adoption of this Resolution.

ADOPTED this 19th day of January 2017.

**Executive Sponsor:** Karen DeShullo

**C-6 Approval of copier service contract with Ricoh**

RESOLVED, that the Receiver, acting as the Board of School Directors, grants approval to renew the copier service contract with Ricoh, Inc.

**Payable From:** General Fund Budget  
**Cost:** \$7575 quarterly  
**Executive Sponsor:** Karen DeShullo

**C-7 Approval for Act 1 “Not to Exceed” Resolution**

RESOLVED, that the Receiver of the Chester Upland School District (hereinafter “School District”) approves the attached regarding the Act 1 “Not to Exceed” Resolution for the 2017-18 year.

**Executive Sponsor:** Karen DeShullo

**C-8 Approval to enter into a contractual agreement with Allegheny Intermediate Unit for TransPerfect Remote Interpreting services**

RESOLVED, that the Receiver, acting as the Board of School Directors, approves the contractual agreement between the CUSD and Allegheny Intermediate Unit to receive TransPerfect Remote Interpreting services which provide telephone voice interpretation for non-English speaking parents and families in participating school districts.

**Payable From:** Title III  
**Cost:** Annual Fee \$120 (\$10/mo.)  
Payment of actual usage costs at a rate not to exceed:  
\$1.05/min. for Spanish interpretation  
\$1.25/min. for all other languages  
**Executive Sponsor:** Nikki Monroe-Hines