



## **Chester Upland School District**

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

**February 15, 2018**

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- 1. Call to Order**
- 2. Pledge of Allegiance to the Flag**
- 3. Report from the Superintendent**
- 4. Presentations – Approval of all Policies and Procedures – see attached Table of Content.**  
Public Discussion of Internet Safety Policies – Josh Culbertson
- 5. Commendations**
- 6. Approval of Minutes of previous meeting of January 18, 2017**
- 7. Public Comment**
- 8. Education Agenda**
  - A-1 Homebound Instruction for Students
  - A-2 Approval to adopt and approve Determinations from Student Hearings
  - A-3 Approval for Nikki Monroe-Hines, Shakasha Clark and a 21<sup>st</sup> CCLC Students Achieve staff to attend the 21<sup>st</sup> CCLC 2018 ELO Conference
  - A-4 Approval to enter into a contracted services agreement with Chester Education Foundation

**9. Personnel Agenda**

- B-1 Approval of appointments, resignations, terminations, leaves of absence, return from leave of absence, reassignments, and supplemental salaries
- B-2 Approval of salary increases for all School Safety Officers
- B-3 Approval of Tuition Reimbursement

**10. Business Agenda**

- C-1 Reports of the tax collectors: \$3,005,683.27
- C-2 Approval of the Treasurer's Report/Budget Report
- C-3 General Fund Budget: \$1,966,503.67. Approval of payrolls  
General Fund Budget: \$8,681,023.47. Approval of list of payments
- C-4 Approval of work and equipment from IntegraOne
- C-5 Approval of purchase of Wireless Access Point (WAP)
- C-6 Approval for Joshua Culbertson to attend the 2018 PDE Data Summit
- C-7 Approval of purchase of APC Uninterruptable Power Supply
- C-8 Approval to continue existing business relationship with PDQ.com

**11. Other Business**

**12. Adjournment**

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**EDUCATION AGENDA**

**A-1 Homebound Instruction for Students**

<u>Student #</u>	<u>School</u>	<u>Effective Date</u>
None		

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

<u>Student #</u>	<u>Date of Hearing</u>
77195	1/12/18
90892	1/12/18
90582	1/12/18
73319	1/12/18
200188	1/16/18
77263	1/16/18
73396	1/16/18
75482	1/16/18
200290	1/16/18

**A-3 Approval for Nikki Monroe-Hines, Shakasha Clark and a 21<sup>st</sup> CCLC Students Achieve staff to attend the 21<sup>st</sup> CCLC 2018 ELO Conference**

RESOLVED, that the Receiver, acting as the Board of School Directors, approves payment for Nikki Monroe-Hines (Federal Programs Liaison), Shakasha Clark (21<sup>st</sup> CCLC Program Coordinator), and a 21<sup>st</sup> CCLC Students Achieve staff person from the Boys and Girls Club of Chester (21<sup>st</sup> CCLC Community Partner) to attend the 21<sup>st</sup> CCLC 2018 Extra Learning Opportunities Conference (ELO).

**Payable From:** 21<sup>st</sup> CCLC Cohort 9 Grant  
**Cost:** Not to exceed \$1500 (includes lodging, travel and per diem)  
**Executive Sponsor:** Nikki Monroe-Hines

**A-4 Approval to enter into a contracted services agreement with Chester Education Foundation**

RESOLVED, that the Receiver, acting as the Board of School Directors, approves entering into a contracted services agreement with Chester Education Foundation (CEF) to provide after school activities at STEM and Chester High Schools throughout the 2017-18 school year. The programming will support student growth through academic enrichment and post-secondary preparedness activities. The programs will be run in conjunction with each school's administration and staff to help the district uphold its tenets of helping all students achieve. The Chester Education Foundation will:

- Hire, train, supervise, and pay staff and tutors to support the programs
- Coordinate and monitor extended learning opportunities for students (robotics, arts programming, college visits, job coaching/shadowing)
- Provide academic enrichment experiences, including STEM-based programming
- Purchase all supplies, materials, and equipment needed
- Collaborate regularly with school and district administrators
- Implement Dale Carnegie Leadership Training
- Work Study Students Work

**Payable From:** Ready to Learn Grant, School Improvement Grant

**Cost:** Ready to Learn – \$129,404, School Improvement - \$167,638

**Executive Sponsor:** Nikki Monroe-Hines

**PERSONNEL AGENDA****B-1 Approval of appointments, resignations, change in resignation dates terminations, leave of absence, return from leave of absence, reassignments, and supplemental salaries**

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>
Brigg, David	English Teacher Chester High School	44,176 B1 10 months	2/20/2018	Replacement 0147 G.F.B. 2017-2018
Brown, Yvonne	Spec. Ed. Teacher Toby Farms	60,105+200 M1/45-10 months	2/20/2018	Replacement 0121 G.F.B. 2017-2018
Cobb, Yasmine	Teacher Assistant Stetser	22,356 10 months	1/29/2018	Replacement 0292 G.F.B. 2017-2018
Dennis, Angela	Supervisor Spec. Ed. Admin.	92,000 12 months	2/26/2018	Replacement 0609 G.F.B. 2017-2018
Johnson, Darren	Middle School Basketball Coach - Toby Farms	1,500 Seasonal	1/2/2018	Replacement 0176 G.F.B. 2017-2018
Hoffman, Kurt	Music Teacher CUSA	58,348 M1 10 months	2/20/2018	Replacement 0026 G.F.B. 2017-2018
Kerr, Elizabeth	Art Teacher Toby Farms	44,176 B1 10 months	2/5/2018	Replacement 8522 G.F.B. 2017-2018
McCoy, Shirley	Custodian Chester High	11.78/hr 12 months	2/2/2018	Replacement 0377 G.F.B. 2017-2018
McDougal, LaKedria	Supervisor of Spec. Ed. Admin.	92,000 12 months	2/26/2018	Replacement 0081 G.F.B. 2017-2108
Ocasio, Tracy	Director of Pupil Serv/ Spec. Ed. - Admin.	132,000 12 months	2/12/2018	Replacement 0392 G.F.B. 2017-2018
Patterson, William	School Community Liaison Admin.	60,000 12 months	2/20/2018	Replacement 0048 G.F.B. 2017-2018
Richardson, Darralle	Custodian Toby Farms	11.78/hr 12 months	2/15/2018	Replacement 0271 G.F.B. 2017-2018

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>
Burdett, Hester	Special Education Teacher Toby Farms	12/22/2017
Mela, MaryKate	Art Teacher Toby Farms	2/29/2018
Melendez, Diana	ELD Teacher Assistant Main Street	2/9/2018

FURTHER RESOLVED, that the following **change in resignation dates** be approved on the effective date respectively noted:

<b><u>Name</u></b>	<b><u>From</u></b>	<b><u>Effective Date</u></b>
Dowling, Christopher	3/3/2018	1/26/2018
Nielson, James	2/18/2018	2/6/2018

FURTHER RESOLVED, that the following **retirement** 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>
Moore, Edward	Custodian STEM	2/18/2018 18 years of service

FURTHER RESOLVED, that the following **termination** 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>
Lester, Brian	Custodian Toby Farms	2/15/2018

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>
Gambone, Rocco	Sp. Ed. Teacher Chester High	3/6//2018-3/16/2018 F.M.L.A.
McColley, Troy	School Secretary Toby Farms	1/2/2018-4/23/2018 F.M.L.A. 4/24/18-28/2018 Medical Leave
Narehood, Joseph	English Teacher Chester High School	1/2/2018-3/23/2018 F.M.L.A. 4/1/2018-7/1/2018 Medical Leave
Pratt, Dinah	Elementary Teacher Main Street	1/30/2018-2/15/2018 F.M.L.A.
Weatherly, Maria	Math Teacher Chester High School	2/9/2018 – 6/18/2018 Medical Sabbatical

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>
Long-Elliott, Tia	Assistant Principal CUSA	2/5/2018

FURTHER RESOLVED, that the following **reassignments** 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>
Wicks, Deborah	Custodian CHS/Admin.	Custodian Toby Farms	1/10/2018

FURTHER RESOLVED, that the following **additional Fall Middle School Coach** be approved on the effective date respectively noted:

<b><u>Name</u></b>	<b><u>Activity</u></b>	<b><u>Amount</u></b>
Smith, Equise	Middle School Girls Basketball Coach	1,500

FURTHER RESOLVED, that the Receiver, acting as the Board of School Directors, grant approval for the following additional individuals to participate in the **grant-funded Programs** during the 2017-2018 school year as listed below:

**Toby Farms School - 21<sup>st</sup> Century**

Effective: 11/13/17-5/25/17

Time: M,T,Th,F 3:45 p.m.- 6:00 p.m.

Wed 1:45 p.m.-5:45 p.m.

<u>Name</u>	<u>Position</u>	<u>Rate</u>
Mumma, Sharon	Sub. Program Coord.	40./hr.
Smith, Breon	School Safety Officer	18./hr.

**Chester Upland School of the Arts-21<sup>st</sup> Century**

Effective 11/13/2017-5/25/2018

Time: 3:45pm-6:15pm

<u>Name</u>	<u>Position</u>	<u>Rate</u>
Watson, Alicia	School Safety Officer	18./hr.

**Boys and Girls Club-Students Achieve 21<sup>st</sup> CCLC**

<u>Name</u>	<u>Position</u>	<u>Rate</u>
Foster, Wilhelmina	Instructor	32./hr
Strand-Yarbray, Tammy	Instructor	32./hr

**Executive Sponsor:** Alvina Jenkins

**B-2 Approval of salary increases for all School Safety Officers**

RESOLVED, that the Receiver, acting as the Board of School Directors, approves a salary increase of \$4,000 for all School Safety Officers for the 2017-2018 school year effective 1/1/2018 an additional salary increase of \$4,000 will be issued at the beginning of the 2018-2019 school year.

**Executive Sponsor:** Alvina Jenkins



**B-3 General Fund Budget: Tuition Reimbursement for the 2017-2018 school year.**

RESOLVED, that the Receiver, acting as the Board of School Directors, grant approval for employees listed below to receive tuition reimbursement for the 2017-2018 school year.

<u>Name</u>	<u>Number of Credits Submitted</u>	<u>Number of Credits Approved</u>	<u>Requested Amount</u>	<u>Approved Amount</u>
Long-Elliott, Tia	6	6	4,636.	4,636.

**Executive Sponsor:** Alvina Jenkins

**BUSINESS AGENDA**

**C-1 Reports of the tax collectors: \$3,005,683.27**

RESOLVED, that the reports of the City of Chester, Borough of Upland, and Chester Township for the period January 1, 2018 through January 31, 2018 in the amount of \$3,005,683.27 be received, be noted upon the Minutes and filed.

**Executive Sponsor:** Robert Schoch

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

RESOLVED, that the attached Treasurer's Report/Budget Report for the fiscal month ended January 31, 2018 be APPROVED by the Receiver, acting as the Board of School Directors.

**Executive Sponsor:** Robert Schoch

**C-3 General Fund Budget: \$1,966,503.67. Approval of payrolls**

RESOLVED, that the payrolls dated in January, 2018 of the various accounts totaling for all accounts and funds the grand sum of \$1,966,503.67, be approved by the Receiver, acting as the Board of School Directors.

**Multiple Fund Budget: \$8,681,023.47. 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 \$8,681,023.47, of which General Fund payments total \$8,393,245.28, and Food Services Fund payments total \$183,175.19 and Capital Projects Fund payments total \$104,603.00, 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 15, 2018 Minutes.

**Payable From:** General Fund, Food Service and Capital Project Fund Budgets  
**Executive Sponsor:** Robert Schoch

**C-4 Approval of work and equipment from IntegraOne**

RESOLVED, that the Receiver, acting as the Board of School Directors, approve work and equipment purchases from IntegraOne for critical wireless network infrastructure in the 2017-2018 academic year in the amount of \$84,810.49. As this work is eligible for eRate support, and has been approved by USAC, the district is only accountable for 15% of this payment.

**Payable From:** General Fund Budget

**Cost:** \$84,810.49 (eligible and approved for eRate reimbursement at 85%)

**Executive Sponsor:** Joshua Culbertson

**C-5 Approval of purchase of Wireless Access Point (WAP)**

RESOLVED, that the Receiver, acting as the Board of School Directors, approve a purchase of Wireless Access Point (WAP) mounts for Chester High School, to complete the installation of wireless infrastructure for Chester High, as part of the eRate Category 2 infrastructure initiative in that building.

**Payable From:** General Fund Budget

**Cost:** \$1,950

**Executive Sponsor:** Joshua Culbertson

**C-6 Approval for Joshua Culbertson to attend the 2018 PDE Data Summit**

RESOLVED, that the Receiver, acting as the Board of School Directors, grant approval for Joshua Culbertson to attend the 2018 PDE Data Summit at the Hershey Lodge in Hershey, PA on March 25 through March 28, 2018. This is without loss of pay and expenses including registration, travel, meals, and transportation not to exceed \$850.00.

**Payable From:** General Fund Budget

**Cost:** Not to exceed \$850.00 (includes registration, travel, meals)

**Executive Sponsor:** Joshua Culbertson

**C-7 Approval of purchase of APC Uninterruptable Power Supply**

RESOLVED, that the Receiver, acting as the Board of School Directors, approve a purchase of APC Uninterruptable Power Supply (UPS) units and cabling for network to continue the eRate category 2 infrastructure refurbishment project contracted to IntegraOne, in the amount of \$39,399.85. These items are essential to ensure uninterrupted network and phone connectivity in the case of loss of power.

**Payable From:** General Fund Budget

**Cost:** \$39,399.85 (not eligible for eRate reimbursement)

**Executive Sponsor:** Joshua Culbertson

**C-8 Approval to continue existing business relationship with PDQ.com**

RESOLVED, that the Receiver, acting as the Board of School Directors, continue its existing business relationship with PDQ.com (formerly Admin Arsenal) for the provision and maintenance of their PDQ system for deployment and inventory of software across the district.

**Payable From:** General Fund Budget

**Cost:** \$1,800 for deployment and inventory license for 1 year

**Executive Sponsor:** Joshua Culbertson