



Chester Upland School District

RECEIVER'S MEETING WITH THE PUBLIC

July 20, 2017

- 1. Call to Order**
- 2. Pledge of Allegiance to the Flag**
- 3. Report from the Superintendent**
- 4. Presentations**
- 5. Commendations**
- 6. Approval of Minutes of previous meetings of June 15, 2017 and June 27, 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 to enter into a clinical affiliation agreement with All State Careers
 - A-4 Approval for ISTLs to provide consultation services and to receive compensation for same
 - A-5 Approval to enter into a contractual agreement with Camelot Schools
 - A-6 Approval of Settlement Agreement and Release for Student 182083
 - A-7 Approval to authorize Dr. Juan Baughn as Interim Superintendent to authorize and sign all contracts for PDE Federal Grants

9. Personnel Agenda

- B-1 Approval of appointments, reassignments, retirements, resignations, terminations, suspension, leave of absence, MARS Summer Program, ESY Program, ESL Support, Homebound Instructors, Extended Year and Extra- and Co-Curricular Activities Advisors

10. Business Agenda

- C-1 Reports of the tax collectors: \$0
- C-2 Approval of the Treasurer's Report/Budget Report
- C-3 General Fund Budget: \$4,281,449.95. Approval of payrolls
General Fund Budget: \$11,716,629.75. Approval of list of payments
- C-4 Approval to contract with DCIU to provide consultants for Business Office
- C-5 Approval to enter into a contractual agreement with Maillie, LLP
- C-6 Approval to enter into a contractual agreement with School Operations Services Group
- C-7 Approval to award custodial supply contracts for 2017-18 school year
- C-8 Approval to award custodial paper supply contract for 2017-18 school year
- C-9 Approval for Amy Light/Peter Barsz to make tax collection records requests from Berkheimer
- C-10 Approval and adoption of Board Policies 150 – Educational Research, 203 – Immunizations and Communicable Diseases and 253 – Student Injury
- C-11 Approval to contract with Dr. Joanne A. Jones-Barnett to administer QZAB project

11. Other Business

12. Adjournment

Chester Upland School District

RECEIVER’S MEETING WITH THE PUBLIC

July 20, 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:

Student ID #:	School:	Effective Dates:
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None for this month

A-2 Approval to adopt and approve Determinations from 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:

Student ID #:	Date of Hearing:
210817	5/23/2017
077385	5/23/2017
077469	5/23/2017
091372	5/25/2017
082211	5/25/2017
078515	5/25/2017
1001170	5/25/2017
211323	6/2/2017
211587	6/2/2017
211278	6/6/2017
210960	6/6/2017
078440	6/6/2017
211081	6/6/2017
211535	6/12/2017
1002034	6/12/2017
087926	6/12/2017

A-3 Approval to enter into a clinical affiliation agreement with All State Careers

RESOLVED, that the Receiver, acting on behalf of the Board of School Directors enter into a clinical affiliation agreement with All State Careers to provide sites for nursing students to obtain field experience. There is no cost to the District.

Executive Sponsor: Andria Saia

A-4 Approval for ISTLs to provide consultation services and to receive compensation for same

RESOLVED, that the Receiver, acting as the Board of School Directors, grant approval for the Chester Upland School District's Instructional Support Teacher Leaders to provide consultation services focused on redesigning literacy curriculum aligned to Pennsylvania Core Standards.

FUTHER RESOLVED that the Chester Upland School District's Instructional Support Teacher Leaders will provide professional services during the months of July and August, valued at their contractual rate for producing a finished product, at \$45/hour, not to exceed a total value of \$30,000. Up to three Instructional Support Teacher Leaders will update and refine the literacy curriculum for grades K-6.

Payable From: General Fund Budget, Title I & Title II

Cost: Not to exceed \$30,000

Executive Sponsor: Jala Olds-Pearson & Nikki Monroe-Hines

A-5 Approval to enter into a contractual agreement with Camelot Schools

RESOLVED, that the Receiver, acting as the Board of School Directors enter into a contractual agreement with Camelot Schools, in the amount of \$1,315,802.00, to provide alternative and accelerated credit recovery programs in the Chester High School.

Payable From: General Fund Budget

Cost: \$1,315,802

Executive Sponsor: Andria Saia

A-6 Approval of Settlement Agreement and Release for Student 07300182083

RESOLVED, that the Receiver, acting as the Board of School Directors approves the Settlement Agreement and Release with reference to Student Number 82083 (JO) along with payment of the sum of Six Thousand Dollars (\$6,000.00) for ESY, 2017 and Thirty Five Thousand, Five Hundred Dollars (\$35,500.00) for tuition to White Clay School for the 2017-18 school year. No attorney's fees.

Payable From: General Fund Budget

Cost: \$41,500

Executive Sponsor: Andria Saia

A-7 Approval to authorize Dr. Juan Baughn as Superintendent to authorize and sign all contracts for PDE Federal Grants

BE IT RESOLVED, by authority of the **Receiver** of the **Chester Upland School District**, and it is hereby resolved by authority of the same, that **Juan Baughn**, who is the **Superintendent effective July 2017** of the above named body is authorized and directed to sign any and all contracts, agreements, grants and/or licenses (hereinafter collectively referred to as contract(s)) with the Pennsylvania Department of Education (Department); and

BE IT FURTHER RESOLVED, that the body consents to the use of electronic signatures by the above named individual and that no handwritten signature from the above named individual shall be required in order for any contract with the Department to be legally enforceable and that by affixing his/her electronic signature to an electronic file of the contract via the Department's e-grants system, the above designated authorized individual shall have effectively executed and delivered the contract, binding the **Chester Upland School District** to comply with the terms of said contract; and

BE IT FURTHER RESOLVED, that no writing shall be required in order to make the contract valid and legally binding, provided that the Department and all other necessary Commonwealth approvers affix their signatures electronically and an electronically-printed copy of the Contract is e-mailed or is otherwise made available to the body by electronic means; and

BE IT FURTHER RESOLVED, that the body will not contest the due authorization, execution, delivery, validity or enforceability of the electronic Contract under the provisions of a statute of frauds or any other applicable law. The Contract, if introduced as evidence on paper in any judicial, arbitration, mediation, or administrative proceedings, will be admissible as between the parties to the same extent and under the same conditions as other business records originated and maintained in documentary form and the admissibility thereof shall not be contested under either the business records exception to the hearsay rule or the best evidence rule; and

BE IT FURTHER RESOLVED, that the body will notify the Department's Bureau of Management Services promptly in the event that the above named individual is no longer authorized to execute agreements on behalf of the body electronically and that the Department shall be entitled to rely upon the above named officer's authority to execute agreements electronically on behalf of the body until such notice is received by the Department's Office of Chief Counsel.

Executive Sponsor: Nikki Monroe-Hines

PERSONNEL AGENDA

B-1 Approval of appointments, reassignments, retirements, resignations, terminations, suspension, leave of absence, MARS Summer Program, ESY Program, ESL Support, Homebound Instructors, Extended Year and Extra- and Co-Curricular Activities Advisors

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>
Brown, Jeanette	Elementary Teacher CUSA	47,691 B24/1 10 months	8/28/2017	Replacement 0297 G.F.B. 2017-2018
Ebersol, Theresa	Science Teacher Toby Farms	66,737 M/5 10 months	8/28/2017	Replacement 0148 G.F.B. 2017-2018
Hardee-Brown, Katrina	Executive Assistant Superintendent's Office	50,000 12 months	7/20/2017	Replacement 0215 G.F.B. 2017-2018
Trotter, Kathleen	Elementary Teacher CUSA	56,080 B24/5 10 months	8/28/2017	Replacement 0372 G.F.B. 2017-2018
Waterton, Ni'Mat	School Secretary Stetser	31,000 12 months	7/17/2017	Replacement 0200 G.F.B. 2017-2018
Zinar, Sarah	Elementary Teacher CUSA	44,176 B/1 10 months	8/28/2017	Replacement 0512 G.F.B. 2017-2018

FURTHER RESOLVED, that the following **reassignments** 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>
Archer, Victoria	Teacher Assistant Toby Farms 22,356 10 months	School Secretary STEM 31,000 12 months	07/10/2017 0042
Brown, Anton	Per Diem Custodian District Wide 8.28/hr Per Diem	Custodian STEM 11.78/hr 12 months	7/24/2017 0551

Collier, Horace	Groundsman District 16.60/hr 12 months	Head Custodian Toby Farms 18.89/hr 12 months	7/24/2017 0455
West-Islam, Donna	School Secretary Toby Farms 33,912.24 months	School Secretary CUSA 33,912.24 12 months	07/10/2017 0558
Williams, Doris	Custodian STEM 11.48 12 months	Head Custodian STEM 18.89 12 months	07/24/2017 0267

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

<u>Name</u>	<u>Position/Location</u>	<u>Effective Date</u>
Conway-Loefelholz, Nancy	Sp. Education Teacher Toby Farms	9/1/2017

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>
Ames, Jennifer	Science Teacher STEM	6/16/2017
Billops, Catherine	L.P.N.-Nurse Main Street	7/5/2017
Deery, Vincent	English Teacher Chester High School	6/28/2017
Fears, Dionne	Support Service Coordinator Administration/Guidance	7/17/2017
Fryer, Thomasina	Head Girls Volley Ball Coach Chester High School	7/12/2017
Fusick-Smith, Lisa	English Teacher Chester High School	7/1/2017

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>
Bullard, Benjamin	Com/Tech Teacher STEM	6/16/2017
Qualls, Terrance	Computer Teacher Toby Farms	6/16/2017
Smith, Michael	Social Studies Teacher Toby Farms	6/16/2017
White, Adrienne	Science Teacher Toby Farms	6/16/2017

FURTHER RESOLVED, that the following **suspension** be approved on the effective date respectively noted (Justification file in the Office of Human Resources)

<u>Effective Date</u>	<u>Name on File in Human Resources</u>	<u>Title</u>	<u>Location</u>	<u>Status</u>
7/5/2017		Emp. Spec.	Administration	Suspended without pay

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

<u>Name</u>	<u>Position/Location</u>	<u>Effective Date</u>
Morales, Concepcion	Groundsman District Wide	FMLA 4/24/2017-10/30/2017

FURTHER RESOLVED, that the Receiver, acting as the Board of School Directors, grant approval for the following individuals to work the **Mars Summer Program** during the 2016-2017 summer. The program will run from 6/26/17-until 7/27/17 from 9 a.m. until 12 p.m. Staff training days are 6/21-22/2017.

<u>Name</u>	<u>Position</u>	<u>Location*</u>	<u>Hourly Rate</u>
Buonocore, Thomas	Teacher	CUSA	25.00
Osborne, II, Jonathan	Teacher	CUSA	25.00
Dougherty, Joan Ray	Teacher	CUSA	25.00
Hudnell, Sheena	Teacher	CUSA	25.00
Mosquito, Kimberly	Teacher	CUSA	25.00
Green, Kimberly	Teacher Assist.	CUSA	12.00

*Locations are subject to change.

FURTHER RESOLVED, that the Receiver, acting as the Board of School Directors, grant approval for the following individuals to work **ESY Program** during the 2016-2017 summer. The program will run from 6/26/17 until 7/27/17 from 9 a.m. until 12 p.m. Staff training days are 6/21-22/2017.

<u>Name</u>	<u>Position</u>	<u>Location</u>	<u>Hourly Rate</u>
Artwell, Nichelle	Social Worker	STEM	25.00
Claro, Pablo	Teacher	STEM	25.00
Zimmer, Claire	Teacher	STEM	25.00
Fisher, James	Teacher Assistant	STEM	12.00
Gibbs, Kameron	Teacher Assistant	STEM	12.00

FURTHER RESOLVED, that the following employee be approved as **ESL Support** for 8 hours a week during the summer:

<u>Name</u>	<u>Position</u>	<u>Hourly Rate</u>
Zeneida Velez	Teacher Assistant	12/per hour

FURTHER RESOLVED, that the following employees be approved as **Homebound Instructors** for the 2017-2018 school year respectively noted:

Name
 Heather Jordan
 Tammy Cox-Cottman
 Elizabeth Johnson

FURTHER RESOLVED, the following employees be approved for **extended year** District One Track Playoffs and State Playoffs for 3 weeks (May 8 to May 30).

<u>Name</u>	<u>Position</u>	<u>Rate</u>
Moore, Andre	Acting Athletic Director	675.
Grossman, Barry	Assistant Coach Boy's Track	750.
Wharton, James	Head Coach Boy's Track	750.

FURTHER RESOLVED, the following employees be approved for **Extra and Co-curricular Activities Advisors** as per the CUEA contract.

<u>Name</u>	<u>Position</u>	<u>School</u>	<u>Rate</u>
Johnson, Margaret	National Honor Society	Chester High	750.
Hobbs, Barbara	Senior Advisor	Chester High	750.
Mesquito, Kimberly	Student Government	Chester High	750.
Lineberry, Myra	Year Book Advisor	Chester High	750.
Brown, Richard	Band Director	Chester High	3,500.
Weatherly, Alicia	Asst. Band Director	Chester High	2,200.
Kennedy, Laura	Year Book Advisor	STEM	750.
Kennedy, Laura	Senior Advisor	STEM	750.
Neal, Tyrone	Senior Class Coordinator	STEM	750.
Merto, Caitlyn	Annual Art Advisor	STEM	750.
Messinger, Jason	Band Director	STEM	3,500.
Messinger, Jason	Choral Advisor	STEM	1,500.

Executive Sponsor: Alvina Jenkins

BUSINESS AGENDA

C-1 Reports of the tax collectors: \$0

RESOLVED, that the reports of the City of Chester, Borough of Upland, and Chester Township for the period June 1, 2017 through June 30, 2017 in the amount of \$0 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, June, 2017 be APPROVED by the Receiver, acting as the Board of School Directors.

Executive Sponsor: Robert Schoch

C-3 General Fund Budget: \$4,281,449.95. Approval of payrolls

RESOLVED, that the payrolls dated in June, 2017 of the various accounts totaling for all accounts the grand sum of \$4,281,449.95, be approved by the Receiver, acting as the Board of School Directors.

General Fund Budget: \$11,716,629.75. 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 \$11,716,629.75, of which General Fund payments total \$10,908,070.07, and Food Services Fund payments total \$94,376.98 and Capital Projects Fund payments total \$714,182.70, 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 July 20, 2017 Minutes.

Payable From: General Fund Budget

Executive Sponsor: Robert Schoch

C-4 Approval to contract with DCIU to provide consultants for Business Office

RESOLVED, that the Receiver, acting as the Board of School Directors, grants approval to approve a contract with Delaware County Intermediate Unit to provide consultants to staff the Business Office and to reimburse the DCIU for costs in accordance with the contract.

Payable From: General Fund Budget

Cost: Approx. \$62,720 for July, August & September, 2017

Executive Sponsor: Robert Schoch, Turnaround Specialist

C-5 Approval to enter into a contractual agreement with Maillie, LLP

RESOLVED, that the Receiver, acting as the Board of School Directors, grant approval to enter into a contractual agreement with Maillie LLP to provide Financial Audit services for the year ended June 30,2017 in the amount of forty-five thousand dollars (\$45,000.00).

Payable From: General Fund Budget

Cost: \$45,000

Executive Sponsor: Robert Schoch, Turnaround Specialist

C-6 Approval to enter into a contractual agreement with School Operations Services Group

RESOLVED, that the Receiver, acting as the Board of School Directors, grants approval to approve a contract with School Operations Services Group Inc. to provide administrative oversight services for the food service program operated under a contract with Chartwells.

Payable From: Food Services Fund

Cost: Not to exceed \$5,000 for from 7/20/17 to 9/30/17

Executive Sponsor: Robert Schoch, Turnaround Specialist

C-7 Approval to award custodial supply contracts for 2017-18 school year

RESOLVED, that in response to solicitation of bids for Custodial Supplies for the various schools as per the Delaware County Schools Joint Purchasing Board for the 2017-2018 school year be awarded to the following vendors in the amounts indicated.

VENDOR	DESCRIPTION	AMOUNT
Calico Industries	Custodial Supplies	\$76.00
T. Frank McCall's	Custodial Supplies	\$2, 801.81
Office Basics	Custodial Supplies	\$652.80
INDCO, Inc	Custodial Supplies	\$852.80
Paragon Supply	Custodial Supplies	\$616.79
Phillip Rosenau	Custodial Supplies	\$1, 216.00
Pyramid School Products	Custodial Supplies	\$7,037.47
Hillyard Delaware Valley	Custodial Supplies	\$28, 137.35
Metco	Custodial Supplies	\$468.90
Edward Don & Company	Custodial Supplies	\$113.60

Payable From: General Fund Budget

Cost: \$41,973.52

Executive Sponsor: Alton Cunningham

C-8 Approval to award custodial paper supply contract for 2017-18 school year

RESOLVED, that in response to solicitation of bids for Custodial Paper Supplies for the various schools as per the Delaware County Schools Joint Purchasing Board for the 2017-2018 school year be awarded to the following vendors in the amounts indicated.

VENDOR	DESCRIPTION	AMOUNT
T. Frank McCall's	Paper Products	\$21,112.75

Payable From: General Fund Budget

Cost: \$21,112.75

Executive Sponsor: Alton Cunningham

C-9 Approval for Amy Light/Peter Barsz to make tax collection records requests from Berkheimer

A RESOLUTION OF THE GOVERNING BOARD OF CHESTER UPLAND SCHOOL DISTRICT, DELAWARE COUNTY, PENNSYLVANIA, AUTHORIZING, EMPOWERING AND DIRECTING THE PROPER OFFICERS OF THE GOVERNING BOARD TO APPOINT A LIASON BETWEEN IT AND BERKHEIMER, THE DULY APPOINTED COLLECTOR OF EARNED INCOME TAX FOR THE DISTRICT, FOR THE EXPRESS PURPOSE OF SHARING CONFIDENTIAL TAX INFORMATION WITH THE DISTRICT FOR OFFICIAL PURPOSES.

WHEREAS, Act No. 511 of the 1965 General Assembly of the Commonwealth of Pennsylvania (53 P.S. §6901 et seq.), enacted December 31, 1965, and effective January 1, 1966, authorizes certain political subdivisions, including Chester Upland School District, Delaware County, to provide for the creation of such bureaus or the appointment and compensation of such officers, clerks, collectors and other assistants and employees as may be deemed necessary for the assessment and collection of taxes imposed under the authority of that Act; and

WHEREAS, Chester Upland School District, Delaware County has entered into contractual agreement with BERKHEIMER of Bangor, Pennsylvania, whereby and whereunder Chester Upland School District appointed Berkheimer to collect Real Estate Tax; and

WHEREAS, said Act 511 specifically mandates that any information gained by the appointed tax officer, his agents or by any other official or agent of the taxing district, as a result of any declarations, returns, investigations, hearings or verifications required or authorized by the taxing municipality's ordinance or resolution, be kept confidential, except for official purposes; and

WHEREAS, any person who divulges any information which is confidential under the provisions of any ordinance or resolution, upon conviction may be subject to fines and/or imprisonment, upon conviction, and dismissal from office or discharge from employment; and

WHEREAS, Berkheimer requires passage of a resolution by the governing body of Chester Upland School District, Delaware County, specifying that said confidential information is needed for official purposes and absolving Berkheimer from any liability in connection with the release of said confidential information;

NOW, THEREFORE, BE IT RESOLVED that:

1. Chester Upland School District, Delaware County hereby appoints Amy Light and Peter Barsz as its authorized representatives to make requests upon and receive any and all tax information and records from Berkheimer, relative to the collection of taxes for Chester Upland School District, as desired and deemed necessary by Chester Upland School District, to be used for official purposes only; and

2. Berkheimer is hereby directed to provide and/or transmit any and all tax information and records, or any portion thereof, relating to the collection of taxes for the Chester Upland School District, upon request, to Amy Light and/or Peter Barsz as the authorized contact representatives for it.

3. Chester Upland School District, Delaware County hereby saves harmless, indemnifies and/or absolves Berkheimer from and against any and all liability in connection with the release of said confidential information.

Executive Sponsor: Robert Schoch, Turnaround Specialist

C-10 Approval and adoption of Board Policies 150 – Educational Research, 203 – Immunizations and Communicable Diseases and 253 – Student Injury

RESOLVED, that the Receiver, acting on behalf of the Board of School Directors approve and adopt the following policies:

- 150 – Educational Research
- 203 – Immunizations and Communicable Diseases
- 253 – Student Injury

Executive Sponsor: Andria Saia

C-11 Approval to contract with Dr. Joanne A. Jones-Barnett to administer QZAB project

RESOLVED, that the Receiver, acting as the Board of School Directors, grants approval to approve a contract with Dr. Joanne A. Jones-Barnett as the Project Consultant for the QZAB project. The total amount for the period of July1, 2017 – June 30, 2018 will be \$96,000.

Payable from: QZAB funds

Cost: \$96,000

Executive Sponsor: Juan Baughn