



## **Chester Upland School District**

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

**September 21, 2017**

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- 1. Call to Order**
- 2. Pledge of Allegiance to the Flag**
- 3. Report from the Superintendent**
- 4. Presentations – Second Reading of Policies and Procedures (except as noted – see attached Table of Content)**
- 5. Commendations**
- 6. Approval of Minutes of previous meetings of August 30, 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 of contract with Prospect Health Access Network
  - A-4 Approval of the settlement agreement and release for student 071949
  - A-5 Approval to implement the Title I supplemental reading and math after school activities
  - A-6 Approval for parents/family member/community support and Federal Programs staff to attend Family Involvement Conference
  - A-7 Approval of the terms of the 21<sup>st</sup> CCLC agreement
  - A-8 Approval of partnership with Penn State Cooperative Extension Nutrition Links

A-9 Approval to enter in a contractual agreement with Camelot Schools

A-10 Approval for Barbara Moore Williams & Assoc./Dr. Barbara Moore Williams to provide professional services

**9. Personnel Agenda**

B-1 Approval of appointments, transfers, salary corrections, reassignments, resignations, terminations, leaves of absence, returns from leaves of absence, and Summer Hours

B-2 Approval for Alvina Jenkins to attend the PASPA Conference

B-3 Approval of tuition reimbursement for 2017-18 school year

B-4 Approval for the Administrator Compensation and Related Benefits (Act 93) plan and increases

B-5 Approval for the Non-supervisory Compensation and Related Benefits and Increases

**10. Business Agenda**

C-1 Reports of the tax collectors: \$1,488,261.21

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

C-3 General Fund Budget: \$492,759.01. Approval of payrolls

General Fund Budget: \$4,258,727.69. Approval of list of payments

C-4 Approval to renew agreement with Big Bang, LLC and its subsidiaries

**11. Other Business**

**12. Adjournment**

**Chester Upland School District**

**RECEIVER’S MEETING WITH THE PUBLIC**

**August 30, 2017**

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**EDUCATION AGENDA**

**A-1 Homebound Instruction for Students**

| <u>Student #</u> | <u>School</u> | <u>Effective Date</u> |
|------------------|---------------|-----------------------|
| 073441           | CHS           | 9/13/17               |
| 200268           | CHS           | 9/13/17               |
| 076070           | CHS           | 9/12/17               |
| 200460           | CHS           | 9/14/17               |

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

NONE

**A-3 Approval of contract with Prospect Health Access Network**

RESOLVED, that the Receiver, acting as the Board of School Directors approves the contract with Prospect health Access Network to provide a medical director for the purposes of general oversight of nursing services, sign standing orders and complete student physicals, at a cost of \$30,000.00 per year for the School years 2017-2018, 2018-2019, and 2019-2020. Consultant shall invoice School District monthly in the amount of \$2,500.00.

**Payable From:** General Fund Budget

**Cost:** \$30,000/year

**Executive Sponsor:** Andria Saia

**A-4 Approval of the settlement agreement and release for student 071949**

RESOLVED, that the Receiver, acting as the Board of School Directors approves the Settlement Agreement and Release with reference to Student Number 071949 (JB) for a Compensatory Education Fund in the amount of Twenty Thousand Dollars (\$20,000.00), to be funded in increments of Five Thousand Dollars (\$5,000), expiring 3/13/2021, and attorney’s fees in the amount of Six Thousand, Five Hundred (\$6,500.00).

**Payable From:** General Fund Budget

**Cost:** \$26,500

**Executive Sponsor:** Andria Saia

**A-5 Approval to implement the Title I supplemental reading and math after school activities**

RESOLVED, that the Receiver, acting as the Board of School Directors, approves the implementation of Title I supplemental reading and math after school activities designed to support and compliment school-day instruction and to increase student achievement. Principals and staff will design programs to meet school specific/student needs. Program design will be approved prior to implementation.

- Building/Site Lead Teachers at \$25/hour
- Teachers at \$25/hour
- Program Assistants at \$12/hour
- Security Staff at \$17.85/hour
- Saturday Administrators at \$35/hour
- Contracted Services
- Materials and Supplies
- Extended Learning Activities
- Transportation

**Payable From:** Title I, 21<sup>st</sup> CCLC, School Improvement and School Intervention Grants

**Cost:** Not to Exceed \$460,000

**Executive Sponsor:** Nikki Monroe-Hines

**A-6 Approval for parents/family member/community support and Federal Programs staff to attend Family Involvement Conference**

RESOLVED, that the Receiver, acting as the Board of School Directors, grants approval for up to twelve parents/family members/community support (2 per school) and Federal Programs Staff to attend the Family Involvement Conference, October 15-October 18, 2017 in Harrisburg, PA.

**Payable From:** Title I Function 3300 Community Services

**Cost:** Not to exceed \$15000 Incl. registration, transportation, hotel for up to 14 Participants

**Executive Sponsor:** Nikki Monroe-Hines

**A-7 Approval of the terms of the 21<sup>st</sup> CCLC agreement**

RESOLVED, that the Receiver, acting as the Board of School Directors, approves the terms of the 21<sup>st</sup> CCLC agreement, under the following terms: The Chester Upland School District will receive funds in the amount of \$360,000 per year to implement the Students Achieve 21<sup>st</sup> CCLC. The grant shall be used to defray program costs incurred from October 1, 2017 to September 30, 2020. The Grant Agreement shall become effective on the date it is fully executed by all required parties and shall terminate on September 30, 2020, unless terminated earlier in accordance with the terms hereof. The Grantee shall furnish all qualified personnel, facilities, materials, and other services and in consultation with the Pennsylvania Department of Education.

**Cost:** None

**Executive Sponsor:** Nikki Monroe-Hines

**A-8 Approval of partnership with Penn State Cooperative Extension Nutrition Links**

RESOLVED, that the Receiver, acting as the Board of School Directors, approves the district's partnership with the Pennsylvania State University – Penn State Cooperative Extension Nutrition Links to deliver age-appropriate nutrition education programming to students enrolled in CUSA, Main Street, and Stetser as specified in the Memorandum of Understanding. The MOU specifies the following:

**Nutrition Links Responsibilities:**

- Provide marketing materials and guidance regarding nutritional activities for students and families;
- Deliver nutrition-based curricula, food demonstrations, food tasting and supporting supplies and materials in compliance with school and District policies and procedures;
- Meet with school staff to discuss, plan and execute programming

**CUSD Responsibilities:**

- Assist with program marketing;
- Provide demographic information about school;
- Meet with Nutrition Links staff to discuss, plan and execute programming;
- Provide space for programming

**Cost:** None

**Executive Sponsor:** Nikki Monroe-Hines

**A-9 Approval to enter in 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 for the 2017-2018 School Year, to provide alternative and accelerated credit recovery programs in the Chester High School, in the amounts as follows:

1. \$638,121.00 for the Accelerated Program
2. \$144,640.76 for the Behavioral Program. The Base Behavioral Program Compensation shall be due and payable in accordance with the terms of Section 5.1 of the Agreement regardless of the number of Students enrolled in the Behavioral Program, provided however, that if more than 17 Students are enrolled in the Behavioral Program, then for each such additional Student enrolled in the Behavioral Program (each, an "Additional Student"), School District shall pay Camelot an additional annual fee in the amount of \$8,508.28 (individually and collectively, the "Additional Behavioral Student Compensation"). If any Additional Student is enrolled in the Behavioral Program for less than a full school year, the Additional Behavioral Student Compensation for such Additional Student shall be pro-rated for such partial school year by paying a monthly fee of \$850.83 for each full month for the balance of the school year. If any Additional Student is enrolled in the Behavioral Program for less than a full month, the Additional Behavioral Student Compensation for such Additional Student shall be pro-rated for such partial month by paying a per diem fee of \$47.27 for each day in such partial month; provided that the total Additional Behavioral Student Compensation payable by School District shall not exceed \$75,000 in any school year.
3. \$249,172.00 for the Secondary Therapeutic Day School, known as the Clipper Academy.
4. \$215,802.00 for the Elementary Therapeutic Day School, known as the Elementary Clipper Academy.

**Payable From: General Fund Budget**

**Cost:** \$1,247,735.76 paid in 10 monthly installments, plus any additional Behavioral Student Compensation, if any, for each month during the Term shall be calculated by multiplying the pro-rated monthly fee set forth in Paragraph 5.1.2 (i.e., \$850.83) by the number of Additional Students enrolled in the Behavioral Program for such month. Camelot shall, on a monthly basis, submit to the School District an invoice for the amounts required to be paid in accordance with Section 5.1 of the Agreement.

**A-10 Approval for Barbara Moore Williams & Assoc./Dr. Barbara Moore Williams to provide professional services**

RESOLVED, that the Receiver, acting as the Board of School Directors, grant approval for Barbara Moore Williams & Associates/ Dr. Barbara Moore Williams to provide professional services to the Chester Upland School District. The professional services will focus on Teacher Induction sessions.

FUTHER RESOLVED that BMW & Associates/Dr. Barbara Moore Williams will:

- Design and facilitate the 2017-2018 Induction program as required by the Pennsylvania Department of Education. The program will consist of six sessions (repeated to accommodate other commitments staff may have on the chosen date) totaling 30 hours of induction training for new teachers.

**Payable From:** General Fund Budget

**Cost:** \$9600

**Executive Sponsor:** Jala Olds-Pearson

**PERSONNEL AGENDA**

**B-1 Approval of appointments, transfers, salary corrections, reassignments, resignations, terminations, leaves of absence, returns from leaves of absence, and Summer Hours**

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> |
|--------------------|----------------------------------------|----------------------------|------------------------------|-------------------------------------------|
| Colon, Liz         | Teacher Assistant<br>Main Street       | 22,356<br>10 months        | 9/12/2017                    | Replacement 0100<br>G.F.B. 2017-2018      |
| Hackett, Maya      | Teacher Assistant<br>Chester High      | 22,356<br>10 months        | 9/5/2017                     | Replacement 0023<br>G.F.B. 2017-2018      |
| Harrigan, Jason    | Math Teacher<br>STEM                   | 52,566 B/5<br>10 months    | 9/18/2017                    | Replacement 0131<br>G.F.B. 2017-2018      |
| Long, Annie        | Teacher Assistant<br>Toby Farms        | 22,356<br>10 months        | 9/6/2017                     | Replacement 0099<br>G.F.B. 2017-2018      |
| Lopez, Herick      | Teacher Assistant<br>Toby Farms        | 22,356<br>10 months        | 9/6/2017                     | Replacement 0636<br>G.F.B. 2017-2018      |
| Marsh, Rose        | Science Teacher<br>Chester High School | 69,118 D/5<br>10 month     | 9/6/2017                     | New<br>G.F.B. 2017-2018                   |
| Murgia, Tanya      | Elementary Teacher<br>Stetser          | 56,080 B+24/5<br>10 months | 9/5/2017                     | New<br>G.F.B. 2017-2018                   |

FURTHER RESOLVED, the Receiver grant approval for individuals listed below to be **transferred** in the 2017-2018 school year.

| <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> |
|--------------------|----------------------------------------------------------------|------------------------------------------------------------------------------|------------------------------|
| Lindsey, Leslie    | Employment Specialist<br>Administration<br>60,000<br>12 months | Business Specialist Teacher<br>Chester High (CTE)<br>66,737 M/5<br>10 months | 9/7/2017                     |
| Shelton, John      | Dean of Students<br>Toby Farms                                 | Dean-9 <sup>th</sup> Grade Academy<br>Chester High                           | 8/28/2017                    |



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

| <u>Name</u>       | <u>Position/Location</u> | <u>Salary</u> | <u>Effective Date</u> |
|-------------------|--------------------------|---------------|-----------------------|
| Baptiste, Lorrain | Assistant Principal      | 81,500        | 7/1/2017              |
| Cameron, Pearl    | Assistant Principal      | 85,554        | 8/27/2017             |
| Dautel, Jean      | Sp. Education Teacher    | 78,981+200    | 7/28/2017             |

FURTHER RESOLVED, that the following reassignment 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> |
|------------------|------------------------------------------------------------|--------------------------------------------------------|-----------------------|
| Saldana, Vincent | Sub School Safety Officer<br>Chester High School<br>17,277 | School Safety Officer<br>Chester High School<br>17,277 | 8/28/2017             |
| Wicks, Deborah   | Per Diem Custodian<br>Main Street<br>8.28/hr               | Custodian<br>Toby Farms<br>11.78/hr.                   | 8/28/2017             |

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> |
|--------------------------|----------------------------------------------|-----------------------|
| Agbugui, Rosalind        | Marketing Teacher CTE<br>Chester High School | 9/8/2017              |
| Braun Donaldson, Lindsey | Special Education Teacher<br>CUSA            | 8/28/2017             |
| Boyd, Eddie              | Community Serv. Liaison<br>Administration    | 9/1/2017              |
| Durst, Danielle          | School Safety Officer<br>Main Street         | 8/28/2017             |
| Kerwood, Jamie           | Math Teacher<br>STEM                         | 8/26/2017             |
| Sheldon, Deborah         | Teacher Assistant<br>Toby Farms              | 9/15/2017             |

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> |
|--------------------|---------------------------------|------------------------------|
| George, Shirley    | Lunch Aide<br>Stetser           | 9/5/2017                     |

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> |
|--------------------|---------------------------------------|------------------------------|
| Wright, Brian      | Head Custodian<br>Chester High School | 9/11/2017-10/30/2017<br>FMLA |

FURTHER RESOLVED, that the following **return from 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> |
|--------------------|------------------------------------------|------------------------------|
| Matthews, Shannon  | Teacher Assistant<br>Chester High School | 9/8/2017                     |

FURTHER RESOLVED, that the Receiver, acting as the Board of School Directors, grant approval for the following additional individuals to work the **Summer Hours** during the 2016-2017 school year.

| <b><u>Name</u></b> | <b><u>Position</u></b> | <b><u>Rate</u></b> |
|--------------------|------------------------|--------------------|
| Johnson, Gloria    | Secretary              | 12.00/hr           |

**Executive Sponsor:** Alvina Jenkins

**B-2 Approval for Alvina Jenkins to attend the PASPA Conference**

RESOLVED, that the Receiver, acting as the Board of School Directors, grant approval for Alvina Jenkins to attend the Pennsylvania Association of School Personnel Administrators Conference in Hershey, PA February 28-March 2, 2018. Cost to include conference registration (\$495. for 1 person) and mileage reimbursable at district approval rate.

**Payable From:**

**Cost:** \$495 and mileage reimbursable at district approved rate

**Executive Sponsor:** Alvina Jenkins

**B-3 Approval of tuition reimbursement for 2017-18 school year**

RESOLVED, that the Receiver, acting as the Board of Directors, grant approval for employees listed below to receive tuition reimbursement for the 2017-2018 school year, in the amount of 7,230.

| <u>Name</u>         | <u>Number of Credits Submitted</u> | <u>Number of Credit Approved</u> | <u>Requested Amount</u> | <u>Approved Amount</u> |
|---------------------|------------------------------------|----------------------------------|-------------------------|------------------------|
| Long-Elliott, Tia   | 6                                  | 6                                | 5,250                   | 5,250                  |
| Monroe-Hines, Nikki | 3                                  | 3                                | 1,980                   | 1,980                  |

**B-4 Approval for the Administrator Compensation and Related Benefits (Act 93) plan and increases**

RESOLVED, that the Receiver, acting as the Board of School Directors, approves the Administrator Compensation and Related Benefits (Act 93) plan for the 12-month employees in administrative position to include Principal, Assistant Principals, Directors, Coordinators, Specialist and Supervisors with the following salary increases effective September 10, 2017.

| <u>Name</u>         | <u>2017-2018 Salary</u> |
|---------------------|-------------------------|
| Crenshaw, Jonas     | 123,600                 |
| Culbertson, Joshua  | 113,300                 |
| Ferguson, Sara      | 112,790                 |
| Foreman, Marchelle  | 82,400                  |
| Jenkins, Alvina     | 100,000                 |
| Long-Elliott, Tia   | 82,400                  |
| Monroe-Hines, Nikki | 87,550                  |
| Parker, Carlana     | 108,150                 |
| Patterson, LeRoy    | 88,580                  |
| Thompson, Raymond   | 96,280                  |
| Yarbray, Tammy      | 70,967                  |
| Baldwin, Janet      | 112,790                 |
| Garner, Rene        | 115,360                 |

**B-5 Approval for the Non-supervisory Compensation and Related Benefits and Increases**

RESOLVED, that the Receiver, acting as the Board of School Directors, approves the Non-Supervisory Administrative and Related Benefits plan for the 12-month employees along with the approval of the following employee salary increases effective September 10, 2017.

| <u>Name</u>         | <u>2017-2018 Salary</u> |
|---------------------|-------------------------|
| Boneparte, Pauline  | 51,500                  |
| DiFonzo, Zachary    | 51,500                  |
| Edmunds, Natalie    | 59,615                  |
| Johnson, Thomas     | 62,531                  |
| Speller, Michelle   | 53,560                  |
| Worsley, Natalie    | 53,560                  |
| Jimerson, Michelle  | 56,748                  |
| Mammi, Melinda      | 46,350                  |
| Richardson, LaWanda | 58,742                  |

**BUSINESS AGENDA**

**C-1 Reports of the tax collectors: \$1,488,261.21**

RESOLVED, that the reports of the City of Chester, Borough of Upland, and Chester Township for the period August 1, 2017 through August 31, 2017 in the amount of \$ 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, August, 2017 be APPROVED by the Receiver, acting as the Board of School Directors.

**Executive Sponsor:** Robert Schoch

**C-3 General Fund Budget: \$492,759.01. Approval of payrolls**

RESOLVED, that the payrolls dated in August, 2017 of the various accounts totaling for all accounts the grand sum of \$492,759.01, be approved by the Receiver, acting as the Board of School Directors.

**General Fund Budget: \$4,258,727.69. 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 \$4,258,727.69, of which General Fund payments total \$4,258,727.69, and Food Services Fund payments total \$0 and Capital Projects Fund payments total \$0, 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 September 21, 2017 Minutes.

**Payable From:** General Fund Budget

**Executive Sponsor:** Robert Schoch

**C-4 Approval to renew agreement with Big Bang, LLC and its subsidiaries**

RESOLVED, that the Receiver, acting as the Board of School Directors, renew its current agreement with Big Bang, LLC and its subsidiaries for the purposes of providing computer imaging software and support to the Chester Upland School District, for the period from August 29, 2017 and ending on August 29, 2018.

**Payable From:** General Fund Budget

**Cost:** \$6422

**Executive Sponsor:** Joshua Culbertson