

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

**October 20, 2016**

**6:15 P.M.**

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A Public Meeting of the Receiver of the Chester Upland School District was held this evening at the Administration Offices, 232 West 9<sup>th</sup> Street, 1<sup>st</sup> Floor, Chester, Pennsylvania.

Executive Staff Present:

Mr. Peter Barsz, Receiver  
Dr. Christopher McGinley, CRO  
Mr. Gregory Shannon, Superintendent  
Ms. Karen DeShullo, Chief Business Administrator  
Ms. Andria Saia, Assistant Superintendent

School Board:

Anthony Johnson, President

Solicitors:

George Dawson, Esquire

The Receiver's meeting opened with a call to order by Receiver, Mr. Peter Barsz and the Pledge of Allegiance.

**NOTICE OF ADVERTISED MEETING**

(COPY OF ADVERTISED NOTICE ATTACHED)

**Proof of Publication of Notice in Delaware County Daily Times**

AD#

1066957

Under Newspaper Advertising Act. No. 587, Approved May 16, 1929

State of Pennsylvania, }  
County of Delaware, } SS.

Mary Lynn Wisnewski designated agent of CENTRAL STATES PUBLISHING, INC., being duly sworn, deposes and says that the DELAWARE COUNTY DAILY TIMES, a daily newspaper of general circulation as defined in the above-mentioned Act, published at Primos, Delaware County, Pennsylvania, was established September 7, 1876, and issued and published continuously thereafter for a period of 100 years and for a period of more than six months immediately prior hereto, (under the name Chester Times prior to November 2, 1959) in the City of Chester, County of Delaware and further says that the printed notice or publication attached hereto is an exact copy of a notice or publication printed and published in the regular edition and issues of the DELAWARE COUNTY DAILY TIMES on the following dates, viz.....

September 15th

A.D. 20 16

**"MEETING OF THE PUBLIC"  
DATES FOR 2016-2017**

- September 15, 2016
- October 20, 2016
- November 17, 2016
- December 15, 2016
- January 19, 2017
- February 16, 2017
- March 16, 2017
- April 20, 2017
- May 18, 2017
- June 15, 2017

All Meetings will be held at the Admin. Offices, 1st Floor, A side, Chester High School, 232 West 9th Street, Chester, PA and will begin at 6:00 P.M.

Chester Upland School District  
CHRISTINA M. COLEMAN  
Secretary to Receiver/Board  
DCT, September 15, a-1

and that said advertising was inserted in all respects as ordered.

Affiant further deposes that he is the proper person duly authorized by CENTRAL STATES PUBLISHING, INC. publisher of said DELAWARE COUNTY DAILY TIMES, a newspaper of general circulation, to verify the foregoing statement under oath and that affiant is not interested in the subject matter of the aforesaid notice or advertisement, and that all allegations in the foregoing statements as to time, place and character of publication are true.

*Mary Lynn Wisnewski*

Sworn to and subscribed before me this

15th

day of

September

20 16

*Dianne McCormick*

Notary Public

COMMONWEALTH OF PENNSYLVANIA  
NOTARIAL SEAL  
Dianne McCormick, Notary Public  
Ridley Twp., Delaware County  
My Commission Expires April 20, 2020  
MEMBER, PENNSYLVANIA ASSOCIATION OF NOTARIES

**REPORT FROM THE SUPERINTENDENT**

**Gregory Shannon** – First week of Benchmark Examinations. Our Parent Summit is coming up on November 5, 2016 and the theme is Healthy Minds, Healthy Bodies. Acknowledged our CHAMPS Band that played before the meeting started.

**STUDENT RECOGNITION**

STEM was acknowledged for being the most improved school in Pennsylvania and written up in the Philadelphia Inquirer.

Honored the CHAMPS members for being an integral part of the climate of the school and being model young men. Mr. Simonson and Mr. Laws gave a presentation about the program. They also honored Officer ? for her services to the school and the community.

**PRESENTATIONS**

Matt Julian of the 76ers gave a short presentation on how the 76ers can help with fund raising and school involvement.

**COMMENDATIONS**

Acknowledged and honored Tianna Bland for being the first Chester Upland School District student for passing the AP exam.

**APPROVAL OF MINUTES OF PREVIOUS MEETING OF SEPTEMBER 22, 2016 AND OCTOBER 5, 2016**

Receiver Barsz approved.

**PUBLIC COMMENTS**

**Dennis Martinelli** – Wanted to know why a teacher at Toby Farms that was accused of putting his hands on a child was transferred to Main Street and is now his grandson's teacher. His daughter was not informed; he didn't know anything about it, so how can the community know about it but it was never communicated.

**Gregory Shannon** – said we cannot comment on Human Resource matters, but he assured Mr. Martinelli that the matter had been thoroughly investigated and all proper protocols were followed and the facilitation of the transfer was in accordance with the collective bargaining agreement.

**Mr. Martinelli** - said that he trusted Mr. Shannon on that. He said that yesterday after school, apparently there was a fight after school and a police officer was assaulted. He asserted that that was absolutely unacceptable. A police officer that works for us was assaulted and again it was not communicated to the parents. He believes that this would not have happened if we still had the community liaisons that we had last year. We need community people involved because if he kids don't love you and respect you they will do as they please, but if they do, they will listen to you.

He wanted to know why the Parent and Community Involvement trip that was approved at the last Meeting, was canceled. He believed that these trips were important for the parents to learn about new things going on in other schools and districts and they can apply to ours. Is this trip going to be available in the future?

**Mr. Barsz** – said that it is under consideration.

**Mr. Martinelli** – said that we need the community and parents to be involved or it is not going to work in our schools. He said that he could get community and parents to help out as volunteers and that whatever they could do to help, such as walk the halls, provide safe corridors for kids walking home or anything else, just let him know.

**Darrin Laws** – Had some questions. He said he was very disappointed and taken aback that the conference up in Harrisburg was cancelled. He believes that it is important to have something like that so they can engage the community and get different types of resources and ideas to get the community together. He said it was embarrassing to have to tell the Judge that the trip was cancelled after it had been approved and we couldn't tell him why. And to just say that future trips were "under consideration" was not good enough. He then asked if there was anyone from Chester that was on the Homecoming Committee.

**Mr. Shannon** – answered that he believed there were, but he would have to go back and look at the list.

**Mr. Laws** – said that it was important to have the community involved in that because it was for the community. Our youngsters need to see that we are giving back to the community and we need to step up and make sure that we are involved so that they see the positive and not the negative all the time. He then asked Mr. Shannon to explain why the trip was cancelled.

**Mr. Shannon** – answered that, after careful consideration and conversations with the Title I people, it was decided that we needed to build our parent advisory committee, along with our PTOs and that we needed to put our efforts into that instead. Saying that, there are other parent involvements in the future and they are still under consideration and we are not averse to sending that parent coalition out to those other opportunities as they come up.

**Mr. Laws** – asked where the Title I money that was approved for that trip then go?

**Mr. Shannon** – the money stays here for other parent opportunities.

**Mr. Laws** – asked that the parents and community, as well, be kept informed when these opportunities come up.

**Mellonease Naylor** – Wanted to know why she has been passed up for the Climate Manager position more than once. She sees that they hired someone that is not from Chester and is upset about it. She said that she has the credentials and has basically been doing the job for years, but has been passed over several times when she applied.

**Mr. Barsz** – said that since this is a personnel matter, he has to be careful about what is said in a public forum, but that he or Mr. Shannon would speak to her.

**John Shamburger** – He has a company called Millionaires in Training. He is having a fair relating to start-up of small business and how to go about it for the Chester Upland students at Chester High School that he has been promoting. Problem is that he has not gotten any response after about the logistics of it and it is being held on November 26<sup>th</sup> in the High School. He needs to know what his next steps are so that he can get it all set-up.

**Mr. Barsz** – asked his assistant to get his information to contact him and get him set up.

**Marion Sanders** – Wanted to ask about clean-up after Homecoming. Wanted to know if we could get some volunteers to help with it the day after so that trash and debris don't collect and get strewn all over.

**Mr. Shannon** – said that Mr. Caulk and his maintenance crew usually have it cleaned up within 24 hours. Then he asked if she meant other areas around the A-field.

**Ms. Sanders** – said that she just didn't want trash to end up in the neighborhoods around it.

**Mr. Shannon** – asked for her contact information so they could discuss it further after the meeting.

**Jean Arnold** - page 15 of 19 payment to CCCS adjusted with a negative #. What does that entail?

**Karen DeShullo** – She thinks that it was an adjustment to bring it in line with the number of actual students that are regular education and special education from a previous invoice.

**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>
74945	CHS	9/8/2016
81430	STEM	9/8/2016
67096	CHS	9/7/2016
73441	CHS	9/6/2016

**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>
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NONE FOR THIS MONTH

**A-3 Approval to enter into a contractual agreement with American Reading Company**

RESOLVED, that the Receiver, acting as the Board of School Directors, grants approval for American Reading Company (ARC) to provide professional development services to Instructional Teacher Leaders and Principals in the Chester Upland School District.

**Payable From:** Title II  
**Cost:** \$46,000  
**Executive Sponsor:** Jala Olds-Pearson

**A-4 Approval for Chester Upland School District teachers to be assigned as Teacher Mentors**

RESOLVED, that the Receiver, acting as the Board of School Directors, grants approval for Chester Upland School District teachers, assigned as Teacher Mentors, to provide mentoring services to new teachers within the district.

**Payable From:** General Fund Budget  
**Cost:** \$5,000  
**Executive Sponsor:** Jala Olds-Pearson

**A-5 Approval of Settlement Agreement and Release for Student #077569**

RESOLVED, that the Receiver, acting as the Board of School Directors approves the Settlement Agreement and Release with reference to Student Number 077569 (AR) along with payment of the sum of Thirty Thousand Dollars (\$30,000.00) in a trust, payable in increments of \$5,000.00, and expiring 2/4/2023, and Ten Thousand Dollars (\$10,000.00) to parent's attorney, Robert Gidding, Esq.

**Payable From:** General Fund Budget  
**Cost:** \$30,000 in trust, payable in increments of \$5,000 and \$10,000 plus attorney's fees  
**Executive Sponsor:** Andria Saia

**A-6 Approval of the MOA by CUEA for block scheduling at STEM**

RESOLVED, that the Receiver, acting as the Board of School Directors approves the Memorandum of Agreement by the CUEA for the program for block scheduling at STEM and that teachers that will teach sixth courses receive a stipend as set forth in the MOA at a rate of \$500.00 per semester.

**Executive Sponsor:** Gregory Shannon

***EDUCATION AGENDA ITEMS #A-1 THROUGH #A-6 WERE APPROVED BY PETER R. BARSZ, RECEIVER***

**PERSONNEL AGENDA**

**B-1 Approval of appointments, transfer of assignments, resignations, leaves of absence, returns from leaves of absence, additional Fall High School/Middle School coaching staff and Homebound Instructors**

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>
TABLED	Burns-Johnson, Tonya	Collegial Training Partner District Wide	32,000 10 months	10/1/2016	Replacement 0433 G.F.B. 2016-2017
TABLED	Fachet, Mary Sue	ESOL Teacher Chester High	64,735 M/15/5 10 months	8/29/2016	New Position G.F.B. 2016-2017
	Plummer, Namar	Sub Security Officer Chester High	17,277 10 months	10/7/2016	Replacement 0430 G.F.B. 2016-2017
	Rosario, David	Climate Manager Chester High	41,923 10 months	10/17/2016	Replacement 0364 G.F.B. 2016-2017
	Smiley, Derrick	Accountant Administration	80,000 12 months	10/31/2016	New Position 0459 G.F.B. 2016-2017
TABLED	Ward, Terry	Teacher Assistant Toby Farms	22,356 10 months	8/29/2016	New Position G.F.B. 2016-2017
	Wynn, Antwain	Collegial Training Partner District Wide	32,000 10 months	10/4/2016	Replacement 0351 G.F.B. 2016-2017

RESOLVED, that the following transfer of assignment 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>
Hunt, Donna	Special Ed Teacher CUSA	Elementary Teacher CUSA	10/17/2016
Sacher, J. Theodore	Social Studies Toby Farms	Elementary Teacher Main Street	10/17/2016



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>	
Ferguson, Kaitlyn	Elementary Teacher CUSA	9/22/2016	0547
Frees, Nicole	Ins. Teacher Leader District Wide	11/04/2016	0051
Marucci, Marianne	Elementary Teacher CUSA	11/26/2016	0514
Eldridge, Stacey	Art Teacher Toby Farms	9/22/2016	0372
Rodriguez, Nixa	Psychologist Toby Farms	12/6/2016	0387
Wargo, William	Administration	10/28/2016	0528

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

<u>Name</u>	<u>Position/Location</u>	<u>Effective Date</u>
Graves, Carla	Secretary Chester High School	10/3/2016-11/4/2016 FMLA
Kurman-Malriat Mildred	Teacher Chester High School	10/11/2016-1/11/2017 FMLA

FURTHER RESOLVED, that the following additional Fall High/Middle School Coaches be approved on the effective date respectively noted:

<u>Name</u>	<u>Activity</u>	<u>Amount</u>
Terry, LaFennis	Assistant Football Coach	\$5,250

FURTHER RESOLVED, that the following employees work be approved as Homebound Instructors for the 2016-2017 school years respectively noted:

Name  
 Burns, Tonya  
 Grasty, Miguelina  
 Graves, Sheryl  
 Lindsey, Leslie  
 Mahoney, Kaitlyn  
 Plank, Jessica  
 Quattlebaum, Nathaniel  
 Sanders, Dakisha  
 Seefeldt, Barbara  
 Stewart, William  
 Walker, Tammy  
 Zimmer, Claire

**Executive Sponsor: Alvina Jenkins**

**B-2 Tuition Reimbursement for 2016-17 school year**

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>
Adore-Ross, Andrea	12	12	7,140	7,140
Archibald, Jennifer	9	9	6,660	5,733
Barber, Tamiko	3	3	600	600
Bell, Brendan	9	9	6,642	6,642
Billops, Catherine	9	9	3,019	3,114
Brown, April	12	12	9,372	9,372
Butz, Stefanie	3	3	345	345
Campbell, Robert	9	9	4,149	4,038
Calvecchio, Thomas	3	3	2,307	2,307
Claro, Pablo	11	4	774	774
Dautel, Jean	9	9	9,213	8,127
Dawson, Terresa	18	12	18,218	12,012
Fredericks, Rachael	18	12	14,058	9,372
Jordan, Heather	14	12	7,005	4,717
George, Najah	6	6	2,076	2,076
March-Amegadzie, Roslyn	4.5	4.5	3,983	3,866
Nance, Jennifer	12	12	9,480	9,480

Neilson, James	12	12	8,892	8,892
Park, Jennifer	27	12	14,850	6,600
Pawlowski, Melanie	12	12	6,336	6,336
Qualls, Terrance	6	6	4,080	4,080
Quattlebaum, Nathaniel	12	12	9,504	7,920
Rawls, Evelyn	13	12	4,700	4,338
Snipes, Dwayne	15	12	9,905	7,919
Stewart, LaTasha	12	12	9,372	9,372
Washington, Tahira	13	12	9,897	8,278
Weatherly, Aliesa	3	3	1,410	1,410
White, Adrienne	12	12	6,336	6,336

**Payable From:** General Fund Budget  
**Cost:** \$161,196  
**Executive Sponsor:** Alvina Jenkins

**B-3 Educational Salary Advancement**

RESOLVED, that the Receiver, acting as the Board of Directors, grant approval for employees listed below to receive salary advancement for the 2016-2017 school year, with an increase of \$15,986 total salary adjustments.

<u>Employee</u>	<u>From</u>	<u>To</u>
Baptiste, Lorrain	\$73,691 (M+30)	\$74,938 (DR)
Dautel, Jean	\$72,557 (M)	\$74,314 (M+45)
Dawson, Terresa	\$65,301 (M+30)	\$65,925 (M+45)
Johnson, Elizabeth	\$55,778 (M)	\$56,345 (M+15)
Jordan, Heather	\$53,511 (B+24)	\$64,168 (M)
Stewart, LaTasha	\$78,849 (M)	\$79,983 (M+30)

**Executive Sponsor:** Alvina Jenkins

***PERSONNEL AGENDA ITEM #B-1 TO #B-3 WERE APPROVED, WITH THE EXCEPTION OF A CHANGE IN POSITION/LOCATION FOR DONNA HUNT FROM SPECIAL ED TEACHER TO INTERVENTION SPECIALIST, AND OF THE TABLED ITEMS AS INDICATED ABOVE BY PETER R. BARSZ, RECEIVER.***

**BUSINESS AGENDA**

**C-1 Reports of the tax collectors: \$10,549,127.38**

RESOLVED, that the reports of the City of Chester, Borough of Upland, and Chester Township for the period September 1, 2016 through September 30, 2016 in the amount of \$10,549,127.38 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 month ended September 30, 2016 be APPROVED by the Receiver, acting as the Board of School Directors.

**Executive Sponsor: Karen DeShullo**

**C-3 General Fund Budget: \$1,244,085.63. Approval of payrolls**

RESOLVED, that the payrolls dated in September, 2016 of the various accounts totaling for all accounts the grand sum of \$1,244,085.63, be approved by the Receiver, acting as the Board of School Directors.

**General Fund Budget: \$10,607,978.67. 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 \$10,607,978.67, of which General Fund payments total \$10,363,715.92, and Food Services Fund payments total \$244,262.75 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 October 20, 2016 Minutes.

**Payable from: General Fund Budget**  
**Executive Sponsor: Karen DeShullo**

**C-4 Approval to amend existing arrangement with Sungard K-12 Education**

RESOLVED, that the Receiver, acting as the Board of School Directors, amend the existing arrangement with Sungard K-12 Education to provide an additional Cognos author license for operating within the report-building environment of the current student information system (eSchoolPlus).

**Payable From:** General Budget  
**Cost:** \$65 monthly, as a recurring cost  
**Executive Sponsor:** Joshua Culbertson

**C-5 Approval of the Managed Services Agreement with Interactive Health LLC/ACA TRACK**

RESOLVED, that the Receiver, acting as the Board of Directors, approves the Managed Services Agreement with Interactive Health LLC / ACA TRACK to perform administrative services, including but not limited to the preparation of Forms 1094-C and 1095-C for the 2016 calendar year, in conjunction with the Affordable Care Act (ACA) at a cost of 90 cents per employee per month, plus \$2.95 per employee for printing and mailing, for an estimated total cost not to exceed \$5,300.

**Payable From:** General Budget  
**Cost:** 5,300  
**Executive Sponsor:** Alvina Jenkins/Karen DeShullo

**C-6 Approval of Benefit Services Agreement with Gallagher Benefit Services**

RESOLVED, that the Receiver, acting as the Board of Directors, approves the Benefit Services Agreement with Gallagher Benefit Services to perform liaison services for the 2016 calendar year, in conjunction with the Affordable Care Act (ACA) at a cost of \$5,000.

**Payable From:** General Budget  
**Cost:** 5,000  
**Executive Sponsor:** Alvina Jenkins/Karen DeShullo

**C-7 Approval to terminate the contract with Softmart, Inc**

RESOLVED, that the Receiver, acting as the Board of School Directors, approve the contract termination submitted by Softmart, Inc, the licensed providers for the Lancaster-Lebanon Intermediate Unit (IU 13), cancelling its provision of Adobe Creative Cloud licenses on a District-level to the Chester Upland School District.

**Executive Sponsor:** Joshua Culbertson

**C-8 Approval to enter into a business arrangement with LogiSoft**

RESOLVED, that the Receiver, acting as the Board of School Directors, enter into a business arrangement with the LogiSoft for the provision of Adobe Creative Cloud licenses on a District-level to the Chester Upland School District.

**Payable From:** General Fund Budget  
**Cost:** \$12,440  
**Executive Sponsor:** Joshua Culbertson

**C-9 Approval to establish a contract with SchoolPointe**

RESOLVED, that the Receiver, acting as the Board of School Directors, establish a contract with SchoolPointe for the purposes of website hosting and support for the 2016-2017 year, beginning in October, 2016.

**Payable From:** General Fund Budget  
**Cost:** \$5000 for transition and hosting until June 30, 2016, with a cost between \$4,000-\$7,000 for year 2 and beyond, depending on additional features the district wishes to implement.  
**Executive Sponsor:** Joshua Culbertson

**C-10 Approval to amend existing arrangement with Sungard K-12 Education**

~~STRIKE – DUP.~~ RESOLVED, that the Receiver, acting as the Board of School Directors, amend the existing arrangement with Sungard K-12 Education to provide an additional Cognos author license for operating within the report-building environment of the current student information system (eSchoolPlus).

**Payable From:** General Fund Budget  
**Cost:** \$65 monthly, as a recurring cost  
**Executive Sponsor:** Joshua Culbertson

**C-11 Approval for Joshua Culbertson to attend the 2017 PDE Data Summit**

RESOLVED, that the Receiver, acting as the Board of School Directors, grant approval for Joshua Culbertson to attend the 2017 PDE Data Summit at the Hershey Lodge in Hershey, PA on March 11 through March 15, 2017. This is without loss of pay and expenses including registration, travel, meals, and transportation not to exceed \$850.00.

**Payable From:** Title I  
**Cost:** Not to Exceed \$850  
**Executive Sponsor:** Joshua Culbertson

***BUSINESS AGENDA ITEMS #C-1 THROUGH #C-11 WERE APPROVED, WITH THE EXCEPTION OF ITEM C-10, WHICH WAS A DUPLICATE OF ITEM C-4, BY PETER R. BARSZ, RECEIVER.***

