

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

**February 20, 2014
6:12 P.M.**

A Public Meeting of the Receiver of the Chester Upland School District was held this evening at the Administration Building of the Chester Upland School District located at 1720 Melrose Avenue, Chester, Pennsylvania.

Executive Staff Present:

- Mr. Joseph Watkins, Receiver
- Mr. Gregory Shannon, Superintendent
- Ms. Tamara Thomas Smith, Deputy Superintendent
- Ms. Andria Saia, Assistant Superintendent
- Ms. Claudia Averette, Chief of Staff
- Mr. George Crawford, Chief Financial Officer

Solicitor: Leo A. Hackett, Esquire

The Receiver's meeting opened with a call to order by Receiver, Joseph Watkins and the Pledge of Allegiance led by George Crawford, Chief Financial Officer.

NOTICE OF ADVERTISED MEETING

(COPY OF ADVERTISED NOTICE ATTACHED)

STUDENT RECOGNITION

Chester High School student, Jabril Collier, read his award winning essay on Freedom.

Receiver Watkins asked that a moment of silence be taken to remember James Harahan, a community member, who lost his life this week.

COMMENDATIONS

Superintendent Gregory Shannon wished to honor members of our staff. Honored were Stephanie Bryan, Special Education Teacher, Carmella Young, Teaching Assistant and Latasha Stewart, Teacher.

REPORT FROM THE SUPERINTENDENT

Superintendent Gregory Shannon said that we will be coming out with a mid-year report as to the performance of the district. Continue to have double-digit reductions in violence and suspensions are reduced by 15%, average daily attendance continues to climb. Trend data around this time of year usually says we lose students, we are not losing students. We closed business today with a student enrollment at 2,922 so we continue to climb with our student population. Academic performances are beginning to climb.

APPROVAL OF MINUTES OF PREVIOUS MEETING OF JANUARY 16, 2014 AND SPECIAL MEETING OF JANUARY 29, 2014

Receiver Watkins approved.

PUBLIC COMMENTS ON AGENDA ITEMS

Anthony Johnson – Speaking as a parent and not a school board member. Brought up concerns as to children in district being “labeled” as special ed. Said parents should get independent evaluations and that parents don’t have to accept the schools’ evaluations. Also that Guidance Counselors are not following up on sending out transcripts to colleges and that parents should check with the schools to make sure they are being sent. Further that our coaches are not getting seniors ready for post-secondary education. They are only worried about winning the championships and not looking to make sure the students are making the grades needed to graduate.

Jean Arnold – Commented on Agenda item A-4. Would like a presentation by the members that are attending when they return on what was learned. Also, would like a report on the conference that was attended in Boston. Commented on Agenda item B-10 on Supplemental Agenda. She is bothered by the sale of school district property. Wants to know how we will grow if we do not have any place to grow into. Wants to know what the appraised value is of the three listed properties and if there is a rule in place saying we cannot sell under the appraised values.

Leo Hackett, solicitor for the district, answered. Said there are three ways that govern the sale of public properties: Bid process, private sale and auction. At auction, there is no requirements that say the property has to be sold at the appraised value of said property and that the bids will determine the true value.

Bettie McLairen – Believes that we need to stay the course with the Administrative body and give them a chance to enact the changes that we need and see growth. Disagrees with stipends as to Items B-4 and B-7 because district is always talking about money problems. Wanted to acknowledge the hard work as a volunteer for years with no recognition until recently of Tyra Quail.

Receiver Watkins responded.

EDUCATION AGENDA

A-1 General/Categorical Funds. Approval of Special Education Settlement Agreement – Student #077482

RESOLVED, that the Superintendent is authorized to enter into a Special Education Settlement Agreement with Student #077482 which includes attorneys’ fees to Thalheimer & Palumbo, P.C. not to exceed Two Thousand Five Hundred Dollars (\$2,500.00); and pay the amount of Three Thousand Eight Hundred Dollars (\$3,800.00) for the Independent Educational Evaluation (“IEE”) for reimbursement of fees to Thalheimer & Palumbo, P.C..

Payable from: 2013-2014 General Fund Budget
Executive Sponsor: Andria Saia

A-2 Approval to adopt and approve Student Hearings.

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

STUDENT I.D. #:	DATE OF HEARING:
ID # 077121	February 20, 2014
ID# 075981	February 20, 2014
ID#075982	February 20, 2014
ID#082317	February 20, 2014

Executive Sponsor: Tamara Thomas Smith

A-3 Homebound Instruction for student(s)

FURTHER 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:
076664	CHS	2/5/14-5/9/2014

Payable from: 2013-2014 General Fund Budget
Executive Sponsor: Tamara Thomas Smith

A-4 Call to Convention/Conference National Council on Educating Black Children

FURTHER RESOLVED, that the Receiver, acting as the Board of School Directors, approves payment for two staff CUSD at Chester High School to attend the Call to Convention/Conference National Council on Educating Black Children Conference, April 15-April 18, 2014 in New Orleans, LA 70130. Costs include registration fees @ \$1,000.00, lodging @ \$165.72/night for 3 nights = \$994.32, airfare @ \$854, and per diem reimbursable at district approved rate.

Payable from: 2013-2014 Title II Function 2270 Professional Development
Executive Sponsor: Tamara Thomas Smith

A-5 Grant Meeting - Promoting Adolescent Health through School-Based HIV/STD/ Teen Pregnancy Prevention Initiative

FURTHER RESOLVED, that the Receiver, acting as the Board of School Directors, approves payment for two staff to attend a meeting in Harrisburg, PA for the Promoting Adolescent Health Through School-Based HIV/STD/ Teen Pregnancy Prevention grant that the district has been approved to receive. Costs include lodging @ \$175/night for 1 nights = \$350.00, travel costs reimbursable at the district approved rate and per diem reimbursable at the district approved rate.

CUSD will be reimbursed by Promoting Adolescent Health Through School-Based HIV/STD/ Teen Pregnancy Prevention Initiative for all costs incurred.

Payable from: Promoting Adolescent health through School-Based HIV/SDT/Teen Pregnancy
Prevention Initiative
Executive Sponsor: Tamara Thomas Smith

***EDUCATION AGENDA ITEMS #A-1 THRU #A-5 WERE APPROVED BY JOSEPH P. WATKINS,
RECEIVER***

SUPPLEMENTAL EDUCATION AGENDA

A-6 Adoption of the PDE, Bureau of Special Education, 2014 Special Education Plan

RESOLVED, that the Receiver, acting as the Board of School Directors, adopt the Pennsylvania Department of Education , Bureau of Special Education, 2014 Special Education Plan for the Chester Upland School District.

Executive Sponsor: Andria Saia

A-7 Approval for School Psychologist to attend the National Association of School Psychologist 2014 Annual Convention

RESOLVED, that the Receiver, acting as the Board of School Directors, grant approval for School Psychologist, La-Wanda Burke, attend the National Association of School Psychologist 2014 Annual Convention on February 18-21, 2014 in Washington, DC. Professional leave to be granted with no loss of pay or benefits.

Cost: \$1,233.70

Payment from: 2013-2014 General Fund Budget

Executive Sponsor: Andria Saia

A-8 Approval for School Psychologist to attend the 33rd Annual School Psychology Conference

RESOLVED, that the Receiver, acting as the Board of School Directors, grant approval for School Psychologists Dr. Nixa Rodriguez and La-Wanda Burke, attend the 33rd Annual School Psychology Conference to be held at Temple University, 1755 N. 13th Street, Philadelphia, PA on March 14, 2014 from 7:45 a.m. – 4:30 p.m. Professional leave to be granted with no loss of pay or benefits.

Cost: \$240.00

Payment from: 2013-2014 General Fund Budget

Executive Sponsor: Andria Saia

A-9 Approval to enter into a contract with George Crothers Memorial School (CADES)

RESOLVED, that the Receiver, acting as the Board of School Directors, grant approval to enter into a contractual agreement with the George Crothers Memorial School (CADES) to provide Extended School Year (ESY) educational and related services from July 7 – August 4, 2014, Monday through Thursday for each student listed below as per ESY goals in their IEP.

068240	090264	075910	082595
066447	073013	072955	064730
067371	069857	067372	

Cost: \$38,957.00

Payment from: 2013-2014 General Fund Budget

Executive Sponsor: Andria Saia

EDUCATION SUPPLEMENTAL AGENDA ITEMS #A-6THRU #A-9 WERE APPROVED BY JOSEPH P. WATKINS, RECEIVER

PERSONNEL AGENDA

B-1 General/Categorical Funds. Approval of appointments, leaves of absence, returns from leaves of absence, resignations, reassignments and completions of probation.

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

(a) Professional

<u>Name</u>	<u>Position/Location</u>	<u>Salary</u>	<u>Effective Date</u>	<u>New Position or Replacement</u>
Mesquito, Kimberly	Teacher, Social Studies Chester High School	\$48,863 (B+16/4) 10 months	02/10/14	Replacement 2013-2014 G.F.B.
Open	Per Diem Principal	\$250.00/day	02/18/14	New Position 2013-2014 G.F.B.

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

(a) Professional

<u>Name</u>	<u>Position/Location</u>	<u>Effective Date</u>
Bryan, Stephanie	Teacher, Special Education Chester Upland School of the Arts	04/07/14-08/01/14 (FMLA)

(b) Non Professional

<u>Name</u>	<u>Position/Location</u>	<u>Effective Date</u>
Collier, Horace	Grounds Man Maintenance Department	01/30/14-02/17/14 (FMLA)
Covington, Gloria	Teacher Aide Toby Farms School	02/04/04-03/07/14 (FMLA)

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

(a) Professional

<u>Name</u>	<u>Position/Location</u>	<u>Effective Date</u>
Donofry, Stephanie	Teacher, English S.T.E.M. Intermediate School	01/10/14

(b) Non Professional

<u>Name</u>	<u>Position/Location</u>	<u>Effective Date</u>
Lane, Allen	Painter Maintenance Department	01/21/14

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

(a) Professional

<u>Name</u>	<u>Position/Location</u>	<u>Effective Date</u>
Crews-Hart, Carmen	Collegial Training Partner District-Wide	02/03/14

(b) Non Professional

<u>Name</u>	<u>Position/Location</u>	<u>Effective Date</u>
Davis, James	Accounts Payable Coordinator Administration Building	02/21/14
Morris, Naomi	Personal Care Aide Toby Farms School	02/12/14
Williams, Calvin	School Safety Officer School Safety Department	12/10/13

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

<u>Name</u>	<u>From</u>	<u>To</u>	<u>Effective Date</u>
Cunningham, Karrin	Personal Care Aide Chester Upland School of the Arts \$65/day 10 months	Teacher Aide Toby Farms School \$22,356 10 months	02/18/14
Payne-Grasty, Tishira	Substitute Bus Aide Transportation Department	Bus Aide Transportation Department	11/12/13

FURTHER RESOLVED, that the following completions of probation be approved on the effective date respectively noted:

(b)Non Professional

<u>Name</u>	<u>Position/Location</u>	<u>Effective Date</u>
Boynton, Joseph	School Safety Officer School Safety Department	01/06/14
Payne-Grasty, Tishira	Bus Aide Transportation Department	01/29/14
Pittman, Tiffany	School Safety Officer School Safety Department	01/28/14
Stokes, Gloria	School Safety Officer School Safety Department	01/28/14
Williams, Nanette	Bus Driver Transportation Department	02/10/14

B-2 2013-2014 General Budget – Approval to attend PA Association of School Personnel Administrators (PASPA) Conference.

RESOLVED, that the Receiver, acting as the Board of School Directors, grant approval for Alvina Jenkins and Sonja Harris to attend the PA Association of School Personnel Administrators (PASPA) Conference in Hershey, PA commencing February 26 – 28, 2014. Cost to include hotel \$110 per night + tax (one room); conference registration, \$825 for two attendees and mileage reimbursement at district's approval rate.

Payable from: 2013-2014 General Fund
Executive Sponsor: Alvina Jenkins

B-3 Saturday School Correction of Ending Date and Addition to Staff.

RESOLVED, that the Receiver, acting as the Board of School Directors, grant approval for the Saturday School Program to commence February 1, 2014 through March 15, 2014.

FURTHER RESOLVED, that the Receiver, acting as the Board of School Directors, grant approval for the following additional individual to participate in the Saturday School Program effective February 1, 2014 through March 15, 2014:

<u>Name</u>	<u>Position</u>	<u>Salary</u>
Davis, Bonita	Teacher	\$25.00/hr.

B-4 General Fund: \$2, 500 - Approval of Stipend for the 2013- School Year – Student Hearings.

RESOLVED, that Joyce Harvey be paid a stipend of \$2,500 for the remainder of the 2013-2014 school year for student hearings, preparation of hearing summaries, preparation of Board Resolutions, scheduling student hearings and notices to parents, Board Members and staff.

Payable from: General Fund
Executive Sponsor: Alvina Jenkins

PERSONNEL AGENDA ITEMS #B-1 THRU #B-4 WERE APPROVED BY JOSEPH P. WATKINS, RECEIVER

SUPPLEMENTAL PERSONNEL AGENDA

B-5 General/Categorical Funds. Approval of appointment and spring (high school) coaching appointments

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

(a) Professional

Name	Position/Location	Salary	Effective Date	New Position or Replacement
Williams-Weathers, Ta’Neeka	Substitute Teacher Floater	\$100/day 10 months	03/03/14	New Position 2013-2014 G.F.B.

FURTHER RESOLVED, that the following spring (high school) coaching appointments be approved as respectively noted:

Name	Position	Stipend
James Wharton	Head Coach Boys Track,	\$4,000
Barry Grossman	Assistant Coach Boys Track	\$3,000
Alfred J. Thompkins	Head Coach Girls Track	\$4,000
Vacancy	Assistant Coach Girls Track	\$3,000
Mark Bennett Jr.	Head Coach Baseball	\$3,500
Mark Bennett Sr.	Assistant Coach Baseball	\$2,625
Eugene Campbell	Assistant Coach Baseball	\$2,625
Joseph Providence	Head Coach Boys Tennis	\$2,100

B-6 2013-2014 General Fund Budget: Correction of salary adjustment for the 2013-2014 school year.

RESOLVED, that the Receiver, acting as the Board of School Directors, grant approval for the correction of the salary adjustment for the 2013-2014 school year as listed below:

Name	From	To	Account Code
Bricketto, Nicole	\$58,442 (M+15/2)	\$59,009 (M+30/2)	10-1100-121-000-30-802-000-000-0000

Payable from: 2013-2014 General Fund Budget
Executive Sponsor: Alvina Jenkins

B-7 General Fund: \$1,750 - Approval of Stipend for the 2013-2014 - School Year – Secretary to the Elected Board of School Directors and Receiver.

RESOLVED, that Christina Coleman be paid a stipend of \$1,750 for the remainder of the 2013-2014 school year for duties and responsibilities as Secretary to the Elected Board of School Directors including preparation of agenda, attendance at meetings of the Board of School Directors and Receiver’s Meetings With The Public and preparation of the minutes of the meetings.

Payable from: General Fund
Executive Sponsor: Alvina Jenkins

B-8 Approval of the Revised Governing Authority Policy #308

RESOLVED, that the Receiver of the Chester Upland School District (hereinafter “School District”) hereby approves Revised Governing Authority Policy #308. Employment Contract for Administrative Employees effective immediately.

Executive Sponsor: George Crawford

B-9 Approval of Revision to Act 93 Agreement

RESOLVED, that the Receiver of the Chester Upland School District (hereinafter “School District”) hereby approves the attached Revised Act 93 Agreement covering administrative employees effective immediately.

Executive Sponsor: George Crawford

B-10 Approval of Conditions of Sale with Wilson’s Auctioneers & Appraisers regarding CUSD Schools

RESOLVED, that the Receiver of the Chester Upland School District (hereinafter “School District”) hereby approves the attached Conditions of Sale with Wilson’s Auctioneers & Appraisers regarding the Weatherill School, Chester Vocational School, and the Pulaski School properties.

Payable from: Sale Proceeds (Contingent upon sale)
Executive Sponsor: George Crawford

PERSONNEL SUPPLEMENTAL AGENDA ITEMS #B-5 THRU #B-10 WERE APPROVED BY JOSEPH P. WATKINS, RECEIVER

BUSINESS AGENDA

C-1 Reports of the tax collectors.

RESOLVED, that the reports of the City of Chester, Borough of Upland, and Chester Township for the period January 1, 2014 through January 31, 2014 in the amount of \$828,263.22 be received, be noted upon the Minutes and filed.

Executive Sponsor: George R. Crawford

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, 2014 be APPROVED by the Receiver, acting as the Board of School Directors.

Executive Sponsor: George R. Crawford

C-3 General Fund Budget: \$8,699,634.73. Approval of list of payments.

RESOLVED, that the attached list of payments dated January 17, 2014, through February 20, 2014 checks numbering 34321 through 34541, of the various accounts totaling for all accounts the grand sum of \$8,699,634.73, 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 20, 2014 Minutes.

(LIST OF PAYMENTS ATTACHED)

C-4 General Fund Budget: \$1,834,014.06. Approval of payrolls.

RESOLVED, that the payrolls dated January 15, 2014 and January 29, 2014 of the various accounts totaling for all accounts the grand sum of \$1,834,014.06 be approved by the Receiver, acting as the Board of School Directors.

Payable from: General Fund
Executive Sponsor: George R. Crawford

C-5 Approval of Consulting Agreement with Gallagher Benefit Services, Inc.

RESOLVED, that the Receiver of the Chester Upland School District (hereinafter “School District” approves the Consulting Agreement with Gallagher Benefit Services, Inc. for the period July 1, 2013 through June 30, 2014.

Cost: Not to Exceed \$35,000.00
Payable from: Employee Benefits
Account Code: TBD
Executive Sponsor: George R. Crawford

C-6 Approval of Agreement with the Delaware County Intermediate Unit to Archive E-mail for the CUSD

RESOLVED, that the Receiver, acting as the Board of School Directors, enter into an agreement with the Delaware County Intermediate Unit for the purposes of archiving e-mail for all personnel using Chester Upland School District e-mail accounts, for the term of 3-years, commencing on March 1, 2014.

Cost: \$25,270.00
Payable from: General Fund
Account Code: 10-2840-322-000-00-00-00-TECH
Executive Sponsor: Joshua Culbertson

C-7 Approval of Authorization of 403(b) Providers for the School District

RESOLVED, that the Chester Upland School District (hereinafter “School District”) hereby authorizes the approval of the following 403(b) providers for the School District:

Kades-Margolis Capital
Midland National Life
New York Life Insurance and Annuity Corporation

Cost: N/A
Executive Sponsor: Joe Watkins

C-8 Approval of Contract with Kim Friends and CSM Consulting, Inc.

RESOLVED, that the Chester Upland School District (hereinafter “School District”) hereby approves the contract with Kim Friends and CSM Consulting, Inc. to provided e-rate services at a cost of \$13,000 in conjunction with ERate applications pertaining to the 2014-2015 reimbursement year.

FURTHER RESOLVED, that George Crawford, Chief Financial Officer or Karen DeShullo, Business Administrator, are authorized to execute any and all documents necessary to execute the contract referenced herein.

Cost: \$13,000.00
Payable from: General Fund
Account Code:
Executive Sponsor: George Crawford

BUSINESS AGENDA ITEMS #C-1 THRU #C-8 WERE APPROVED BY JOSEPH P. WATKINS, RECEIVER

There being no further business *Receiver, Joseph P. Watkins* adjourned the meeting at 6:57 pm.

CHESTER UPLAND SCHOOL DISTRICT
FINANCIAL RECOVERY RECEIVER

Joseph P. Watkins

Date