



**Chester Upland School District**  
**RECEIVER'S MEETING WITH THE PUBLIC**  
**AGENDA**

**April 24, 2014**

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- 1. Call to Order**
- 2. Pledge of Allegiance to the Flag**
- 3. Student Recognition**
- 4. Report from the Superintendent**
- 5. Presentations**
- 6. Commendations**
- 7. Approval of Minutes of previous meeting of March 20, 2014 and Special meeting of April 4, 2014**
- 8. Public Comment**
- 9. Education Agenda**
  - A-1 Homebound Instruction for Students.
- 10. Personnel Agenda**
  - B-1 Approval of appointments, corrections to appointment dates, leaves of absence, returns from leaves of absence, retirements, resignations and reassignments.
  - B-2 Saturday School Addition to Staff
  - B-3 Approval of District's Manual of Human Resources Operating Procedures
  - B-4 Approval for Position Descriptions

**11. Business Agenda**

- C-1 Reports of the tax collectors
- C-2 Approval of the Treasurer's Report/Budget Report
- C-3 General Fund Budget: \$12,385,628.35. Approval of list of payments  
General Fund Budget: \$1,927,593.07. Approval of payrolls
- C-4 Approval of Agreement of Sale with Best Homes DDJ LLC – Wetherill School
- C-5 Approval of Agreement of Sale with the City of Chester – Pulaski School
- C-6 Approval of Agreement of Sale with Community Baptist Church – Vocational School
- C-7 Approval of the Delaware County Community College Budget (2014-15) and Chester Upland School District's appropriation
- C-8 Approval of the Delaware County Community College Resolution to approve the financing and construction of a major capital project at the Marple Campus.
- C-9 Approval of Employer Signature Authorizing for Retirement Plan Documents
- C-10 Approval of the Retirement Plan Administrative Services Agreement

**12. Adjournment**

**Chester Upland School District**

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**EDUCATION AGENDA**

**A-1 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:

<b>Student ID #:</b>	<b>School:</b>	<b>Effective Dates:</b>
081261	CHS	4/4/14
070268	CHS	3/31/14

**Payable from:** 2013-2014 General Fund Budget

**Executive Sponsor:** Tamara Thomas Smith

**PERSONNEL AGENDA**

**B-1 General/Categorical Funds. Approval of appointments, corrections to appointment dates, leaves of absence, returns from leaves of absence, retirements, resignations and reassignments.**

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>
Allen, Paulette	Substitute Teacher Floater	\$100/day 10 months	4/21/14	New Position 2013-2014 G.F.B.
Nance, Jennifer	Special Education Teacher	41,607 +200 (B/1) 10 Months	3/24/14	New Position 2013-2014 G.F.B.
Sargent, June	Substitute Teacher Floater	\$100/day 10 months	4/21/14	New Position 2013-2014 G.F.B.
Wilmore, Theresa	Substitute Teacher Floater	\$100/day 10 months	4/21/14	New Position 2013-2014 G.F.B.

(b) Non Professional

<u>Name</u>	<u>Position/Location</u>	<u>Salary</u>	<u>Effective Date</u>	<u>New Position or Replacement</u>
Covington, Yvonne	Bus Aide	10.99/hr 10 months	4/7/14	Replacement 2013-2014 G.F.B.
Boneparte, Lamar	School Safety Officer	17,277 10 months	4/23/14	Replacement 2013-2014 G.F.B.
Gordy, Lamar	Bus Aide	10.99/hr 10 months	4/7/14	Replacement 2013-2014 G.F.B.
Harris, Keenon	School Safety Officer	17,277 10 months	4/7/14	Replacement 2013-2014 G.F.B.
Johnson, Marlisa	PCA	65/day 10 months	3/3/14	Replacement 2013-2014 G.F.B.

Lopez, Wiley	Bus Driver	18.17/hr 10 months	4/7/14	Replacement 2013-2014 G.F.B.
Mayfield, Julian	Bus Aide	10.99/hr 10 months	4/7/14	Replacement 2013-2014 G.F.B.
Grant, Lamont	Bus Aide	10.99/hr 10 months	3/31/14	Replacement 2013-2014 G.F.B.
Pitts, Shaniqua	Bus Aide	10.99/hr 10 months	4/24/14	Replacement 2013-2014 G.F.B.

FURTHER RESOLVED, that the following **correction to the appointment date** be approved on the effective date respectively noted.

(b) Non Professional

<u>Name</u>	<u>Position/Location</u>	<u>Effective Date</u>
Brown, A'saad	Teacher Assistant Chester High/Clipper	2/24/14 10 months

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>
Carabetta, Nicholas	Director of Transportation Transportation Department	1/14/14-6/5/14 (Extended FMLA)
Mixon, Denise	Teacher, Special Education Chester High School	3/17/14-5/31/14 (FMLA)

(b) Non Professional

<u>Name</u>	<u>Position/Location</u>	<u>Effective Date</u>
Miller, Deidre	Teacher Aide Toby Farms	2/27/14-4/15/14 (FMLA)

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

(a) Professional

<b><u>Name</u></b>	<b><u>Position/Location</u></b>	<b><u>Effective Date</u></b>
Burton, Deitra	Teacher, Elementary	4/22/14
McLaughlin, J'me	Teacher, Elementary Toby Farms	3/12/14

(b) Non Professional

<b><u>Name</u></b>	<b><u>Position/Location</u></b>	<b><u>Effective Date</u></b>
Payne, Taheera	Bus Aide Transportation	4/21/14

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

(a) Professional

<b><u>Name</u></b>	<b><u>Position/Location</u></b>	<b><u>Effective Date</u></b>
Cottman, Gwendolyn	GED Testing Registrar Chester High School	6/13/14

(b) Non Professional

<b><u>Name</u></b>	<b><u>Position/Location</u></b>	<b><u>Effective Date</u></b>
Potts, Jr. Clarence	Bus Driver Transportation	3/28/14

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>
Frank Aldridge	CTE/EMT STEM	4/22/14

(b) Non Professional

<u>Name</u>	<u>Position/Location</u>	<u>Effective Date</u>
Green, Darryl	Bus Driver Transportation	4/25/14
Lennon, Arlene	Security CUSA	4/18/14
Mayfield, Julian	Bus Aide Transportation	4/14/14

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

<u>Name</u>	<u>From</u>	<u>To</u>	<u>Effective Date</u>
Blythe, Richard	Bus Driver \$18.17/hr	Bus Aide 10.99/hr	3/24/14
Lopez, Marvella	Bus Driver Full-time	Bus Driver Part-time	4/1/14
Walker, Michael	Bus Driver Full-time	Bus Driver Part-time	3/24/14
Santana, Carmen	Secretary, Technology Chester High School 36,732.21	Secretary Information Support Administration Bldg. 36,732.21	03/13/14

**B-2 Saturday School Addition to Staff**

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>
Baxter Sharon	Teacher (Sub)	\$25.00/hr.

**B-3 Approval of District's Manual of Human Resources Operating Procedures**  
(To be posted on website when approved)

**Executive Sponsor:** Alvina Jenkins

**B-4 Approval for Position Descriptions for the:**

- Cyber School Monitor
- Information, Support Secretary
- School Climate Manager
- IEP Compliance Coordinator
- Student Support Services
- School Nurse
- Assistant Superintendent
- Secretary to the Board

**Executive Sponsor:** Alvina Jenkins



**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 March 1, 2014 through March 31, 2014 in the amount of \$0.00 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 March 31, 2014 be APPROVED by the Receiver, acting as the Board of School Directors.

**Executive Sponsor:** George R. Crawford

**C-3 General Fund Budget: \$12,385,628.35. 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 \$12,385,628.35, of which General Fund payments total \$12,082,859.80, and Food Services Fund payments total \$302,768.55, 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 April 24, 2014 Minutes.

(LIST OF PAYMENTS ATTACHED)

**General Fund Budget: \$1,927,593.07. Approval of payrolls.**

RESOLVED, that the payrolls dated in March, 2014 of the various accounts totaling for all accounts the grand sum of \$1,932,035.63 be approved by the Receiver, acting as the Board of School Directors.

**Payable from:** General Fund

**Executive Sponsor:** George R. Crawford

**C-4 Approval of Agreement of Sale with Best Homes DDJ LLC – Wetherill School**

RESOLVED, that the Receiver of the Chester Upland School District (hereinafter "School District") approves the Agreement of Sale with Best Homes DDJ LLC regarding the sale of a lot or piece of ground with the improvements thereon located at 319 E. 24<sup>th</sup> Street, City of Chester, Delaware County, Pennsylvania, known as Wetherill School.

**Executive Sponsor:** George R. Crawford

**C-5 Approval of Agreement of Sale with the City of Chester – Pulaski School**

RESOLVED, that the Receiver of the Chester Upland School District (hereinafter “School District”) approves the Agreement of Sale with the City of Chester regarding the sale of a lot or piece of ground with the improvements thereon located at 2820 West 7<sup>th</sup> Street, City of Chester, Delaware County, Pennsylvania, known as Pulaski School.

**Executive Sponsor:** George R. Crawford

**C-6 Approval of Agreement of Sale with Community Baptist Church – Vocational School**

RESOLVED, that the Receiver of the Chester Upland School District (hereinafter “School District”) approves the Agreement of Sale with the Community Baptist Church regarding the sale of a lot or piece of ground with the improvements thereon located at West 8<sup>th</sup> between Barclay and Fulton Streets, City of Chester, Delaware County, Pennsylvania, known as The Chester Upland Vocational School.

**Executive Sponsor:** George R. Crawford

**C-7 Approval of the Delaware County Community College Budget (2014-15) and Chester Upland School District’s appropriation**

Resolved that the Receiver, acting as the Board of School Directors, grant approval of the Delaware County Community College Resolution to approve the Budget (2014-2015) and Chester Upland School District’s appropriation as a sponsoring school district.

**Cost:** \$272,791.

**Payable from:** General Fund

**Executive Sponsor:** George R. Crawford

**C-8 Approval of the Delaware County Community College Resolution to approve the financing and construction of a major capital project at the Marple Campus.**

Resolved that the Receiver, acting as the Board of School Directors, grant approval of the Delaware County Community College Resolution to approve the financing and construction of a major capital project, to include the construction, equipping, and financing of renovations to facilities on the Marple Campus of the Delaware Community College.

**Executive Sponsor:** George R. Crawford

**C-9 Approval of Employer Signature Authorizing for Retirement Plan Documents**

Resolved that George R. Crawford and Karen DeShullo are authorized by the Chester Upland School District to execute such documents and direct all activities as required in the administration of the district's 403(b) and 457(b) retirements plans.

**Executive Sponsor:** Joseph P. Watkins

**C-10 Approval of the Retirement Plan Administrative Services Agreement**

Resolved that the Agreement for Retirement Plan Administrative Services between the District and PenServ dated April 25, 2014 be approved at no cost to the district (fees waived to the district; customary \$3.00 per month per participant charge to be billed to the vendors).

**Executive Sponsor:** Joseph P. Watkins