

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

**March 24, 2016
6:15 P.M.**

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

Executive Staff Present: Dr. Francis Barnes, Receiver
 Mr. Gregory Shannon, Superintendent
 Ms. Karen DeShullo, Chief Business Administrator
 Ms. Claudia Averette, Chief of Staff

Solicitor: Leo A. Hackett, Esquire (Absent)

The Receiver's meeting opened with a call to order by Receiver, Dr. Francis Barnes and the Pledge of Allegiance.

NOTICE OF ADVERTISED MEETING

(COPY OF ADVERTISED NOTICE ATTACHED)

REPORT FROM THE SUPERINTENDENT

Gregory Shannon – We are moving into our testing window. All of the preparations are well underway, with respect as to moving into testing season be it Keystone and/or PSSAs. Test administrators have been identified in every building. We have move forward with all of the testing and security protocols with respect to having the exam locked and in the right places during our testing window. Our staff has begun to take the test certifications and, I believe, that process has been completed and we are excited because this is showtime for our children, to show how bright and really talented they really are. In addition to that, we are excited, as I mentioned in last month’s meeting, we have three Gates Millennium Scholar finalists and we are expecting to hear within the next few days. Their applications are being fact checked and verified. That is quite a complement to our young people as to the hard work they have demonstrated and to the staff who worked very diligently with our children in order to prepare them academically going forward.

We are also excited that we now have Chester Choral Ambassadors. We have a mass choir including students from CUSA combined with the young folks from Toby Farms and the High School students from both STEM and Chester High. There are about 70 children all together. We have been invited to perform on May 6th at Law Day by Judge Kenney at the Courthouse. That was his challenge to us to develop a choir. Our music teachers and our principals were all in and very excited. We had a series of meetings, the sheet music has arrived and the children are excited to get started. We could not get them robes, but we got them beautiful shirts to wear, so they actually look like a choir. I invite you to come out to Law Day on May 6th to see our children perform. Thank you, Receiver.

Someone from the audience asked what time the performance was on Law Day. Mr. Shannon said that he or Ms. Averette would find out and put it on the website.

Someone else from the audience asked the reason why we couldn’t get the choir robes. Mr. Shannon answered that the cost of the robes was too prohibitive at approximately \$300.00 to \$400.00 each. The shirt cost \$6.95 each.

The children are also excited because there is a beautiful choral room at Chester High School with risers and great acoustics. It was almost a rebirth from years gone by when it was very popular. We are trying to bring those things back, the legend and the lore of Chester High School.

STUDENT RECOGNITION

Since it was Spring Break there were no recognitions this month.

PRESENTATIONS

None

APPROVAL OF MINUTES OF PREVIOUS MEETING OF FEBRUARY 19, 2015

Receiver Barnes approved.

PUBLIC COMMENTS

Dr. Will Richan asked about the incident in the paper of the child that was bullied. He questioned the driver and the aide on the bus.

Dr. Francis Barnes answered that we are bound by confidentiality and cannot discuss the incident.

Gregory Shannon said that as to the student, the Code of Student Conduct would be followed but we cannot discuss this any further. As for the employees, they are afforded due process and that will be dealt with on a District level.

Dr. Richan asked about the request for the child that was being bullied to be transferred and when it was received by the administration.

Mr. Shannon said that it came into his office post-incident.

Dr. Barnes asked George Dawson, Esq. as back-up legal counsel for the Board, to help with the answering of these questions so as not to break any rules.

Dr. Richan again asked about the mother contacting Mr. Shannon's office about the request to transfer the child.

Mr. Dawson told him that again he was asking about protected information because he was asking about a specific child.

Dr. Barnes said that all of this falls under the protected information code and he didn't think that Dr. Richan would want his privacy violated by the District if someone else was curious about him

Dr. Richan then said that he understood the privacy issues but wanted to know from Mr. Shannon what the response first was to this issue and if he could answer.

Mr. Shannon answered that no, he could not. He said that he was struggling to understand exactly what Dr. Richan was asking.

Mr. Dawson asked if he was asking what the general policy was for the school district investigating these types of incidences instead of this particular case.

Dr. Richan answered yes.

Dr. Barnes answered that when a claim comes in we investigate it. He then asked Dr. Richan is he was asking whether this claim was investigated.

Dr. Richan answered that he gathered that it had been investigated, but he assumed it takes more than that. If a parent asks for a transfer, is she asked why? He assumed that if a request like that comes in, then she is asked why. He then went on to say that, as reported on the news, the child was being hit in the face and, if a teacher notices those kinds of marks, isn't she obligated to report that. He understands that teachers are required to report that kind of incident.

Dr. Barnes said that of course anything that is to the detriment of the child or suspected, we are obligated to report.

Mr. Shannon said that it is the school's responsibility to report all incidence of abuse/bullying. It could be anyone, climate manager, teacher, security guard, janitor or other.

Dr. Richan asked if there was any follow-up with the bully other than suspension.

Mr. Shannon answered that depending on the circumstances of the incident, it would be determined if the student, bully or bullied, were in need of behavioral health counseling, we, as a district would provide it.

Dr. Richan wanted to know what the district is doing to prevent this kind of thing from happening again.

Mr. Shannon said that we work within our policies and procedures to insure that we are teaching the children what bullying is and how it looks. What it does to other children and how to prevent it. We also let them know what to do if they are a victim of bullying.

Although there were no others that signed up to speak, Dr. Bernice Warren asked to have the floor and Dr. Barnes agreed.

Bernice Warren said that she wanted to follow-up on what was said and asked if the district had a specific bullying policy.

Mr. Shannon answered that yes we do.

Ms. Warren asked if that was somewhere in writing.

Mr. Shannon answered that it is part of our Code of Student Contract.

Dr. Hoffmann-Willis asked to speak and Dr. Barnes agreed.

Dr. Hoffmann-Willis asked is this was the last meeting in this building (1720 Melrose, Chester).

Dr. Barnes said that it could be and then asked to explain. He said that in 2013 this building was sold to Widener and we do not own this building. They have been extending a lease to us on a yearly basis for \$1 but our welcome has been worn out and we have been asked to leave, so we are preparing a space over at Chester High School on the ground floor and all information will be publicized when the move occurs.

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:
67179	OOD	2/25/2016
77808	CHS	3/1/2016
73700	CHS	2/22/2016
200257	CHS	3/18/2016

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:

Student ID #:	Date of Hearing:
NONE FOR THIS MONTH	

A-3 Approval of Settlement Agreement and Release for Student #079602

RESOLVED, that the Receiver, acting as the Board of School Directors approves the Settlement Agreement and Release with reference to Student Number 079602 (NR) along with payment of the sum of Two thousand dollars (\$2,000.00) to parent's attorney, Daniel Cooper, Esquire.

Payable From: General Fund Budget
Cost: \$8000.00
Executive Sponsor: Andria Saia

A-4 Approval to enter into a contractual agreement with Elwyn Davidson School for Student #90073

RESOLVED, that the Receiver, acting as the Board of School Directors enter into a contractual agreement with Elwyn Davidson School to provide special education services for the remainder of the 2015-2016 School Year. The cost for the Elwyn Davidson School is set forth in the contract: is \$274.64 per diem, per student for the 2015-2016 Academic Year, for the following student:

Student ID #090073 - K.B.

Payable From: General Fund Budget

Cost: Not to Exceed \$21,971.20 per student for the remainder of school year, not including 1:1 aides, PCAs or nurses

Executive Sponsor: Andria Saia

A-5 Approval to enter into a contractual agreement with Valley Forge Educational Services for a trial for Student #1001040

RESOLVED, that the Receiver acting for the Board of School Directors enter into a services for a trial period during the 2015-2016 School Year beginning February 22, 2016, through March 4, 2016. The cost for Valley Forge Educational Services is set forth in the contract: \$2,865.30 per student for the ten (10) day trial period, prorated for the days of attendance, for services in accordance with their IEP.

Student ID #1001040 - N.M

Payable From: General Fund Budget

Cost: Not to Exceed \$286.53 per student per day or \$2,865.30 for the trial period

Executive Sponsor: Andria Saia

A-6 Approval for PCAs to receive compensation for riding the bus with their charges

RESOLVED, that the Receiver, acting as the Board of School Directors, approve compensation for the below listed Personal Care Assistants (PCAs) who are required to ride the bus with their assigned student to and from school as listed in their student's Individualized Educational Plan (IEP) for the 2015-2016 school year. PCAs provide services throughout the school day with students who are educated within the district and out of district. PCAs will be paid an additional rate of \$10.99/hour, per day for accompanying their student on the bus to their educational facility. The below listed PCAs are replacing 3 PCAs that were previously approved at the Receiver's Meeting with the Public on September 23, 2015, Agenda Item A-7. There is no change in cost.

Taunya Cottman
Sharon Frierson

Executive Sponsor: Andria Saia

A-7 Approval of the Special Education Funding and Service Agreement with the DCIU

RESOLVED, that the Receiver acting for the Board of School Directors enter into a Special Education Funding and Service Agreement with the DCIU for the 2016-2017 School Year. The cost for DCIU Special Education Services is set forth in the contract: \$1,787,450.00, to be reconciled in November 2017 based on students who actually participate

Payable From: General Fund Budget
Cost: Not to Exceed \$1,787,450
Executive Sponsor: Andria Saia

A-8 Approval of the Delaware County Intermediate Unit Budget for 2016-17

RESOLVED, that the Receiver acting for the Board of School Directors approves the Budget for the Delaware County Intermediate Unit for 2016-17.

Executive Sponsor: Francis V. Barnes

A-9 Approval to enter into a contractual agreement with Delta-T Group, Inc. and Kaleidoscope Education Solutions

RESOLVED, that the Receiver, acting as the Board of School Directors enter into contractual agreements with Delta-T Group, Inc. and Kaleidoscope Education Solutions for the provision of: RN and LPN services, Certified special education teachers, substitute teachers, paraprofessionals, PCA/IAs, and PT, OT and SLP specialists (hereinafter collectively “Specialists”) for School District students on an “as needed” basis.

Payable From: General Fund Budget
Cost: Not to exceed \$25,000
Executive Sponsor: Andria Saia

A-10 Approval of STEM Academy CUEA MOA

RESOLVED, that the Receiver, acting as the Board of School Directors, approve the Memorandum of Agreement by the CUEA for the pilot program for block scheduling at STEM and that teachers that taught sixth courses and 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

A-11 Approval of Settlement Agreement and Release for Student #071920

RESOLVED, that the Receiver, acting as the Board of School Directors approves the Settlement Agreement and Release with reference to Student # 071920. There is no cost associated with this agreement.

Executive Sponsor: Andria Saia

EDUCATION AGENDA ITEMS #A-1 THROUGH A-11 WERE APPROVED BY DR. FRANCIS BARNES, RECEIVER

PERSONNEL AGENDA

B-1 Approval of appointments, completion of probation, resignations, rescinding of termination, reassignments, leaves of absence, retirements and Spring Coaching staff

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

<u>Name</u>	<u>Position/Location</u>	<u>Salary</u>	<u>Date</u>	<u>Replacement</u>
Bell, LaDontay	Head Football Coach Chester High	\$7,000	03/29/2016	Replacement 0151 G.F.B. 2015-2016
Carlton, Greta	Art Teacher Main Street	\$55,778 M/1 10 months	3/29/2016	Replacement 0510 G.F.B. 2015-2016
Dunbar, Patricia	PCA Toby Farms	\$65/daily 10 month	3/3/3016	New G.F.B. 2015-2016
Harris, Jameka	Custodian CUSA	\$23,878 12 months	3/29/2016	Replacement G.F.B. 2015-2016
Jones Robert	Custodian STEM	\$23,878 12 months	3/29/2016	Replacement 0590 G.F.B. 2015-2016
Leary III, Benjamin	School Psychologist Chester High	\$62,603.20 M30/1	3/8/3016	Replacement 0255 G.F.B. 2015-2016
Lopez, Nadine	PCA Main Street	\$65/daily 10 months	2/16/2016	Replacement 0253 G.F.B. 2015-2016
Lund, Sharon	Special Ed Teacher Main Street	\$61,107+\$200 M30/3 10 months	3/29/2016	Replacement 0121 G.F.B. 2015-2016
Mitchell, Lavada	Special Ed Teacher Chester High	\$64,168+\$200 M/5 10 months	4/11/2016	Replacement 0441 G.F.B. 2015-2016
Morris, Keyona	PCA Out of District	\$80/daily 10 months	3/1/2016	Replacement 0541 G.F.B. 2015-2016
Robinson, Shurelle	PCA CUSA	\$65/daily 10 months	2/17/2016	New Position G.F.B. 2015-2016
Brown, Brenda	PCA Out of District	\$80/daily 10 months	3/14/2016	New Position G.F.B. 2015-2016

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

<u>Name</u>	<u>Position/Location</u>	<u>Effective Date</u>
Boyd, Archanica	Teacher Assistant Main Street	2/29/2016
Butler, Tiaira	Teacher Assistant Main Street	2/29/2016
Pope, Teresa	Teacher Assistant Chester High	2/26/2016

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>
Schrass, Carl	Assistant Business Administrator	3/18/2016 0459
Martinez, Maria	PCA Toby Farms	1/11/2016 0541
George, Shirley	Bus aide	3/11/2016

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

<u>Name</u>	<u>Position/Location</u>	<u>Effective Date</u>
Hooks, Randy	PCA Toby Farms	3/9/2016

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/Locations</u>	<u>Effective Date</u>
Broussard, Tonya	Assistant Principal Toby Farms \$109,504	Acting Principal Toby Farms \$109,504	03/29/2016 0151
Burton, Yuri	PCA CUSA \$65/daily	Teacher Assistant Stetser \$22,356	3/29/2016 0129
Thompson, Ray	Teacher STEM \$72,557	Acting Assistant Principal Toby Farms \$90,000	3/29/2016 0066
Tull, Damon	PCA Toby Farms \$65/daily	Per Diem Safety Officer Toby Farms \$17,277	3/07/2016 0540

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>
Brown, Anita	Special Ed. Teacher Main Street	3/11/2016 - 6/21/2016 Leave of Absence

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>
McAlister, Constance	Principal Chester High School	6/20/2016

FURTHER RESOLVED, that the following **Spring Coaching Staff** appointment be approved as respectively noted:

<u>Name</u>	<u>Activity</u>	<u>Amount</u>
Thompkins, Alfred	Head Coach, High Girls Outdoor Track	\$4,000
Benson, Farren	Assistant Coach, High School Girls Track	\$3,000
Wharton, James	Head Coach, Boys Outdoor Track	\$4,000
Grossman, Barry	Assistant Coach, High School Boys Track	\$3,000
Bennett, Mark	Head Coach, High School Baseball	\$3,500
Campbell, Eugene	Assistant Coach, High School Baseball	\$2,625
Dowling, Chris	Assistant Coach, High School Baseball	\$2,625
Providence, Joseph	Head Coach, High School Boys Tennis	\$2,100

B-2 Approval for Aide to ride the bus with students

RESOLVED, that the Receiver, acting as the Board of School Directors, grant approval for employee listed below be granted permission to ride the bus as an aide transporting the students from Stetser to CUSA for the remainder of the 2015-2016 school year. The aide will be paid an additional rate of \$10.99/hour, per day.

Shirley George

Executive Sponsor: Alvina Jenkins

B-3 Tuition Reimbursement for the 2015-2016 school year.

RESOLVED, that the Receiver, acting as the Board of School Directors, grant approval for the tuition reimbursement for the 2015-2016 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>
Brown, April	6	6	\$4,686	\$4,686

Executive Sponsor: Alvina Jenkins

B-4 Approval to enter into a contractual agreement with Fingerprints Now

RESOLVED, that the Receiver, acting as the Board of School Directors enter into a contractual agreement, costing \$400.00, with Fingerprints Now to provide fingerprinting services for the completion of the background clearances for employees who did not obtain them and to advance the fees for the applications to the employees, subject to reimbursement by the employee.

Payable From: General Fund Budget

Cost: Not to exceed \$1604

Executive Sponsor: Alvina Jenkins

SUPPLEMENTAL PERSONNEL AGENDA

B-5 Approval to enter into a contractual employment agreement with Karen DeShullo as Chief Business Administrator

RESOLVED, that the Receiver, acting as the Board of School Directors enter into a contractual employment agreement with Karen DeShullo as Chief Business Administrator for the next five (5) years, commencing April 1, 2016 and ending March 31, 2021. The cost for the contract: \$150,000.00 for each school year.

Payable From: General Fund Budget
Cost: Not to exceed \$150,000 per year
Executive Sponsor: Gregory Shannon

PERSONNEL AGENDA ITEMS #B-1 THROUGH #B-4 AND #B-5 FROM SUPPLEMENTAL AGENDA WERE APPROVED BY DR. FRANCIS BARNES, RECEIVER.

BUSINESS AGENDA

C-1 Reports of the tax collectors: \$224,190.44

RESOLVED, that the reports of the City of Chester, Borough of Upland, and Chester Township for the period February 1, 2016 through February 29, 2016 in the amount of \$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 February 29, 2016 be APPROVED by the Receiver, acting as the Board of School Directors.

Executive Sponsor: Karen DeShullo

C-3 General Fund Budget: \$1,198,763.10. Approval of payrolls

RESOLVED, that the payrolls dated in February, 2016 of the various accounts totaling for all accounts the grand sum of \$1,198,763.10, be approved by the Receiver, acting as the Board of School Directors.

General Fund Budget: \$5,111,431.49. 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 \$5,111,431.49, of which General Fund payments total \$4,937,931.41, and Food Services Fund payments total \$173,500.08, 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 March 17, 2016 Minutes.

Payable from: General Fund Budget
Executive Sponsor: Karen DeShullo

C-4 Approval to enter into a contractual agreement with Widener University

RESOLVED, that the Receiver, acting as the Board of School Directors, enter into a contractual agreement with Widener University, One University Place, Chester, PA 19013, to allow Widener staff and teacher education candidates to work with the Stetser Elementary School staff and students to assist the Stetser teachers in their classrooms as part of the implementation of a Community Immersion Teacher Education Program. The term of the Agreement shall begin at the signing of this Agreement by both parties and shall continue through June 30, 2017. Upon the termination of this Agreement, each party shall fully cooperate with the other in all matters relating to the winding up of the Program and any documents or information needed in connection therewith. This contractual agreement will be with no cost.

Executive Sponsor: Malika Savoy-Brooks

BUSINESS AGENDA ITEMS #C-1 THROUGH #C-4 WERE APPROVED BY DR. FRANCIS BARNES, RECEIVER.

There being no further business *Receiver, Francis Barnes* adjourned the meeting at 6:52 pm.

**CHESTER UPLAND SCHOOL DISTRICT
FINANCIAL RECOVERY RECEIVER**

Francis V. Barnes, PhD.
Receiver

Date