

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

**May 16, 2013
6:10 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 P. Watkins, Receiver
 Mr. George Crawford, Chief Financial Officer
 Dr. Thomas Persing, Acting Superintendent
 Ms. Andria Saia, Assistant Superintendent for Student Services
 Dr. Tony L. Watson, Acting Deputy Superintendent

Solicitor: Leo A. Hackett, Esquire

Special Counsel: George B. Dawson, Esquire

The Receiver's meeting opened with the Pledge of Allegiance to the Flag.

NOTICE OF ADVERTISED MEETING

(COPY OF ADVERTISED NOTICE ATTACHED)

STUDENT RECOGNITION

Kelly Davis - Grade 12 - Chester High School - Class President
Shaquita Scott - Grade 12 - Chester High School - Class Secretary

STUDENT REPRESENTATIVES TO THE RECEIVER

Kelly Davis – Grade 12 – Chester High – Class President
Shaquita Scott, Grade 12 – Chester High – Class Secretary

REPORT FROM THE SUPERINTENDENT

Dr. Persing reported that the District has hired ten(10) new security personnel; eight(8) will be stationed at Chester High, one(1) at Showalter and one(1) at STEM, in addition to the staff currently there. The newly hired security personnel will start on Monday, May 20, 2013.

PRESENTATIONS

None.

APPROVAL OF MINUTES OF MEETINGS OF APRIL 18, 2013 AND APRIL 29, 2013.

THE MINUTES OF THE PREVIOUS MEETINGS OF APRIL 18, 2013 AND APRIL 29, 2013 WERE APPROVED BY JOSEPH P. WATKINS, RECEIVER.

PUBLIC COMMENT ON AGENDA ITEMS

Clyde Killebrew, Jr. – Questioned the items voted on at the May 2, 2013 board meeting?

Leo Hackett, Esq., responded.

Tyra Quail – Expressed her concerns regarding the Anchor Magnet School. Spoke on the concerns she has with schools in session during election days. Regarding Item #B-1, questioned the salaries being paid to newly hired personnel?

Joseph Watkins responded.

Anthony Johnson, School Board Member – Spoke on tabling Items #B-3, #B-4 and #C-8.

Anita Littleton – Inquired as to if there was a strategic plan in place in order to get parents involved? Expressed her concerns regarding the Anchor Magnet School.

Joseph Watkins responded.

Lawrence Hamm – Expressed his concerns regarding the Anchor Magnet School. Regarding Item #C-6, questioned the memorandums of understanding? Expressed his concerns regarding settlement of the teacher's contract.

Joseph Watkins responded.

George Crawford responded.

Dr. Joe O'Brien, Head of the Chester County Intermediate Unit, spoke on the national superintendent search process.

Charlie L. Warren II, School Board Member – Spoke on the Anchor Magnet School and the District's need for better communication.

John Shelton, Jr., CUESPA President – Welcomed the new superintendent and thanked the selection committee. Inquired as to who is currently in charge at Chester High School? Expressed his concerns regarding the Anchor Magnet School.

Joseph Watkins responded.

EDUCATION AGENDA

A-1 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:
#082718	04/04/13
#082719	04/04/13
#068614	04/04/13

#070008	04/04/13
#064527	04/04/13
#080730	04/04/13
#072990	04/04/13
#073659	04/04/13

Executive Sponsor: Dr. Tony L. Watson

A-2 Curriculum and Instruction Budget, 2013-2014: \$15,000.00 – Delaware County Community College, CUSD and Chester Youth Collaborative 2013 Summer Program.

RESOLVED, that the Receiver, acting as the Board of School Directors, approves a summer college experience for up to 20 CUSD students to take place at DCCC, Marple Campus over the course of five weeks in July and August. Total cost includes: books, materials, instruction, and 3 college credits, as well as transportation, lunches and a CYC mentor. Total cost not to exceed \$ \$15,000.00.

Payable from: Curriculum and Instruction Budget, 2013-2014
Executive Sponsor: Dr. Rachel Foster

A-3 Approval of the Chester Upland School District 2013-2014 School Year Calendar.

RESOLVED, that the Receiver, acting as the Board of School Directors, grant approval for the 2013 -2014 School Year Calendar.

(SEE ATTACHMENT)

Executive Sponsor: Dr. Rachel Foster

A-4 Approval of the Confidential Secretary Compensation and Related Benefits plan.

RESOLVED, that the Receiver, acting as the Board of School Directors, approves the *Confidential Secretary Compensation and Related Benefits* plan for 12-month employees who provide administrative support to the positions of Receiver, Superintendent, Chief Financial Officer, Chief Business Administrator and Director of Human Resources.

Executive Sponsor: Michelle R. Chapman

A-5 Approval of the Administrator Compensation and Related Benefits (Act 93) plan.

RESOLVED, that the Receiver, acting as the Board of School Directors, approves the *Administrator Compensation and Related Benefits (Act 93)* plan for 12-month employees in administrative positions to include Principal, Assistant/Associate Principal, Director, Coordinator and Supervisor.

Executive Sponsor: Michelle R. Chapman

A-6 Approval of Contract – KnowledgePoints

RESOLVED, that the Receiver, acting as the Board of School Directors, approves a contract with KnowledgePoints, a state-approved educational services provider, to provide reading and math instruction to 150 Pre K – 6th grade students June 24-August 1, 2013. Costs will not exceed \$1,660.00 per student.

Payable from: Title I Set Aside Funds
Executive Sponsor: Dr. Rachel Foster

A-7 Approval to implement a Summer Program at Stetser Elementary School.

RESOLVED, that the Receiver, acting as the Board of School Directors, approves the implementation of a summer program at Stetser Elementary School. The program will service 60 students using a 1:10 staff ratio. Chester Upland School District staff including one program coordinator, six teachers and six instructional aides will implement the program. Costs will not exceed \$1,200.00 per student.

Payable from: Title I Set Aside Funds
Executive Sponsor: Dr. Rachel Foster

A-8 Approval to attend the School Improvement Innovation Summit for Professional Development.

RESOLVED, that the Receiver, acting as the Board of School Directors, approve payment from Title I and Title II funding for ten teachers and two administrators to attend the School Improvement Innovation Summit for Professional Development in Salt Lake City, Utah on July 8-11, 2013 at a cost not to exceed \$24,200.00.

Payable from: Days 1 & 2 - Title I Function 2810 Planning, Research,
Development and Evaluation
Days 3 & 4 - Title II Functions 1190 -1 Reading and 1190-2 Math

Executive Sponsor: Dr. Tony L. Watson

A-9 Approval of Contract – U.S. Medical Staffing, Inc.

RESOLVED, that the contract with U.S. Medical Staffing, Inc. for a temporary licensed social worker (Master Level) at the rate of Thirty Nine Dollars and Eighty Cents (\$39.80) per hour is hereby approved subject to approval by the Solicitor.

Executive Sponsor: Andria Saia

The executive sponsors briefly summarized their education agenda items to those in attendance.

EDUCATION AGENDA ITEMS #A-1 THRU #A-9 WERE APPROVED BY JOSEPH P. WATKINS, RECEIVER.

PERSONNEL AGENDA

B-1 General/Categorical Funds. Approval of appointments, leave of absence, retirements, resignations, terminations, salary adjustment, correction of transfer, reassignments, and completion 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>
Avery, Janae	Teacher, Dental Assistant Chester High School	\$41,607 (B/1) 10 months	04/29/13	Replacement 2012-2013 G.F.B.
Bozzini, Michelle	Director, Curriculum and Instruction Administration Building	\$95,000 12 months	07/08/13	New Position 2012-2013 G.F.B.
Calvecchio, Thomas	Director, Secondary Special Education Services Administration Building	\$112,500 12 months	07/01/13	New Position 2012-2013 G.F.B.
Howell-DeShullo, Karen	Assistant Business Manager Administration Building	\$125,000 12 months	05/06/13	Replacement 2012-2013 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>
DiFonzo, Zachary	IT Coordinator	\$50,000 12 months	05/20/13	New Position 2012-2013 G.F.B.
Grant, Grace	Personal Care Aide Floater	\$65/day 10 months	05/07/13	Replacement 2012-2013 G.F.B.
Hunter, Theresa	Bus Aide Transportation Department	\$10.99/hour 10 months	04/29/13	Replacement 2012-2013 G.F.B.
Mason, Nathaniel	Substitute Bus Driver Transportation Department	\$18.17/hour 10 months	05/13/13	Replacement 2012-2013 G.F.B.
Nelson, Maurice	Personal Care Aide Floater	\$65/day 10 months	05/07/13	Replacement 2012-2013 G.F.B.
Sanchez, Carmen	ELL Teacher Aide Main Street Elementary School & Stetser Elementary School	\$22,356 10 months	05/13/13	New Position 2012-2013 G.F.B.
Torres, Luz	Personal Care Aide Floater	\$65/day 10 months	05/09/13	Replacement 2012-2013 G.F.B.
Williams, Dearist	Personal Care Aide Main Street Elementary School	\$65/day 10 months	04/19/13	Replacement 2012-2013 G.F.B.

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

(a) Professional

<u>Name</u>	<u>Position/Location</u>	<u>Effective Date</u>
DuBois, John	Teacher, Mathematics Chester High School	04/06/13-05/06/13 (FMLA)

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

(a) Professional

<u>Name</u>	<u>Position/Location</u>	<u>Effective Date</u>
Jennings, Carrie	Teacher, Grade 1 Main Street Elementary School	06/30/13
Johnson, Denise	Teacher, Special Education Main Street Elementary School	06/17/13
Myers, Alberta	Guidance Counselor Chester High School	06/17/13

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>
Baxter, Linda	Classroom Support Teacher STEM Magnet High School	05/24/13
Feick, Brian	Chief Business Administrator Administration Building	07/15/13

(b) Non Professional

<u>Name</u>	<u>Position/Location</u>	<u>Effective Date</u>
Alexander, Mark	Head Custodian Chester Upland School of the Arts	03/13/13
Battersby, Michael	Van Driver Transportation Department	04/29/13
Dennis, Tynieka	Personal Care Aide Chester Upland School of the Arts	05/06/13
Ortiz Nieves, Betsy	Bus Driver Transportation Department	01/28/13

Townsend, Dana	Personal Care Aide Toby Farms Intermediate School	11/05/12
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FURTHER RESOLVED, that the following **terminations** be approved on the effective date respectively noted:

(a) Non Professional

<u>Name</u>	<u>Position/Location</u>	<u>Effective Date</u>
Anderson, James	Substitute School Safety Officer School Safety Department	04/12/13
Bradley, Hyreem	Assistant Coach, Girls' Track Chester High School	04/24/13
Gilroy, Simon	Bus Aide Transportation Department	05/13/13
Watson, John	Substitute School Safety Officer School Safety Officer	04/12/13
Young, Carol	Bus Aide Transportation Department	04/19/13

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

(a) Professional

<u>Name</u>	<u>From</u>	<u>To</u>	<u>Effective Date</u>
Paquette, Richard	Teacher, Social Studies STEM Magnet High School \$41,607 (B/1) 10 months	Teacher, Social Studies STEM Magnet High School \$44,668 (B+16/2) 10 months	04/02/13

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

(a) Professional

<u>Name</u>	<u>From</u>	<u>To</u>	<u>Effective Date</u>
Bey, Marie	Director of Cyber Academy Program Administration Building	Director of Cyber Academy Program STEM Academy	03/16/13

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

(a) Non Professional

<u>Name</u>	<u>From</u>	<u>To</u>	<u>Effective Date</u>
Butler, Jaola	Bus Driver Transportation Department \$18.17/hour 10 months	Van Driver Transportation Department \$16.37/hour 10 months	02/28/13
Butler, Jaola	Van Driver Transportation Department \$16.37/hour 10 months	Bus Driver Transportation Department \$18.17/hour 10 months	04/12/13
Hill, Lamar	Van Driver Transportation Department \$16.37/hour 10 months	Bus Aide Transportation Department \$10.99/hour 10 months	05/02/13
Jackson, Patrice	Special Education Assistant Administration Building \$40,000 12 months	Substitute Secretary Floater \$12.06/hour	05/13/13

Smallwood, Ronald	School Safety Officer School Safety Department \$17,277/10 months	Acting Director, School Safety School Safety Department \$35,000/12 months	05/09/13-05/30/13
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FURTHER RESOLVED, that the following **completion of probation** be approved on the effective date respectively noted:

(a) Non Professional

<u>Name</u>	<u>Position/Location</u>	<u>Effective Date</u>
Brock, Norman	Bus Driver Transportation Department	04/16/13
Brown, Alphonsa	Bus Aide Transportation Department	04/18/13

Executive Sponsor: Michelle R. Chapman

B-2 Approval of Gregory G. Shannon as Superintendent.

RESOLVED, that Gregory G. Shannon is hereby appointed Superintendent under terms and conditions of contract dated May 16, 2013 for the term commencing on July 15, 2013 and ending on July 14, 2018 at a starting salary of Two Hundred Fifteen Thousand Dollars (\$215,000.00) per year.

Executive Sponsor: Dr. Thomas E. Persing

B-3 Approval of Contract – Michelle Chapman

TABLED

RESOLVED, that the contract with Michelle Chapman to serve as Executive Director of Human Resources for the 2013-2014 school year at a salary of One Hundred Twenty Thousand Dollars (\$120,000.00) is hereby approved subject to the approval of the Solicitor.

Executive Sponsor: Dr. Thomas E. Persing

B-4 Approval of Contract – Dr. Rachel Foster

TABLED

RESOLVED, that the contract with Dr. Rachel Foster to serve as Assistant to the Superintendent for Curriculum and Instruction for the 2013-2014 school year at a salary of One Hundred Thirty Five Thousand Dollars (\$135,000.00) is hereby approved subject to the approval of the Solicitor.

Executive Sponsor: Dr. Thomas E. Persing

The executive sponsors briefly summarized their personnel agenda items to those in attendance.

PERSONNEL AGENDA ITEMS #B-1 AND #B-2 WERE APPROVED BY JOSEPH P. WATKINS, RECEIVER.

PERSONNEL AGENDA ITEMS #B3 AND #B-4 WERE TABLED.

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 April 1, 2013 through April 30, 2013 in the amount of -0- be received, be noted upon the Minutes and filed.

(NONE FOR THIS MONTH)

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 April 30, 2013 be APPROVED by the Receiver, acting as the Board of School Directors.

Executive Sponsor: George R. Crawford

C-3 General Fund Budget: \$8,607,087.37. Approval of list of payments.

RESOLVED, that the attached list of payments dated April 18, 2013, through May 16, 2013 checks numbering 00032416 through 00032710, of the various accounts totaling for all accounts the grand sum of \$8,607,087.37, 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 May 16, 2013 Minutes.

(LIST OF PAYMENTS ATTACHED)

General Fund Budget: \$1,991,952.84. Approval of payrolls.

RESOLVED, that the payrolls dated April 10, 2013 and April 24, 2013 of the various accounts totaling for all accounts the grand sum of \$1,991,952.84 be approved by the Receiver, acting as the Board of School Directors.

Payable from: General Fund Budget

Executive Sponsor: George R. Crawford

C-4 Approval of summer hours schedule for secretarial staff.

RESOLVED, that the Receiver, acting as the Board of School Directors, grant approval for the following summer hours schedule:

Beginning: June 19, 2013 - One week after last day of school ending on June 12, 2013.

Ending: August 15, 2013 - Two weeks prior to school opening September 3, 2013.

- Work week will be from Monday – Thursday.
- Work hours will be 8 ½ hour work day with no lunch.
 - Administration secretarial staff will work from 8:00 a.m. to 4:30 p.m.
 - School building secretarial staff work day will be extended by one half hour.
 - Secretarial staff will be permitted to eat lunch at their desk.

Executive Sponsor: Dr. Rachel Foster

C-5 Approval of Medical, Prescription Drug and Dental Premium Rates for 2013-2014.

RESOLVED, that the Receiver, acting as the Board of School Directors, grant approval for the Medical, Prescription Drug and Dental Premium Rates for 2013-2014.

Executive Sponsor: George R. Crawford

C-6 Approval of three separate Memorandums of Understanding.

RESOLVED, that the Receiver, acting as the Board of School Directors, grant approval for three separate Memorandums of Understanding between the Chester Upland School District and Chester Upland Education Association, Chester Upland Educational Support Personnel Association, and Teamsters Local 312.

Executive Sponsor: George R. Crawford

C-7 Approval of Delaware County Community College Budget for 2013-2014.

RESOLVED, that the Receiver, acting as the Board of School Directors, grant approval for the Delaware County Community College Resolution to approve the Budget for 2013-2014.

Executive Sponsor: George R. Crawford

C-8 Approval of Contract – FCI, LLC

RESOLVED, that the contract with FCI, LLC for supplemental security services in the District for the period May 20, 2013 to June 17, 2013 at the rate of \$25.00 per hour not to exceed \$45,000.00 is hereby approved subject to approval by the Solicitor.

Executive Sponsor: George R. Crawford

The executive sponsors briefly summarized their business agenda items to those in attendance.

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

Receiver Joseph P. Watkins welcomed newly appointed Superintendent, Gregory G. Shannon, to the Chester Upland School District.

Audience Applause.

ADJOURNMENT

There being no further business *Receiver Joseph P. Watkins* adjourned the meeting at 7:15 pm.

**CHESTER UPLAND SCHOOL DISTRICT
FINANCIAL RECOVERY RECEIVER**

Joseph P. Watkins

Date