

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

**January 16, 2014
6:00 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. Gregory G. Shannon, Superintendent Mr. George Crawford, Chief Financial Officer Ms. Claudia S. Averette, Chief of Staff Ms. Andria Saia, Assistant Superintendent for Student Services
Special Counsel:	Solicitor Leo A. Hackett, Esquire George B. Dawson, Esquire

The Receiver, Mr. Joseph P. Watkins opened the meeting with the Pledge of Allegiance to the Flag led by Mr. George Crawford, CFO.

NOTICE OF ADVERTISED MEETING

(COPY OF ADVERTISED NOTICE ATTACHED)

STUDENT RECOGNITION

Receiver Watkins thanked Ms. Jean Arnold for her outstanding working with the students applying for the Bill Gates Foundation Scholarship.

Audience - Applause.

Receiver Watkins – We got one last year and six this year per Ms. Arnold. Thank you so much. Let’s stand and give our students a round of applause.

Audience - Applause.

STUDENT REPRESENTATIVES TO THE RECEIVER

None.

REPORT FROM THE SUPERINTENDENT

Superintendent Shannon reported that our schools continue to maintain steady progress. There has been a reduction of incidents at all schools. Kudos to our students. We are highlighting today students from Stetser School along with Principal Baldwin for all the outstanding things she has been doing with our students. This is a public meeting to celebrate the achievements of our wonderful students. Once again let us give our students a well round of applause.

Audience - Applause.

I also want to thank Ms. Arnold for the wonderful work she is doing with our students. Ms. Arnold was one of the first people I met along with Ms. Shelton when I came to Chester. That evening she pledged to support our district. I met them at the NAACP Banquet and ever since then Ms. Arnold has been an advocate of our forty-four (44) reasons to choose our district. Once, again I want to thank Ms. Arnold.

Audience - Applause.

We continue to maintain our steady progress and reduction in school incidents. We have maintained our student enrollment, as of the end of today our enrollment closed at 2,943 students. What we are finding is that this time of the year is when students tend to move and change schools and move from place to place. What we have differently this year is that we are not losing children to the Charter Schools. We are losing children, but it is out of the area, like Delaware and Delaware County, but they are not leaving us to go to Charter Schools. Each and every day we lose about 25 or so students, but in turn we gain 28 or 30 students into the district. Our data again continues to be on the cline. Each and every day one of our data indicators are pointed in the right direction. Let me say to our parents and stakeholders relative to my 28 years of experience these three next

months, January, February and March are the most crucial months where we have to show academic proficiency and show great strive in our instruction. I want to thank our principals and academic leaders for this success. Again, we are in the process of taking our Benchmark exams of round two. Finally, we had a visit by PFM who represents the Pennsylvania Department of Education. They sent their Instructional Specialist out to visit our schools; we visited Toby Farms, STEM Academy and Chester High School. The report from the gentlemen from PFM, Dr. Miles, going back to Harrisburg was that we have a very impressive instructional program. He was very impressed with Chester High School. I give kudos to Principal McAllister. He was also impressed with our STEM program. Dr. Miles was so impressed and engaged with the instruction at STEM that he began to take notes in one of the classrooms, as if he were a student. Again, kudos to Chester High School and STEM Academy.

Receiver Watkins this concludes my Superintendent Report.

PRESENTATIONS

Jan Gillespie – Update of Charter School data.
Stetser Students - Blood Pressure and Obesity Presentation

PUBLIC COMMENT OF AGENDA ITEMS

Edward Nelson, Sr. (Parent) – Voiced his disappointment with the district not having a full-time Biology teacher at STEM for his son. He wants the district to have a permanent full-time teacher as soon as possible and not just bringing substitutes or having the children sit in the auditorium and not doing work. He also stated his frustration towards the Principal at STEM; he does not make parents feel welcomed in the building. He apologized for his past behavior but also stated he will not let anything jeopardize his son's education and grade point average. He offered his services in any way possible to help the district and also thank his pastor, Representative Thaddeus Kirkland, for the support he has given him and also the children of Chester. Wants to know what is the district doing to hire a full-time permanent teacher?

Superintendent Gregory Shannon – It has been very hard to recruit a permanent teacher. The teachers that are offered the position and hired do not stay. We are working very hard to find and hire a permanent full-time teacher.

Representative Thaddeus Kirkland – Expressed his gratitude to the district and especially to the staff at STEM Academy for having an organized school with and well behaved student body. I closed down my office and took my staff visit STEM Academy without notice and they were really impressed with the instructional atmosphere at the school. Last school year we did the same thing several times and it was not a good impression. I also want to thank and praise the students of Stetser School for such a wonderful presentation.

Jean Arnold – Inquired about the meaning of a “Charter School Leave” approved for Javon Oates, under the Personnel Agenda “leaves of absence” section.

Alvina Jenkins – Replied that under teacher regulation contract, teachers are allowed one year Charter School Leave and still have a holding position in the district if they so desire to return. Ms. Oates was offered a position at the Charter School and that is why she has taken the leave of absence.

Jean Arnold – Thanked Ms. Jenkins for the clarification. She was not aware of this regulation.

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:
#070804	12/17/13
#072152	12/17/13
#070500	12/17/13
#073098	12/17/13
#072307	12/17/13
#083096	12/17/13

Executive Sponsor: Tamara Thomas Smith

A-2 Homebound Instruction for student(s).

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:
973441	Cyber	1/8/14-4/2/14

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

A-3 Instructional Support -The Leadership and Learning Center of Houghton Mifflin and Hartcourt.

RESOLVED, that the Receiver, acting as the Board of School Directors, grant approval for The Leadership and Learning Center of Houghton Mifflin and Hartcourt, to provide professional development services focused on designing curriculum aligned to core standards. The Leadership and Learning Center of Houghton Mifflin and Hartcourt will provide professional services, including collaboration with the Director of Curriculum instruction to ensure compliance district's Recovery Plan regarding the development and implementation of a standards-aligned curriculum.

The Leadership and Learning Center of Houghton Mifflin and Hartcourt will provide 13 days of professional development, valued at \$68,848.00, to support the district's curriculum team, inclusive of the instructional leadership team of the district, Learning Coaches and two administrators in developing the reading and mathematics curriculum for the district. The sessions will include Common Core State Standards Overview, curriculum design, and designing units of study.

Payable from: 2013-2014 Curriculum and Instruction and Accountability Block
Executive Sponsor: Malika Savoy-Brooks, Ed.D.

A-4 Leadership Institute for Superintendents.

RESOLVED, that the Receiver, acting as the Board of School Directors, approves payment for Tamara Thomas Smith, Deputy Superintendent to attend the Leadership Institute for Superintendents: Systemic Reform in School Districts and Schools at the Harvard Graduate School of Education in Cambridge, Massachusetts. Costs include hotel (\$229 per room/night), tuition (\$2,195), airfare (not to exceed \$350.00), per diem for meals and ground transportation reimbursable at district approved rate. Participants will understand how to improve your district as a whole. Develop essential skills and strategies to implement standards-based, systemic reform where effective leadership and effective teaching in every classroom are the most critical variables.

The Institute focuses on the practice of leadership and the development and implementation of policies that drive and sustain reform at the school system level. Participants will analyze topics from developing and leading high-performance learning organizations to implementing sustainable change. The Institute begins by outlining the standards-based framework: clear expectations for what students should know; curricula that align with learning standards and provide teachers and students with rigorous content to develop knowledge and skills; professional development for administrators and teachers that improves the quality of instruction and leadership; and assessment for both use in reflecting on practice and in systems of accountability.

Payable from: 2013-2014 Title II Budget 10-2270-580-421
Executive Sponsor: Tamara Thomas Smith

A-5 Academic Enhancement/GED Testing.

RESOLVED, that the Receiver, acting as the Board of School Directors, grant approval for Pearson VUE, to partner with the Chester Upland School District to provide GED testing services. The partnership will ensure that the CUSD's Chester High School sustains' its status as an authorized GED Testing Center.

Pearson VUE will provide the testing program for the GED and other sponsored testing. Pearson VUE will pay the school district \$5.00 per hour for the test administration by a certified test administrator for the GED test. For all other testing, Pearson VUE will pay either: a \$5.00 Delivery Fee and \$7.00 Administration Fee for tests when in excess of 15 per month are administered or Pearson VUE will pay an hourly testing fee in an amount designated by Pearson VUE. The School District may not make any other charges for these tests. There is a \$450.00 charge for security equipment to administer the program, which would then be the property of the school district, and the school district would be responsible to maintain this equipment.

Payable from: 2013-2014 Curriculum and Instruction 10-1100-610-000-00-000-000-000

Executive Sponsor: Malika Savoy-Brooks, Ed.D.

A-6 2013-2014 General Fund Budget: \$14,000.00 – Approval to enter into Special Education Agreement.

RESOLVED, that the Settlement Agreement and Release with reference to Student #072866 is hereby approved along with the payment in the sum of Fourteen Thousand (\$14,000.00) Dollars to Gallagher, Schoenfeld, Surkin, Chupein & DeMis P.C.

Payable from: 2013-2014 General Fund Budget

Executive Sponsor: Andria Saia

A-7 2013-2014 General Fund Budget: \$6,000.00 – Approval to enter into Special Education Agreement.

RESOLVED, that the Settlement Agreement and Release with reference to Student #071772 is hereby approved along with the payment in the amount of Six Thousand (\$6,000.00) Dollars to the Education Law Center.

Payable from: 2013-2014 General Fund Budget

Executive Sponsor: Andria Saia

A-8 2013-2014 General Fund Budget: \$2,400.00 – Approval to enter into Special Education Agreement.

RESOLVED, that the Settlement Agreement and Release with reference to Student #612090 is hereby approved along with the payment in the sum of Two Thousand Four Hundred (\$2,400.00) Dollars to Thalheimer & Palumbo P.C.

Payable from: 2013-2014 General Fund Budget

Executive Sponsor: Andria Saia

A-9 Approval of Clear Channel of Philadelphia to provide CUSD marketing services for the 2014-2015 Early Childhood Programs.

RESOLVED, that the Receiver, acting as the Board of School Directors, grant approval for the Clear Channel of Philadelphia to provide the Chester Upland School District marketing services for the 2014-2015 Early Childhood Programs. Term of agreement will be from March 3, 2014 to May 30, 2014. Total amount for marketing services, which will consist of a multilevel campaign that will include on air (radio commercials) and online elements (banner ads and I Heart Radio commercials), will not exceed \$15,000.00.

Cost: \$15,000.00

Payable from Cost Center Budget: Superintendent's Budget

Account Code: 10 2360 810 000 00 000 000 000

Executive Sponsor: Claudia S. Averette

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

PERSONNEL AGENDA

B-1 General/Categorical Funds. Approval of appointments, correction of appointments, leaves of absence, assignment, resignation, terminations, completion of probation and winter (middle school) coaching appointments.

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>
Crews-Hart, Carmen	Collegial Training Partner	\$32,000 10 months	01/21/14	New Position 2013-2014 G.F.B.
King, Hope	Collegial Training Partner	\$32,000 10 months	01/21/14	New Position 2013-2014 G.F.B.
Miller, John	Collegial Training Partner	\$32,000 10 months	01/21/14	New Position 2013-2014 G.F.B.
Osman, Eiman	Collegial Training Partner	\$32,000 10 months	01/21/14	New Position 2013-2014 G.F.B.
Penn Snyder, Sabrina	Collegial Training Partner	\$32,000 10 months	01/21/14	New Position 2013-2014 G.F.B.
Snipes, Dwayne	Collegial Training Partner	\$32,000 10 months	01/21/14	New Position 2013-2014 G.F.B.
Weatherly, Maria	Teacher, Mathematics Toby Farms School	\$64,168 (M/5) 10 months	01/13/14	Replacement 2013-2014 G.F.B.

FURTHER RESOLVED, that the following **correction of 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>
Dowling, Christopher	Teacher, English Chester High School	\$55,778 (M/1) 10 months	01/02/14	Replacement 2013-2014 G.F.B.
Rodriguez, Nixa	School Psychologist Toby Farms School	\$97,640.40 (DR/13) 10 months + 18 days	11/25/13	Replacement 2013-2014 G.F.B.
Ross, Gary	Teacher, Special Education- Mathematics Chester High School	\$88,140 + \$200 (M+45/13) 10 months	01/13/14	Replacement 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>
Benson, Kyle	Climate Manager Stetser School	01/02/14 – 01/21/14 (FMLA – Unpaid)
Oates, Javon	Learning Coach Toby Farms School	01/13/14 (Charter School Leave)
Pope, Myra	Teacher, Special Education Chester High School	01/02/14 – 01/24/14 (Medical Sabbatical)

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

(a) Non Professional

<u>Name</u>	<u>Position/Location</u>	<u>Salary</u>	<u>Effective Date</u>
Brooks, Jeffrey	Bus Aide Transportation Department	\$10.99/hour	01/08/14

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

(a) Professional

<u>Name</u>	<u>Position/Location</u>	<u>Effective Date</u>
Garges, Dean	Teacher, Social Studies Chester High School	01/15/14

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>
Maultsby, Danny	Personal Care Aide Chester Upland School of the Arts	11/06/13
Pleasant, Kaciene	Teacher Aide Toby Farms School	12/18/13

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>
Ortiz-Nieves, Betsy	Bus Driver Transportation Department	01/14/14
Tiller, Mark	HVAC Maintenance Department	12/26/13

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

<u>Name</u>	<u>Position</u>	<u>Stipend</u>
Burney, Harry	Boys Basketball Coach (7th Grade)	\$1,500.00
Flagg-Davis, Djuana	Cheerleading Coach	\$1,500.00
Moore, Andre	Boys Basketball (8th Grade)	\$1,500.00
Stewart, William	Girls Basketball (8 th Grade)	\$1,500.00

Executive Sponsor: Alvina Jenkins

B-2 Approval of Resolution regarding Darla Hammond.

BE IT RESOLVED WHEREAS, meetings and hearings were held during 2012 before the then Acting Superintendent of Schools concerning the allegations of administrative actions by Ms. Darla Hammond as Principal of Chester High School; and

WHEREAS, following notice of such hearings to the employee and her counsel and following the conduct of the hearings before the then Acting Superintendent of Schools, a decision was made by the then Acting Superintendent of Schools to suspend Ms. Darla Hammond without pay pending further investigation; and

WHEREAS, Ms. Darla Hammond through her counsel appealed the suspension without pay to the Board of School Directors of the Chester Upland School District; and

WHEREAS, a hearing was held before the Board of School Directors of the Chester Upland School District on August 15, 2012; and

WHEREAS, Ms. Darla Hammond and her counsel were present and participated in the hearing before the Board of School Directors on August 15, 2012; and

WHEREAS, as of December 13, 2012 a Financial Recovery Receiver has been appointed for the School District pursuant to Act 141 of 2012 by reason of which the Receiver has assumed the duties and responsibilities of the Board of School Directors under the School Code of 1949; and

WHEREAS, the Board of School Directors has allowed the suspension without pay to remain in effect but has not made a formal decision following the hearing on the appeal by Darla Hammond of the suspension without pay prior to the appointment of the Receiver; and

WHEREAS, the Receiver has reviewed the Notes of Testimony of the hearing of August 15, 2012 before the Board of School Directors as well as the exhibits presented on behalf of the parties.

NOW THEREFORE, be it resolved that the suspension without pay of Ms. Darla Hammond is hereby affirmed.

FURTHER RESOLVED, that Ms. Darla Hammond, and her counsel, shall be given notice of this decision along with notice of any rights of appeal that exists from this decision.

FURTHER RESOLVED, that the Solicitor is directed to prepare Findings of Fact and Conclusion of Law for approval of the Receiver.

Executive Sponsor: Alvina Jenkins

B-3 Amendments of Items C-5 and C-6 listed on the Agenda of July 18, 2013.

RESOLVED, that Items C-5 and C-6 listed on the Agenda of July 18, 2013, Page 18 are amended to revise the date of the stipend to be effective from July 1, 2013 to December 31, 2013 and apportioned for one half of the school year.

Executive Sponsor: Alvina Jenkins

PERSONNEL AGENDA ITEMS #B-1 THROUGH #B-3 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 December 1, 2013 through December 31, 2013 in the amount of \$181,844.88 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 December 31, 2013 be APPROVED by the Receiver, acting as the Board of School Directors.

Executive Sponsor: George R. Crawford

C-3 General Fund Budget: \$6,428,076.93. Approval of list of payments.

RESOLVED, that the attached list of payments dated December 19, 2013, through January 16, 2014 checks numbering 34127 through 34320, of the various accounts totaling for all accounts the grand sum of \$6,428,076.93, 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 January 16, 2014 Minutes.

(LIST OF PAYMENTS ATTACHED)

General Fund Budget: \$2,848,961.74. Approval of payrolls.

RESOLVED, that the payrolls dated December 4, 2013, December 18, 2013, and December 30, 2013 of the various accounts totaling for all accounts the grand sum of \$2,848,961.74 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 Tristate Tax Increment Financing District Project Plan (09) Amendment

RESOLVED, that the Receiver of the Chester Upland School District (hereinafter "School District") approves the attached Tristate Tax Increment Financing District Project Plan (09) Amendment.

Executive Sponsor: George R. Crawford

C-5 Approval of American Red Cross Shelter Agreement

RESOLVED, that the Receiver of the Chester Upland School District (hereinafter “School District”) approves the attached American Red Cross Shelter Agreement for the period beginning January 17, 2014 through thirty (30) days after written notice by either party.

Executive Sponsor: George R. Crawford

C-6 Approval of Sports Medicine Agreement

RESOLVED, that the Receiver of the Chester Upland School District (hereinafter “School District”) approves the attached Sports Medicine Agreement for the period August 2013 through June 2015.

Cost: \$34,680.00 annually
Payable from: Athletics
Account Code: 3250-330
Executive Sponsor: George R. Crawford

C-7 Approval of Athletic Trainer Agreement

RESOLVED, that the Receiver of the Chester Upland School District (hereinafter “School District”) approves the attached Athletic Trainer Agreement for the period August 2013 through June 2015.

Cost: \$15,500.00 annually
Payable from: Athletics
Account Code: 3250-330
Executive Sponsor: George R. Crawford

BUSINESS AGENDA ITEMS #C-1 THROUGH C-7 WERE APPROVED BY JOSEPH P. WATKINS, RECEIVER.

ADJOURNMENT

There being no further business Receiver Joseph P. Watkins adjourned the meeting.

**CHESTER UPLAND SCHOOL DISTRICT
FINANCIAL RECOVERY RECEIVER**

Joseph P. Watkins _____
Date