

**Chester Upland School District**

**RECEIVER'S MEETING WITH THE PUBLIC**  
***SPECIAL MEETING AGENDA***

**May 23, 2013**

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**1. Call to Order**

**2. Pledge of Allegiance to the Flag**

**3. Report from the Superintendent**

**4. Public Comment on Agenda Items**

**5. Education Agenda**

A-1 IDEA and ACCESS Funds: \$400,000.00 - Approval to Enter Into Contractual Agreement With Pediatric Therapeutic Services Inc.

A-2 IDEA and ACCESS Funds: \$13,500.00 – Approval to Enter Into a Contractual Agreement With Wordsworth Academy for Extended School Year (ESY) Services.

A-3 IDEA and ACCESS Funds: \$14,400.00 – Approval to Enter Into a Contractual Agreement With The Pathway School for Extended School Year (ESY) Services.

A-4 Title I Funds: \$2,500.00 – Approval to attend the 2013 National Principals Leadership Institute.

**6. Personnel Agenda**

B-1 General/Categorical Funds. Approval of leave of absence, return from leave of absence, extension of leave of absence, retirement, resignation, termination, and correction of reassignments.

**7. Business Agenda**

C-1 Adoption of the 2013-2014 Proposed Final Budget

C-2 Approval to use electronic signature on contracts with the Pennsylvania Department of Education.

C-3 Approval to amend Resolution C-4 of May 16, 2013.

C-4 Approval of Proposal – Tower Capital Management

C-5 Approval of PlanCon Application, Part K

C-6 Approval of Appointment – Tamara Thomas-Smith

**8. Adjournment**

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**EDUCATION AGENDA**

**A-1 IDEA and ACCESS Funds: \$400,000.00 - Approval to Enter Into Contractual Agreement With Pediatric Therapeutic Services Inc.**

RESOLVED, that the Receiver, acting as the Board of School Directors, grant approval to enter into a contractual agreement with Pediatric Therapeutic Services Inc., (PTS) at the following rates for the period beginning July 1, 2013 and ending June 30, 2014. Services will be provided per individual IEP for a total amount not to exceed \$400,000.00.

- Speech, Occupational and Physical Therapy at \$67.00 per hour
- Certified Occupational Therapy Assistant Services at \$48.00 per hour

**Payable from:** IDEA and ACCESS Funds

**Executive Sponsor:** Andria Saia

**A-2 IDEA and ACCESS Funds: \$13,500.00 – Approval to Enter Into a Contractual Agreement With Wordsworth Academy for Extended School Year (ESY) Services.**

RESOLVED, that the Receiver, acting as the Board of School Directors, grant approval to enter into a contractual agreement with the Wordsworth Academy for Extended School Year (ESY) Services beginning July 8, 2013 through August 16, 2013 for student numbers listed below. The cost for the Wordsworth ESY Program is \$4,500.00 per student for a total cost not to exceed \$13,500.00 dollars.

- 200050
- 072173
- 070656

**Payable from:** IDEA and ACCESS Funds

**Executive Sponsor:** Andria Saia

**A-3 IDEA and ACCESS Funds: \$14,400.00 – Approval to Enter Into a Contractual Agreement With The Pathway School for Extended School Year (ESY) Services.**

RESOLVED, that the Receiver, acting as the Board of School Directors, grant approval to enter into a contractual agreement with the Pathway School for Extended School Year (ESY) Services beginning July 8, 2013 through August 16, 2013 for student numbers listed below. The cost for the ESY Therapeutic Academic Program is \$7,200.00 per student for a total cost not to exceed \$14,400.00 dollars.

- 074825
- 069346

**Payable from:** IDEA and ACCESS Funds  
**Executive Sponsor:** Andria Saia

**A-4 Title I Funds: \$2,500.00 – Approval to attend the 2013 National Principals Leadership Institute.**

RESOLVED, that the Receiver, acting as the Board of School Directors, grant permission for Dr. Robin Laysears-Smith, Principal of STEM High School to attend the 2013 National Principals Leadership Institute as a “National Faculty Member” (registration fee waived), in New York City July 12, 2013 to July 19, 2013. Professional leave will be granted with no loss of pay or benefits.

FURTHER RESOLVED, that the Receiver, grant approval for hotel fees, meals and transportation not to exceed \$2,500.00.

**Payable from:** Title I Funds  
**Executive Sponsor:** Dr. Tony L. Watson

**PERSONNEL AGENDA**

**B-1 General/Categorical Funds. Approval of leave of absence, return from leave of absence, extension of leave of absence, retirement, resignation, termination, and correction of reassignments.**

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

(a) Non Professional

<b><u>Name</u></b>	<b><u>Position/Location</u></b>	<b><u>Effective Date</u></b>
Graves, Carla	Principal’s Secretary Chester High School	07/01/13 – 07/04/13 07/08/13 – 07/11/13 07/15/13 – 07/18/13 07/22/13 – 07/25/13 07/29/13 – 08/01/13 08/05/13 – 08/08/13, 08/16/13, 08/19/13, 08/23/13, 08/26/13, & 08/30/13

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>
DuBois, John	Teacher, Mathematics STEM Magnet High School	05/06/13
Stolley, Barbara	Teacher, Kindergarten Chester Upland School of the Arts	05/28/13

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

(a) Non Professional

<b><u>Name</u></b>	<b><u>Position/Location</u></b>	<b><u>Effective Date</u></b>
Bonner, Donna	Secretary (Alternative Education Program)	04/09/13 – 06/14/13

FURTHER RESOLVED, that the following **retirement** 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>
Blalock, Veronica	Teacher, Special Education Chester High School	06/30/13

FURTHER RESOLVED, that the following **resignation** 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>
Foster, Rachel	Assistant to the Superintendent Administration Building	07/19/13
Wesley, Lucille	Personal Care Aide Showalter Intermediate School	05/22/13

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

(a) Non Professional

<b><u>Name</u></b>	<b><u>Position/Location</u></b>	<b><u>Effective Date</u></b>
Brown, Alphonsa	Bus Aide Transportation Department	05/21/13

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

(a) Non Professional

<b><u>Name</u></b>	<b><u>From</u></b>	<b><u>To</u></b>	<b><u>Effective Date</u></b>
Blythe, Brandon	Bus Aide Transportation Department \$10.99/hour 10 months	Van Driver Transportation Department \$16.37/hour 10 months	03/05/13

Kelly, Rashod	Van Driver Transportation Department \$16.37/hour 10 months	Bus Driver Transportation Department \$18.17/hour 10 months	03/05/13
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**Executive Sponsor:** Michelle R. Chapman

**B-2 General Fund – Approval of supplemental salaries.**

RESOLVED, that the Receiver, acting as the Board of School Directors, grant approval for the individuals listed below to receive supplemental salaries for serving in the following capacities during the 2012-2013 school year:

<b>Name:</b>	<b>Activity:</b>	<b>Amount:</b>
George, Nikkita	Student Government	\$750.00
Harris-Bogle, Deborah	Coordinator for Senior Class	\$750.00
“ “	Annual Chief Advisor	\$750.00
“ “	Annual Business Advisor	\$750.00
“ “	Annual Art Advisor	\$750.00
Howie, Farela	Key Club	\$750.00
Kelly, Karen	Coordinator for Junior Class	\$750.00
Miller, Olivia	Honors Society	\$750.00
Norman-Neal, Viola	Hi-Q	\$750.00
Wright, Delores	Octagon Club	\$750.00

**Payable from:** General Fund  
**Executive Sponsor:** Michelle R. Chapman

**BUSINESS AGENDA**

**C-1 Adoption of the 2013-2014 Proposed Final Budget**

WHEREAS, a Proposed Final Budget for the 2013 – 2014 school year has been prepared by the District’s administration and submitted to the Receiver for the Chester Upland School District for his consideration; and

WHEREAS, the Receiver has reviewed and fully considered said Proposed Final Budget; and

WHEREAS, although the Public School Code requires that the Receiver approve a Proposed Final Budget before he can adopt a Final Budget, such approval does not limit the consideration of further changes prior to adoption of a Final Budget.

NOW, THEREFORE, pursuant to Section 687 of the Public School Code, the Receiver for the Chester Upland School District, Chester, Delaware County, Pennsylvania, hereby approves and adopts the Proposed Final Budget as follows:

1. The Proposed Final Budget for the 2013 – 2014 school year is in the amount of \$101,592,357 revenues and \$123,910,682 for appropriations on a tentative basis, and includes a 2.7 percent increase in local real estate millage rates (up to the Act 1 index).
2. The Proposed Final Budget will be made available for public inspection to all persons who may have an interest therein, at least twenty (20) days prior to final adoption of the said budget by the Receiver.
3. The Final Budget for the 2013 – 2014 school year will be acted upon by June 30, 2013.
4. Public notice of said Final Budget will be given at least ten (10) days before its final adoption.

**Executive Sponsor:** George R. Crawford

**C-2 Approval to use electronic signature on contracts with the Pennsylvania Department of Education.**

**RESOLUTION**

BE IT RESOLVED, by authority of the **Receiver** of the **Chester Upland School District**, and it is hereby resolved by authority of the same, that the **Superintendent** of the above named body is authorized and directed to sign any and all contracts, agreements, grants and/or licenses (hereinafter collectively referred to as contract(s)) with the Pennsylvania Department of Education (Department); and



BE IT FURTHER RESOLVED, that the body consents to the use of electronic signatures by the above named individual and that no handwritten signature from the above named individual shall be required in order for any contract with the Department to be legally enforceable and that by affixing his/her electronic signature to an electronic file of the contract via the Department’s e-grants system, the above designated authorized individual shall have effectively executed and delivered the contract, binding the **Chester Upland School District** to comply with the terms of said contract; and

BE IT FURTHER RESOLVED, that no writing shall be required in order to make the contract valid and legally binding, provided that the Department and all other necessary Commonwealth approvers affix their signatures electronically and an electronically-printed copy of the Contract is e-mailed or is otherwise made available to the body by electronic means; and

BE IT FURTHER RESOLVED, that the body will not contest the due authorization, execution, delivery, validity or enforceability of the electronic Contract under the provisions of a statute of frauds or any other applicable law. The Contract, if introduced as evidence on paper in any judicial, arbitration, mediation, or administrative proceedings, will be admissible as between the parties to the same extent and under the same conditions as other business records originated and maintained in documentary form and the admissibility thereof shall not be contested under either the business records exception to the hearsay rule or the best evidence rule; and

BE IT FURTHER RESOLVED, that the body will notify the Department’s Bureau of Management Services promptly in the event that the above named individual is no longer authorized to execute agreements on behalf of the body electronically and that the Department shall be entitled to rely upon the above named officer’s authority to execute agreements electronically on behalf of the body until such notice is received by the Department’s Office of Chief Counsel.

ATTEST

\_\_\_\_\_  
**Receiver**

\_\_\_\_\_  
**Witness to the Receiver**

Joe Watkins, Receiver

Karen DeShullo, Witness to the Receiver

Print/type name and title

Print/type name and title

I, Karen DeShullo, Witness to the Receiver, of the Chester Upland School District, do certify that the foregoing is a true and correct copy of the Resolution adopted at a regular meeting of the \_\_\_\_\_, held the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

Dated: \_\_\_\_\_

\_\_\_\_\_  
**Signature Witness to the Receiver**

Karen DeShullo, Witness to the Receiver

Print/type name and title

**TO BE EXECUTED BY AUTHORIZED OFFICER:**

As the person authorized to sign on behalf of the above named body, I agree that I shall not provide any other person with my e-grants password or otherwise authorize any other individual to affix my electronic signature to any agreement with the Department.

Dated: \_\_\_\_\_

\_\_\_\_\_  
**Signature Superintendent**

Dr. Thomas E. Persing, Superintendent

Print/type name and title

**Executive Sponsor:** Dr. Thomas E. Persing

**C-3 Approval to amend Resolution C-4 of May 16, 2013.**

RESOLVED, that Resolution C-4 of May 16, 2013 is hereby amended to include administrators as well as secretarial staff. The beginning date will be changed from June 19, 2013 to June 17, 2013.

- Administration staff will work from 8:00 a.m. to 4:30 p.m.
- School building staff work day will be extended by one half hour.
- Staff will be permitted to eat lunch at their desk.

**Executive Sponsor:** Dr. Thomas E. Persing

**C-4 Approval of Proposal – Tower Capital Management**

RESOLVED, that the Receiver, acting as the Board of School Directors, approve the direct sale of delinquent real estate tax liens proposal from Tower Capital Management.

**Executive Sponsor:** George R. Crawford

**C-5 Approval of PlanCon Application, Part K**

RESOLVED, that approval is granted for PlanCon Application, Part K: Accelerated redemption for Series 2002, \$10,000,000.00.

**Executive Sponsor:** George R. Crawford

**C-6 Approval of Appointment – Tamara Thomas-Smith**

RESOLVED, that Tamara Thomas-Smith is appointed as Deputy Superintendent for Curriculum and Instruction effective July 15, 2013 for a term of three (3) years at an annual salary of One Hundred Sixty Thousand (\$160,000) Dollars per year plus benefits provided to other twelve (12) month administrators in the School District, subject to the qualifications required by law, the issuance of a Commission by the Secretary of Education and the negotiation of a mutually agreeable employment contract in accordance with Act 141 of 2012.

**Payable from:** General Fund Budget

**Executive Sponsor:** Dr. Thomas E. Persing