

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

**February 21, 2013  
6:10 P.M.**

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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  
  Dr. Thomas Persing, Acting Superintendent  
  Dr. Tony L. Watson, Acting Deputy Superintendent  
  Mr. George Crawford, Chief Financial Officer  
  Mr. Brian Feick, Chief Business Administrator

Solicitor:                                   Leo A. Hackett, Esquire

Special Counsel:                         George B. Dawson, Esquire

The meeting of the Board of School Directors opened with the Pledge of Allegiance to the Flag.

**NOTICE OF ADVERTISED MEETING**

(COPY OF ADVERTISED NOTICE ATTACHED)

**STUDENT REPRESENTATIVES TO THE RECEIVER**

Joseph Watkins expressed his pride in welcoming the following outstanding student representatives:

**ShaQuita Scott(12<sup>th</sup> Grade – Chester High School – Class Secretary)** expressed concerns regarding lunch period commuting. Introduced the newly formed student club, “Sophisticated Lady Clippers”.

**Kelly Davis(12<sup>th</sup> Grade – Chester High School – Class President)** expressed concerns regarding the senior class trip.

**Ta’quan Taylor(12<sup>th</sup> Grade – Stem High School)** thanked the District for the Youth Court Program.

**Kamri Staples(11<sup>th</sup> Grade – Stem High School)** expressed the need for more teachers, textbooks, electives, honors and advanced placement courses for the students of the District.

*Audience Applause*

**REPORT FROM THE SUPERINTENDENT**

Dr. Thomas Persing reported that the District has a mission that all schools will achieve AYP by the 2014-2015 school year and will be ready for post secondary education and be capable of entering the workforce. Principals will be capable of effectively managing their staff and have skills that are necessary to be a learning leader. Teachers will be able to have their students learn effectively and efficiently in order to obtain AYP as well as go on to post secondary education or enter the workforce. Curriculum materials will be available on as as-needed-basis. Technology will function at a level that will guarantee consistent availability to staff and students. All students and staff will learn at a safe and secure environment. Buildings and classrooms will be in condition so as to enhance learning. All staff will be held accountable. All educational programs will be evaluated as to their effectiveness and their efficiency. The District has the opportunity to do this better than in the past because we are under a court order as well as a recovery plan. Our vision includes all teachers will be highly qualified as determined by the Pennsylvania Department of Education, art and music will be central to the curriculum and offered in all schools to all students, class sizes will range from twenty(20) to twenty-five(25) students in Pre-K through grade three(3), class size will range from twenty-six(26) to twenty-eight(28) in grades four(4) and five(5), class size will range from twenty-five(25) to thirty(30) in grades six(6) through eight(8) as well as grades nine(9) through twelve(12). There will be a certified guidance counselor in every school. There will be reading specialists and academic coaches in all schools. Co-curricular activities will be properly funded and will atleast include a choral group, a marching band, an orchestra, class plays, football, baseball, track, wrestling, soccer, tennis, swimming and all other things that would be brought forth and deemed necessary. After school programs that will provide academics and enrichment will be made available. Educational class trips will be abundantly available and properly funded. Technology in all schools will be up-to-date, properly funded and available to all students in grades K through twelve(12) as well as all staff. A comprehensive five(5) year staff development program for all employees will be funded. All staff, administrators and teachers will be

responsible and accountable for all learning. The community will be an important part of the education of our children as well as parents. Some of our objectives are as follows: by July 1, 2013, all principals and assistants will be trained with proper effective techniques that will enable them to properly evaluate teachers in the areas of classroom management and effective teaching. The plan will be evaluated and submitted to the CRO(Chief Recovery Officer). By April 1, 2013, principals will report to the Superintendent all teachers who need training in the area of effective teaching and student learning. By May 1, 2013, the Superintendent will submit a comprehensive plan to provide a staff development plan for teachers in the area of effective teaching and classroom management. Curriculum materials will be submitted by the Director of Curriculum as well as all of the other mentioned areas such as technology are being submitted to the CFO(Chief Financial Officer) and the Chief Business Administrator(CBA) so that they can be financially achieved and in place ready to go by July 1, 2013.

### **PRESENTATIONS**

**George Crawford, Chief Financial Officer**, spoke on agenda item #C16, the acceptance of the District's 2011-2012 local financial audit report. Chris Herr, CPA, from Maillie Falconero presented an overview of this audit report for the public's benefit.

**Brian Feick, Chief Business Administrator**, stated that the full audit report will be posted on the District website tomorrow morning.

### **APPROVAL OF MINUTES OF MEETINGS OF DECEMBER 20, 2012 AND JANUARY 17, 2013.**

***THE MINUTES OF THE PREVIOUS MEETINGS OF DECEMBER 20, 2012 AND JANUARY 17, 2013 WERE APPROVED BY JOSEPH P. WATKINS, RECEIVER.***

### **PUBLIC COMMENT ON AGENDA ITEMS**

**Anthony Johnson, School Board Member** – Questioned how the \$33 million dollars received as a result of the lawsuit would affect the budget going forward? Regarding Item #C-7, stated his concern regarding the Special Education Director having additional duties of the Assistant Superintendent.

**George Crawford** responded.

**Brian Feick** responded.

**Leo Hackett** responded.

**Delores Shelton** – Regarding Item #A-6, questioned the payment of special education lawsuits? Regarding Item #C-7, stated that the Special Education Director doesn't need the additional responsibilities of the Assistant Superintendent and should only be concentrating on special education matters. Regarding page 10, questioned the high paying starting salaries? Regarding Item #C-5, inquired as to if the charter school applications were denied? Questioned the budget? Questioned when the Charter Schools and Cyber Charter Schools were approved? Questioned the payments to the lawyers?

**Leo Hackett** responded.

**Brian Feick** responded.

**John Shelton, Jr., CUESPA President** – Spoke on the District's spending money on Special Education. Stated that the Receiver holds the future of the School District in his hands.

**Joseph Watkins** responded.

**Dennis Martinelli** – Spoke on the safety issues at Chester High and the need of more manpower.

**EDUCATION AGENDA**

**Dr. Tony L. Watson, Acting Deputy Superintendent**, gave a brief overview of the Education Agenda.

**A-1 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:

<b>Student ID #:</b>	<b>School:</b>	<b>Effective Dates:</b>
081510	CHS	01/14/13 – 04/17/13
067096	Toby Farms	02/04/13 – 04/08/13

**Payable from:** 2012-2013 General Fund Budget  
**Executive Sponsor:** Dr. Tony L. Watson

**A-2 IDEA and ACCESS Funds: Approval of a contractual agreement with the Children's Dyslexia Center of Philadelphia.**

RESOLVED, that the Receiver, acting as the Board of School Directors, authorize a contractual agreement with the Children's Dyslexia Center of Philadelphia to provide initial certification in the Orton Gillingham approach to reading. The cost is based on the number of teachers that volunteer to participate in this program in learning to implement this approach. Cost per participant is \$3,200.00.

**Payable from:** IDEA and ACCESS Funds  
**Executive Sponsor:** Dr. Tony L. Watson

**A-3 IDEA and ACCESS Funds: Approval of Sign Language classes.**

RESOLVED, that the Receiver, acting as the Board of School Directors, authorize onsite Sign Language classes for teachers, instructional assistants, PCAs, and related service personnel in the implementation of communication for student's IEPs. Classes will be conducted by the Deaf-Hearing Communication Center, Inc., 630 Fairview Road, Suite 100, Swarthmore, PA 19082. Cost per class is \$300.00 for 10 classes, \$3,000.00 for first class in series. Additional classes will be scheduled as needed.

**Payable from:** IDEA and ACCESS Funds  
**Executive Sponsor:** Dr. Tony L. Watson

**A-4 IDEA and ACCESS Funds: Approval of a contractual agreement with Zachary DiFonzo, Computer Technical Specialist.**

RESOLVED, that the Receiver, acting as the Board of School Directors, authorize a contractual agreement with Zachary DiFonzo, Computer Technical Specialist to provide technology support and services. Mr. DiFonzo will perform routine troubleshooting, refurbishing and upgrading existing district laptops to be utilized by special education related services staff at a rate of \$40.00 per hour for a period beginning February 2, 2013 and ending June 30, 2013.

**Payable from:** IDEA and ACCESS Funds  
**Executive Sponsor:** Dr. Tony L. Watson

**A-5 IDEA and ACCESS Funds: Approval of a contractual agreement with ALTA Translation Services.**

RESOLVED, that the Receiver, acting as the Board of School Directors, authorize a contractual agreement with ALTA Translation Services to provide translation services for copies of IEPs and Evaluation/Reevaluation Reports (ERs/RRs) in the language of the parent when a child is receiving special education services for a period beginning February 1, 2013 and ending June 30, 2013. The billing rate is \$.15 per word for Spanish. Other rates vary by language.

**Payable from:** IDEA and ACCESS Funds  
**Executive Sponsor:** Dr. Tony L. Watson

**A-6 2012-2013 General Fund Budget: Approval to enter into a Special Education Agreement.**

RESOLVED, that the Superintendent is authorized to enter into a Special Education Settlement Agreement with Student #8341086 which includes attorneys' fees to Wendy Reed, Esquire not to exceed Two Thousand Five Hundred Dollars (\$2,500.00).

**Payable from:** 2012-2013 General Fund Budget  
**Executive Sponsor:** Mary Payne

**A-7 IDEA and ACCESS Funds: Approval to attend the Pennsylvania Department of Education Annual 2013 Conference, Making a Difference: Educational Practices That Work.**

RESOLVED, that the Receiver, acting as the Board of School Directors, grant permission for Andria Saia, Assistant Superintendent of Pupil Services, Mary Payne, Special Education Supervisor and Susan Raiders, Special Education Supervisor to attend the Pennsylvania Department of Education Annual 2013 Conference, Making a Difference: Educational Practices That Work Conference at the Hershey Lodge and Convention Center in Hershey, Pennsylvania, March 5 – March 8, 2013. Professional leave will be granted with no loss of pay or benefits.

BE IT FURTHER RESOLVED, that the Receiver, acting as the Board of School Directors, grant approval for registration fees (\$75.00 per person), lodging (\$125.00 per night), meals (\$60.00 per day), and travel (.505 per mile).

**Payable from:** IDEA and ACCESS Funds  
**Executive Sponsor:** Dr. Tony L. Watson

**A-8 Title II Funds: Approval of a contractual agreement with Consultant Karen Hessel.**

RESOLVED, that Karen Hessel is hereby engaged as a Consultant to conduct a Spring Principals' Academy for a period of ten (10) days at Six Hundred Twenty Five (\$625.00) Dollars a day beginning March 12, 2013 and ending August 28, 2013 (four sessions to be before June 30, 2013) subject to the negotiation and execution of a contract between the parties approved by the Solicitor.

**Payable from:** Title II Funds  
**Executive Sponsor:** Rachel Foster

**A-9 Approval to eliminate courses for the 2012-2013 school year.**

RESOLVED, that the Receiver, acting as the Board of School Directors, approve the elimination of the following courses for the 2012-13 school year.

2012/13 School Year  
CHS Proposed Courses to be eliminated:

- Business Technology
- Business Technology II
- Computer Applications
- Advanced Computer Applications
- Keyboarding Applications/Study Island

**Executive Sponsor:** Dr. Tony L. Watson

**A-10 Approval of addition of courses for the 2013-2014 school year.**

RESOLVED, that the Receiver, acting as the Board of School Directors, approve the addition of the following courses for the 2013-14 school year.

2013/14 School Year  
Proposed Courses to be added:

- Computer Literacy in the 21<sup>st</sup> Century
- Transitional Math
- AP Statistics
- Calculus
- AP Biology
- Guided Studies
- Forensic Science
- Spanish III
- Government
- Art
- Band
- Chorus

**Executive Sponsor:** Dr. Tony L. Watson

**A-11 Approval of Chester High School Graduation Requirements effective for the 2017 school year.**

RESOLVED, that the Receiver, acting as the Board of School Directors, approve the Chester High School Graduation Requirements effective for the 2017 school year.

### **Recommended Graduation Requirements**

A Grade 12 student shall graduate if he/she has earned 23 credits which include:

***2017 Graduating Class***

- 4 credits in English
- 3 credits in Mathematics
- 3 credits in Science
- 3 credits in Social Studies
- 1 in World Language
- 1 in Physical Education
- .5 in Health
- 7.5 in Electives

One elective should be in one of the following: Additional Math, Science, Reading, or Computer Literacy in the 21<sup>st</sup> Century.

**Graduation Stipulations:**

- A student accumulating sufficient credits shall graduate.
- A student who does not meet the graduation criteria and who is within 2 credits of the required number for graduation can pay for an accredited Summer Program outside of the district or take credit recovery the following fall.
- A student passing the summer program course(s) with the appropriate credits added to his or her archive, shall graduate if the new credit total meets required total of 23 credits with credits earned in each of the areas as listed above.
- A student who is missing 3 or more credits towards graduation will be retained.

**A student shall be retained grade 12 if:**

- The student did not attend an accredited Summer Program.
- The student attended an accredited Summer Program, but did not pass the courses taken in the Summer Program.
- To earn the remaining credits the following fall, the student will be in position to receive their diploma after the first marking period should they have earned the required credits in each of the areas listed above for a total of 23.

**Students with Disabilities**

Student with disabilities shall graduate if they complete satisfactorily a special education program developed by an Individualized Education Program Team.

**Executive Sponsor:** Dr. Tony L. Watson



**A-12 Approval of STEM High School Graduation Requirements effective for the 2017 school year.**

RESOLVED, that the Receiver, acting as the Board of School Directors, approve the STEM High School Graduation Requirements effective for the 2017 school year.

**Recommended Graduation Requirements**

A Grade 12 student shall graduate if he/she has earned 24.5 credits which include:

***STEM 2017***

- 4 credits in English
- 3 credits in Mathematics
- 4 credits in Science
- 3 credits in Social Studies
- 2 in World Language (same language)
- 1 in Computer Technology
- 2 in Physical Education(minimum of .5 in health)
- .5 in Health
- 5 in Electives

One elective must be in one of the following:

Mathematics, Science, Advanced Placement or CADD, and one in Computer Technology.

A completed multidisciplinary project, a service learning project or an internship, successfully.

24.5 Credits

**Graduation Stipulations:**

- A student accumulating sufficient credits in each of the areas as listed above shall graduate.
- A student who does not meet the graduation criteria and who is within 2 credits of the required number for graduation can pay for an accredited summer program outside of the district or take credit recovery the following fall.
- A student passing the summer program course(s) with the appropriate credits added to his or her archive, shall graduate if the new credit total meets required total of 24.5 credits with credits earned in each of the areas as listed above.
- A student who is missing 3 or more credits towards graduation will be retained.

**A student shall be retained grade 12 if:**

- The student did not attend an accredited Summer Program.
- The student attended an accredited Summer Program, but did not pass the courses taken in the Summer Program.
- To earn the remaining credits the following fall, the student will be in position to receive their diploma after the first marking period should they have earned the required credits in each of the areas listed above for a total of 24.5.

**Students with Disabilities**

- Student with disabilities shall graduate if they complete satisfactorily a special education program developed by an Individualized Education Program Team.

**Executive Sponsor:** Dr. Tony L. Watson

***EDUCATION AGENDA ITEMS #A-1 THRU #A-12 WERE APPROVED BY JOSEPH P. WATKINS, RECEIVER.***

**PERSONNEL AGENDA**

**B-1 General/Categorical Funds. Approval of appointments, leaves of absence, return from leave of absence, retirement, resignations, recall from furlough, reassignments, correction of assignment, transfers, terminations, completion of probation, salary adjustments, spring (middle school) coaching appointments and spring (high 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>
Ganges, Dean <b>APPROVED PENDING REVIEW BY THE SUPERINTENDENT</b>	Teacher, Social Studies Chester High School	\$86,383 (M/13) 10 months	03/18/13	New Position 2012-2013 G.F.B.
Keeley, Jean Marie	Teacher, Special Education Cyber Academy Program	\$47,419 +\$200 (B+24/2) 10 months	03/04/13	New Position 2012-2013 G.F.B.

<p>Moore, Durell  <b>APPROVED PENDING REVIEW</b>  <b>BY THE SUPERINTENDENT</b></p>	<p>Classroom Support Teacher  Toby Farms Intermediate  School</p>	<p>\$32,000  10 months</p>	<p>02/04/13</p>	<p>New Position  2012-2013 G.F.B.</p>
<p>Reiss, Andrew</p>	<p>Teacher, Special Education  Chester High School</p>	<p>\$52,294  +\$200  (B/6)  10 months</p>	<p>02/25/13</p>	<p>New Position  2012-2013 G.F.B.</p>

(b) Non Professional

<u>Name</u>	<u>Position/Location</u>	<u>Salary</u>	<u>Effective Date</u>	<u>New Position or Replacement</u>
Battersby, Michael	Van Driver Transportation Department	\$16.37/hour 10 months	02/19/13	New Position 2012-2013 G.F.B.
Billops, Catherine	Health Room Assistant (LPN) Showalter Intermediate School	\$32,000 10 months	02/04/13	Replacement 2012-2013 G.F.B.
Boynton, Joseph	Crossing Guard Main Street Elementary School	\$8.50/hour 10 months	02/13/13	Replacement 2012-2013 G.F.B.
Brown, Alfonsa	Bus Aide Transportation Department	\$10.99/hour 10 months	02/06/13	New Position 2012-2013 G.F.B.
Collins, Roxanne	Substitute Secretary Administration Building	\$13.94/hour	01/24/13	New Position 2012-2013 G.F.B.
Johnson, Gregory	Bus Aide Transportation Department	\$10.99/hour 10 months	02/05/13	New Position 2012-2013 G.F.B.
Ross, Markeisha	Substitute Secretary STEM Magnet High School	\$13.94/hour	01/29/13	New Position 2012-2013 G.F.B.
Seefeldt, James	Substitute Personal Care Aide Chester Upland School of the Arts	\$65/day 10 months	02/13/13	Replacement 2012-2013 G.F.B.
Young, Carol	Bus Aide Transportation Department	\$10.99/hour 10 months	02/05/13	New Position 2012-2013 G.F.B.

FURTHER RESOLVED, that the following **leaves 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>
Providence, Joseph	Teacher, Mathematics Toby Farms Intermediate School	02/04/13-09/03/13 (FMLA)

(b) Non Professional

<b><u>Name</u></b>	<b><u>Position/Location</u></b>	<b><u>Effective Date</u></b>
Montes, Carmen	Executive Assistant Administration Building	02/04/13-03/15/13 (Medical)
Rochester, Sarea	Principal's Secretary STEM Magnet High School	11/27/12-02/18/13 (FMLA)

FURTHER RESOLVED, that the following **return from 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>
Rochester, Sarea	Principal's Secretary STEM Magnet High School	02/19/13

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>
Gosselin, Roland	Teacher, Social Studies STEM Magnet High School	04/01/13

FURTHER RESOLVED, that the following **resignations** 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>
Abdellah, Aqiyl	Substitute School Safety Officer School Safety Department	02/15/13
Comegy, Lakira	Substitute Personal Care Aide Stetser Elementary School	02/22/13
Cruz, Coleen	Substitute Bus Driver Transportation Department	01/29/13
Johnson-Shelton, Royce	Substitute Personal Care Aide Showalter Intermediate School	02/19/13

FURTHER RESOLVED, that the following **recall from furlough** 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>
Boneparte, Norman	Teacher Aide Columbus Elementary School	01/28/13
Morgan, Robin	Teacher Aide Toby Farms Intermediate School	02/01/13

FURTHER RESOLVED, that the following **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>
Bonner, Donna	Secretary Administration Building 12 months	Secretary Chester High School (Alternative Education Program) 12 months	03/04/12

Collins, Roxanne	Substitute Secretary Administration Building \$13.94/hour	Receptionist Administration Building \$21,000 12 months	02/04/13
Dale, Arretta	Crossing Guard Main Street Elementary School \$8.50/hour 10 months	School Safety Officer School Safety Department \$17,277 10 months	02/13/13
Hill, Lamar	Bus Aide Transportation Department \$10.99/hour 10 months	Van Driver Transportation Department \$16.37/hour 10 months	01/30/13

FURTHER RESOLVED, that the following **correction of reassignment** 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>
Pleasant, Kaciene	Substitute Personal Care Aide Showalter Intermediate School \$65/day 10 months	School Safety Officer School Safety Department \$17,277 10 months	11/06/12

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

(a) Professional

<u>Name</u>	<u>From</u>	<u>To</u>	<u>Effective Date</u>
Bacon, Pamela	Classroom Support Teacher Showalter Intermediate School	Classroom Support Teacher Toby Farms Intermediate School	02/05/13
Carter, Kimberly	Long-Term Substitute Teacher Toby Farms Intermediate School	Long-Term Substitute Teacher Chester Upland School of the Arts	02/05/13
Hoosack, Mary	Teacher, Physical Education Toby Farms Intermediate School	Teacher, Physical Education Showalter Intermediate School	02/05/13
Sudler, Cheryl	Classroom Support Teacher Toby Farms Intermediate School	Classroom Support Teacher Showalter Intermediate School	02/05/13

(b) Non Professional

<u>Name</u>	<u>From</u>	<u>To</u>	<u>Effective Date</u>
Kasarsky, AnnMarie	Secretary Alternative Education & School Safety Department	Secretary School Safety Department	03/04/13

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

(a) Professional

<u>Name</u>	<u>Position/Location</u>	<u>Effective Date</u>
Woods, Kristina	Teacher, Long-Term Substitute STEM Magnet High School	01/08/13

(b) Non Professional

<u><b>Name</b></u>	<u><b>Position/Location</b></u>	<u><b>Effective Date</b></u>
Harvell, Kadeem	Substitute Personal Care Aide Chester Upland School of the Arts	02/08/13
Jacobs, Chante	Bus Aide Transportation Department	12/04/12
Johnson, Gregory	Bus Aide Transportation Department	02/20/13
Sapp, Arnold	Bus Driver Transportation Department	02/21/13
Wilson, Damon	Per Diem Custodian Maintenance Department	12/21/12

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

(a) Non Professional

<u><b>Name</b></u>	<u><b>Position/Location</b></u>	<u><b>Effective Date</b></u>
Pleasant, Kaciene	School Safety Officer School Safety Department	01/18/13
Simonson, Ronald	School Safety Officer School Safety Department	01/17/13
Smallwood, Ronald	School Safety Officer School Safety Department	01/18/13

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

(a) Non Professional

<u><b>Name</b></u>	<u><b>From</b></u>	<u><b>To</b></u>	<u><b>Effective Date</b></u>
Jones, Tiffany	Secretary Chester High School \$25,965.76 12 months	Secretary Chester High School \$29,765.76 12 months	02/04/13



Laird, Amanda	Health Room Assistant (LPN) Chester Upland School of the Arts & Columbus Elementary School \$29,125 10 months	Health Room Assistant (LPN) Chester Upland School of the Arts & Columbus Elementary School \$32,000 10 months	02/04/13
West, Donna	Principal's Secretary Toby Farms Intermediate School \$29,765.59 12 months	Principal's Secretary Toby Farms Intermediate School \$31,665.72 12 months	02/04/13

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

<b><u>Name</u></b>	<b><u>Position</u></b>	<b><u>Stipend</u></b>
Miller, Anthony	Track Coach	\$1,500.00
Greenberg, Stewart	Softball Coach	\$1,500.00

FURTHER RESOLVED, that the following **spring (high school) coaching appointments** be approved as respectively noted:

<b><u>Name</u></b>	<b><u>Position</u></b>	<b><u>Stipend</u></b>
Wharton, James	Head Coach, Boys' Track	\$4,000.00
Grossman, Barry	Assistant Coach, Boys' Track	\$3,000.00
Thompkins, Alfred	Head Coach, Girls' Track	\$4,000.00
Nnamani, Salena	Assistant Coach, Girls' Track	\$3,000.00
Bennett, Mark	Head Coach, Baseball	\$3,500.00
Campbell, Eugene	Assistant Coach, Baseball	\$2,625.00
Williams, Zernest	Assistant Coach, Baseball	\$2,625.00

**Executive Sponsor:** Michelle R. Chapman

***PERSONNEL AGENDA ITEM #B-1 WAS APPROVED BY JOSEPH P. WATKINS, RECEIVER.***

**BUSINESS AGENDA**

**George Crawford, Chief Financial Officer**, gave a brief overview of the 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 January 1, 2013 through January 31, 2013 in the amount of \$348,157.70 be received, be noted upon the Minutes and filed.

**Executive Sponsor:** Brian D. Feick

**C-2 Approval of the Treasurer's Report/Budget Report.**

RESOLVED, that the attached Treasurer's Report/Budget Report for the fiscal month ended January 31, 2013 be APPROVED by the Receiver, acting as the Board of School Directors.

**Executive Sponsor:** Brian D. Feick

**C-3 General Fund Budget: \$7,807,095.30. Approval of list of payments.**

RESOLVED, that the attached list of payments dated January 18, 2013, through February 21, 2013 checks numbering 00031895 through 00032000, of the various accounts totaling for all accounts the grand sum of \$7,807,095.30, 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 February 21, 2013 Minutes.

(LIST OF PAYMENTS ATTACHED)

**General Fund Budget: \$2,940,495.71. Approval of payrolls.**

RESOLVED, that the payrolls dated January 4, 2013, January 16, 2013, and January 30, 2013 of the various accounts totaling for all accounts the grand sum of \$2,940,495.71 be approved by the Receiver, acting as the Board of School Directors.

**Payable from:** General Fund Budget

**Executive Sponsor:** Brian D. Feick

**C-4 Charter Hospitality Service Charter High School Resolution.**

RESOLVED, that the application for a Charter to operate a Charter School by Charter Hospitality Service Charter High School after hearings thereon is hereby denied.

FURTHER RESOLVED, that the Findings of Fact and Conclusions of Law on the application of the Charter Hospitality Service Charter High School are hereby adopted and approved.

**Executive Sponsor:** Brian D. Feick

**C-5 Choices Charter School of Chester Resolution.**

RESOLVED, that the application for a Charter to operate a Charter School by Choices Charter School of Chester after hearings is hereby denied.

FURTHER RESOLVED, that the Findings of Fact and Conclusions of Law on the application of the Choices Charter School of Chester are hereby adopted and approved.

**Executive Sponsor:** Brian D. Feick

**C-6 Approval to amend Resolution C-7 of December 20, 2012 and retain Consultant Lisa Hoffstein.**

RESOLVED, that Resolution C-7 of December 20, 2012 is hereby amended and the Consultant Lisa Hoffstein is hereby retained for the period December 1, 2012 to February 11, 2013 at such rates as set forth in the proposal for services approved by the District and subject to the submission of invoices detailing rates and services provided.

**Payable from:** General Fund Budget  
**Executive Sponsor:** George Crawford

**C-7 Approval to appoint Andrea Saia as Assistant District Superintendent for Student Services.**

RESOLVED, that Andrea Saia is appointed as Assistant District Superintendent for Student Services effective March 6, 2013 for a term of Three (3) years at an annual salary of One Hundred Sixty Thousand (\$160,000,00) 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:** Brian D. Feick

**C-8 Approval authorizing the CUSD Fund for Excellence.**

RESOLVED, that the Chester Upland School District (hereinafter “the School District”) hereby authorizes the establishment of a foundation to be known as the CUSD Fund for Excellence (hereinafter the “Fund”), a Pennsylvania non-profit corporation, to be formed pursuant to non-profit corporation code and as a qualified §501(c)(3) tax exempt entity; and

FURTHER RESOLVED, that the School District is hereby authorized to expend up to Fifteen Thousand (\$15,000.00) Dollars for the cost of the formation and start up of the Fund which start-up cost shall be reimbursed to the School District by the Fund upon receipt by the Fund of monies sufficient to reimburse the actual cost advance; and

FURTHER RESOLVED, that the law firm of Winston Lowe, Esquire is hereby engaged to provide services related to the formation of the Fund and the filing of the Internal Revenue Service §501(c)(3) qualifying application at a fee not to exceed Five Thousand (\$5,000.00) Dollars based upon billings to the School District detailing the services provided and the rates for the services pursuant to the engagement letter from the firm; and

FURTHER RESOLVED, that the firm of Heffler, Radatich and Saitta are hereby authorized to provide start-up services to the Fund in the area of tax and financial consulting services at an amount not to exceed Five Thousand (\$5,000.00) Dollars based upon billings to the School District detailing the services provided and the rates for the services pursuant to an engagement letter from the firm; and

FURTHER RESOLVED, that the firm of BTaylor Public Affairs, LLC is hereby engaged to provide start-up communication services to the Fund in an amount not to exceed Five Thousand (\$5,000.00) Dollars at rates set forth in the proposal from the consultant and based upon monthly billings to the Fund detailing the services provided and the rates for the services.

**Executive Sponsor:** George Crawford

**C-9 Approval to engage BTaylor Public Affairs, LLC.**

RESOLVED, that BTaylor Public Affairs, LLC is hereby engaged, to serve at the pleasure of the School District, to provide communication services to the Chester Upland School District for the period January 1, 2013 to June 30, 2013 for an amount not to exceed Sixty-Five Thousand (\$65,000.00) Dollars at a rate set forth in the proposal to the School District and billed monthly detailing the services provided and the rates for the services pursuant to a contract to be executed by the parties and subject to approval of the contract by the Solicitor.

**Payable from:** General Fund Budget  
**Executive Sponsor:** George Crawford

**C-10 Approval to cancel service contract with Verizon Communications Corporation.**

RESOLVED, that the service contract with Verizon Communications Corporation for providing maintenance and repair services for the School District's phone system is hereby canceled by the Receiver pursuant to Section 642-A(A)(3) of the Financial Recovery Act to effect needed economics in the operation of the School District effective February 22, 2013.

FURTHER RESOLVED, that the Business Office is hereby authorized to obtain price quotes or to issue a Request for Proposals (RFP) to obtain needed communications equipment maintenance and repair services for the School District.

**Executive Sponsor:** Brian D. Feick

**C-11 Approval to cancel contract with Tower DBW, LLC.**

RESOLVED, that Section 2.02 Right of First Refusal in the contract between Tower DBW, LLC, Tower DBW Trust 2011-3 and the Chester Upland School District dated July 1, 2011 for the sale and purchase of delinquent real estate tax liens of the School District for the years after 2009 and 2010 is hereby canceled pursuant to the authority of the Receiver pursuant to Section 642-A(A)(3) of the Financial Recovery Act of 2012 in order to effect needed economics in the School District by facilitating and obtaining competitive proposals for the sale of real estate delinquent tax liens for the 2011 and 2012 fiscal years effective February 22, 2013.

FURTHER RESOLVED, that the Business Office is authorized to issue a Request for Proposals (RFP) for the sale of delinquent real estate tax liens for the 2011 and 2012 fiscal years.

**Executive Sponsor:** George Crawford

**C-12 Approval to cancel contract with Cintas Corporation.**

RESOLVED, that the contract with Cintas Corporation for the provision of custodial and maintenance uniforms to the School District is hereby canceled by the Receiver pursuant to Section 642-A(A)(3) of the Financial Recovery Act to effect needed economics in the operation of the School District effective February 22, 2013.

FURTHER RESOLVED, that the Business Office is hereby authorized to obtain price quotations and to issue a Request for Proposals (RFP) to provide custodial and/or maintenance uniforms as may be required by the School District.

**Executive Sponsor:** Brian D. Feick

**C-13 Approval to amend Resolution C-4 of January 17, 2013.**

RESOLVED, that the Resolution C-4 of January 17, 2013 is hereby amended to provide for consulting services of Michael Graves from November 1, 2012 to February 11, 2013 at the approved rate prorated for the month of February.

**Executive Sponsor:** George Crawford

**C-14 Approval of revised Business Office Organizational Chart and Position Descriptions for Business Office personnel.**

(SEE ATTACHMENTS)

**Executive Sponsor:** George Crawford

**C-15 Approval to engage the firm of Bonnett Associates Incorporated.**

RESOLVED, that the firm of Bonnett Associates Incorporated is hereby engaged to provide architectural and engineering services related to the implementation of the Financial Recovery Plan during the period January 1, 2013 to December 31, 2013 in accordance with the proposal dated February 20, 2013 and subject to the execution of a contract approved of the Solicitor.

**Executive Sponsor:** George Crawford

**C-16 Acceptance of the District's 2011-2012 Local Audit Report.**

(TO BE POSTED ON WEBSITE WHEN APPROVED)

**Executive Sponsor:** George Crawford

**C-17 Approval of the District's Audit Citation Action Plan for 2011-2012.**

(TO BE POSTED ON WEBSITE WHEN APPROVED)

**Executive Sponsor:** George Crawford

**C-18 Approval of the District's Manual of Business Office Operating Procedures.**

(TO BE POSTED ON WEBSITE WHEN APPROVED)

**Executive Sponsor:** George Crawford

**C-19 Approval of the District's Revised Annual Financial Report for fiscal year ended June 30, 2012.**

(TO BE POSTED ON WEBSITE WHEN APPROVED)

**Executive Sponsor:** Brian D. Feick

***BUSINESS AGENDA ITEMS #C-1 THRU #C-19 WERE APPROVED BY JOSEPH P. WATKINS, RECEIVER.***

**ADJOURNMENT**

There being no further business *Receiver Joseph P. Watkins* adjourned the meeting at 7:20 pm.

**CHESTER UPLAND SCHOOL DISTRICT**  
**FINANCIAL RECOVERY RECEIVER**

\_\_\_\_\_  
**Joseph P. Watkins**

\_\_\_\_\_  
**Date**