** Chester Upland School District**

**RECEIVER’S MEETING WITH THE PUBLIC**

**November 23, 2021**

1. **Call to Order**
2. **Pledge of Allegiance to the Flag**
3. **Report from the Superintendent**
4. **Presentations**
5. **Approval of Minutes of previous meeting of October 28, 2021**
6. **Public Comment**

1. **Education Agenda**

A-1 Approval for 10 students and 1 chaperone to attend the Skills USA Leadership Event

A-2 Approval for Inspired Instruction, LLC to provide professional development

A-3 Approval for attendance at the Fundations Virtual Workshop

A-4 Approval for the Montgomery Count Intermediate Unit to provide Zoom licenses for the district

1. **Personnel Agenda**

B-1 Approval of appointments, start date corrections, salary advancements, salary corrections, resignations, terminations, leaves of absence, suspensions, website coordinator and Fall/Middle, Winter School Coaches, Mentors, and Leadership Team (correction).

1. **Business Agenda**

C-1 Reports of the tax collectors: $3,119,067.32

C-2 Approval of the Treasurer’s Report/Budget Report

C-3 General Fund Budget: $6,110,446.06. Approval of list of payments

General Fund Budget: $1,815,186.03. Approval of payrolls

C-4 Approval of contract with TSA Consulting Group

C-5 Approval for the Settlement and Release agreement with Palmerhouse Equities LP

1. **Other Business**
2. **Adjournment**

**Chester Upland School District**

**RECEIVER’S MEETING WITH THE PUBLIC**

**November 23, 2021**

**EDUCATION AGENDA**

**A-1** **Approval for 10 students and 1 chaperone to attend the Skills USA Leadership Event**

RESOLVED, that the Receiver, acting as the Board of School Directors, grants approval for 10 students and 1 chaperone to attend the Skills USA Leadership Event on 11/18/21 at Bucks County Technical High School. Skills USA is a Career and Technical Student Organization that promotes leadership and collaboration with other technical school students in District 2 of the National Organization.

**Payable From:** General Fund Budget

**Cost:** $275.00

**Executive Sponsor:** Linda Lomas

**A-2 Approval for Inspired Instruction, LLC to provide professional development**

RESOLVED, that the Receiver, acting as the Board of School Directors, grant approval for Inspired Instruction, LLC to provide professional services in support of the creation of cohesive and rigorous academic and career-ready Information Technology and Criminal Law Academies within Chester High School. Services will include:

• Planning and facilitation of PLC meetings

• Review and analysis of data

• Creation and alignment of assessments (formative, summative)

• Development of resources and materials needed for the academies

• Creation and alignment of, and professional development related to, Project-Based Learning units

• Collaborative and support and resources for each academy

• Continuum Academy Design and Implementation

**Payable From:** Title I Comprehensive School Improvement Grant

**Cost:** $200,000

**Executive Sponsor:** Khalid Sutton

**A-3 Approval for attendance at the Fundations Virtual Workshop**

RESOLVED, that the Receiver, acting as the Board of School Directors, grant approval for the elementary reading specialists and instructional support teacher leaders to attend the Fundations Virtual Workshop.

**Payable From:** General Fund Budget

**Cost:** Not to exceed $5,000

**Executive Sponsor:** Khalid Sutton

**A-4 Approval for the Montgomery Count Intermediate Unit to provide Zoom licenses for the district**

RESOLVED, that the Receiver, acting as the Board of School Directors, grant approval for the Montgomery County Intermediate Unity to provide zoom licenses for the district.

**Payable From:** General Fund Budget

**Cost:** Not to exceed $5,000

**Executive Sponsor:** Khalid Sutton

**PERSONNEL AGENDA**

**B-1 Approval of appointments, start date corrections, salary advancements, salary corrections, resignations, terminations, leaves of absence, suspensions, website coordinator and Fall/Middle Winter School Coaches,** **Mentors, and Leadership Team (correction).**

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

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Name** | **Position/Location** | **Salary** | **Level /Step** | **Effective Date** | **New Position**  **/Replacement** |
| Carrassco, Felicita | Accounts Payable Specialist, Admin. | $47,100 | N/A | 11/1/2021 | Replacement |
| Green, Jaquan | School Safety Officer, Toby Farms | $25,000 | N/A | 11/15/2021 | Replacement |
| Latimer, Jihan | 4th Grade Teacher  CUSA | $62,542 | M/3 | 11/29/2021 | Replacement |
| Ojo, Taiwo | Math Teacher,  Toby Farms | $64,923 | D/3 | 11/10/2021 | Replacement |

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

|  |  |  |  |
| --- | --- | --- | --- |
| **Name** | **Position/Location** | **Initial Start Date** | **Correct Start Date** |
| High, Caroyln | Autistic Support Teacher, Main Street | 10/25/2021 | 10/28/2021 |
| Loper, Alonzo | Assistant Principal,  CUSA | 11/8/2021 | 11/17/2021 |
| Rice, Tanya | Pre-K Teacher, CUSA | 10/18/2021 | 11/11/2021 |

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

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Employee Name** | **Current Step** | **Current Salary** | **New Step** | **New Salary** |
| Cahill, Lauren | B3 | $48,371 | M3 | $62,542 |

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

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Employee Name** | **Current Step** | **Current Salary** | **New Step** | **New Salary** |
| Bell, LaDontay | N/A | $85,000 | N/A | $90,000 |
| Cottman, Damon | B/5 | $52,566 | B/1 | $44,176 |
| Harris, Rodney | N/A | $60,000 | B/8 | $58,566 |

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

|  |  |  |
| --- | --- | --- |
| **Name** | **Position/Location** | **Effective Date** |
| Arreola, Briseida | Teacher Assistant, CUSA | 11/12/2021 |
| Cottman, Damon | Health and PE Teacher, Toby Farms | 12/1/2021 |
| Edwards, Miles | Special Education/Math, Chester High | 11/2/2021 |
| Harris, Champagne | Teacher Assistant, Stetser | 11/5/2021 |
| Schuibbeo, Rachel | Autistic Support Teacher, Main Street | 11/12/2021 |
| Stevens, Cheryl | Culinary Arts, Chester High | 6/4/2022 |

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

|  |  |  |
| --- | --- | --- |
| **Name** | **Position/Location** | **Effective Date** |
| Barnes, Yasmin | School Safety Officer, Chester High | 11/9/2021 |

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

|  |  |  |
| --- | --- | --- |
| **Name** | **Position/Location** | **Effective Date** |
| Jordan, Heather | Special Education Teacher, Chester High | 11/5/2021-11/29/2021 |
| Laut, Maria | Special Education Teacher, Chester High | 12/11/2021-2/5/2022 |
| Savage, Joseph | Special Education Teacher, Toby Farms | 10/1/2021-11/29/2021 |

FURTHER RESOLVED, that the following **suspension**be approved on the effective date respectively noted (Justification on file in the Office of Human Resources)

|  |  |  |  |
| --- | --- | --- | --- |
| **Name** | **Position/Location** | **Effective Date** | **Status** |
| On File Human Resources | Teacher, Chester High | 10/20/2021-11/15/2021 | Suspension with pay |
| On File Human Resources | Teacher Assistant, Toby Farms | 10/25/2021-Current | Suspension with pay |

FURTHER RESOLVED, for the following individual to serve as the **Website Coordinator** for the 2021-2022 school year:

|  |  |  |
| --- | --- | --- |
| **Name** | **Position/Location** | **Hourly Rate** |
| Merto, Caitlin | Website Coordinator | $40 |

FURTHER RESOLVED, that the following **Fall/Middle and Winter School Coaches** for the 2021-2022 school year:

|  |  |  |
| --- | --- | --- |
| **Name** | **Activity** | **Amount** |
| Taylor, Keith | Head Coach, High School Boys Basketball | $5,253.13 |
| Dennis, James | Assistant Coach, High School Boys Basketball | $3,750 |
| Tate, Kenneth | Assistant Coach, High School Boys Basketball | $3,750 |
| Thomas, Terry | Assistant Coach, High School Boys Basketball | $3,750 |
| Dukes, Marvin | Head Coach, High School Girls Basketball | $5,253.13 |
| Cowan, Bailey | Assistant Coach, High School Girls Basketball | $3,750 |
| Kane, Tanisha | Assistant Coach, High School Girls Basketball | $3,750 |
| Chambers, Conrad | Head Coach, Middle School Boys Basketball | $1,500 |
| Dorsey, Christopher | Assistant Coach, Middle School Boys Basketball | $1,500 |
| Wharton, James | Head Coach, Indoor Boys Track | $1,500 |
| Allen, Jamal | Head Coach, Indoor Girls Track | $1,500 |
| Clayton, Jawuan | Assistant Coach, Indoor Girls Track | $1,500 |
| Sherrod, Michelle | Coach, Middle School Cheerleading | $1,500 |
| White, Shakanda | Coach, Middle School Cheerleading | $1,500 |
| Taylor, Kadrea | Coach, Step Team | $2,757.89 |
| Weathers, Ebonee | Coach, Majorette | $2,757.89 |

FURTHER RESOLVED, for the following individual to serve as **Mentors** for the 2021-2022 school year:

|  |  |  |
| --- | --- | --- |
| **Name** | **Location** | **Stipend** |
| Bell, Markeisha | Stetser | $1,200 |
| Brown, Jeanette | CUSA | $1,200 |
| Dautel, Jean | CUSA | $1,200 |
| Dougherty, Joan | Main Street | $1,200 |
| Foreman, Brian | Toby Farms | $1,200 |
| Goodwin, Maureen | CUSA | $1,200 |
| Grasty, Miguelina | Stetser | $1,200 |
| Hudnell, Sheena | Main Street | $1,200 |
| Labrum, Julanne | STEM | $1,200 |
| Lewis, Shannon | CUSA | $1,200 |
| Mahoney, Deborah | CUSA | $1,200 |
| Memon, Misha | STEM | $1,200 |
| Paquette, Richard | STEM | $1,200 |
| Peltier-Murray, Nancy | Stetser | $1,200 |
| Sheehan, Paul | Toby Farms | $1,200 |
| Sierra, Mary C | Main Street | $1,200 |
| Vinson, Brittany | CUSA | $1,200 |
| Wellstein, Colleen | CUSA | $1,200 |

FURTHER RESOLVED, that the Receiver, acting as the Board of School Directors, grant approval for the following individuals to serve on the **Leadership Team (meeting one time per week afterschool (CHS Title II Funds)** during the 2021- 2022 school year as listed below:

|  |  |  |
| --- | --- | --- |
| **Name** | **Position** | **Rate** |
| Murphy, Shannon\* | Humanities Lead | $32 |

\*Correction from September 2021 Agenda.

**BUSINESS AGENDA**

**C-1 Reports of the tax collectors: $3,119,067.32**

RESOLVED, that the reports of the City of Chester, Borough of Upland, and Chester Township for the period October 1, 2021 through October 31, 2021 in the amount of $3,119,067.32 be received, be noted upon the Minutes and filed.

**Executive Sponsor:** Tamara Darden

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

RESOLVED, that the attached Treasurer’s Report/Budget Report for the fiscal month ended October 31, 2021 be approved by the Receiver, acting as the Board of School Directors.

**Executive Sponsor:** Tamara Darden

**C-3 General Fund Budget: $6,110,446.06. Approval of list of payments**

RESOLVED, that the attached list of payments of the various accounts totaling for all accounts and funds the grand sum of $6,110,446.06, a copy of which has been given to the Receiver, acting as the Board of School Directors, be APPROVED, and that said list of payments be incorporated into the Minutes.

General Fund $6,110,446.06

Food Services Account 0

Capital Project Fund Account 0

Total Disbursements $6,110,446.06

**General Fund Budget: $1,815,186.03. Approval of payrolls**

RESOLVED, that the payrolls dated in October, 2021 of the various accounts totaling for all accounts and funds the grand sum of $1,815,186.03, be approved by the Receiver, acting as the Board of School Directors.

**Payable From**: General Fund Budget

**Executive Sponsor:** Tamara Darden

**C-4 Approval of contract with TSA Consulting Group**

RESOLVED, that the Receiver, acting as the Board of School Directors, grants approval of contract with TSA Consulting Group. Partnering with them allows 403B payments to be submitted electronically or by paper. The online system allows participants and advisors alike to gain immediate approval certification for eligible distributions. Further, all distribution requests may be submitted in this manner, even those that require supporting documentation such as Hardships.

**Executive Sponsor:** Tamara Darden

**C-5 Approval for the Settlement and Release agreement with Palmerhouse Equities LP**

RESOLVED, that the Receiver, acting as the Board of School Directors, grants approval for the Settlement and Release Agreement with Palmerhouse Equities, LP for the 2021-22, 2022-23 and 2023-24 School Tax Years for taxes assessed on the property at 1420 Esrey Street, Chester, Pennsylvania, Parcel #49-02-00242-00. Appeal #CV-2020-09060 in the Delaware Court of Common Pleas. (School Tax owed to the District in the amount of $96,000.)

**Executive Sponsor:** Tamara Darden