

Highlands School Board Meeting Highlights

August 13, 2012 School Board Meeting

NOTE: This Board Highlights document includes the actions of the School Board Meeting. It is not meant to be an exact reflection of the meeting's minutes.

ROLL CALL – Eight members present. **Mrs. Laura Thimons** is present via telephone.

APPROVAL OF MINUTES. The Board approved the minutes of the June 26, 2012 regular Meeting.

Board President **Mrs. Debbie Beale** noted that the Board met for Executive Session regarding Personnel on prior to this evening's meeting and also on August 6, 2012.

SECRETARY'S REPORT - **Mr. Jon Rupert** reported had no report.

SUBSTITUTE SUPERINTENDENT'S REPORT – **Mr. Pat Graczyk** reported the following:

- Thank you to the Administrative staff for helping this past month.
- Administrators met with Brackenridge and Tarentum Police Chiefs to discuss the delays due to construction in Tarentum. The construction will lead to a delay in students returning home. Parents were notified by letter sent home to expect extra time for arrival of the students until the project is completed.
- It is an honor to serve the district.

Board President **Mrs. Beale** noted that the Administrative Center has moved from its previous building to a wing in the High School.

The Board approved the following Agenda items:

CAFETERIA – **Mr. Hanford, Mr. Krzton**

- No report.

STUDENT ACTIVITIES – **Mrs. Thimons, Mr. Love**

- The 2012-2013 Student Activity Sponsors.

INSTRUCTION – **Mr. Love, Mrs. Thimons**

- The Highlands School District Kennywood Picnic will be held June 8, 2013.
- Mr. Graczyk reviewed information regarding Kindergarten "Get Acquainted" and other Orientation days. He also summarized the alignment of grades and programs district wide. Read the report below.

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UPCOMING ORIENTATIONS

Kindergarten students and their families will attend a "Get Acquainted Day" on Wednesday, August 29 at Fawn or Fairmount Primary Center. Parents will bring kindergarten students to school and stay in the classroom with them on this day. Teachers will have activities for the children and will highlight important information for the parents regarding details about the school day, rules and procedures for the building and will answer questions. Parents will receive a letter this week with an assigned session to attend. Sessions will begin at 9 AM and at 1 PM.

Kindergarten Transition Days will be held August 28 and 29. Students will arrive to school by their normal transportation, stay until Noon and then be bussed home or picked up from school. Kindergarten students should have received bus assignment letters from the Transportation Department. If you have **not** received a bus assignment, please call 724.226.2400 ext. 4537.

The Pre-K Counts program also will host a "Get Acquainted Day" on Wednesday, August 29. Parents will come to school with their student for their assigned morning or afternoon session. Parents will receive essential information and students will get to visit their school room. The Pre-K Counts program will be held in Grandview, in the lower level of the school near the nurse's office. Parents will have a separate entrance near the cafeteria, which is close to the corner of Lock St. and 9th Avenue.

Students in Kindergarten and the Pre-K Counts classes will resume normal school days beginning on Tuesday, September 4.

Other orientations include:

- First Graders coming from Heights Early Childhood Center to Fairmount Primary Center will be held on Wednesday, August 22 at 6:30 PM.
- Third Grade, Grandview Upper Elementary School Auditorium beginning at 7 PM on Tuesday, August 21.
- Sixth Grade, Highlands Middle School, Thursday August 16 & Friday August 17 from 9 AM to 11 AM.
- Ninth Grade, August 14, 15 from 9:00 a.m. to Noon and on August 16 from 9:00 a.m. to 11:00 a.m. Ninth grade parents are invited to come in to meet the principals/staff on August 16 at 9:00 a.m.

DISTRICT ALIGNMENT INFORMATION

Pre-K Counts – Lower Level, Grandview Upper Elementary School

Head Start @ Highlands – Lower F-Wing, Highlands High School

Kindergarten through Second Grade – Fawn & Fairmount Primary Centers

Grades 3 through 5 – Grandview Upper Elementary School

Grades 6 through 8 – Highlands Middle School

Grades 9 through 12 – Highlands High School

Alternative Education – Highlands High School

Partial Program – Highlands Middle School

Highlands Virtual Academy – Highlands High School

TRANSPORTATION – Mr. Masarik, Mr. Hanford

- The 2012-2013 Bus Routes and Stops, as submitted.
- The Board reviewed information in their packets regarding Transportation planning.

BUILDINGS & GROUNDS – Mr. Lang, Mrs. Fox

- The Use of Facilities, as submitted.
- * Public is to note that the Community Track is closed Monday through Friday the weeks of August 13 and August 20 from 9 AM to 5 PM for Football Camp.
- Authorized administration to proceed with Electrical Proposal from Artman Electric for Grandview Upper Elementary.

PERSONNEL – Mrs. Fox, Mr. Miles

- Approved the 2012-2013 Substitute Teacher Call List, as submitted. As per Board Policy #405 (Pre-Employment Drug Test, #514, Act 34, Act 151, and FBI Criminal Record Check).

- Approved the 2012-2013 Substitute Custodian Call List, as submitted. As per Board Policy #505 (Pre-Employment Drug Test) #514, Act 34, Act 151, and FBI Criminal Record Check).
- Approved the 2012-2013 Substitute School Nurse Call List, as submitted. As per Board Policy #505 (Pre-Employment Drug Test), #414, Act 34, Act 151, and FBI Criminal Record Check).
- Approved the 2012-2013 Substitute Secretary/Aide Call List, as submitted. As per Board Policy #505 (Pre-Employment Drug Test) #514, Act 34, Act 151, and FBI Criminal Record Check).
- Approved the HEA Sick Day Incentive for the 2012-2013 school year, as submitted.
- Approved the following requests for Leave of Absence, in accordance with Board/HEA Collective Bargaining Agreement:
 - Kristy Frisco**
Biology Teacher
High School
August 27, 2012 to January 24, 2013
- Accepted the retirement of **Janice Rawe**, Life Skills Teacher High School effective August 14, 2012 as part of the Early Retirement Incentive.
- Ratified the resignation of **Mindy Wesley**, Partial Program Teacher Middle School effective August 10, 2012.
- Ratified the retirement of **Rita M. Gross** 10-month Secretary Cafeteria effective August 1, 2012.
- Accepted the retirement of **Christine Cajka** 12-month Transportation Secretary effective August 24, 2012.
- Authorized administration to recall 2 secretaries in accordance with contract.
- Ratified **Dr. Joseph Latess'** leave from the Highlands School District beginning July 11, 2012 and ending August 17, 2012, which is the effective date of Dr. Latess' retirement from the District.
- Ratified the appointment of **Mr. Patrick Graczyk** as Substitute Superintendent of the Highlands School District during the leave period of **Dr. Joseph Latess**, commencing July 11, 2012 and ending August 17, 2012, or until such time as an Acting Superintendent is appointed.
- Appointed **Mr. Patrick Graczyk** as Acting Superintendent of the Highlands School District beginning August 17, 2012, on a month-to-month basis, for a period not to exceed one year. Upon appointment of a Superintendent, Mr. Graczyk shall return to his position as Assistant to the Superintendent.
- Rejected ESPA/PSEA/NEA Grievance #07-12-01, as submitted.
- Ratified **Jay Morgan** as Interim Building and Grounds/Custodial Supervisor at a \$40.00 per day increase. Effective June 17, 2012.
- Appointed **Lisa M. Ray** as Treasurer of the General Fund for the 2012-2013 school year.
- Approved resolution to approve custodial/maintenance positions and to furlough appropriate staff for the 2012-2013 school year, as submitted in accordance with new contract.

- Approved the recall of one (2) Two Elementary Teacher according to HEA Contract.
- Approved the recall of one (1) Behavior Specialist.
- Authorized administration to advertise for a Facilities Manager.
- Approved the hiring of the following Professional Staff, in accordance with Board Policy #404 (Pre-Employment Drug Test), #414, Act 34, Act 151, and FBI Record Check. Salary as per Board/HEA Collective Bargaining Agreement:

Allyson Dohn

Speech Pathologist
Grandview Upper Elementary
Effective August 27, 2012

Meghan Ziemianski

Elementary Art Teacher
Fawn/Fairmount
Effective August 27, 2012

** Mr. Love and Mr. Masarik voted "No."*

Cynthia Barnhart

Writing Lab Teacher
High School
Step 7, Master's - \$49,214
Effective August 27, 2012
Salary to be paid with SIG Funds

Robert Chester

Behavior Specialist
Salary as per Behavior Specialist Agreement
Effective August 27, 2012

- Ratified the hiring of following ESY Staff/Teachers:

Christine McLaughlin - Teacher

Melissa McCurdy - Teacher

Charles Debor - Teacher

Michelle Joyce – Aide

- Ratified the resignation of **Danielle Baughman**, Personal Aide Fawn Primary Center effective July 2, 2012.
- Ratified the resignation of **Rhonda Anderson**, Classroom Aide Grandview Upper Elementary effective August 5, 2012.
- Approved the Cafeteria Workers contract, as submitted.
- Ratified the resignation of **Zachary Rice**, Classroom Aide, Fairmount Primary effective August 7, 2012.
- Approved Food Service Director shared services with Burrell School District through October 2012.

- Approved the appointment of the 2012-2013 School Year Department Chairpersons, Team Leaders, and Grade Level Leaders, as submitted.
- Accepted the resignation of **Chelsea Hines**, Personal Aide, effective August 14, 2012.
- Approved the Intermittent Medical Leave of **Renee Zrebny**, Personal Aide for the 2012-2013 school year.

FINANCE/TAX – Mr. Miles, Mrs. Thimons

- Approved General Fund and Bond Issue Bills, as submitted.
- Approved Pond Security contract renewal for the 2012-2013 school year, as submitted.

COMMUNITY OUTREACH –Mrs. Fox, Mr. Krzton

HCEF GOLF OUTING: The 16th Annual HCEF Golf Scramble will be held on AUGUST 25 at OAK LAKE GOLF COURSE with a 9 AM Shotgun Start! Cost is \$75 per golfer, \$100 to sponsor a tee or \$325 for a foursome & tee sponsorship. This is an annual HCEF (Highlands Community Educational Foundation) fundraising event that turns FUN into FUNDS for Highlands scholarships, community projects and classroom grants, among many other funding in the schools and community! Registrations are still being accepted for the event. Donations also are being accepted for prize giveaways, raffles and golfer appreciation bags. Please call Misty at 724-226-2400, ext. 4550 to register or donate!

PIE NIGHT: The Highlands Varsity Marching Band is sponsoring Pie Night on Wednesday, August 15 at 7:00 pm in the Highlands Golden Rams Stadium. Come and preview the band's half-time show and other marching band favorites. Admission is \$4 for adults and \$2 for children and includes entry, slice of pie and beverage.

SPECIAL THANKS to the Salvation Army for hosting the 4th annual **BACK TO SCHOOL BASH** in Brackenridge on August 11. The event provided more than 300 backpacks filled with supplies to local students, as well as services such as dental cleanings, haircuts and identification kits from the police department. Families had a blast with a Bounce House, C.S. Kim Karate demonstrations, and a fire truck demo from Pioneer Hose Fire Co.

FORBES ROAD CTC – Mrs. Fox, Mrs. Thimons

No Report.

PSBA/NSBA – Mr. Love

- Appointed **Mrs. Beale** and **Mr. Hanford** as Voting Members/Liaisons for PSBA.

POLICY – Mr. Krzton, Mr. Masarik, Mr. Miles

No report.

ATHLETICS – Mr. Lang, Mr. Masarik, Mr. Hanford

- Authorized Gridiron Club's offer to supplement a charter bus for the district's first away football game (funds must be paid in advance).
- Approved the hiring of the following athletic personnel for the 2012-2013 school year, in accordance with Board Policy #404 (Pre-Employment Drug Test), #414, Act 34, Act 151, and FBI Record Check (Salary as per Board/HEA Collective Bargaining Agreement.) and/or Board Policy #916.1:

Name	Position
RATIFY: Nealer, Zachary	2011-2012 Wrestling Varsity Asst. Coach
Elliott, Beau	Varsity FB Asst. Coach
Ostrowski, Matt	VOLUNTEER: Varsity FB Asst. Coach
Foster, Michael	VOLUNTEER: MS FB Coach
Nowicki, Chris	VOLUNTEER: MS FB Coach
Holliday, Joe	FB Announcer
Beck, Robert	MS Boys Soccer Coach
Shane, Stephanie	MS Girls Basketball Coach
Bush, Kevin (Pending results)	MS Girls Basketball Coach
Sportelli, Valerie (Pending results)	JV Volleyball Coach
Sportelli, Rachel (Pending results)	VOLUNTEER Volleyball Asst. Coach
Booker, Marisa (Pending results)	VOLUNTEER Volleyball Asst. Coach
Henderson, David (Pending results)	Girls JV Soccer Asst. Coach
Wells, Zachary	VOLUNTEER Asst. Golf Coach
Ingoldsby, Tom (Pending results)	VOLUNTEER Asst. Golf Coach
Novak, John	VOLUNTEER Asst. Golf Coach
Stabile, Tom	Fall Sports Timekeeper
Corso, Domenic	Fall Sports Timekeeper
Zendarski, Michael	Fall Sports Timekeeper
Glaister, Stephanie	Fall Sports Ticket taker
Mosovsky, Rita	Fall Sports Ticket taker
Eckenrod, Melinda	Fall Sports Ticket taker
Motosicky, Jennifer	Fall Sports Ticker seller
Tutek, Christi	Fall Sports Ticker seller
Jones, Tammy	Fall Sports Ticker seller
Moxie, Mary Ann	Fall Sports Ticker seller
Swaney, Patricia	Fall Sports Ticker seller
Drew Jonczak	VOLUNTEER Girls MS Basketball Coach

- Accepted the resignation of **Beau Elliott**, 9th Grade Football Coach.

- Accepted the resignation of **Bob Negley**, 9th Grade Football Assistant Coach.
- The hiring **Raymond Drabicki**, MD as Athletic Department Physician at a stipend of \$6,000 for the 2012-2013 school year.
- The hiring **Mary Beth Jones**, CRNP, to perform Athletic Physical Examinations only at a stipend of \$5,000 for the 2012-2013 school year.
- Approving the 1-year contract of **Mike Rizzo**, Athletic Trainer for the 2012-2013 school year.

2012 Highlands School Board Members

Debbie Beale - President

Carrie Fox - Vice President

Laura Thimons

Jonathon Love

Ron Lang

William Krzton

Eric Miles

Michael Masarik

Ryan Hanford