

# Highlands School Board Meeting Highlights

## August 17, 2015 Voting 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.

**Mrs. Fox** opened the meeting and announced that the Board met for Executive Session prior to the meeting to discuss Personnel issues. Mrs. Fox noted that **Mr. Pat Graczyk**, former Assistant to the Superintendent, accepted a position as Superintendent at Allegheny Valley School District. Highlands thanks him for his years of service and wishes him the best of luck in the future.

**ROLL CALL** – Mr. Ron Lang was absent.

**APPROVAL OF MINUTES** – The Board approved the minutes of the June 15, 2015 Regular Meeting.

**REMARKS BY VISITORS:** Remarks to be restricted to those items listed on the Agenda. Persons offering remarks, when recognized, are to stand and state their name and place of residence.

**SECRETARY'S REPORT** – Mr. Jon Rupert

Mr. Rupert was not present.

**STUDENT REPRESENTATIVE'S REPORT** – No Student Representative during Summer break.

**SUPERINTENDENT'S REPORT** – Dr. Michael Bjalobok reported the following:

- The district will not be replacing Mr. Graczyk. A heavy portion of the assistant's position is curriculum, an area that I am enthusiastic about and will absorb into my duties. I am currently looking at a K-12 curriculum model that I believe will solidify our curriculum district-wide.
- In the past year, we have had many successes with student achievements and programs. Some of those programs received state and regional recognition, including Highlands being a model district for the state Department of Education. Mrs. Deb Lehew, Director of Special Education, is here to present a summary of those programs.
- **Mrs. Lehew** presented information about Positive Behavior Intervention Supports, Response to Interventions, Project Renew and Positive Family Supports programs. The Special Education Department brought in almost \$200,000 in grant money for the programs in the past two years. Her presentation can be viewed on the [www.goldenrams.com](http://www.goldenrams.com) website.

**COMMUNITY OUTREACH** – Ms. Misty Chybrzynski reported the following:

- **HIGHLANDS PRINCIPAL NAMED 2015 OUTSTANDING ASSISTANT PRINCIPAL:** Highlands School District is proud to announce that **Debbie Beucker**, assistant principal at Highlands Middle School (HMS) in Natrona Heights, has been named PAESSP's 2015 Outstanding Assistant Principal. Ms. Beucker has been an educator for 21 years and an assistant principal for 12 years. In her career, she has been a librarian and English teacher in Boca Raton, Fla.; a librarian in Franklin Regional High School in Murrysville, Pa., and an assistant principal at Highlands High Schools. Ms. Beucker also heads the HMS Data team, which helps to monitor and track student academic growth on state and local assessments. She works closely with faculty, students and family with the Positive Behavioral Intervention and Supports (PBIS) model, which has helped students to model expected behaviors and, she believes, has helped her to reduce discipline by 50 percent. The award is distributed by the Pennsylvania Association of Elementary and Secondary School Principals in association with the National Association of Elementary School Principals (NAESP) and VOYA Financial. Ms. Beucker hopes to leave a legacy of "lifelong learners" at HMS. "Students at HMS will become adults who KNOW that they have a future and that they are capable of realizing it. They will be positive contributors to the community, resourceful problem solvers and effective writers, readers and speakers."
- **HIGHLANDS MIDDLE SCHOOL STUDENT COMPETES IN US TRACK & FIELD JR OLYMPICS:** Highlands Middle School student Christopher (CJ) Thimons competed in the 2015 USA Track & Field National Junior Olympic championships in Jacksonville, Florida, this month. CJ placed #25 in the High Jump event. CJ competed and qualified for the

national event after a series of local and regional meets. Congratulations, CJ.

- SCHOOL BEGINS: First day is August 27. Kindergarteners will have “Get Acquainted Days’ on the 27th, with noon dismissals on the 28th and 31st. Regular school schedule will continue, until Sept. 7th when students have Labor Day off. The following week will invite parents in to the buildings for Back to School nights. Breakfast and lunch will be free for all students again this year. Students entering Grade 3 at Grandview and their families are invited to an Orientation on August 20 from 6 – 7:30 PM.
- The Marching Band held their annual summer music camp, and hosted Pie Night for a preview of their performance last Wednesday.
- GRANDVIEW 100<sup>th</sup> ANNIVERSARY: Please join us on Saturday, August 29 from 1 – 5 PM. Building tours, refreshments, memorabilia, and a walk down Memory Lane ... bring a friend or relative that graduated from Tarentum High School or attended Highlands Junior High School at Grandview. Shuttles will be running visitors from Grandview to the Alle-Kiski Heritage Museum for a special display featuring our school. For more information, call Heather Hauser at Grandview!

## **AGENDA ITEMS**

*Unless otherwise noted, the Board voted unanimously to approve the following items:*

### **CAFETERIA – Mr. Hanford**

- The payment of Cafeteria Fund Bills, as submitted.

July to be ratified	\$59,394.66
August to be paid	<u>\$ 1,736.12</u>
	\$61,130.78

### **STUDENT ACTIVITIES – Mrs. Beale**

- The 2015-2016 Student Activity Sponsors, as submitted. **[SEE APPENDIX 2.1]**

### **INSTRUCTION – Mr. Love**

No Report.

### **TRANSPORTATION – Mr. Masarik** reported the following:

- Work has commenced on the bridge across Bull Creek in Fawn Township. It is expected to impact the first two months of school.
- Transportation Director **Mr. Charlie Mort** reported that he rode the routes expected to be affected with W. L. Roenigk’s Transportation and the plan is to use smaller buses for those routes. Only two families will be asked to move two doors down to catch the bus so the students are not in the work area.

### **BUILDINGS & GROUNDS – Mr. Lang**

- The Use of Facilities, as submitted **[SEE APPENDIX 6.1]**
- The purchase of a 2016 Ford Econoline E350 Cutaway with 14 foot box truck body at a cost of \$29,414.58 payable from Capital Reserve Fund.
- **Mrs. Heather Hauser**, principal at Grandview, also updated the Board about the Grandview front entrance project. The project is nearing completion, with a widening of the stairs and repair of the cracked surfaces. The stairs will have at least one open side by the first day of school, but the project may be completed by then in the best case scenario.

### **PERSONNEL – Mr. Miles**

- The 2014-2015 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. **[SEE APPENDIX 7.1]**
- Approving/ratifying the 2014-2015 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. **[SEE APPENDIX 7.2]**
- The 2014-2015 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. **[SEE APPENDIX 7.3]**

- The 2014-2015 Substitute Aide/Secretary Call List, as submitted. As per Board Policy #505 (Pre-Employment Drug Test), #514, Act 34, Act 151, and FBI Criminal Record Check. **[SEE APPENDIX 7.4]**
- The 2015-2016 Department Chairs, Team Leaders and Grade Level Leaders, as submitted. **[SEE APPENDIX 7.5]**
  - *Mrs. Thimons abstained from this vote.*
- The hiring the following classified staff:
  - A. **Okopal, Allison**  
Speech & Language Aide – Replacement, Middle School  
Effective August 24, 2015  
Salary: \$13.98/hour
  - B. **LaStrapes, Karen**  
Guidance Secretary (12 months)–Replacement, Middle School  
Salary: \$14.46/hour, per ESP Contract Level I  
Effective August 18, 2015
- The hiring of the following professional staff:
  - A. **Ritchie, Jordan**  
Long term substitute – Gr. 7 Math Teacher, Middle School  
Step 2, Bachelor's \$46,300  
Effective August 24, 2015
  - B. **Andrejczik, Jessica**  
Grade 5 Teacher – Grandview  
Step 1, Bachelor's \$45,800  
Effective August 24, 2015
  - C. **Cochran, Kylie**  
Grade 5 Teacher – Grandview  
Step 1, Bachelor's \$45,800  
Effective August 24, 2015
  - D. **Lynch, Amy**  
Title I Reading Teacher – Fawn / Fairmount PC  
Step 1, Bachelor's \$45,800  
Effective August 24, 2015
  - E. **McGregor, Maura**  
Grade 3 Teacher – Grandview  
Step 3, Master's \$48,000  
Effective August 24, 2015
  - F. **DeVinney, Sean**  
Multi-Tiered Systems of Support (MTSS) Teacher – Fawn PC  
Step 1, Master's \$47,000  
Effective August 24, 2015
  - G. **Reiff, Andrea**  
Multi-Tiered Systems of Support (MTSS) Teacher – Fawn PC  
Step 1, Master's \$47,000  
Effective August 24, 2015
  - H. **Dale, Shelby**  
Grade 7 Language Arts Teacher – Middle School  
Step 1, Bachelor's \$45,800  
Effective August 24, 2015
  - I. **Graczyk-Hiester, Julie**  
GATE Teacher – Middle School  
Step 3, Bachelor's \$46,800  
Effective August 24, 2015

- J. **Brancato, Keith**  
Grade 7 Language Arts Teacher – Middle School  
Step 1, Master’s \$47,000  
Effective August 24, 2015
- K. **Cable, Lindsay**  
Grade 7 Language Arts Teacher – Middle School  
Step 1, Master’s \$47,000  
Effective August 24, 2015
- L. **Doran, James**  
Adolescent Partial Hospitalization Teacher  
Step 3, Master’s \$48,000  
Effective August 24, 2015
- M. **Merhaut, Madison**  
Autistic Support Teacher – Fawn PC  
Step 1, Bachelor’s \$45,800  
Effective August 24, 2015
- N. **Gentile, Rachele**  
Biology Teacher – High School  
Step 1, Master’s \$47,000  
Effective August 24, 2015
- O. **Toole, Michael**  
Biology / Math Teacher – High School  
Step 1, Master’s \$47,000  
Effective August 24, 2015
- P. **Calabrese, Tara**  
Grade 4 Teacher – Grandview  
Step 1, Bachelor’s \$45,800  
Effective August 24, 2015
- Q. **Rybak, Randy**  
Federal Programs Coordinator  
\$5,000 yearly stipend
- R. **Misera, Janet**  
Child Partial Hospitalization – Fawn  
Step 1, Master’s \$47,000  
Effective August 24, 2015

- Approving/ratifying, with regret, the resignation of the following professional staff:

- A. **Frisco, Kristy**  
Biology Teacher – High School  
Effective July 23, 2015
- B. **Coll, Kellie**  
Autistic Support Teacher – Fawn Primary Center  
Effective July 29, 2015
- C. **Mocko, Jennifer**  
Social Worker – Grandview Upper Elementary  
Effective August 14, 2015
- D. **Doerr, Kathryn**  
Grade 4 – Grandview Upper Elementary  
Effective August 24, 2015
- E. **Graczyk, Patrick**  
Assistant to the Superintendent  
Effective August 6, 2015

- Ratifying the resignation of the following classified staff per agreement:
  - A. **Clark, Brian**  
Custodian I  
Effective June 30, 2015
  
- The following requests for FMLA:
  - A. Employee #4709  
Effective August 27, 2015 through October 26, 2015  
Utilizing all available sick days
  - B. Employee #5484  
August 24, 2015 through November 13, 2015  
Utilizing all available sick and personal days
  
- The following request for Sabbatical Leave of Absence as per Section 1166 of the PA School Code as it is for Professional Development:
  - A. **Christopher Resek**  
7<sup>th</sup> Grade Science - Highlands Middle School  
Effective January 20, 2016 through June 3, 2016
  
- Approving 4-year contract with Highlands Educational Support Personnel Association (HESPA), as submitted.
- The Settlement Agreement to resolve SEIU Local 32 BJ Grievance No. 839620 and No. 838623, as submitted.
- The appointment of a Human Resource Consultant for an amount not to exceed \$1,000.
- Administrator merit bonus payments per the Act 93 Agreement, as submitted. **[SEE APPENDIX 7.15]**
- Bonus payment in the amount of \$4,550 for the 2014-2015 school year to Superintendent **Dr. Michael Bjalobok**, based on the results of the Superintendent's annual evaluation. Dr. Bjalobok is once again forgoing a raise to his annual salary, although he is entitled to one. The Board is awarding Dr. Bjalobok this bonus amount in recognition of his work in 2014-2015, but his salary remains unchanged for the coming school year.
- Approving **Samantha Perlik** as a Principal Intern for the Fall semester of 2015-2016 under Principal Shawn Bennis, and approving a substitute teacher for her kindergarten classes for the first semester.

**FINANCE/TAX – Mr. Miles**

- Tax Refunds in the amount of \$18,622.40 for August 2015, as submitted.
- Payment of General Fund Bills, as submitted.
 

July to be ratified	\$1,210,609.12
August to be paid	<u>\$ 414,740.11</u>
	\$1,625,349.23
- The annual donation to the Community Library of Allegheny Valley in the amount of \$5,000.
- The Sheriff sale of the following properties to the highest bidder:
  - A. Property 1223-A-234  
1401 Bakerstown Road  
Tarentum, PA 15084  
Awarded: KEMP - \$700
  - B. Property 1223-H-293  
401 E. 9<sup>th</sup> Avenue  
Tarentum, PA 15084  
Awarded: ZAWART - \$3,200
  - C. Property 1223-P-4  
248 W. 6<sup>th</sup> Avenue  
Tarentum, PA 15084  
Awarded: KEMP - \$900

### **FORBES ROAD CTC – Mrs. Fox, Mrs. Thimons**

**Mrs. Fox** reported the following:

- Paul Balint retired on June 30 as director, Ed McMillan, the former principal, took his place.
- August 24 is the first day of school at Forbes.
- August 27 is the next Board meeting at Forbes.

### **PSBA/NSBA – Mr. Hanford**

- Appointing Mrs. Carrie Fox and Mrs. Debbie Beale as delegates to vote at the PSBA Conference.
- Board members need to notify Mr. Rupert if they plan to attend the conference this year.

### **AIU 3 REPORT – Mrs. Beale**

**Mrs. Beale** reported the following:

- The AIU Board did not hold a meeting in July. At the June meeting, a Staff Recognition was held. Every year, the AIU recognizes staff. This year the awardees of the Annie Sullivan, Golden Apple, and Excellence and World of Gratitude awards were recognized.
- The Executive's Secretary retired this year, and Paula Sans in the new secretary.
- The Board is currently interviewing applicants for the Financial Director position. This process highlights the good fortune of Highlands to have such a great financial director that we do in Mr. Rupert.

### **POLICY – Mrs. Thimons**

- The second reading of the following Board Policies:

A.	No. 124	Alternative Instruction
B.	No. 125	Adult Education
C.	No. 126	Class Size
D.	No. 127	Assessments
E.	No. 130	Homework
F.	No. 132	After School Alternative Program
G.	No. 137	Home Education Programs
H.	No. 137.1	Extracurricular Participation by Home Education Students
I.	No. 138	Limited English Proficiency Program
J.	No. 140	Charter Schools
K.	No. 140.1	Extracurricular Participation by Charter/Cyber Charter Students

- The first reading of the following Board Policies:

A.	No. 142	Migrant Students
B.	No. 143	Standards for Persistently Dangerous Schools
C.	No. 144	Standards for Victims of Violent Crimes
D.	No. 146	Student Services
E.	No. 200	Enrollment of Students
F.	No. 201	Admission of Students

*\* Mr. Love asked the Solicitor and Administration to review and clarify this policy. Dr. Bjalobok noted that the Administration is currently reviewing the language and requirements of this policy.*

G.	No. 202	Eligibility of Nonresident Students
H.	No. 203	Communicable Diseases and Immunization
I.	No. 203.1	HIV Infection

### **ATHLETICS – Mr. Myers**

- The Athletic Fund Financial Report, as submitted.  
**Mrs. Thimons** voted "NO".
- Ratifying the Athletic Facilities Advertising Contract with UPMC, as submitted.

- The hiring of the following athletic personnel for the 2015-2016 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 #916.1:

Name	Position
Tutak, Christi	Ticket Seller/Taker
Jones, Tammy	Ticket Seller/Taker
Stawinski, Pam	Ticket Seller/Taker
Swaney, Patty	Ticket Seller/Taker
Moxie, Marianne	Ticket Seller/Taker
Glaister, Stephanie	Ticket Seller/Taker
Motosicky, Jen	Ticket Seller/Taker
Kosmal, Marnie	Ticket Seller/Taker
Kosmal, Ken	Ticket Seller/Taker
Stabile, Tom	Clock Operator
Heasley, William	Football Game Announcer
Choma, Michael	Clock Operator (Substitute)
Bowser, Marlea	Volunteer Assistant Tennis Coach ( <b>CHANGED TO HEAD COACH IN ADDENDUM, PENDING FILE COMPLETION</b> )
Brown, Michelle	Volunteer Assistant Tennis Coach
Kovalcik, Jarid	Boys Varsity Soccer Assistant Coach
Urbanski, Raymond	Volunteer Varsity Football Assistant Coach
Godfrey, John Patrick	Volunteer Varsity Baseball Coach
Lang, Ron	Volunteer Varsity Girls Basketball Head Coach
Weissert, Jeff	Head Baseball Coach
Murray, William	JV Baseball Coach
Mechling, Tom	Varsity Swim Coach
Haggerty, Robert	Volunteer Varsity Baseball Coach
Henderson, David	Girls JV Soccer Coach
Hone, Craig	Football Coach – Offensive Coordinator
Duffey, John	Volunteer Football Assistant Coach

- An addendum was approved for **Marlea Bowser** to be the Varsity Girls Tennis Head Coach was made, pending file completion.

*All Board members approved the motion, except for Mrs. Thimons who abstained from the vote. Mrs. Beale also abstained from the vote for Mr. Ron Lang due to Title VIII concerns with clearances. Mr. Love and Mr. Masarik voted “NO” for Mr. Lang due to clearance requirements. Mrs. Fox, Mr. Miles, Mr. Hanford and Mr. Myers voted “YES” for all items.*

**MISCELLANEOUS**

No report.

**2015 Highlands School Board Members**

**Carrie Fox – President      Eric Miles – Vice President**

**Laura Thimons      Jonathon Love      Ron Lang      Kerry Myers**

**Ryan Hanford      Michael Masarik      Debbie Beale**