

**HIGHLANDS SCHOOL DISTRICT
REGULAR SCHOOL BOARD MEETING
October 17, 2011**

MINUTES

The regular school board meeting was called to order at 7:01 p.m. by President Debbie Beale. All rose and saluted the flag.

SCHOOL BOARD MEMBERS PRESENT

Mrs. Debbie Beale	Mrs. Carrie Fox
Mr. Ronald Lang	Mr. William Krzton
Mrs. Karen Wantland	Mrs. Laura Thimons
Mr. Eric Miles (<i>arrived at 7:07 p.m.</i>)	Mrs. Judy Wisner

SCHOOL BOARD MEMBERS ABSENT

Mrs. William Heasley

ADMINISTRATORS AND SECRETARY PRESENT

Dr. Joseph Latess	Mr. Jon Rupert, Secretary
Mr. Patrick Graczyk	Mr. Jay Morgan
Mr. Charles Mort	Mr. Gene Nicaastro
Mrs. Cathy Russo	Ms. Misty Chybrzynski
Mr. Shawn Bennis	Mr. Paul Hoffman
Mr. Matt Bonislowski	Mrs. Debra Lechow
Ms. Lisa Ray	

SOLICITOR PRESENT

Lisa Colautti, Esquire

VISITORS: See attached list.

AGENDA ITEMS

APPROVAL OF MINUTES On motion by Mrs. Wantland and seconded by Mr. Lang approved the minutes of the September 19, 2011 Regular Meeting. Roll call. 7 Yes, 1 Abstention. Motion carried. Mrs. Wisner Abstained.

SECRETARY'S REPORT

Mr. Rupert reported the following:

- Act 1 will be due state-wide on January 5, 2012
- We will have to adopt a resolution or preliminary budget.
- Allegheny County reassessments are behind schedule and Highlands is last in the county so we may not have the results until April 2012.
- Once again, districts are to prepare budgets in January, but won't know about state revenues and county assessments until spring.

STUDENT REPRESENTATIVE'S REPORT

Mr. Andrew McBurney reported the following:

- Homecoming was held and enjoyed by all the students.
- The Mentoring program is off to a great start this year.
- We have a new online student newspaper. Please visit the goldenrams website for more information
- The 2011 yearbooks have arrived.

SUPERINTENDENT'S REPORT

Dr. Joseph Latess reported the following:

- Congratulations to the homecoming court.
- We are continuing the curriculum writing process
- Thank you to the buildings Leadership Teams. We had two principals out for an extended illness and these teams kept everything running smoothly.

ASSISTANT TO THE SUPERINTENDENT'S REPORT

Mr. Patrick Graczyk reported the following:

- The Parent Advisory Committee will be held tomorrow at Fawn beginning at 7:30 a.m.
- Music and Art rotation will be in place at Heights Early Childhood Center and parents will be receiving their child's schedule.

Mrs. Beale asked that we observe a moment of silence in remembrance of Lower Burrell Police Officer Derek Kotecki.

CAFETERIA

On motion by Mrs. Wantland and seconded by Mr. Lang approved Cafeteria Fund Financial Report for August and September 2011, as submitted. Roll call, all ayes. Motion carried.

On motion by Mrs. Wantland and seconded by Mr. Lang approved the payment of Cafeteria Fund bills, as submitted.

October to be paid \$93,827.92

Roll call, all ayes. Motion carried.

STUDENT ACTIVITIES

On motion by Mrs. Thimons and seconded by Mrs. Fox approved the Student Activities Fund Financial Report, as submitted. Roll call, all ayes. Motion carried.

On motion by Mrs. Thimons and seconded by Mrs. Fox ratified the 2011-2012 Highlands High School Cheer Competition. Roll call, all ayes. Motion carried/

On motion by Mrs. Thimons and seconded by Mrs. Fox ratified the approval of the 2011-2012 Student Activity Sponsors, as submitted. Roll call, all ayes. Motion carried.

INSTRUCTION

On motion by Mrs. Wisner and seconded by Mrs. Fox approved the Summer Classroom Usage request at a cost of \$50 per day, as submitted. Roll call, all ayes. Motion carried.

On motion by Mrs. Wisner and seconded by Mrs. Fox approved the 2012 Spring Band Trip, as submitted. Roll call, all ayes. Motion carried.

On motion by Mrs. Wisner and seconded by Mrs. Fox approved the acceptance of the School Improvement Grant. Roll call, all ayes. Motion carried.

Mrs. Wantland asked administration to draft a letter to the chaperones that outlines their expectations while chaperoning our students.

TRANSPORTATION

On motion by Mr. Lang and seconded by Mr. Krzton approved the 2011-2012 Bus Routes and Stops, as submitted. Roll call, all ayes. Motion carried.

BUILDINGS & GROUNDS

On motion by Mrs. Fox and seconded by Mr. Lang approved the use of facilities, as submitted. Roll call, all ayes. Motion carried.

There was discussion about the lease agreement between the district and the NHBSA. Mrs. Fox recommended that we table this motion until further discussion is made and the solicitor reviews the lease.

On motion by Mrs. Fox and seconded by Mrs. Wantland tabled the 2012 Lease Renewal with Natrona Heights Baseball/Softball Association, Inc., for use of the fields adjacent to California Avenue, and the field adjacent to the back parking lot of the high school. Roll call, 7 Yes, 1 No. Motion carried. Mr. Krzton voted NO.

PERSONNEL

On motion by Mrs. Fox and seconded by Mr. Lang approved the 2011-2012 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). Roll call, all ayes. Motion carried.

On motion by Mrs. Fox and seconded by Mr. Lang approved the 2011-2012 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) Roll call, all ayes. Motion carried.

On motion by Mrs. Fox and seconded by Mr. Lang approved the 2011-2012 Substitute Secretary Call List, as submitted. As per Board Policy #505 (Pre-Employment Drug Test) #514, Act 34, Act 151, and FBI Criminal Record Check) Roll call, all ayes. Motion carried

On motion by Mrs. Fox and seconded by Mr. Lang ratified the hiring of the following Classified Employees, in accordance with Board Policy #504 (Pre-Employment Drug Test), #515, Act 34, Act 151, and FBI Record Check:

A. Amy Verri – Replacement

Personal Aide – High School
Effective September 21, 2011
Salary as per Aide/Secretary Salary Schedule

- B. Thomas Mann – Replacement
Custodian II
Salary as per Custodian Salary Schedule
- C. Marjorie Papariella – Replacement
Custodian II
Salary as per Custodian Salary Schedule
- D. James Arner – Replacement
Custodian II
Salary as per Custodian Salary Schedule
- E. Joseph Kunc
ISS Monitor – Middle and High School
Salary \$15,600
Effective October 3, 2011
- F. Todd Jones
Audio Visual Support – Special Events
As Needed – District-wide
\$15.00 per hour

Roll call, all ayes. Motion carried.

On motion by Mrs. Fox and seconded by Mr. Lang approved the resignation of the following personnel.

- A. Dawn Sienko – ratify
Personal Aide – Fairmount
Effective September 27, 2011
- B. Erin Johnson
Learning Support Teacher Fairmount
Effective October 21, 2011

Roll call, all ayes. Motion carried.

On motion by Mrs. Fox and seconded by Mr. Lang approved the following revised requests for a Leave of Absence, in accordance with Board/HEA Collective Bargaining Agreement:

- A. Megan Zendarski
Elementary Title 1 Teacher
Grandview Upper Elementary School

Family and Medical Leave of Absence
Effective November 7, 2011 for 12 weeks

Roll call, all ayes. Motion carried.

On motion by Mrs. Fox and seconded by Mr. Lang authorized administration to advertise and hire an Elementary Social Worker.

Roll Call:

YES

Mr. Krzton
Mr. Miles
Mrs. Thimons
Mrs. Wisner
Mrs. Wantland
Mrs. Beale

NO

Mr. Lang

Motion carried. 7 Yes, 1 No.

On motion by Mrs. Fox and seconded by Mr. Lang approved the Motion for the Board to approve the Resolution to extend the contract of Dr. Joseph Latess as Superintendent for a period of two years, so that the term of the contract is extended until July 31, 2015.

Roll Call:

YES

Mr. Krzton
Mr. Lang
Mr. Miles
Mrs. Thimons
Mrs. Wisner
Mrs. Wantland
Mrs. Beale

NO

Motion carried. Unanimous.

On motion by Mrs. Fox and seconded by Mr. Miles approved the hiring of Caroline Jackson as School Improvement Grant Family Involvement/Internal Grant Coordinator at a salary of \$35, 000, this position is a 1 year contract. Roll call, all ayes. Motion carried.

Dr. Latess thanked the board for keeping him around. There have been a number of challenges for him this year but it has been a great experience. He will continue to try to make the best decisions he can for the district.

FINANCE/TAX

On motion by Mr. Miles and seconded by Mrs. Wantland approved Tax Refunds in the amount of \$5,335.64 for October 2011, as submitted. Roll call, all ayes. Motion carried.

On motion by Mr. Miles and seconded by Mrs. Wantland approved payment of General Fund bills, as submitted.

October to be ratified	\$ 859,954.22
October to be paid	<u>\$ 840,160.95</u>
Total	\$ 1,700,115.17

Roll call, all ayes. Motion carried.

On motion by Mr. Miles and seconded by Mrs. Wantland approved payment of 2007 Bond Issue bills for October 2011, in the amount of \$20,761.11 as submitted. Roll call, all ayes. Motion carried.

On motion by Mr. Miles and seconded by Mrs. Wantland approved the renewal of a 5 year lease with COMDOC for new, networking copy machines (with all service and supplies inclusive), and to include their service and supplies for printers under an annual agreement in compliance with the state bid contract #NJPA 021808-SP with an additional 17% discount. All other terms remain the same. (An estimated annual savings is projected between \$2,200 and \$4,368). Roll call, all ayes. Motion carried.

On motion by Mr. Miles and seconded by Mrs. Wantland approved releasing a \$5,000 donation to the Community Library of Allegheny Valley, as budgeted. Roll call, all ayes. Motion carried.

On motion by Mr. Miles and seconded by Mrs. Wantland approved the sale of the following property:

627 E. 7th Avenue
Tarentum
Sold To: Elizabeth Roberts
Amount of Sale \$50.00

Roll call, all ayes. Motion carried.

COMMUNITY OUTREACH

Help Highlands help others! Consider contributing or participating in these upcoming events:

The Second Annual Secret Santa Toy Drive benefitting Children's Hospital will occur on Friday October 21 at the Golden Rams Stadium. Bring a new, unopened toy and get a BUY ONE GET ONE FREE ADMISSION to the last Rams home Football Game. Toys will be collected at the ticket booths and taken to Children's Hospital. Please support this cause and spread some holiday joy!

Highlands Area Rotary Club and Knights of Columbus are hosting a Tailgate Party for the Steelers vs. Cardinals football game on October 23 beginning at 3 p.m. at the American Legion Post 226 in

Brackenridge. This event benefits Rotary and K of C scholarships for district students. Contact William Porter at 724.224.6224 or Joe Lucchino at 724.224.8908 for more information or to purchase tickets.

Highlands is helping in the fight against breast cancer by donating to the Lee Denim Days fundraiser on Friday, October 7 and by hosting a Pink Out at the Rams versus Knoch varsity football game at Golden Rams Stadium on October 21, 2011. More details can be found on the GoldenRams.com website. Highlands Relay for Life Mighty Milers Team also is hosting a card party and luncheon on Sunday, October 23 at Our Lady of Most Blessed Sacrament in Natrona Heights. Call 724.224.0981 for details

FORBES ROAD CTC

Mrs. Fox reported that the Forbes students are looking forward to attending the Skills USA Conference at Seven Springs. She said a number of Highlands Students are participating and she would provide the names at our next meeting.

PSBA/NSBA

Mr. Krzton reported that Dr. Latess, Mr. Rupert, Mrs. Beale, Mr. Lang, and Mrs. Fox will be attending the PSBA Annual Conference this month and he is sure they will bring a lot of information back for the board to discuss.

POLICY

Mr. Krzton made a recommendation that the board have a policy meeting to look at the transportation policy and any other policies that need revised. Administration will schedule that meeting in November 2011.

ATHLETICS

On motion by Mr. Lang and seconded by Mr. Krzton approved the Athletic Fund Report for September 2011, as submitted. Roll call. 7 Yes, 1 No. Motion carried. Mrs. Wantland voted NO.

On motion by Mr. Lang and seconded by Mr. Krzton approved the hiring of the following athletic personnel for the 2011-2012 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
McCue, Catherine	Evening Swim Supervisor
Karaica, Jeff	JV Boys Basketball Coach
Falter, Rich	Volunteer Varsity Boys Basketball Asst. Coach
Bushman, Don	Volunteer Varsity Boys Basketball Asst. Coach
Foster, Michael	8 th Grade Boys Basketball Coach
Shane, Stephanie	JV Girls Basketball Coach (<i>pending CA clearance in mail</i>)
Downs, Logan	Varsity Wrestling Coach (<i>pending CA clearance in mail</i>)
Losco, Sarah	Volleyball Assistant Coach - Ratify

Roll call, all ayes. Motion carried.

TECHNOLOGY

No Report.

MISCELLANEOUS

No Report.

REMARKS BY VISITORS

Chris Masarik asked if administration had decided where the Football players to park during the home games.

Dr. Latess asked the she speak with Mr. Morgan who has communicated the information to Mr. Bonislowski and all the players were informed about where to park.

ADJOURNMENT

On motion by Mr. Krzton and seconded by Mrs. Fox the meeting was adjourned at 8:11 p.m. Roll call, all ayes. Motion carried.

ATTEST:

PRESIDENT

SECRETARY