



Highlands School Board Meeting Highlights

June 16, 2008 Regular School Board Meeting

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

APPROVAL OF MINUTES - The Board approved the minutes of the May 12, 2008 Special School Board Meeting and the minutes of the May 19, 2008 Regular School Board Meeting, as submitted.

SUPERINTENDENT'S REPORT – Dr. Karol L. Galcik

Dr. Galcik commended the winners of the District Spelling Bee held at Grandview in May: **Megan Zimmerman** (Gr. 1 – Heights); **Nathan Love** (Gr. 2 – Heights); **Braden Campbell** (Gr. 3 – Fawn); **Alyssa Szczepanski** (Gr. 4 –Heights); and **Laura Ciuchta** (Gr. 5 – Fawn).

Dawn Miller, art teacher at the Middle School, successfully applied for “Picturing America”, an initiative of the National Endowment for the Humanities. Dawn will receive an official award letter, along with Picturing America award materials that she will use in her classroom.

Students and staff at Grandview Elementary developed a grand prize award-winning “Student Signs for Stanley” video, celebrating the Pittsburgh Penguins’ run for the Stanley Cup. Grandview received a \$5,000 donation from the Penguins Organization for this award-winning video.

On June 9, Highlands graduated 198 seniors at a beautiful Commencement. Dr. Galcik publicly thanked all the staff involved in making this year’s Commencement such a huge success.

Dr. Galcik thanked **Dan Valasek** for giving the district some historical documents to display with other historical items accumulated by the district.

ASSISTANT SUPERINTENDENT'S REPORT – Dr. Michael A. Bjalobok

Dr. Bjalobok reported that the Title I Summer School for 2008 is well on its way through the planning and training phase with student enrollments coming in everyday. The most recent enrollments showed 55 students already enrolled as of June 10. The usual crunch time for enrolling is approaching this week. The allotted number of students that we will permit in any single class is approximately 15 students, and that would bring our capacity to 75 for just the Title I part of this Summer School program.

The Summer School teachers were trained on the new CIRCLE assessments using the Palm Pilot handheld computers that the Title I teachers use all year long for DIBELS testing. This new assessment will more accurately pinpoint what skill deficiencies the younger students have, so we are planning to implement this CIRCLE assessment with all Kindergarten students in the fall, as well as the Focus Group assignments in grades 1 & 2 in September. The teachers and aides who were trained were very pleased with the informative data that can be gathered in such a short time from students. They will be using this assessment on all the Title I Summer School classes except the pre-3rd graders, for whom it may be too basic.

The end of the year assessments have been completed and it is clear that the Title I program has truly increased the reading achievement of students at each of the elementary schools. End of year data from DIBELS shows that 64% of all the elementary students in the District are meeting the benchmark that DIBELS measures.

A major program change is that the Middle School will no longer be pulling students from their regularly scheduled reading classes for Title I reading. A unique schedule change for 6th & 7th graders will allow them to have more involvement in the regular reading program, less stigmatization, and greater integration of their language arts activities. This will mean that the Middle School will no longer be served by Title I in the same way as before.

The submission of the LEA application for the 08-09 year is underway, and it appears that all Title I services will remain solely paid under the allocation limits. A guidebook is being completed to make the transition smooth over the summer as Administrative staffing changes.

Dr. Bjalobok also commented that the district's Strategic Plan Committee recently had a meeting and will soon seek community input.

CAFETERIA - Mrs. Wisner, Mrs. Fox

The Board approved the Cafeteria Fund Financial Report for May and June, 2008, as submitted.

The Board approved payment of Cafeteria Fund bills in the amount of \$65,543.75, as submitted.

The Board approved the 2008-2009 cafeteria prices, as submitted. Breakfast prices will increase 10 cents to \$.85 regular / \$.50 reduced price.

The Board approved the NutriKids POS System for all elementary schools at an approximate cost of \$17,875.

The Board approved giving the Cafeteria Fund the 2008-09 Coca-Cola contribution, as budgeted (\$20,000).

STUDENT ACTIVITIES - Mr. Lang, Mrs. Thimons

The Board approved the Student Activities Fund Financial Report for April and May, 2008, as submitted.

TRANSPORTATION - Mr. Misejka, Mr. Heasley

The Board approved the amendment adding the following companies to the Transportation Contract at no additional cost, subject to all provisions of the contract such as insurance, clearances, etc.: (Due to vehicles being titled in three companies now rather than one)

W. L. Roenigk, Inc.
 Roenigk Coach Co.
 W.L. Roenigk Leasing, Inc.

BUILDINGS & GROUNDS - Mr. Misejka, Mr. Heasley

The Board approved requests for use of facilities, as submitted. (Cleared by Administration and as per Board Policy.)

The Board awarded the following bid for High School gymnasium bleachers, in accordance with CoStar Contract #014-078 (State Bid), and file required PDE 3074 form with the Department of Education: (Payable from 2007 Bond Issue)

C.M. Eichenlaub
 Amount - \$148,495

The Board awarded the following bid for High School gymnasium divider curtain, in accordance with CoStar Contract #014-078 (State Bid), and file required PDE 3074 form with the Department of Education: (Payable from 2007 Bond Issue)

C.M. Eichenlaub
 Amount - \$17,604

The Board approved the purchase of a modular classroom, in accordance with Government Contract AEPA 006.1 (PAEJPC), payable from available Pre-K Counts Grant monies:

William Scotsman, Inc.
 Amount - \$74,895

The Board approved the purchase of the Grandview telephone and intercom system from Toshiba (GSA Contract #GS-35-F-0252T Schedule 70, at an approximate cost of \$29,000. Payable from 2007 Bond Issue.

The Board approved the following Change Orders for Grandview Elementary:

Del Rey Windows
 127 Bali 1" Aluminum Customized Mini-Blinds
 Cost - \$11,955

Del Rey Windows
 Infill 2 Openings – Auditorium Stage Storage Balconies
 Cost - \$1,035

The Board approved Simplex Grinnell to develop specifications for replacing High School and Grandview fire alarm systems, at an approximate cost of \$2,000. Payable from 2007 Bond Issue.

The Board approved the agreement with Harrison Township regarding the Natrona Playground to be used by general public rather than just Harrison Township residents, as recommended by the State for grant(s) eligibility.

PERSONNEL - Mrs. Wantland, Mr. Peck

The Board ratified the addition to the Substitute Teacher Call List for the 2007-08 school year, as submitted. As per Board Policy #405 (Pre-Employment Drug Test), #414, Act 34, Act 151, and FBI Record Check.

The Board ratified the request of **Megan Zendarski**, Title I Reading Teacher, to extend her current FMLA to the end of the 2007-2008 school year. In accordance with Board Policy and PA School Code.

The Board awarded a Permanent Professional Contract to the following teachers, in accordance with Pennsylvania School Code: (Three years of Satisfactory Performance at the Highlands School District.)

- A. **Andrew Kotyk**
High School Alternative Education Teacher
- B. **Christian Stinelli**
Elementary Special Education Teacher
- C. **Melissa Billingsley**
Elementary Teacher
- D. **Autumn Turk**
Elementary Teacher
- E. **Rachel Crowell**
Elementary Teacher
- F. **Mark Duncan**
Elementary Teacher
- G. **Julie Wolfe**
Elementary Teacher
- H. **Jennifer Higby**
High School Mathematics Teacher
- I. **Jessica Jenson**
K/4 Teacher
- J. **Kristy Lippert**
High School Science Teacher

- K. **Alison McBee**
High School English Teacher
- L. **Courtney Markiewicz**
Middle School Mathematics Teacher
- M. **Ian Miller**
Elementary Teacher
- N. **Lisa Pinzok**
Elementary Computer Teacher
- O. **Michele Spudich**
Elementary Teacher
- P. **Christina Strellec**
High School Social Studies Teacher
- Q. **Amy Yeckel**
Elementary Reading Teacher

The Board approved the hiring of the following Professional Employee: (In accordance with Board Policy #404 (Pre-Employment Drug Test), #414, Act 34, Act 151, and FBI Record Check)

- A. **Misty Chybrzynski**
Human Resource Assistant / Public Relations Manager /
Right to Know Officer
Salary - \$32,000
Effective July 1, 2008

The Board approved the hiring of the following Classified employee: (In accordance with Board Policy #504 (Pre-Employment Drug Test), #514, Act 34, Act 151, and FBI Record Check:

- B. **Lisa Ray**
Superintendent's Secretary
Salary – \$35,000
Effective As Soon As Possible

The Board approved a \$2,000 Merit Award for **Patrick Graczyk**, Pennsylvania Elementary Principal of the Year, in accordance with the Administrative Merit Program.

The Board accepted, with regret, the following resignations:

Professional

- A. **Dr. Elisabeth Ehrlich**
Principal – Fawn Elementary
Effective As Soon As Possible
- B. **Erica Hower**
Elementary Teacher – Grandview
Effective End of 2007-2008 School Year

Classified

- A. **Anthony Guida** (Ratify)
Electrician
Effective May 30, 2008

The Board approved **Dr. Michael Bjalobok** as ESEA Title I Director, at a stipend of \$7,000 per year, effective July 1, 2008.

The Board approved the following summer computer workers:

- A. **Katelyn Reed**
- B. **Amy Morgan**

The Board approved the following requests for a Leave of Absence: (In accordance with Board Policy and Board/HEA Collective Bargaining Agreement.)

- A. **Natalie Cale**
Science Teacher – Middle School
Professional Development Leave
2nd Semester – 2008-2009 School Year
- B. **Michele Spudich**
Teacher – Heights Elementary
Child Rearing Leave
1st Semester of the 2008-09 School Year

The Board approved the 2007-08 Summer School Program, as follows:
(Salary – Curriculum Rate)

Dates: June 20 – July 18
8:00 a.m. – 11:00 a.m. and 11:30 a.m. – 2:30 p.m.

Staff:	Kathleen Keenan	Middle School English
	Kala Wilhelm	High School English
	John Radvan	Middle School Math
	Jennifer Motosicky	High School Math
	Nicole White	High School Math
	Pat Hassler	Social Studies
	Jamee Bonnett	Science

The Board approved the hiring of **Justin Sadowski** as a certified HVAC maintenance worker, effective as soon as possible, and in accordance with Board Policy #504 (Pre-Employment Drug Test), #514, Act 34, Act 151, and FBI Record Check. Salary as per Board/SEIU Collective Bargaining Agreement (\$13.71 per hour).

The Board approved the following summer custodial workers: (In accordance with Board Policy #504 (Pre-Employment Drug Test), #514, Act 34, Act 151 and FBI Record Check:

- A. **Richard Valenti**
- B. **Jesse Valenti**
- C. **Matthew Fertig**

The Board approved hiring **Moira Jackson** as Temporary High School Guidance Aide, effective June 17, 2008 thru June 30, 2008. Salary as per Aide Agreement, not to exceed \$1,900, and payable from Career Counseling Grant. In accordance with Board Policy #504 (Pre-Employment Drug Test), Act 34, Act 151 and FBI Record Check.

The Board approved the hiring of the following Classified Employees: (In accordance with Board Policy #504 – Pre-Employment Drug Test, #514, Act 34, Act 151, and FBI Record Check):

Marnie Kosmal
 Secretary – High School
 Salary As Per Secretary Salary Schedule
 Effective As Soon As Possible

Sarah Whitling
 Cook – Fawn Elementary
 Salary and Benefits As Per Board / HESP Agreement
 Effective Immediately

The Board approved the hiring of the following Professional Employee: (In accordance with Board Policy #504 – Pre-Employment Drug Test, #514, Act 34, Act 151, and FBI Record Check):

Kathi Shirey
 12-month Principal – Fawn Elementary
 Salary - \$72,000
 Effective As Soon As Possible

The Board authorized Administration to advertise for Elementary Assistant Principal – Grandview Elementary.

The Board approved the hiring of **Jared Witucki** as summer custodial worker. (In accordance with Board Policy #504 – Pre-Employment Drug Test, #514, Act 34, Act 151, and FBI Record Check)

The Board approved the hiring of the following summer custodial workers, pending negative Pre-Employment Drug Test, and in accordance with Board Policy #514, Act 34 and Act 151: **Stefan Wegener, Amanda Gladowski, Mike Zukowski, Carly Duffy**

FINANCE/TAX - Mrs. Wantland, Mrs. Thimons

The Board accepted the Treasurer's Report April, 2008, as submitted and subject to audit.

The Board approved Tax Refunds in the amount of \$433.02, as submitted.

The Board approved payment of General Fund bills, as follows:

To Be Ratified \$	632,734.38
To Be Paid	<u>435,254.95</u>
TOTAL	\$1,067,989.33

The Board approved payment of 2007 Bond Issue bills in the amount of \$148,781.86, as submitted.

The Board approved **Jim Hawley**, ASA, MAA, Hawley Consulting Group, for GASB 45 actuarial valuation work at a cost of \$6,000.

The Board adopted the 2008-2009 Budget in the amount of \$35,957,564, as prescribed in Section 687 of the Public School Code as submitted – 2.6% increase).

The Board approved the following structure, in accordance with Section 672 of the Pennsylvania School Code, for the 2008-2009 school year:

23.72 Mills of Real Estate - \$5.00 Regular Per Capita Tax
(No Tax Increase)

Act 511

\$5.00 Per Capita Tax

Earned Income Tax ½%

Realty Tax ½%

Occupational Privilege Tax - \$5.00 – School District Share

The Board awarded Allegheny Intermediate Unit Joint Purchasing bids for the 2008-2009 school year, as submitted.

The Board awarded District bids for custodial, general, tech ed, art, music and physical education supplies for the 2008-2009 school year, as submitted.

The Board approved the resolution implementing Act I Homestead and Farmstead Exclusion, with an estimated refund of \$235 per Homestead, as submitted.

The Board approved all necessary budget transfers from the total independent audit reclassification, in accordance with Section 687 of the School Code.

The Board approved acceptance of Brackenridge, Fawn, Harrison and Tarentum Tax Collectors 2007-2008 settlements, exonerated current collectors from further collection of 2007-2008 taxes, and directed that all unpaid taxes be turned over to the Delinquent Tax Collectors. The exonerations of these settlements are contingent upon the auditor's review and recommendation in July or August, 2008.

The Board approved the following insurance programs for the 2008-2009 school year, in accordance with Section 513 of the School Code, as follows:

<u>Insurance</u>	<u>Company</u>
Paid-Up Life	American General, Old Line Life, Aetna
Group Life	Aetna
Group Workers Comp.	PSBA / Loynd & Lindquist
District Property & Liability	PSBA / Loynd & Lindquist

The Board approved the following properties that Highlands School District owns to be placed for Bid Sale – to highest bidder:

- A. 1070 Third Avenue
Brackenridge, PA 15014
1224-D-70
- B. 1044 9th Avenue
Brackenridge, PA 15014
1367-R-176 (Minimum Bid - \$640.75)

COMMUNITY OUTREACH - Mrs. Wantland, Mrs. Fox, Mrs. Thimons, Mr. Peck
Mrs. Wantland read a letter from **Mr. & Mrs. Witucki**. The Wituckis commended the students and staff at Grandview Elementary, namely special education teacher **Kellie Coll**, for providing a positive learning environment and an excellent educational experience for their child for the past six years. Mrs. Wantland also read another letter from a parent that commended Fairmount teacher **Jen Kosior**.

FORBES ROAD CTC - Mrs. Fox, Mrs. Thimons
 Recommend approving participation in the Forbes Road Career & Technology Center 2008-2009 Revenue Anticipation Note in the amount of \$4,600,000.

ATHLETICS - Mr. Heasley, Mr. Lang
 The Board approved the Athletic Fund Report for May, 2008, as submitted.

The Board approved the hiring of the following athletic personnel for the 2008-2009 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.)

<u>Football</u>	
Chris Nowicki	7 th /8 th Grade Head Coach
Nick Polcha	7 th /8 th Grade Volunteer Assistant
William Heasley, Sr.	Varsity Volunteer Assistant
William Heasley, Jr.	Varsity Volunteer Assistant
Julie Melnick	Ticket Taker
Scott Newell	Ticket Taker
Dave Urik	Ticket Taker
Debbie Gorentz	Ticket Taker
Janet Mack	Ticket Taker
Selena Foster	Ticket Taker

Marianne Moxie	Ticket Seller
Patricia Swaney	Ticket Seller
Chris Cajka	Ticket Seller
Patricia DiLuigi	Ticket Seller
Susie Johnson	Ticket Seller
Barbara Summers	Ticket Seller
Mike Foster	Substitute Ticket Taker
Patricia Cavanaugh	Substitute Ticket Taker
<u>Track</u>	
Tom Abbott	Cross Country Coach
Dave Bowser	Assistant Cross Country Coach
<u>Soccer</u>	
Rose Thimons	Ticket Seller
Susie Johnson	Ticket Taker & Substitute Ticket Taker
<u>Golf</u>	
Dave Urik	Head Coach
John Clicquennoi	Volunteer Assistant
<u>Game Worker</u>	
Bob Rose	Game Worker – Fall Sports
Thomas Stabile	Clock Operator – Fall Sports

The Board approved the hiring of **Mike Rizzo** as Athletic Trainer, effective August 1, 2008, three-year contract at a salary of \$33,000, \$34,320, and \$35,693 (4% increase yearly, per Satisfactory evaluation). In accordance with Board Policy #404 (Pre-Employment Drug Test), #414, Act 34, Act 151, and FBI Record Check.

MISCELLANEOUS

The Board approved scheduling a July Agenda Planning Meeting and Regular School Board Meeting, if needed.

2008 Highlands School Board Members

Debbie Beale - President

Laura Thimons - Vice President

Carrie Fox William Heasley

Ron Lang Ron Misejka

Mark Peck Karen Wantland

Judy Wisner

