

Highlands School Board Meeting Highlights

November 18, 2013 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.

AGENDA

Mrs. Carrie Fox opened the meeting with the following remarks:

- Welcome to **Boy Scout Troop #186** and thank you for attending the meeting. The Boy Scouts annually attend a school board meeting to study civic duty and local government procedures.
- The Board will meet for an Executive Session following the meeting adjournment regarding legislation involving ea student.
- A moment of silence for **Mr. Harvey Love**, the father of School Board member **Mr. Jon Love** and the husband of previous School Board member **Mrs. Grace Love**.
- Thank you to **Mr. William Krzton**, who is attending his final meeting as a School Board member. Mr. Krzton brought wit, humor and creative thinking during his term. Thank you for your service.
- Congratulations to **Mrs. Debbie Beale, Mr. Ron Lang and Mr. Eric Miles** on their re-elections. Congratulations to **Mr. Kerry Myers** on his election.
- Thank you to the **Trinity United Methodist Church** in Brackenridge. **Pastor Jeff Vanderhoff** and members of the church committed to beautifying the Grandview Upper Elementary School playground in October for "Make A Difference Day." Four hours of hard work in the cold weather made a huge difference! Thank you, Trinity!
- The talented **Highlands Players** presented Flowers for Algernon, a two-act play, on Saturday, Nov. 9 and Sunday, Nov. 10 at Highlands High School. The play was directed by Highlands High School English and drama teacher **Thomas Abbott**.

ROLL CALL – All present

APPROVAL OF MINUTES – The Board approved the minutes of the October 21, 2013 Regular Meeting.

REMARKS BY VISITORS - Note: 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 reported the following:

- The Sixth Grade Traveling Basketball Team sent a thank-you card to the School Board for their continued support.
- An audit conducted by the state Department of Education has concluded. An informal overview of the audit will take place on Monday, Nov. 25 at 10 AM for School Board members and administration. The audit covered years 2009, 2010, 2011 and 2012. The audit came back with one finding of over-reimbursement, which the district is appealing.
- Czekalski Real Estate resent a letter of intent for \$150,000 offer for the former Administration Center building. We can hold this letter or the Board can take action this evening.

STUDENT REPRESENTATIVE'S REPORT – No representative.

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

- Congratulations to the **Golden Rams Varsity Football Team**, which had an excellent season and a very close end in the last game. Congratulations also to the **Marching Band, cheerleaders and student spirit groups** who all supported and cheered the team on, as well as represented the Highlands School District in such a positive, respectful manner. I am already looking forward to next season!
- The district is in the preliminary stages of planning the budget for next year. In the upcoming months, you will hear the term "Basic Education Funding" in the media and in various reports regarding the budgetary process. This term refers to the state subsidy given to each school district. However, this is only one line-item in the state budget. The various line-items below are being removed or given less funding. These line-items are the ones that are important to Highlands School District, such as High School improvement, tutoring, pre-k programs, School Improvement Grants and more. Please keep in mind that the "Basic Education Funding" amount does not reflect a true picture of the funding given to the school from the state. In addition, this amount is not released until June, which means we will be planning our budget around a number that we will not be made aware of until six months past our due date.

ASSISTANT TO THE SUPERINTENDENT'S REPORT – Mr. Patrick Graczyk reported the following:

- Title I Night was held on November 7 at Highlands Middle School. The **Family Reading Night** featured Jim Basketball Jones entertainment, free books, opportunity for parents to review and comment about the Title I parent involvement policy and to learn about the Title I program from teachers and support staff.
- On Friday, teachers and principals will have a session to further explore Compass Learning, which is the tutorial component to the NWEA MAP assessments for elementary level students.
- I attended a Comprehensive Planning Meeting at PATTAN with **Mrs. Debbie Lehew**. There are several Chapter 4 amendments pending. We must have the Special Education portion of the Plan prepared for public review in April and submitted by May 1. It will be a lot to accomplish in a short period of time.

COMMUNITY OUTREACH - Ms. Misty Chybrzynski reported the following:

- Saturday, Nov. 23 @ 1 PM: Brackenridge / Tarentum Holiday Parade, featuring the Highlands High School Marching Band and Cheerleaders!
- Wednesday, Nov. 27: HALF DAY FOR STUDENTS
- Wednesday, Nov. 27 @ 11 AM: Gold Card Luncheon, Highlands High School
- **SUPPORT TOYS FOR TOTS AT HIGHLANDS!**

FRIDAY, DECEMBER 6: Fawn, Fairmount & Grandview students can bring donations to school.

SATURDAY, DECEMBER 14: Stuff A Bus, sponsored by NHS and Student Council, 11 AM to 3 PM. From 11 AM - 1 PM the bus will be at Highlands Middle School in Brackenridge then roll to Grandview Upper Elementary School in Tarentum from 1 to 3 PM.

Bring a new, unwrapped toy for boys and girls ages 1-12. Especially needed are toys for ages 9 to 12. Monetary donations also are accepted, with checks preferred and made out to "Toys for Tots." All donations will directly benefit families in our school district and neighboring towns. Any Highlands group or staff that can contribute to the Stuff-A-Bus event can contact Misty Chybrzynski at mchybrzynski@goldenrams.com or 724-226-2400 x4550.

- Santa Comes to Town at Annual Holiday Parade on Nov. 23!

The Tarentum/Brackenridge annual Christmas Parade will begin at 1 PM on Saturday, November 23. Participating groups: Please note that line-up begins at 12:00 Noon at 5th Avenue in Tarentum. Parade Route is as follows: 5th Avenue to Corbet St in Tarentum, then along 1st Ave. ending at 5th and Morgan St. in Brackenridge near Flabeg. Parents, pick up participating children at 5th Ave. and Morgan St.). Vendors will be along the parade route. Santa will also visit with children at the Brackenridge Pavilion following the parade.

- "Christmas in the Park" in Tarentum Park from 6 to 8 PM on Saturday, December 14. Entertainment, live nativity, toy giveaway, bonfire, basket raffles, food and more! Highlands Middle School Chorus and Show Choir will perform, as well as student instrumentalist solo and pairs.

- Students auditioned for Shrek! This year's High School musical.

The Board voted unanimously for the following agenda items (unless otherwise noted):

CAFETERIA – Mr. Hanford, Mr. Krzton, Mr. Lang

- The Cafeteria Fund Financial Report for September 2013, as submitted.
 - The payment of Cafeteria Fund Bills for October and November 2013, as submitted.
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|-----------------------------|---------------------|
| October 2013 to be ratified | \$144,004.41 |
| November 2013 to be paid | \$ 33,018.14 |
| TOTAL | \$177,022.55 |

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

- The following 2013-2014 Student Activity Sponsors:
 - Turner, Deborah** – HMS Cast Manager, Costume Coordinator
 - Connelly, Erin** – HMS Yearbook
 - Kosior, Jen** – HMS Yearbook
 - Wirth, Rick** – Musical Tech Director and Stage Manager

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

- The Elementary Buildings Wireless project with Questeq at a cost of \$79,014.00. [SEE APPENDIX 4.1]

TRANSPORTATION – Mr. Masarik, Mr. Love, Mrs. Beale

No Report.

BUILDINGS & GROUNDS – Mr. Lang, Mr. Miles, Mr. Hanford

- The Use of Facilities, as submitted. [SEE APPENDIX 6.1]
- The Letter of Intent from AT&T for a cell tower at the Stadium or Middle School. [SEE APPENDIX 6.2]

- Mr. Love, Mrs. Beale and Mr. Masarik voted "NO".

PERSONNEL – Mrs. Beale, Mr. Hanford, Mrs. Thimons

- Ratifying the 2013-2014 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]
- Ratifying the 2013-2014 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 7.2]
- The 2013-2014 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 7.3]
- The 2013-2014 Substitute Aide 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 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:

Penn, Phyllis
Cafeteria Alternate
Salary as per Food Services Contract

- The following requests for Leave of Absence, in accordance with Board/HEA Collective Bargaining Agreement:

Courtney Markiewicz
7th Grade Math Teacher
Middle School
February 21, 2013 through June 6, 2013

Kathleen M. Rizzo
8th Grade English Teacher
Middle School
March 14, 2014 through May 12, 2014

- Ratifying the recall of **Jaelyn Hock**, 6th Grade Teacher, Middle School effective October 24, 2014.
- Ratifying the resignation of **Jonathan Ball**, Behavioral Interventionist, Middle School effective October 23, 2013.
- Accepting the retirement letters from the following employees:

Paul Hoffman – effective October 30, 2013
Todd Jones – effective October 30, 2013

FINANCE/TAX – Mr. Miles, Mrs. Thimons, Mr. Krzton

- Tax Refunds in the amount of \$6,376.78 for November 2013, as submitted.
- Payment of General Fund bills, as submitted.

November to be ratified	\$ 2,504,577.42
October to be paid	\$ 379,432.90
TOTAL	\$ 2,884,010.32

- The 2007 Bond Issue Bills in the amount of \$17,534.15, as submitted.
- The AIU Joint Purchasing Resolution, as submitted.
- The 2014-2015 Budget Calendars, as submitted.
- Publishing a list of names of all delinquent taxpayers except those who signed up for the districts 3 year payment plan.

FORBES ROAD CTC – Mrs. Fox, Mrs. Thimons

Dr. Michael Bjalobok reported the following:

- Forbes Road CTC underwent a Civil Rights audit and a Perkins audit. Findings were very minimal including one missed publication of advertisement (newspaper) and an improperly titled coordinator. Audit findings otherwise were very complimentary, showing that Forbes administration is doing a great job with staff and providing a wonderful service for a variety of students.

Mrs. Carrie Fox reported the following:

- Three Highlands High School students attended the Skills USA Conference in Seven Springs, Julie Dawson, Nick Carrigan and Dave Zembrzuski. The well-attended event provided networking and skill building opportunities for students.
- Forbes Road CTC currently has 770 students enrolled, an increase in attendance from last year.

PSBA/NSBA – Mr. Love

- A webinar regarding Board Reorganization will be available for school board members on Tuesday.

- PSBA provided written testimony to the state House Education Committee regarding House Bill 1409. PSBA recommended that districts be allowed to retain flexibility to hire third parties to collect delinquent taxes.

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

No report.

ATHLETICS – Mr. Hanford, Mr. Masarik

- The Athletic Fund Financial Report for October 2013, as submitted.
- Ratifying the hiring of the following athletic personnel for the 2013-2014 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
Shane, Stephanie	Girls Basketball Scorekeeper
Meanor, Steve	Girls Basketball Scorekeeper

- The Board agreed to ratify a motion in December regarding Middle School Wrestling program and coaches.

MISCELLANEOUS

- December 3, 2013 at 7:00 p.m. as the Re-Organization, Planning, and Regular Voting Meeting.
- Authorizing the Solicitor to negotiate a sales agreement of 1330 Eleventh Avenue for \$150,000.

2013 Highlands School Board Members

Carrie Fox - President

Ryan Hanford - Vice President

Laura Thimons

Jonathon Love

Ron Lang

William Krzton

Eric Miles

Michael Masarik

Debbie Beale