

**NOTICE**

*Highlands School Board Policy allows individuals to speak for 3 minutes and groups to speak for 5 minutes at its agenda and voting meetings. If you are here tonight with a group, please designate a representative to speak on your behalf. You must also be a district resident/taxpayer to comment. Thank you.*

**HIGHLANDS SCHOOL DISTRICT  
REGULAR SCHOOL BOARD MEETING  
FEBRUARY 20, 2017**

**AGENDA**

**FLAG SALUTE**

**ROLL CALL** 8 Members present. Mr. Eric Miles was absent.

**NOTE: ALL OF THE ITEMS BELOW WERE APPROVED,  
UNLESS OTHERWISE NOTED.**

**APPROVAL OF MINUTES**

Recommend approving the minutes of the January 16, 2017 Regular School Board meeting.

**SECRETARY'S REPORT**

**SUPERINTENDENT'S REPORT**

**STUDENT REPRESENTATIVE'S REPORT**

**COMMUNITY OUTREACH**

**AGENDA ITEMS**

**CAFETERIA** – Mrs. Wisner, Mr. Hanford

Recommend approving the payment of Cafeteria Fund Bills, as submitted.

February to be paid                      \$95,796.21

**STUDENT ACTIVITIES** – Mr. Mundy, Mrs. Wisner

Recommend approving Sher'i Smith as the Student Activities Sponsor for Assistant Director/Reception Coordinator for the 2016-2017 school year. This is a co-assistant position this school year.

Recommend approving Elisa Hill as the Student Activities Sponsor for Cast Manager/Costume Coordinator for the 2016-2017 school year.

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

Report.

**TRANSPORTATION** – Mr. Hanford, Mrs. Thimons

Recommend approving the Transportation Plan and MOU between Highlands School District and Allegheny County Department of Human Services, Office of Children, Youth and Families (CYF), as submitted.

**BUILDINGS & GROUNDS** – Mr. Cohen, Mr. Mundy

Recommend approving the Use of Facilities, as submitted.

**[SEE USE OF FACILITIES LIST ON HIGHLIGHTS PAGE]**

Recommend authorizing Administration to bid any applicable Grandview playground jobs that need done in compliance with the grant and Tarentum Boro.

**PERSONNEL** – Mr. Masarik, Mrs. Wisner

Recommend denying Highlands Educational Association Grievance 17-08, as submitted. (On January 3, 2017 employee #4709 was informed of the requirement to either take unpaid leave or personal days to complete the 12 weeks of FMLA denying the option of using sick days violating past practice.)

Recommend denying Highlands Educational Association Grievance 17-10, as submitted. (The District is in violation of the CBA and MOU due to its failure to post and fill positions for 1 instructional aide per building for grades K-2, and 1 instructional aide for each grade level K-2 at Fawn and Fairmount elementary schools, without just cause.)

Recommend denying Highlands Educational Association Grievance 17-11, as submitted. (The district violated the Collective Bargaining Unit Agreement when it failed to provide the health care opt out money to the spouse who is not receiving the district health care plan including all affected bargaining unit members.)

Recommend approving the hiring of the following classified employees:

- A. Martinka, Gary - RATIFY  
Custodian II (replacement)  
Highlands Middle School  
\$9.17 / hour  
Effective: November 14, 2016
  
- B. Mass, Carol – RATIFY  
Cafeteria Alternate (replacement)  
Highlands High School  
\$9.38 / hr.  
Effective: January 17, 2017
  
- C. Wise, Dana  
Cafeteria Alternate (replacement)  
Highlands High School  
\$9.38 / hr.  
Effective: February 21, 2017
  
- D. Ehrlich, Nathan  
Title I Elementary Aide (replacement)  
Fairmount Primary Center  
\$12.93 / hour  
Bachelor's Certification, Step 1  
Effective: February 21, 2017

Recommend approving, with regret, the resignation of the following classified employee:

- A. Kresiak, Gina – RATIFY  
Personal Aide  
Fawn Primary Center  
Effective: December 23, 2016

Recommend approving, with regret, the resignation of the following classified employees:

- A. Bash, Cheryl  
Custodian II (5 hrs.)  
Fawn Primary Center  
Effective: February 24, 2017
  
- B. Nickolas, Cindy  
Custodian II (7 hrs.)  
Highlands High School  
Effective: June 14, 2017

Recommend ratifying the hourly rate for the following classified employee:

- A. Walker, Megan – RATIFY  
Cafeteria Sub (temporary)  
Highlands High School  
\$7.25 / hr. to \$9.38 / hr.  
Effective: December 5, 2016

Recommend ratifying the following FMLA requests:

- A. Employee #5576 – RATIFY  
Intermittent time frame throughout 2016-2017 school year  
Beginning November 18, 2016
  
- B. Employee #5296 – RATIFY  
Intermittent time frame from 2/8/2017 – 6/14/2017
  
- C. Employee #4675 – RATIFY  
Beginning December 20, 2016

Recommend ratifying the 2016-2017 Substitute Custodian Call List, as submitted. As per Board Policy #305, #314, Act 34, Act 151 and FBI Criminal Record Check.

Recommend approving renewal of Weiss Burkardt Kramer, LLC as solicitor at \$115.00 per hour.

**FINANCE/TAX** – Mr. Miles, Mr. Myers

Recommend approving Tax Refunds, as submitted.

February to be paid \$1,814.64

Recommend approving payment of General Fund Bills, as submitted.

February to be ratified	\$ 271,664.57
February to be paid	<u>\$1,005,040.41</u>
	\$1,276,704.98

**SECURITY & SAFETY** – Mr. Myers, Mr. Cohen

Report.

**FORBES ROAD CTC** – Mr. Mundy, Mr. Cohen

Report.

**PSBA/NSBA** – Mrs. Wisner

Report.

**AIU 3 REPORT** – Mrs. Beale

Report.

**POLICY** – Mrs. Wisner, Mr. Masarik

Recommend approving the second and final reading of the following Board Policies with recommendations:

**[SEE POLICIES ON HIGHLIGHTS PAGE]**

- |    |         |                               |
|----|---------|-------------------------------|
| A. | No. 619 | District Audit                |
| B. | No. 621 | Local Taxpayer Bill of Rights |
| C. | No. 622 | GASB Statement 34             |
| D. | No. 624 | Taxable Fringe Benefits       |
| E. | No. 701 | Facilities Planning           |
| F. | No. 702 | Gifts, Grants, Donations      |

- G. No. 702.1 Athletic Facilities Advertising
- H. No. 703 Sanitary Management
- I. No. 704 Maintenance
- J. No. 704.1 Asbestos Abatement
- K. No. 705 Safety
- L. No. 705.1 Operation of Police Vehicle

Recommend approving the first reading of the following Board Policies:  
**[SEE POLICIES ON HIGHLIGHTS PAGE]**

- A. No. 625 Credit Cards
- B. No. 706 Property Records
- C. No. 707 Use of School Facilities
- D. No. 708 Lending of Equipment and Books
- E. No. 709 Building Security
- F. No. 710 Use of Facilities by Staff
- G. No. 713 Rewards
- H. No. 716 Integrated Pest Management
- I. No. 717 Cellular Telephones
- J. No. 718 Service Animals in Schools

**ATHLETICS** – Mr. Masarik, Mr. Cohen

Recommend approving the Athletic Fund Bills for January 2017, as submitted.

Recommend approving a trip to Indianapolis by the Competition Cheer Squad from April 7-9, 2017.

**MISCELLANEOUS**

## **REMARKS BY VISITORS**

**Note: Miscellaneous Remarks.** Persons offering remarks, when recognized, are to stand and state their name and place of residence.

## **ADJOURNMENT**

### **HIGHLANDS SCHOOL DISTRICT BOARD OF DIRECTORS INCLUDE:**

President Debbie Beale, Vice President Michael Masarik, Ryan Hanford, Kerry Myers, Laura Thimons, Heath Cohen, Jeff Mundy, Judy Wisner, Eric Miles.

Superintendent Dr. Michael Bjalobok, Board Secretary Mr. Jon Rupert.

District Solicitor – Law Offices of Weiss, Burkardt, Kramer, LLC.