***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**

**APRIL 16, 2018**

**AGENDA**

**FLAG SALUTE**

**ROLL CALL** 9 Members present.

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

**APPROVAL OF MINUTES**

Recommend approving the minutes of the March 12, 2018 Special School Board Meeting and the March 19, 2018 Regular School Board Meeting.

**SECRETARY’S REPORT**

**SUPERINTENDENT’S REPORT**

**STUDENT REPRESENTATIVE’S REPORT**

**COMMUNITY OUTREACH**

**AGENDA ITEMS**

**CAFETERIA** – Ms. Chybrzynski, Mrs. Peters

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

Recommend approving the bid awards for bread and milk services as follows:

* Bread – Schwebel Baking Company
* Milk – Turner Dairy Farms, Inc.

**STUDENT ACTIVITIES** – Ms. Chybrzynski, Mr. Betts

Recommend approving the Student Activities Fund Financial Report for   
March 2018, as submitted.

**INSTRUCTION –** Mrs. Neese, Mrs. Wisner

Recommend approving the Special Education Plan which is part of the Comprehensive Plan, as submitted.

Recommend approving the Variations Show Choir music trip to New York City on May 2 – 5, 2019.

**TRANSPORTATION –** Mr. Mundy, Mrs. Peters

Report.

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

Recommend approving the Use of Facilities, as submitted.

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

**PERSONNEL –** Mr. Masarik, Mr. Cohen

Recommend approving, with regret, the retirement of the following professional employee:

1. Klug, Melissa - RATIFY

Emotional Support Teacher

Grandview Upper Elementary School

Effective: April 12, 2018

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

1. Hayduk, Brian - RATIFY

HVAC / Maintenance Technician

District-wide

Effective: March 30, 2018

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

1. Edwards, Jennifer

Personal Aide

Highlands High School

Effective: June 8, 2018

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

1. Zimmer, Lynette - RATIFY

Cafeteria Alternate

Highlands High School

Effective: April 3, 2018

Recommend approving the hiring of the following classified employees:

1. Smith, Jennifer - RATIFY

Cafeteria Alternate

District-wide

Pay Rate: $9.57 / hr.

Effective: April 9, 2018

1. Ehrmentrout, Matthew - RATIFY

Custodian I

Highlands Middle School

Monday – Friday; 3pm – 11pm

Pay Rate: $12.21 / hr.

Effective: April 3, 2018

1. Callendar, Selena - RATIFY

10-month Secretary

Fawn Primary Center

Pay Rate: $14.71 / hr.

Effective: March 1, 2018

**THIS WAS TABLED**

1. Lee, Mae Mae

Elementary (Title I) Aide

Fawn Primary Center

Pay Rate: $13.23 / hr.

Effective: April 17, 2018

Recommend approving the following FMLA request:

1. Employee #6150 - RATIFY

Intermittent FMLA

February 26, 2018 – April 3, 2018

Per the terms of FMLA

Recommend approving the 2017-2018 Substitute Teacher Call List, as submitted, per Board Policy #305, #314, Act 34, Act 151 and FBI Criminal Record Check.

Recommend approving the 2017-2018 Substitute Custodian Call List, as submitted, per Board Policy #305, #314, Act 34, Act 151 and FBI Criminal Record Check.

Recommend approving ratification of a three-day unpaid suspension for employee #5793, as presented.

Recommend approving termination of alternate / part time food service employee #6238, effective April 16, 2018, as presented.

Recommend approving Kala Lenart as interim team leader for prorated time period of April 2, 2018 – May 31, 2018 due to FMLA of team leader #6164.

Recommend approving the following child-rearing leave request:

1. Employee #5520

The entire 2018-2019 school year

No step increase until return in 2019-2020 school year

**ADDENDUM**

Recommend approving the hiring of the following professional employee:

1. Syput, Angela

Special Education Emotional Support Teacher

Grandview Upper Elementary

Master’s Degree; Step 17

Salary: $47,500

Effective: April 17, 2018

**FINANCE/TAX –** Mr. Masarik, Mr. Mundy

Recommend approving Tax Refunds, as submitted.

Recommend approving payment of General Fund Bills, as submitted.

**SECURITY & SAFETY –** Mr. Cohen, Mrs. Wisner

Report.

**FORBES ROAD CTC –** Mr. Mundy, Mrs. Neese

Report.

**PSBA/NSBA –** Ms. Chybrzynski

Report

**AIU 3 REPORT –** Mrs. Beale

Recommend election of Debra A. Raubenstrauch as School Board Trustee for the Eastern Region of the Allegheny County Schools Health Insurance Consortium, effective for a two-year period effective April 30, 2018.

**POLICY –** Mrs. Wisner, Mrs. Neese

Recommend approving the first reading of the following Board Policies:

**[SEE POLICIES ON HIGHLIGHTS PAGE]**

A. No. 105 Curriculum (Vol. II 2018)

B. No. 138 Language Instruction Educational Program for English  
 Learners (Vol. II 2018)

C. No. 239 Foreign Exchange Students (Vol. II 2018)

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

Recommend approving the Athletic Fund Bills for March 2018, as submitted.

Recommend ratifying the hiring of the following athletic personnel for the   
2017-2018 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:

|  |  |
| --- | --- |
| Stoczynski, Tyler | Varsity Assistant Track Coach |
| Walsh, Chad | Varsity Assistant Track Coach |
| Ballard, Jason | 7 / 8 Track Head Coach |
| Bowser, David | 7 / 8 Assistant Track Coach |

Recommend approving the hiring of the following athletic personnel for the   
2018-2019 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:

|  |  |
| --- | --- |
| Kordes, Courtney | Girls Head Varsity Basketball Coach |

**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, Robert Betts, Bobbie Neese,

Heath Cohen, Jeff Mundy, Judy Wisner, Misty Chybrzynski, Michelle Peters.   
Superintendent Dr. Michael Bjalobok, Assistant Superintendent Dr. Monique Mawhinney.

Board Secretary Michele Bloch.   
District Solicitor – Law Offices of Weiss, Burkardt, Kramer, LLC.