

**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  
AUGUST 20, 2018**

**AGENDA**

**FLAG SALUTE**

**ROLL CALL** 8 Members present. Mr. Robert Betts was absent.

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

**APPROVAL OF MINUTES**

Recommend approving the minutes of the June 25, 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.

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

Recommend approving the Student Activities Fund Financial Reports for May 2018 and June 2018, as submitted.

Recommend approving Saturday, June 15, 2019 as the District's Kennywood Picnic Day.

Recommend approving the following booster organizations for the 2018-2019 school year:

- Highlands Rams Golf Boosters
- Highlands Rams Soccer Boosters
- Highlands School District Cross Country Boosters
- Highlands Boys Basketball Boosters

Recommend approving Eddy Studio to design a new Highlands School District Rams Head Logo for a copyright cost of \$250.00, as submitted.

Recommend approving the Student Activity Sponsors for the 2018-2019 school year, as submitted.

**[SEE STUDENT ACTIVITY SPONSORS ON HIGHLIGHTS PAGE]**

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

Recommend approving the three (3) **revised** Contracts between Wesley Family Services and Highlands School District for the 2018-2019 school year. These contracts are for Student Assistance Program, School Based Therapeutic Services and School Based Mental Health Outpatient, as submitted.

Recommend approving the Contract between the Allegheny Intermediate Unit Waterfront Learning Services and Highlands School District for the 2018-2019 school year, as submitted.

Recommend ratifying the Addendum to the Contractual Agreement between Pressley Ridge Autism Day School and Highlands School District for the 2018-2019 school year originally entered into on July 1, 2017, as submitted. This Agreement automatically renews for the succeeding school year unless terminated by terms in original Agreement.

Recommend approving the Agreement between Merakey Pennsylvania and Highlands School District for the 2018-2019 school year and 2019 extended school year, as submitted. (This replaces the NHS agency.)

**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]**

Recommend approving conducting lead testing in the drinking water in all school buildings based upon new provisions in the School Code based on Act 39, as submitted.

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

Recommend ratifying the resignation of the following employee:

- A. Pritchard, Richard - RATIFY  
Police Officer  
District-Wide  
Effective: August 6, 2018

Recommend approving, with regret, the resignations of the following professional employees:

- A. Gottron, Daniel - RATIFY  
Principal  
Highlands Elementary School  
Effective: July 20, 2018
- B. Porter, Jodi  
School Psychologist  
District-Wide  
Effective: pending

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

- A. Phelps, Diane - RATIFY  
School Social Worker  
Highlands Elementary School  
Effective: July 31, 2018

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

- A. Taraszewski, Carrie - RATIFY  
Personal Aide  
Highlands Elementary School  
Effective: August 3, 2018
- B. Wike, Heather  
Personal Aide  
Highlands Support Center  
Effective: August 21, 2018

Recommend approving the hiring of the following employees:

- A. Naviglia Jr, Joseph  
Police Officer  
District-Wide (home base is Middle School)  
Salary: \$45,000 with no health benefits  
Effective: August 30, 2018
- B. Sheldon, Jeff  
Police Officer  
District-Wide (home base is High School)  
Salary: \$50,000 with no health benefits  
Effective: August 27, 2018

Recommend ratifying the hiring of the following summer intern:

- A. Williams, Isaiah  
IT intern  
District-Wide  
Pay scale: minimum wage  
Effective: July 2, 2018 – July 31, 2018

Recommend approving the following unpaid Leave of Absence request for School Counseling Field Experience:

- A. Employee #5069  
September 17, 2018 – November 14, 2018  
Per the terms of Leave Request policy

Recommend approving the Salary Schedule for Substitute Personnel for the 2018-2019 school year, as submitted.

Recommend recalling the following furloughed employees for the 2018-2019 school year:

- A. Hines, Carly (Pre-K)
- B. Holzer, Shannon (Grade 4 Teacher)
- C. Ewing, Amanda (Paraprofessional)

Recommend approving the following professional employees for the Highlands Virtual Academy Program for the 2018-2019 school year with a \$1,500 stipend:

- Michelle Dickerson – Social Studies
- Todd Bengel – Social Studies
- Nicole White - Math
- Jennifer McKay - Math
- Carolyn Kremer - English
- Ryan Wilpula – English

Recommend approving salary increase for Jonathan Westergom in the amount of \$15,000.00 effective July 1, 2018.

Recommend ratifying paid medical leave of absence for Dr. Michael Bjalobok effective July 2, 2018.

Recommend ratifying appointing Dr. Monique Mawhinney as Substitute Superintendent effective July 2, 2018 with a monthly stipend of \$1,500.00.

Recommend ratifying the change in position of Cathy Russo from Principal at Highlands Elementary Center to Coordinator of Curriculum, Instruction, Assessment and Funding Programs effective July 2, 2018.

Recommend approving the following FMLA request:

- A. Employee #6295  
August 30, 2018 – November 1, 2018  
Per the terms of FMLA

Recommend approving the Supplemental Positions for the 2018-2019 school year, as submitted.

**[SEE SUPPLEMENTAL POSITIONS ON HIGHLIGHTS PAGE]**

### **ADDENDUM**

Recommend approving the hiring of the following professional employee:

- A. Gizienski, Kristie  
Assistant Principal  
Highlands Elementary School  
Salary: \$70,000  
Act 93, Tier I  
Effective: pending file completion

Recommend approving Renae Yoder, as Art Department Chair in the Supplemental Positions for the 2018-2019 school year, as presented.

Recommend rescinding action of June 25, 2018 approving adjustment of duties for Ray Dauer and approving a stipend, as presented.

**FINANCE/TAX** – Mrs. Peters, Mr. Masarik

Recommend approving Tax Refunds, as submitted.

Recommend approving payment of General Fund Bills, as submitted.

Recommend approving the renewal of the Student Athlete Accident Insurance through United State Fire Insurance Company in the amount of \$12,850 for the 2018-2019 school year, as submitted.

Recommend approving the Lease Renewal for Pitney Bowes Postage Machine in the amount of \$347.75 per month, as submitted.

Recommend approving amending the 403B Plan from single vendor to multi-vendor and Recommending approving the Omni Group as our third party administrator for a \$750.00 annual fee effective September 1, 2018, as submitted.

Recommend approving the Document Workflow Solution Agreement between The Wilson Group, LLC and Highlands School District for sixty-three (63) months beginning August 31, 2018 when the equipment is delivered to the district, as submitted.

Recommend approving an increase to \$3.75 for adult lunches based on the State requirements for Non-Pricing SNP Sponsors.

Recommend approving the Treasurer's Reports for June 2018 and July 2018, as submitted.

Recommend appointing Lori Byron to represent the district on the Earned Income Tax Collection Committee (TCC).

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

Recommend appointing Dr. Monique Mawhinney as the Safety Coordinator for the Highlands School District.

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

Report.

**PSBA/NSBA** – Ms. Chybrzynski

Report.

**AIU 3 REPORT** – Mrs. Beale

Report.

**POLICY** – Mrs. Wisner, Mrs. Neese

Recommend approving the second and final reading of the following Board Policy:

**[SEE POLICIES ON HIGHLIGHTS PAGE]**

A.	No. 802	School Organization
B.	No. 810 Vol. III 2018	Transportation
C.	No. 810.1 Vol. III 2018	School Bus Drivers and School Commercial Motor Vehicle Drivers
D.	No. 810.3 Vol. III 2018	School Vehicle Drivers
E.	No. 818 Vol. III 2018	Contracted Services Personnel

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

Recommend approving the Athletic Fund Bills for June 2018 and July 2018, as submitted.

Recommend approving the renewal of the agreement for Michael Rizzo as Athletic Trainer in the amount of \$50,000 for the 2018-2019 school year. Terms of agreement remain the same.

Recommend approving, with regret, the resignation of Patty Swaney as a Ticket Seller for the Highlands football game season effective August 8, 2018.

**MISCELLANEOUS**

**REMARKS BY VISITORS**

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

**ADJOURNMENT**

**MEETING WAS ADJOURNED AT 8:25 PM.**

**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.

Substitute Superintendent / Assistant Superintendent Dr. Monique Mawhinney.

Executive Director of Business Affairs and Support Services Lori Byron.

Board Secretary Michele Bloch.

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