

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
NOVEMBER 19, 2018**

AGENDA

I. FLAG SALUTE

II. ROLL CALL 9 Members present.

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

III. APPROVAL OF MINUTES

Recommend approving the minutes of the October 15, 2018 Regular School Board Meeting.

IV. SECRETARY'S REPORT

V. SUPERINTENDENT'S REPORT

VI. STUDENT REPRESENTATIVE'S REPORT

VII. COMMUNITY OUTREACH

VIII. AGENDA ITEMS

1.0 CAFETERIA – Ms. Chybrzynski, Mrs. Peters

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

November to be paid \$ 71,972.29

2.0 STUDENT ACTIVITIES – Ms. Chybrzynski, Mr. Betts

2.1 Recommend approving the Student Activities Fund Financial Reports for September 2018 and October 2018, as submitted.

2.2 Recommend approving the Middle School Field Trip to Washington, D.C. from March 26-28, 2019.

- 2.3 Recommend approving the following chaperones for the Middle School Field Trip to Washington, D.C.:
- Dr. Kimberly Price
 - Ms. Debbie Beucker
 - School Nurse (TBD)
 - Ms. Arnold
 - Mrs. Seery
 - Mrs. Vivino
 - Mr. Brancato
 - Mr. Schmitt
 - Ms. Cable (alternate)
 - Ms. Moretti (alternate)
- 2.4 Recommend approving the following booster organization for the 2018-2019 school year:
- Highlands Wrestling Boosters

ADDENDUM

- 2.5 Recommend approving the following booster and PTO organizations for the 2018-2019 school year:
- Highlands K-4 PTO
 - Highlands Swim Team Booster Club

3.0 STUDENT DISCIPLINE – Mrs. Neese, Mrs. Wisner

- 3.1 Recommend approving Expulsion of Student #206728, as presented.
- 3.2 Recommend approving Expulsion Agreement with Student #202326, as presented.
- 3.3 Recommend approving Expulsion Agreement with Student #216043, as presented.

4.0 INSTRUCTION – Mrs. Neese, Mrs. Wisner

- 4.1 Recommend approving the Agreement between Highlands School District and Adelphoi Education Services for the 2018-2019 school year, as submitted.
- 4.2 Recommend approving the Agreement for Educational Services with Reserve School of Applewood Centers, Inc. for student # 203990, as presented.
- 4.3 Recommend approving the Comprehensive Plan for 2019-2022, as presented.

- 4.4 Recommend approving the Letter of Agreement between Highlands School District and Pressley Ridge for commitment until either party deems termination is necessary, as submitted.
- 4.5 Recommend approving the Services Agreement from Western Psychiatric Hospital of UPMC Presbyterian Shadyside for the purchase of “Comprehensive Crisis Management Class” Crisis Intervention Program services, as submitted.

5.0 TRANSPORTATION – Mr. Mundy, Mrs. Peters

- 5.1 Report.

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

- 6.1 Recommend approving the Use of Facilities, as submitted.
[SEE USE OF FACILITIES ON HIGHLIGHTS PAGE]
- 6.2 Update: Highlands Elementary School Clock Tower Repair

7.0 PERSONNEL – Mr. Masarik, Mr. Cohen

- 7.1 Recommend approving the following FMLA requests:
 - A. Employee # 5984 - RATIFY
Intermittent FMLA
Effective: October 9, 2018 – October 9, 2019
Per the terms of the FMLA
 - B. Employee # 6273
Effective: January 7, 2019 – March 25, 2019
Utilizing 20 sick, 6.5 personal and 2 comp days
Per the terms of the FMLA
- 7.2 Recommend approving the following cafeteria building transfer:
 - A. Sinclair, Laurie - RATIFY
Cafeteria Worker
Elementary School to the High School
No change in hours or pay rate (6 am – 1 pm; \$12.66 per hour)
Effective: October 31, 2018

7.3 Recommend approving the hiring of the following classified employees:

- A. Wise, Dana - RATIFY
Cafeteria Worker
Highlands Elementary School
Hours: 7 am – 2 pm
Pay rate: \$12.66 per hour
Effective: November 1, 2018
- B. Beigay, Cheryl - RATIFY
Custodian II
Highlands High School
Job # 2-7-BC2-55/60
Hours: 4 pm – 11 pm
Pay rate: \$9.73 per hour
Effective: November 6, 2018

7.4 Recommend approving the transfer of the following custodian (this is a replacement position):

- A. Smith, Donna - RATIFY
Custodian II
Highlands High School
Job # 2-7-00-55
Hours: 8 am – 3 pm
Pay rate: \$9.73 per hour
Effective: November 5, 2018

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

- A. Wiley, Sandra – RATIFY
Paraprofessional
Highlands Middle School
Effective: November 13, 2018

7.6 Recommend approving MOU between Highlands School District and Highlands Education Association (HEA), regarding use of personal and compensatory time as outlined in the parties' Collective Bargaining Agreement, as submitted.

7.7 Recommend approving the hiring of the following Act 93 employee:

A. Losk, Michael
IT Director
District-wide
Act 93, Tier I
Salary: \$90,000.00
Effective: December 3, 2018

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

8.1 Recommend approving Tax Refunds, as submitted.

November to be paid	\$ 0.00
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8.2 Recommend approving payment of General Fund Bills, as submitted.

October to be ratified	\$ 245,096.87
November to be paid	<u>\$ 755,696.66</u>
	\$ 1,000,793.53

8.3 Recommend approving the Treasurer's Report for October 2018, as submitted.

8.4 Recommend approving the Epic Communications Amendment for E-Rate Year 22 (2019-2020) and Letter of Agency for the Year 2019-2020, as submitted.

8.5 Recommend approving a \$5,000.00 donation to the Community Library of Allegheny Valley.

8.6 Recommend approving the BoardDocs training for January 21, 2019 at 5:45 pm in the Administrative Center Conference Room.

8.7 Recommend approving the posting and the sale of the Silkscreen Equipment by the district website.

8.8 Recommend approving ratification of the General Conditions of Engagement and Terms of Payment with Accountemps effective September 12, 2018, as submitted.

ADDENDUM

8.9 Recommend approving the renewal premium for School Leaders Liability Insurance in the amount of \$21,241.00 through PSBA, as presented.

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

9.1 Report.

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

10.1 Report.

11.0 PSBA/NSBA – Ms. Chybrzynski

11.1 Report.

12.0 AIU 3 REPORT – Mrs. Beale

12.1 Report.

13.0 POLICY – Mrs. Wisner, Mrs. Neese

[SEE POLICIES ON HIGHLIGHTS PAGE]

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

A. No. 707 Use of School Facilities (Active but updating)

13.2 Recommend approving the first reading of the following Board Policies:

A. No. 701 Facilities Planning/Disposal of Unused, Surplus and
Unnecessary Property and Equipment

B. No. 709 Building Security (Active but updating)

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

A. No. 121 Field Trips (Active but reviewing)

14.0 ATHLETICS – Mr. Masarik, Mr. Cohen

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

- 14.2 Recommend approving the hiring of the following athletic personnel for the 2018-2019 school year in accordance with Board Policy #304 (Pre-Employment Drug Test), #314, Act 34, Act 151, and FBI Record Check. (Salary as per Board/HEA Collective Bargaining Agreement) and #916:

Kerr, Jason	JV Girls Basketball Coach
Downes, Logan	Volunteer Varsity Wrestling Coach

15.0 MISCELLANEOUS

- 15.1 Recommend approving the Reorganization meeting, Planning meeting and Regular meeting for December 3, 2018 at 7:00 pm in the high school library.

II. REMARKS BY VISITORS

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

III. ADJOURNMENT

MEETING WAS ADJOURNED AT 8:20 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.