

**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  
MAY 15, 2017**

**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 April 24, 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.

May to be paid                      \$57,194.09

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

- Bread – Schwebel Bakery
- Milk – Turner Dairy
- Ice Cream – Three Rivers Express

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

Recommend approving the Student Activities Fund Financial Report for March 2017, as submitted.

**STUDENT DISCIPLINE** – Mrs. Thimons, Mr. Hanford

Recommend approving Student Discipline Agreement with Student #202034, as presented.

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

Recommend approving the purchase of the Houghton Mifflin Harcourt Reading Language Arts curriculum, “Journeys”, with a deferred payment of July 1, 2017.

Recommend approving the Service Agreements between The Children’s Institute Day School and Highlands School District for services related to the following district students:

- A. Student #203025
- B. Student #210280
- C. Student #202239
- D. Student #202363
- E. Student #216246

Presentation: five year technology plan by Mr. Bill Phillips, Director of Technology.

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

Report.

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

Recommend approving the Use of Facilities, as submitted.

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

Recommend approving fence payment of \$16,753.50 to Borough of Tarentum for Grandview playground, as submitted.

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

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

- A. Martinka, Gary - RATIFY  
Custodian II  
Highlands Middle School  
7 hour shift (8am – 3pm)  
Effective: May 12, 2017

- B. Ament, Russell  
Custodian II  
Grandview Upper Elementary  
4pm – 11pm shift  
Effective: June 14, 2017

Recommend approving the following FMLA request:

- A. Employee #5280  
August 28, 2017 – November 7, 2017 minimum

Recommend ratifying a 10-day suspension and approving a Last Chance Agreement for two years effective May 2, 2017 – May 2, 2019 for employee #6080.

Recommend approving the following Summer Custodial Staff to complete Summer Cleaning and Projects as assigned beginning Thursday, June 15, 2017 for weekday shifts from 7:00 am – 3:00 pm, to be paid substitute custodian rate of \$8.90 per hour:

- A. Trossell, Adam
- B. Stockdill, Alberta
- C. Rae, Candice
- D. Svitek, Ed
- E. Dickey, Harry
- F. Price, Jessi
- G. Zylinski, Joe
- H. Ehrmentrout, Matt
- I. Warheit, Miranda
- J. Bolt, Paige
- K. Brandt, Scarlet
- L. McGuire, Shannon
- M. Grzywinski, Tim
- N. Glaister, Stephanie
- O. Dudjak, Michael
- P. Montgomery, Kristy

Recommend ratifying the job position change for the following classified employee:

- A. Wygonik, Rebecca - RATIFY  
Cafeteria Alternate to Full Time Cafeteria Cook  
Highlands High School  
\$9.38 / hr. to \$12.17 / hr.  
Effective: May 8, 2017

Recommend approving Mary Beth Jones, CRNP to perform the Athletic Physical Examinations only at a stipend of \$5,000 for the 2017-2018 school year.

Recommend approving the hiring of the following classified employee:

- A. Snebold, Jody  
 Cafeteria Alternate  
 District-wide, but home base is Highlands High School  
 \$9.38 / hr.  
 Effective: May 16, 2017

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

Recommend approving the 2016-2017 Substitute Teacher Call List, as submitted.  
As per Board Policy #405, #514, Act 34, Act 151, and FBI Criminal Record Check.

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

Recommend approving Tax Refunds, as submitted.

May to be paid	\$14.80
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Recommend approving payment of General Fund Bills, as submitted.

May to be ratified	\$175,662.29
May to be paid	<u>\$565,569.82</u>
	\$741,232.11

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

Report.

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

Report.

Recommend approving the Forbes Road CTC 2017/2018 Proposed General Operating and Administrative Budgets, as submitted. Ballot Resolution must be signed.

**PSBA/NSBA** – Mrs. Wisner

Report.

**AIU 3 REPORT** – Mrs. Beale

Recommend election of Joshua J. Miller as School Board Trustee for the Eastern Region of the Allegheny County Schools Health Insurance Consortium, effective for the period of May 29, 2017 through March 2018.

**POLICY** – Mrs. Wisner, Mr. Masarik

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

- A. No. 237 Electronic Devices (Active but review for updates)
- B. No. 808 Food Services (Vol. I 2017)
- C. No. 810.1 Drug/Alcohol Testing – Covered Drivers
- D. No. 810.2 Transportation –Video/Audio Recording (Vol. VI 2016)
- E. No. 811 Bonding
- F. No. 812 Property Insurance
- G. No. 813 Other Insurance
- H. No. 814 Copyright Material
- I. No. 815 Acceptable Use of Internet, Computers and Network Resources
- J. No. 815.1 Website Development
- K. No. 816 Public Communication by Employees

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

- A. No. 203 Immunizations and Communicable Diseases (Vol. II 2017)
- B. No. 626 Procurement (procedure updates Vol. II 2017)
- C. No. 818 Contracted Services
- D. No. 819 Suicide Awareness, Prevention and Response
- E. No. 822 Automated External Defibrillator (AED)/Cardiopulmonary Resuscitation (CPR)
- F. No. 824 Maintaining Professional Adult/Student Boundaries
- G. No. 828 Fraud
- H. No. 830 Breach of Computerized Personal Information
- I. No. 901 Public Relations Objectives
- J. No. 902 Publications Program

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

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

Recommend approving 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, FBI Record Check and #916.1. (Salary as per Board/HEA Collective Bargaining Agreement):

<b>Name</b>	<b>Position</b>
Clark, Tom	Varsity and JV Football Offensive Coordinator
Kaczanowicz, Mark	Varsity and JV Football Defensive Coordinator
Thompson, Jordan	Varsity Football Assistant
Booker, Jason	Varsity Football Assistant
Girardi, Frank	Varsity and JV Football Volunteer Assistant
Perkins, Charles	Varsity and JV Football Volunteer Assistant
Abbott, Tom	Cross Country Head Coach
Bowser, Dave	Cross Country Assistant Coach
Bowser, Marlea	Girls Tennis Head Coach
Walker, Brad	Boys Soccer Head Coach
Kovalchik, Jarid	Boys Soccer JV Coach
<b>TABLED:</b>	
<b>Bonnett, Jamee</b>	<b>Varsity Cheer Coach</b>
<b>Jones, Kiara</b>	<b>Competition Squad Cheer Coach</b>

**[SCHOOL BOARD TABLED CHEER COACHES UNTIL JUNE MEETING]**

**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.