

**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  
JANUARY 21, 2019**

**AGENDA**

**I. FLAG SALUTE**

**II. ROLL CALL**

**III. APPROVAL OF MINUTES**

Recommend approving the minutes of the November 19, 2018 Regular School Board Meeting, the minutes of the December 3, 2018 Reorganization Meeting and the minutes of December 3, 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 – Mr. Mundy, Ms. Chybrzynski**

- 1.1 Recommend approving the payment of Cafeteria Fund Bills, as submitted.  
**[SEE FINANCIAL REPORT 1.1]**

December to be ratified	\$ 61,018.57
January to be paid	<u>\$ 49,922.23</u>
	\$ 110,940.80

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

- 2.1 Recommend approving the Student Activities Fund Financial Report for November 2018 and December 2018, as submitted.  
**[SEE FINANCIAL REPORT 2.1]**

2.2 Recommend approving the following Student Activity Sponsor for the 2018-2019 school year, as submitted.

- Seth Dickerson – Middle School Set Construction / Painting
- She’ri Smith – Middle School Musical Assistant Director / Reception Coordinator

2.3 Discuss approving the following field trips:

- Anne Marie Mravintz – Grade 1  
January 24, 2019  
Pittsburgh’s Children Museum  
160 students; 32 adults
- Beth Brancato – Grade 4  
May 24, 2019  
PNC Park  
Number of students and adults not reported
- Renee Ludwig – Grades 5 & 6  
March 15, 2019  
PMEA District 1 Elementary Sing Fest  
1 student; 1 adult
- Renee Ludwig – Grades 7 & 8  
March 8 – 9, 2019 (driving there & back both days – no overnight)  
PMEA District 1 Junior High District Chorus  
Central Catholic High School, Pittsburgh  
4 students; 1 adult
- Ron DeJidas – Grade 6  
May 29, 2019  
Carnegie Science Center  
104 students; 6 adults
- Scott Cale  
June 3, 2019  
Carnegie Science Center  
105 students; 10 adults
- Lee Lynn – Grades 6 – 8  
February 15 – 16, 2019 (driving there & back both days – no overnight)  
Yough Intermediate Middle School, Ruff’s Dale, PA  
4 students; 1 adult
- Marilyn Skwartz – Grade 9  
February 15, 2019  
Forbes Road Career and Tech Center  
40-50 students; 2 adults
- Renae Yoder – Grades 10 – 12  
February 15, 2019  
Pittsburgh Glass Center  
30 students; 1 adult

- Michelle Dickerson – Grades 11 & 12  
April 3, 2019  
United States Holocaust Memorial Museum  
National Museum of American History  
Washington, D.C.  
45 students; 3 adults
- Matthew Stiff – Grades 11 & 12  
February 22, 2019  
North Allegheny High School  
4<sup>th</sup> Annual VEX Robotics Competition  
11 students; 1 adult
- Zachary Wells – Grades 9 – 12  
February 20, 2019 – February 22, 2019  
DECA State Career Development Conference  
Hershey, PA  
35 students; 2 adults
- John Malobicky – Grade 12  
March 7, 2019  
Butler Community College  
Robotics Preliminary Competition  
34 students; 1 adult
- John Malobicky – Grade 12  
April 26, 2019  
California University  
Robotics Finals  
34 students; 1 adult
- John Malobicky – Grade 12  
April 27, 2019  
California University  
Robotics Finals  
34 students; 1 adult
- Matthew Sespico – Grades 11 & 12  
May 7, 2019  
Laurel Caverns  
30+ students; 2 adults

**3.0 STUDENT DISCIPLINE** – Mrs. Neese, Mrs. Wisner

- 3.1 Recommend approving Student Discipline Agreement with Student #203728, as presented.
- 3.2 Recommend approving Student Discipline Agreement with Student #206745, as presented.

**4.0 INSTRUCTION** – Mrs. Neese, Ms. Chybrzynski

- 4.1 Recommend approving the ratification of the Agreement between McTighe and Associates Consulting, LLC and Highlands School District to engage in onsite and virtual professional development services focusing on the Understanding by Design curriculum planning framework, as submitted. The cost is \$7,450 and is paid for through the Federal Programs Funding.  
**[SEE APPENDIX 4.1]**

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

- 5.1 Recommend starting the process to get bids for transportation for the 2019-2020 school year.

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

- 6.1 Recommend approving the Use of Facilities, as submitted.  
**[SEE APPENDIX 6.1]**
- 6.2 Recommend approving the Tudi contract in the amount of \$37,272.00 for a term of January 1, 2019 – January 1, 2020 for automatic renewal, as submitted. Monthly payments in the amount of \$3,106.00.  
**[SEE APPENDIX 6.2]**
- 6.3 Recommend approving the Resolution to schedule a hearing under Section 7-780 of the Public School Code to consider the permanent closing of the Highlands Support Center formerly known as the Fawn Elementary School.  
**[SEE APPENDIX 6.3]**

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

- 7.1 Recommend approving the following FMLA requests:
- A. Employee # 5236 - RATIFY  
Effective: January 2, 2019 – June 7, 2019  
Per the terms of the FMLA  
(already approved for January 10, 2019 – June 7, 2019 but needs readjusted to January 2, 2019)
- B. Employee # 5576 - RATIFY  
Intermittent FMLA  
Effective: November 2018 – November 2019  
Per the terms of the FMLA

- C. Employee # 4580 - RATIFY  
Intermittent FMLA  
Effective: December 13, 2018 – June 7, 2019  
Utilizing sick and personal days  
Per the terms of the FMLA
  
  - D. Employee # 6115  
EXTENSION of FMLA  
Effective: January 23, 2019 – March 19, 2019  
Current FMLA: October 25, 2018 – January 14, 2019  
Per the terms of the FMLA
  
  - E. Employee #3092  
Intermittent FMLA  
Effective: January 11, 2019 – January 11, 2020  
Per the terms of the FMLA
- 7.2 Recommend approving the recall of furloughed teacher, Karyl Moretti, and to sub in the following positions for the 2018-2019 school year and to receive rate of pay on recalled step:
- Grade 6 Teacher: September 17, 2018 – November 14, 2019
  - Grade 6 Teacher: November 27, 2018 – December 21, 2018
  - Middle School Autistic Support Teacher: January 2, 2019 – June 7, 2019
- 7.3 Recommend denying Grievance 19-01, as presented.
- 7.4 Recommend approving renewal of Weiss Burkardt Kramer, LLC as solicitor at a rate of \$125.00 per hour with retainer fee remaining the same.
- 7.5 Recommend approving the teacher sub rate increase to \$110.00 per hour for the first 90 days.
- 7.6 Recommend approving Mr. Cohen and Mr. Mundy as board representatives on the negotiation committee.
- 7.7 Recommend approving Rachel Fyalkowski to sub in the following teacher position for the 2018-2019 school year. She will be paid through STS.
- January 22, 2019 – March 25, 2019

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

- 8.1    Recommend approving Tax Refunds, as submitted.  
      **[SEE FINANCIAL REPORT 8.1]**

          December to be ratified        \$ 5,397.67

- 8.2    Recommend approving payment of General Fund Bills, as submitted.  
      **[SEE FINANCIAL REPORT 8.2]**

          December to be ratified        \$ 898,464.39  
          January to be paid            \$ 642,667.56  
  \$ 1,541,131.95

- 8.3    Recommend approving the Treasurer’s Reports for November 2018 and  
      December 2018, as submitted.  
      **[SEE FINANCIAL REPORT 8.3]**

- 8.4    Recommend approving the MOU between Highlands School District and  
      Highlands Educational Support Professionals Association PSEA / NEA for the  
      period from July 1, 2017 through June 30, 2022, as submitted.  
      **[SEE APPENDIX 8.4]**

- 8.5    Recommend approving a Resolution authorizing the participation in and  
      appointment of representatives to the Allegheny Intermediate Unit Joint  
      Purchasing Program, as submitted.  
      **[SEE APPENDIX 8.5]**

- 8.6    Recommend approving the Revised 403(b) plan with the Omni Group, Inc., as  
      submitted.  
      **[SEE APPENDIX 8.6]**

- 8.7    Recommend approving exonerating the following tax collectors for collection of  
      2018 / 2019 real estate taxes for Highlands School District. Upon exoneration,  
      the tax collector is no longer responsible for collection of  
      2018 / 2019 taxes.

- Brackenridge – Melinda Cattley
- Fawn – Margaret Hunkele
- Harrison – Michael McKechnie
- Tarentum – Karen Marietti

- 8.8    Recommend appointing a new Treasurer.

- 8.9 Recommend approving the following donations:
- Brackenridge American Legion; \$500 to the Robotics Program
  - Thrivent Company; \$250 for school supplies
  - Mary Hepburn; \$20 for school supplies
  - Kathleen Rankin; \$34.90 for school supplies
- 8.10 Recommend approving advertisement that the preliminary budget is available for public review.
- 8.11 Recommend approving a \$500.00 stipend to Debbie Kleider, New Kensington/Arnold School District Payroll Secretary for her assistance in the Highlands School District payroll system.

**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**

13.1 Report.

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

14.1 Recommend approving the Athletic Fund Bills for December 2018, as submitted.  
**[SEE FINANCIAL REPORT 14.1]**

- 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:

Campbell, Jeff A.	Head Varsity Baseball Coach
Abati, Ray	Assistant Varsity Coach
Flowers, Ed	Volunteer Varsity Baseball Coach
Campbell, Jeff C.	Volunteer Varsity Baseball Coach
Celko, Bill	Head JV Baseball Coach
Lynch, Andrew	Volunteer JV Baseball Coach
Parker, Roger	Volunteer JV Baseball Coach
Pollick, Luke	Volunteer JV Baseball Coach
Zucco, Lenny	Volunteer JV Baseball Coach
Burchell, Chris	Volunteer JV Baseball Coach
Bowser, Dave	Assistant Middle School Track Coach
Kirin, Tyler	Boys Tennis Coach
Koprivnikar, Jenn	Girls Varsity Softball Coach
Blackburn, Janice	Girls JV Softball Coach
Udanis, Courtney	Middle School Girls Softball Coach
Girardi, Domenic	Head Varsity Football Coach
Bowser, Marlea	Girls Tennis Coach
Walker, Brad	Head Varsity Soccer Coach (Boys)
Kovalchik, Jared	JV Soccer Coach (Boys)
Plummer, Jenna	Head Varsity Soccer Coach (Girls)
Shoen, Doug	Head Middle School Soccer Coach

**15.0 MISCELLANEOUS**

**IX. REMARKS BY VISITORS**

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

**X. ADJOURNMENT**