

**NORTH HILLS SCHOOL DISTRICT BOARD OF EDUCATION  
WORK SESSION/LEGISLATIVE MEETING  
THURSDAY, JUNE 7, 2018 - 7:00 P.M.  
NORTH HILLS MIDDLE SCHOOL – LGI ROOM  
[www.nhsd.net](http://www.nhsd.net)**

**Board Members Present**

Arlene Bender, Thomas Kelly, Sandra Kozera, Allison Mathis, Annette Giovengo Nolish, Louis Nudi, Kathy Reid, Helen Spade and Edward Wielgus.

**Board Members Not Present**

None

**Also Present**

Dr. Patrick Mannarino, Dr. Jeff Taylor, David Hall, Michael Witherel, Esq., and Kris Kaufmann.

**Persons Signing the Register**

Sarah Poweska, 737 Harden Drive, Ross Township, PA

**Call to Order**

The meeting was called to order at 6:58 p.m. There was a moment of silence and salute to the flag. Mr. Wielgus noted that an Executive Session had taken place this evening from 5:00 p.m. to 6:45 p.m. to discuss personnel and legal issues. In attendance were Board members Mrs. Bender, Mr. Wielgus, Mr. Kelly, Ms. Kozera, Mrs. Mathis, Dr. Nolish, Mr. Nudi, Mrs. Reid and Mrs. Spade. Also in attendance were Dr. Patrick Mannarino and Michael Witherel, Esq.

**Board Member Comments**

Mr. Wielgus addressed an article in the North Hills Patch that was a reprint of an article from the Commonwealth Foundation. This article claims that several Pennsylvania School Districts, including North Hills, is basically hoarding extra money in their fund balances. Mr. Wielgus wished to clarify that North Hills does have approximately \$13.6 million in their reserve fund. However, for the past several years, our district has been doing the fiscally responsible thing by assigning funds each year to prepare for our state mandated pension contributions which have increased significantly year after year. We have also saved for mandated post-employment costs. So, of the \$13.6 million dollars in our reserves, nearly \$9 million is ear-marked for mandated payments, and only \$4 million is unassigned. Mr. Wielgus wished to clarify that our district is not hoarding funds, but rather being responsible stewards.

**Approval of Minutes**

A motion was made by Mr. Wielgus, seconded by Mrs. Reid and passed by a vote of 8-0 to approve the Minutes of the May 3, 2018 Work Session/Legislative Meeting and by a vote of 9-0 to approve the May 10, 2018 Legislative Meeting. Mr. Nudi abstained from the May 3, 2018 minutes due to his absence from that meeting.

**Public Comments on Agenda Items**

Ms. Sarah Poweska introduced herself as the newly appointed Tax Collector for Ross Township. She stated that she is deputizing Jordan Tax Office, but she is also having office hours at the Ross Township Municipal Building.

**Superintendent’s Report**

Dr. Mannarino presented a 5-year service award to Dr. Nolish and a 20-year service award to Mr. Wielgus for their years of service on the North Hills School District Board of Education.

**AGENDA ITEMS:**

**EDUCATION**

A motion was made by Mrs. Mathis, seconded by Mrs. Spade and unanimously passed to approve the following Education items, as recommended by the Superintendent:

1. North Hills High School Student Handbook and Guide for Parents for 2018-19, and the North Hills Alternative Education Program Handbook for 2018-19
2. North Hills Middle School Student Handbook and Guide for Parents for 2018-19
3. 2018-19 K-6 Student/Parent Handbook
4. 2018-19 K-6 Faculty Handbook
5. 2018-19 K-6 Program of Studies
6. Agreement with Scenario Learning for Safe Schools Alert
7. Agreement with Scenario Learning for Online Training Courses
8. Affiliation Agreement with Robert Morris University for Student Teaching
9. Agreement with Wesley Family Services

**ATHLETICS AND ACTIVITIES**

A motion was made by Ms. Kozera, seconded by Mrs. Mathis and unanimously passed to approve the following Athletics and Activities Item, as recommended by the Superintendent:

1. Donation of a Shed for McIntyre Field by North Hills Athletic Association

Announcement – 2018 Sports Hall of Fame Inductees

The following individuals have been selected for induction into the North Hills Sports Hall of Fame:

Dan Cardone – Administrator  
Josh Eddy – Class of 2005 – Cross Country and Track & Field  
Emily Jamison – Class of 2012 – Lacrosse, Basketball and Soccer  
Paul Kress III – Class of 1992 – Swimming  
Mick Yokitis – Class of 2001 – Football and Basketball

A.W. BEATTIE CAREER CENTER

None

PERSONNEL

A motion was made by Mr. Kelly, seconded by Mrs. Reid and unanimously passed to approve\* the following Personnel Items, as recommended by the Superintendent. \*Mrs. Spade voted no on Administrator bonuses.

Resignations

Douglas Sundo – Varsity Head Track Coach effective May 29, 2018  
Gilbert Uwineza – 7<sup>th</sup> Grade Head Boys’ Soccer Coach effective May 11, 2018  
Reuben Jolo – Varsity Assistant Boys’ Soccer Coach effective May 26, 2018  
Melanie Naugle – Latin Club Sponsor (7-12) (.5) effective the end of the 2017-18 school year  
Elizabeth Boro – German Club Sponsor (7-12)(.5) effective the end of the 2017-18 school year  
Rose Radovic – Spanish Club Sponsor (7-12) (.5) effective the end of the 2017-18 school year  
Julie McKnight – French Club Sponsor (7-12)(.5) effective the end of the 2017-18 school year  
Kaitlin Graf – Varsity Assistant Cheerleading Sponsor effective June 30, 2018  
Alexandra Abbott – Varsity Head Cheerleading Sponsor effective June 30, 2018  
Alexandra Abbott – 8<sup>th</sup> Grade Head Cheerleading Sponsor effective June 30, 2018  
Anthony Burns – Safety patrol Sponsor at Ross effective the end of the 2017-18 school year  
Christopher Ballentine – Marching Band Sponsor effective June 30, 2018  
Christopher Ballentine – Marching Band Camp Assistant Director effective June 30, 2018  
Christopher Ballentine – Assistant Instrumental Music Director (4-12) effective June 30, 2018  
Maryssa Hestin – Guidance Counselor at the High School effective June 8, 2018  
Christopher Ballentine – Music Teacher at the High School effective June 30, 2018  
Patricia Huebner – Secretary at Ross effective August 1, 2018  
Monica Lyons – Substitute Teacher effective April 24, 2018

### Appointments

Cody Ressel – Homebound Instructor at the rate of \$40/hour effective for the 2017-18 school year

Valerie Hofmeister – Homebound Instructor at the rate of \$40/hour effective for the 2017-18 school year

Brienne Stuble – Homebound Instructor at the rate of \$40/hour effective for the 2017-18 school year

Jessica Thompson – LPN for Camp Speak at the rate of \$16.35/hour effective July 3, 2018 through July 31, 2018

Sarah Jones – Special Education Teacher at Ross at the rate of \$44,214 (Step 2-Bachelors) effective August 14, 2018

Jessica Porter – Special Education Teacher at Ross at the rate of \$44,217 (Step 2-Bachelors) effective August 14, 2018

Marlena Sundo – Special Education Teacher at Ross at the rate of \$45,518 (Step 2-Masters) effective August 14, 2018

Jaclyn Brink – Elementary Education Teacher at the rate of \$44,214 (Step 2-Bachelors) effective August 14, 2018

Samantha Sulek – Elementary Education Teacher at the rate of \$45,581 (Step 2-Masters) effective August 14, 2018

Adam Bailey – English Teacher at the Middle School at the rate of \$45,581 (Step 2-Masters) effective August 14, 2018

Steven Panicuci – Elementary Education Teacher at McIntyre at the rate of \$45,581 (Step 2-Masters) effective August 14, 2018

Rebecca Good – Elementary Education Teacher at McIntyre at the rate of \$45,581 (Step 2-Masters) effective August 14, 2018

Tyler Estabrook – Long-Term Substitute English Teacher at the High School at the rate of \$31,827 effective for the 2018-19 school year

Rebecca Dunham – Long-Term Substitute Grade Three Teacher at Ross at the rate of \$30,000 effective for the 2018-19 school year

Joseph Vozza – Online Social Studies 7 Teacher for a 6 week course effective for Summer of 2018

Joseph Welch – Online Social Studies 8 Teacher for a 6 week course effective for Summer of 2018

Alexandra Abbott – Online Algebra 2 for a 6 week course effective for Summer of 2018

Alexandra Abbott – Online Algebra 2 for an 8 week course effective for Summer of 2018

Richard Kabbert – Middle School 8<sup>th</sup> Grade Boys' Soccer Coach at the rate of \$2,286 effective for the 2018-19 school year

Alex Kraus – Summer Worker at the rate of \$8.50/hour effective June 4, 2018

Samuel Kowalski – Summer Worker at the rate of \$8.50/hour effective June 4, 2018

Alexander Mann – Substitute Teacher at the rate of \$95/day effective May 10, 2018

Donna Wanner – Substitute Teacher at the rate of \$95/day effective May 17, 2018

The following Volunteers were approved effective for the 2018-19 school year:

Olivia Benna – Band  
Christine Burgh – Band  
Dillon Clark – Band  
Brandon Hackimer – Band  
Emily Kaup – Band  
Mathew King – Band  
William Lockard – Band  
Steven Schmidt – Band  
Nicholas Vranesevic – Band  
Lauretta Werner – Band  
John Eberle – Slow Pitch Softball  
David McClurg – Slow Pitch Softball

#### **Changes of Status**

Jason Beall – From Assistant Principal at the Middle School to Principal at Ross Elementary School at the rate of \$89,595 effective July 1, 2018  
Mary Grimm – From Principal at Ross Elementary to Assistant Principal at the Middle School at the rate of \$84,045 effective July 1, 2018

#### **Leaves of Absence**

Linda Thompson – Paraprofessional at McIntyre – unpaid leave effective May 17, 2018 through May 30, 2018  
Pamela Martens – LPN at McIntyre and Ross – unpaid leave effective May 10, 2018  
Nicholas Hand – English Teacher at the High School – health sabbatical effective for the 2018-19 school year

#### **Tenure**

The following teachers were awarded Tenure effective June 1, 2018

Christopher Ballentine  
Daniel Derby  
Andrea Gallant  
Karen Grumski  
Maria Shevchik  
Emily Simpson  
Eric Snyder

**Other**

The Board authorized the Superintendent to make day-to-day operational, management and hiring decisions in consultation with the School Board President and the Chair of the appropriate School Board Committee that will be ratified at the next legislative meeting, effective for Summer 2018.

The following non-union salary increases were approved:

William Kolder – Mechanic - \$56,485

Jerry Glenn – Security Officer - \$25.16 per hour

Lori Rieger – Administrative Assistant – Board and Superintendent - \$51,837

Annie Mersing – Administrative Assistant – Human Resources - \$43,772

Pamela LaBrasca – Administrative Assistant – Business Office - \$34,114

Jim Leddon – Food Service Truck Driver - \$14.46 per hour

The following Act 93 Executive Staff Salary Increases and Goals Bonuses were approved:

Jason Beall – Secondary Assistant Principal - \$89,595 - \$1,719

Nicole Bezila – Director of Pupil Services - \$116,557 - \$2,258

Kristina Bilderback – Highcliff Elementary Principal - \$88,105 - \$1,736

Shannon Crombie – High School Assistant Principal - \$88,056 - \$1,706

Nancy Farris – Elementary food Service Manager - \$51,103

Kim Freedman – Supervisor of Custodial Services - \$57,269 - \$555

Mary Grimm – Ross Elementary Principal - \$84,046 – \$1,652

David Hall – Director of Finance and Operations - \$159,014 - \$1,569

Amanda Hartle – Director of Communications & Development - \$66,486 - \$966

Leslie Hunzeker – Secondary Food Service Manager - \$46,073 - \$781

David Lieberman – Middle School Principal - \$118,658 - \$2,337

Patrick Mannarino – Superintendent - \$166,500 - \$3,252

Amy Mathieu – McIntyre Elementary Principal - \$119,829

Valerie Mengine – Director of Human Resources - \$107,109 - \$2,090

Gerard Muth – Accounting Manager - \$81,672

Lindsay Radzvin – Director of Food Service – \$77,882 - \$1,319

Amy Scheuneman – Director of Athletics - \$100,209 - \$1,941

Jesse Simpson – West View Elementary Principal - \$105,540 - \$2,079

Michelle Spingola – Elementary Assistant Principal - \$71,181 - \$1,379

Kevin Swindell – Director of Facilities Services - \$92,388 - \$1,566

Jeffrey Taylor – Assistant Superintendent - \$138,468 – \$2,682

Patrick Weber – High School Assistant Principal - \$79,251 - \$1,151

Beth Williams – High School Principal - \$126,433 - \$2,491

Michelle Zimmerman – Activities Coordinator - \$41,194 - \$399

The following Athletics and Activities Stipend Increases were approved:

Amy Bialek - .5 Highcliff Student Council Sponsor - \$897

Jeff Bisesi – Middle School Head Football Coach - \$4,033

Johannah Brawdy – 8<sup>th</sup> Grade Asst. Girls’ Volleyball Coach - \$523

Becky Burdette - .5 Middle School Art Club Sponsor - \$523

Patrick Carey – Varsity Assistant Track Coach - \$4,646

John Curran – Varsity Assistant Track Coach - \$3,698

Sherri Kampt - .5 Highcliff Student Council Sponsor - \$997

Melissa Marangoni - .5 French Club Sponsor (7-12) - \$698

Mike Protch – Varsity Assistant Boys’ Volleyball Coach - \$2,332

Franz Ratnavale - .5 Student Council Sponsor - \$2,591

Maura Rushlander - .5 Second Assistant Marching Band Director - \$1,046

Anthony Thomas - .5 Second Assistant Marching Band Director - \$1,046

Joseph Vozza - .5 Student Council Sponsor - \$2,491

Megan Ward – Middle School Musical Costume Manager - \$1,056

### **COMMUNITY AND INTERGOVERNMENTAL RELATIONS**

A motion was made by Mrs. Reid, seconded by Mrs. Bender and unanimously passed to appoint the following individuals as Voting Delegates at the PSBA Voting Assembly in Hershey, PA on October 19, 2018: Ms. Kozera, Mrs. Mathis and Mr. Nudi.

### **LEGISLATIVE UPDATE**

None

### **POLICY**

None

### **FINANCE**

A motion was made by Dr. Nolish, seconded by Ms. Kozera and unanimously passed to approve Resolution 2018-6 Establishing the Tax Rate at 18.25 Mills for the 2018-19 school year, as per document 1, as recommended by the Superintendent.

A motion was made by Dr. Nolish, seconded by Mrs. Bender and unanimously passed to approve Resolution 2018-7 – Homestead/Farmstead Exclusion for the 2018-19 school year, as per document 3, as recommended by the Superintendent.

A motion was made by Dr. Nolish, seconded by Mrs. Mathis and passed by a vote of 8 yes and 1 no to approve the 2018-19 Final Budget, as per document 5, as recommended by the Superintendent. Mrs. Reid voted no. All other board members voted yes.

A motion was made by Dr. Nolish, seconded by Mrs. Spade and unanimously passed to approve the following Finance Items, as per documents 7 – 15, as recommended by the Superintendent:

7. General Fund Bills – These include checks numbered 51809 through 51951; 51953 through 51965; 51980 through 52016; 52018 through 52086.
8. Food Service Fund Bills – These include checks numbered 51952; 51966 through 51979; and 52017.
9. Scholarship Fund Bills – These include checks numbered 52087 through 52093
10. Budget Transfers
11. Payroll for the Month of May 2018 in the amount of \$3,050,360.54
12. General Insurance Approval – to award the general insurance renewals as negotiated by our general insurance brokers, Arthur J. Gallagher & Co. The insurance premiums for 2018-19 total \$173,892.
13. Workers Compensation Approval – to award the Workers Compensation insurance renewals as negotiated by our Workers Compensation Brokers Arthur J. Gallagher & Co. The proposed premium for 2018-19 is \$252,042, however premiums are subject to final salary audits at the end of each year.
14. Facilities Use Fee Schedule for 2018-19 – the proposed rates are increased by approximately 10% in most cases. This is the first rate increase in 5 years.
15. Appointment of Deputy Tax Collector for Ross Township – Ross Township Tax Collector Sarah Poweska has elected to appoint Jordan Tax Service, Inc. as deputy tax collector.

### **SUPPORT SERVICES**

A motion was made by Mrs. Spade, seconded by Ms. Kozera and passed by a vote of 7 yes and 2 no to approve the Job Descriptions for School Police Officer and Chief School Police Officer, as per document 1, as recommended by the Superintendent. Mrs. Bender and Mrs. Reid voted no. All others voted yes.



A motion was made by Mrs. Spade, seconded by Ms. Kozera and unanimously passed to approve Support Services Items 2 through 7, as recommended by the Superintendent:

2. Lunch, Breakfast and Morning Care Prices – prices for the 2018-19 school year are:  
Breakfast - \$1.50 Paid - \$.30 Reduced  
Lunch - \$2.50 Paid - \$.40 Reduced  
Morning Care: \$3.50 per day
3. Bid Award for Ice Cream Products – to award the bid for Ice Cream Products for the 2018-19 school year to Hershey Ice Cream, the lowest bidder meeting specifications and legal requirements.
4. Bid Award for Milk and Other Dairy Products – to award the bid for Milk and Other Dairy Products to Turner Dairy Farms, Inc., the lowest bidder meeting specifications and legal requirements.
5. Copier Replacement and Service Contract – to award a purchase contract to ComDoc for \$126,000 for twenty (20) replacement copiers. Additionally, the Board will award a 5-year (60 month) contract for the maintenance and supplies (other than paper) for these copiers in the amount of \$3,059.50 per month.
6. Bid Award – Voice Over Internet Protocol Equipment and Professional Services – to award the bid for Voice Over Internet Protocol Equipment and Professional Services to Dagostino Electronic Services, Inc. in the amount of \$113,270.
7. Purchase of a Used Service Truck – this is a 2008 Ford F-250 4x4 truck with 78,000 miles at the cost of \$13,900 and an accompanying plow for approximately \$6,000.

**ADDITIONAL PUBLIC COMMENTS**

None

**ADJOURNMENT**

A meeting was adjourned at 7:22 p.m.

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Loretta J. Rieger  
School Board Secretary