

**NORTH HILLS SCHOOL DISTRICT BOARD OF EDUCATION  
LEGISLATIVE MEETING  
THURSDAY AUGUST 8, 2019 – 7:00 P.M.  
NORTH HILLS MIDDLE SCHOOL – LGI ROOM  
[www.nhsd.net](http://www.nhsd.net)**

**Board Members Present**

Timothy Burnett, Sandra Kozera, Allison Mathis, Annette Giovengo Nolish, Louis Nudi, Helen Spade and Edward Wielgus.

**Board Members Not Present**

Thomas Kelly and Kathy Reid

**Also Present**

Dr. Patrick Mannarino, Dr. Beth Williams, David Hall, Jerry Muth, Michael J. Witherel, Esq., Heather Pelat, and Kris Kaufmann.

**Persons Signing the Register**

None

**Call to Order**

The meeting was called to order at 7:00 p.m. Mr. Wielgus opened the meeting with 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 6:50 p.m. to discuss personnel and legal issues. In attendance were Board members Mr. Burnett, Ms. Kozera, Mrs. Mathis, Dr. Nolish, Mr. Nudi, Mrs. Spade, Mr. Wielgus, Michael J. Witherel, Esq., and Dr. Patrick Mannarino.

**Board Member Comments**

None

**Public Comments on Agenda Items**

None

**Approval of Minutes**

A motion was made by Mr. Wielgus, seconded by Mr. Burnett and unanimously passed to approve the minutes of the May 30, 2019 Work Session/Legislative Meeting and the June 6, 2019 Legislative Meeting.

**EDUCATION**

Mrs. Mathis provided a review of the student handbooks for the 2019-20 school year. These handbooks were updated to have consistent formatting including title pages, table of content pages, NH crest, layout and flow, and consistent information. They also include important policy and procedure information. Ms. Kozera reviewed the Athletics Handbook, which was also formatted in conjunction with the educational handbooks.

Action Items:

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

1. North Hills Elementary Student Handbook and Guide for Parents 2019-2020
2. North Hills Middle School Student Handbook and Guide for Parents 2019-2020
3. North Hills High School Student Handbook and Guide for Parents, and North Hills Alternative Education Program Handbook for 2019-2020
4. Resolution 2019-12 – Flexible Instructional Day Program – In accordance with Act 64 of 2019, Section 1506 of the Public School Code, the district intends to develop, approve and utilize a Flexible Instructional Day Program to be available for use for inclement weather and other emergencies which could cause school closures.
5. Glade Run/St. Stephens Day Student Education Agreement – Glade Run will provide special educational instruction for students referred by the district pursuant to an IEP developed jointly by Glade Run, the District and the student’s family. These services are provided as needed.
6. Agreement with Wesley Family Services – If needed, Wesley Family Services provides Student Assistance Programs and Child/Adolescent Partial Hospital Programs.
7. 2019-2020 Waterfront Learning Annual Agreement – Waterfront Learning serves as an option for students in the Online Academy @North Hills to take online courses that are not currently developed and taught by district teachers.
8. YMCA After School Program Agreement and Lease – The YMCA runs the after school programs at our 4 elementary schools.
9. Affiliation Agreement with Carlow University – This agreement allows the district to accept student teachers from Carlow University.
10. Grant Acceptance – 2019 Pennsylvania DEP Environmental Grant award in the amount of \$3,000 – Funds will help to defray the cost of transportation to the Lutherlyn Environmental Education Center for 4<sup>th</sup> and 6<sup>th</sup> graders.
11. Bid Award – ZAGG Rugged Books for Protection of iPad Devices – Awarded to Staples Business Advantage in the amount of \$29,679.00.

**ATHLETICS AND ACTIVITIES**

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

1. North Hills Student-Athletic Handbook and Guide for Parents 2019-2020
2. Spring Team Uniform Bids – To award bids for team uniforms as follows:
  - Softball High School Uniforms to Century Sports in the amount of \$5,571.90
  - Softball Middle School Uniforms to Century Sports in the amount of \$2,440.56
  - Women’s Track Uniforms to BSN Sports in the amount of \$5,181.00
  - Men’s Track Uniforms to BSN Sports in the amount of \$5,506.00
  - Men’s Volleyball Jerseys to BSN Sports in the amount of \$1,675.00

To reject bids for the following uniforms due to uniform durability and pricing:

- Women’s Lacrosse
- Men’s Lacrosse
- Baseball Varsity Uniforms
- Baseball Middle School Uniforms

Dr. Nolish invited members of the public to attend the Marching Band Preview Performance at Camp Kon-o-Kwee on Friday, August 9, 2019.

**A.W. BEATTIE CAREER CENTER**

Mr. Nudi reported that A.W. Beattie has attempted to hire a police officer for the start of the 2019-2020 school year, but have not yet found a qualified candidate.

**PERSONNEL**

A motion was made by Mrs. Spade, seconded by Mr. Burnett and unanimously passed to approve the following Personnel Items, as recommended by the Superintendent:

**Resignations**

- Matthew Plazek – Lighting Designer at the high school, effective August 12, 2019
- Andy Bencsics – Varsity Boys’ Lacrosse Head Coach, effective June 11, 2019
- Zach Sekine-Tenny – Assistant Varsity Girls’ Lacrosse Coach, effective June 16, 2019
- Heather O’Brien – Paraprofessional at McIntyre, effective July 30, 2019
- Sarah Robbins – Paraprofessional at Ross, effective July 30, 2019
- Kelly Senkoski – Paraprofessional at Ross, effective June 11, 2019
- Nadine Silverblatt – 12-month secretary at the high school, retirement effective July 5, 2019
- Christine Landon – Long-term sub math teacher at the high school, effective July 18, 2019

Randy Ruediger – School Police Officer, effective August 5, 2019

Alexander Baginski – Maintenance/Welder, effective July 23, 2019

Eileen Shamonsky – Food Service/Morning Care – effective August 7, 2019

The following substitute employees:

Kacey Cerminara – effective June 24, 2019

Martha Fagan – effective June 20, 2019

Richard Stanczyk – effective July 9, 2019

Harriet Valliant – effective June 23, 2019

Sofia Salinas – effective July 23, 2019

**Appointments**

Clare Brown – Varsity Assistant Cross Country Coach at the rate of \$2,490, effective for the 2019-2020 school year.

Bill Burtner – Girls Soccer Assistant Coach at the rate of \$2,100, effective for the 2019-2020 school year.

Shannon Metzler – Head Varsity Cross Country Coach, at the rate of \$3,513, effective for the 2019-2020 school year.

Gary Zangaro – JV Assistant Football Coach, at the rate of \$4,237, effective for the 2019-2020 school year.

Alicia Burroway – Long-term substitute math teacher at the high school, at the rate of \$35,000, effective August 13, 2019.

Kelsey Ehnlé – German teacher at the high school, at the rate of \$45,649 (Master's Step 2), effective August 13, 2019.

Caitlin Evans – Long-term substitute teacher at Highcliff, at the rate of \$35,000, effective for the 2019-2020 school year.

Samantha Jenkins – Long-term substitute English teacher at the middle school, at the rate of \$35,000 pro-rated, effective for the 2<sup>nd</sup> semester of the 2019-2020 school year.

Haley Maug – Elementary computer science teacher at McIntyre, at the rate of \$44,736, effective August 13, 2019.

Ryan Mistovich – Long-term substitute teacher at Highcliff, at the rate of \$35,000 pro-rated, effective August 13, 2019 through December 20, 2019.

Leigh Ann Naughton – Long-term substitute teacher at Ross, at the rate of \$35,000, effective for the 2019-2020 school year.

Kassandra Vuono – Long-term substitute teacher at West View, at the rate of \$35,000, effective for the 2019-2020 school year.

Shelly Wild – Long-term substitute teacher at Ross, at the rate of \$35,000 pro-rated, effective August 13, 2019 through December 20, 2019.

Linda Brunn – Paraprofessional at McIntyre, at the rate of \$12.75/hour, effective August 20, 2019.

Lindsay Burnett – Teaching assistant at West View, at the rate of \$14.81/hour, effective August 20, 2019. – **Mr. Burnett abstained from this vote.**

Leah Curtis – Teaching assistant at Highcliff, at the rate of \$14.81/hour, effective August 20, 2019.

Jennifer Friedman – Teaching assistant at Ross, at the rate of \$14.81/hour, effective August 20, 2019.

Samantha Jenkins – Teaching assistant at the middle school, at the rate of \$14.81/hour, effective for the 1<sup>st</sup> semester of the 2019-2020 school year.

Christina Kubala – 12-month secretary at the high school, at the rate of \$16.83/hour, effective July 30, 2019.

Erin Kyle – Paraprofessional at Highcliff, at the rate of \$12.75/hour, effective August 20, 2019.

Kristen Metz – 12-month secretary at McIntyre, at the rate of \$16.83/hour, effective July 1, 2019.

Natalie Mosbacher – Paraprofessional at the middle school, at the rate of \$12.75/hour, effective August 20, 2019.

Lindsay Murphy – Paraprofessional at Highcliff, at the rate of \$12.75/hour, effective August 20, 2019. **Mr. Wielgus abstained from this vote.**

Jennifer O’Kane-Fenk – Teaching assistant On-Line Learning Academy, at the rate of \$14.81/hour, effective August 20, 2019.

Robin Schorr – Paraprofessional at Ross, at the rate of \$12.75/hour, effective August 20, 2019.

Jonathan Thomas – Computer technician at McIntyre, at the rate of \$16.20/hour, effective July 22, 2019.

Renee Thompson – 12-month secretary at Ross, at the rate of \$16.83/hour, effective August 5, 2019.

Hannah Trocchio – Teaching assistant at McIntyre, at the rate of \$14.81/hour, effective August 20, 2019.

Dana Hune – General Worker #4 at Highcliff, at the rate of \$13.50/hour (Class I), effective August 20, 2019.

Beth Williams – Safety & Security Coordinator in accordance with Act 44, effective July 1, 2019.

Karlee McBride – Assistant Athletic Director, at the rate of \$28,000, effective August 8, 2019.

By a rollcall vote, the Board unanimously voted not to appoint Cody Ressel as Curriculum Leader for K-6 Social Studies.

The following Volunteers were approved effective for the 2019-2020 school year:

- Diane Gruseck – Band/Softball
- David Lamb, Jr. – MS/HS Football
- Kalil Reeves – MS/HS Football

The Board approved substitute employees for the 2019-2020 school year as listed in Attachment A.

The Board approved the authorized bus driver list as provided by ABC Transit. North Hills School District personnel have confirmed that all individuals have the appropriate clearances under Act 34, Act 114 and Act 151, as well as Act 168 Misconduct/Abuse Disclosure and Act 126 Mandated Child Abuse Reporting Training.

### **Change of Status**

Ryan Welsh – From JV Assistant Football Coach to Varsity Assistant Football Coach at the rate of \$5,910, effective August 1, 2019.

Iris Hicks – From Rover Sub #2 to General Worker #4 at West View, at the rate of \$12.80/hour, effective August 20, 2019.

Sue Milligan – From Satellite Leader at McIntyre to Satellite Leader at Ross, at the rate of \$17.60/hour, effective August 20, 2019.

Janice Molnar – From Satellite Leader to Cook/Satellite Leader at the middle school, at the rate of \$18.51/hour, effective August 20, 2019.

Jennifer Muzzey – From Sub Food Service to Satellite Leader at McIntyre, at the rate of \$15.00/hour, effective August 20, 2019.

Shelley Schutzman – From General Worker #4 to General Worker #3 at Ross, at the rate of \$13.75/hour, effective August 20, 2019.

### **Job Descriptions**

The Board approved the following Job Descriptions:

- Superintendent of Schools
- Assistant Superintendent
- Director of Pupil Services
- Director of Elementary Education
- Director of Finance and Operations
- High School Building Principal
- High School Assistant Principal
- Middle School Building Principal
- Middle School Assistant Principal
- Elementary School Building Principal
- Elementary Assistant Principal
- Director of Communications and Development
- Director of Athletics
- Coordinator of Activities
- Chief School Police Officer

**Substitute Teacher Wage Rates for 2019-2020**

The Board approved the graduated substitute teacher wage rates:

- Normal Daily Rate: \$ 95/day
- After 20 Workdays: \$100/day
- After 40 Workdays: \$105/day
- After 60 Workdays: \$110/day

**Other**

The Board approved an adjustment to the 2019-2020 base salary for Chief School Police Officer and School Police Officers:

<b>Employee</b>	<b>Minimum</b>	<b>Target</b>	<b>Top of Scale</b>
Chief School Police Officer (hourly)	\$30.00	\$38.00	\$44.08
School Police Officer (hourly)	\$23.50	\$26.75	\$31.03

The Board also approved an Amendment of the Summary of Benefits for Non-Union Employees regarding the starting salary, target salary and cap salary for Chief School Police Officer and the School Police Officers.

**COMMUNITY AND INTERGOVERNMENTAL RELATIONS**

A motion was made by Mr. Wielgus, seconded by Mrs. Spade and unanimously passed to approve the contract with Ross/West View EMSA, as per document 1, as recommended by the Superintendent.

**LEGISLATIVE**

Mr. Nudi reported that discussions on Charter School Reform is heating up. Mr. Nudi and Dr. Mannarino are scheduled to meet with Representative Valerie Gaydos to discuss this legislation.

**POLICY**

A motion was made by Ms. Kozera and seconded by Mr. Burnett to add the following Policy Items to the September 19, 2019 Legislative Meeting for second reading and approval:

1. First Reading – Revisions to Policy 002 – Authority and Power
2. First Reading – Revisions to Policy 003 – Functions
3. First Reading – Revisions to Policy 005 – Organization

4. First Reading – New Policy 121 – Title I – Comparability of Services
5. First Reading – Revisions to Policy 220 – Student Expression/Distribution and Posting of Materials
6. First Reading – Revisions to Policy 330 – Family and Medical Leaves – Administrative Employees
7. First Reading – Revisions to Policy 430 – Family and Medical Leaves – Professional Employees
8. First Reading – Revisions to Policy 530 – Family and Medical Leaves – Classified Employees
9. First Reading – New Policy 712 – Crowdfunding
10. First Reading – New Policy 913 – Non-School Organizations/Groups/Individuals

#### **FINANCE**

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

1. General Fund Bills – Including checks numbered: 56447 through 56460; 56463 through 56548; 56551 through 56588; 56591 through 56699; 56726 through 56836; 56838 through 56842; 56843 through 56850; 56855 through 56919; 56922 through 56923; 56925 through 56938; 56954 through 56974; 56985 through 56994; and 56998 through 57064.
2. Capital Project Fund Bills – Including checks numbered: 56851 through 56854; 56924; and 56995 through 56997.
3. Food Service Fund Bills – Including checks numbered: 56461; 56462; 56589; 56590; 56673; 56700 through 56711; and 56713 through 56725.
4. Budget Transfers
5. Payroll for the month of June 2019 in the amount of \$3,337,712.97, and July 2019 in the amount of \$2,873,299.73.
6. Bid Award – Copy Paper – Awarded to W.B. Mason for the low bid of \$20,630.40



**SUPPORT SERVICES**

A motion was made by Mr. Burnett, seconded by Mrs. Mathis and unanimously passed to approve the Right-of-Way Agreement with Duquesne Light, as per document 1, as recommended by the Superintendent. Duquesne Light Company needs to relocate one pole that will make it necessary to relocate an anchor on school property.

**ADDITIONAL PUBLIC COMMENTS**

Joe Muha, 188 Dombey Drive, Ross Township, PA

Mr. Muha ask how North Hills’ use of Flexible Instructional Days could impact transportation of private and parochial schools. Dr. Mannarino thanked Mr. Muha for his question and stated that he would take that into consideration as the Administration develops the plan for Flexible Instructional Days.

**ADJOURNMENT**

The meeting was adjourned 7:52 p.m.

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Loretta J. Rieger  
School Board Secretary