

**HIGHLAND BOARD OF EDUCATION
REGULAR MEETING
SEPTEMBER 17, 2018
HIGH SCHOOL MEDIA CENTER
7:00 PM**

AGENDA

- I. Call to Order and Roll Call by the President
- II. Next Regular Meeting – October 15, 2018 – High School Media Center – 7:00 PM
- III. Pledge of Allegiance
- IV. Addition(s), Correction(s) and/or Deletion(s) to the Agenda
- V. Report of the Treasurer
 - A. Approval of Minutes

It is recommended that the Board of Education approve the minutes of the Regular Meeting held on August 20, 2018, as presented.
 - B. Approval of Monthly Financial Reports

It is recommended that the Board of Education approve the August 2018 Financial Reports, as presented.
 - C. Approval of Fiscal Year 2019 Annual Appropriations

It is recommended that the Board of Education approve the Fiscal Year 2019 Annual Appropriations, as presented in Addendum # I.
 - D. Approval of Student Activity Program Purpose, Goals, and Budget

It is recommended that the Board of Education approve the Student Activity Program Purpose, Goals, and Proposed Budgets for Fiscal Year 2019, as presented.
 - E. Approval of Fund Transfer

It is recommended that the Board of Education approve the transfer of \$5,000 from the General Fund to the Speech & Debate Club Account (200-9227) for the purpose of funding team competition fees for the 2018-2019 school year.
- VI. Board Members' Agenda Items
- VII. Hearing of Individuals and/or Delegation Representatives
- VIII. Old Business
- IX. New Business

X. Superintendent's Agenda

- A. State Report Card Overview
- B. Highland Foundation Presentation – Theresa Wright
- C. Highland Local Schools Textbook Adoption 2018

It is recommended that the Board of Education approve the Highland Local Schools Psychology and AP Environmental Science textbook adoption, as presented.

D. Acceptance of Donations

It is recommended that the Board of Education accept the following donations, as listed:

TO	FROM	ITEM/VALUE
Highland High School	Rozalind Gallaspie	\$500.00/Math Department
HHS Boys Basketball	Charles Pfister	\$388.75
HHS Boys Soccer	Partner Marketing	\$1,500.00
HHS Boys Soccer	Assembly Specialty Products	\$1,000.00
HHS Boys Soccer	Highland Youth Soccer	\$800.00
Granger Elementary	Rozalind Gallaspie	\$500.00/Classroom Support
Sharon Elementary	River Valley Paper Recycling	\$15.50
Sharon Elementary	Sharon PTO	\$439.80/Online Computer Program

E. Approval of Applications for Use of Facilities/Waiver of Fees

It is recommended that the Board of Education approve the following requests for use of facilities and waive associated fees, with noted exceptions, as listed:

High School

- HS Black Box – Saturdays – 9/15/18 through 11/3/18 – 9:00 AM – 10:15 AM – “330-Coustic” Group Rehearsals – Denise Milner Howell
- HS Auditorium – Saturdays – 9/15/18, 9/29/18, 10/13/18 & 10/20/18 – 9:00 AM – 1:00 PM – Dance Workshops for High School Musical – Julie Malone
- HS Cafeteria – Fridays – 8/24/18 through 10/26/18 – 2:30 PM – 4:00 PM – High School Football Moms Dinners – Maria Budi
- HS Cafeteria – Wednesday – 10/3/18 – 5:00 PM – 8:00 PM – Girl Scout Information Night – Missy Schreiner
- HS Cafeteria – Thursday – 8/16/18 – 4:40 PM – Highland Girls Tennis Team Dinner – Diane Petek
- HS Media Center – 1st Wednesdays of the Month – 9/5/18 through 5/1/19 – 6:30 PM – 8:30 PM – Monthly Football Moms Meeting – Nicole Meikle
- HS Cafeteria – Monday – 9/17/18 & Tuesdays & Thursdays – 8/21/18 through 10/9/18 – 2:25 PM – 4:00 PM – HHS Men’s Soccer Away Game Meals – Diane Thomas
- HS Choir Practice Room – Fridays – During the School Year – Private Voice Lessons – Denise Milner Howell
- HS Media Center – Wednesday – 10/10/18 – 6:00 PM – Annual Meeting of Estates at Woodfield Homeowners Assoc. – Moriah Mauk
- HS Media Center/Auditorium/Upper & Lower B Pod – Wednesday – 10/24/18 - 3:00 PM – 8:30 PM – NSDA Big Question Debate Fundraiser – Suzette Burtoft

- HS Auditorium – Friday – 10/26/18 – 6:30 PM – World Tour of Music Concert for Community – ORMACO – Thomas Sigel
- HS Cafeteria – Thursday – 8/30/18 – 7:30 PM – 9:00 PM – Lady Buzzards Parent Meeting – David Sambor
- HS Cafeteria – Wednesdays – 9/19/18 & 10/10/18 – 3:45 PM – 7:00 PM – Boys Soccer Team Dinners – Melissa Gerney
- HS Cafeteria – Wednesdays – 8/29/18, 9/5/18, 9/26/18 & Monday – 10/8/18 – 2:30 PM – 3:45 PM – Girls Soccer Game Meals – Mindy Delfino
- HS Practice Room – Mondays & Wednesdays – During School Year – Kate Ilg's Voice Studio Lessons – Kate Ilg

Granger Elementary

- GE Cafeteria – 1st & 3rd Tuesday of the Month – During the School Year – 6:00 PM – 7:30 PM – Girl Scout Junior Troop 90013 – Deb Reed Balika
- GE Cafeteria – 1st or 2nd Tuesday of the Month – During the School Year – 3:30 PM – 5:00 PM – Girl Scout Troop 91394 Meetings – Brenda Helsel
- GE Cafeteria – 3rd Tuesday of the Month – During the School Year – 5:30 PM – 7:00 PM – Monthly Daisy Meeting Troop 90856 – Diane Thomas

Hinckley Elementary

- HE Classroom or Cafeteria – Mondays – 9/10/18, 10/29/18, 11/19/18, 12/10/18, 1/28/19, 2/25/19, 3/18/19 & 4/15/19 – 3:30 PM – 5:00 PM – Cub Scout Pack 3520 Den Meetings – James Ohlemacher
- HE Classroom – Thursday – 9/27/18 – 6:00 PM – 7:30 PM – PTO Makerspace – Megan Walters
- HE Classroom – Mondays – 9/10/18, 10/1/18, 11/5/18, 12/3/18, 1/7/19, 2/4/19, 3/4/19, 4/1/19 & 5/6/19 – 3:30 PM – 4:45 PM – Girl Scout Meeting Troop 90822 – Jennifer Leichliter
- HE Cafeteria – Tuesday – 9/18/18 – 6:15 PM – 7:30 PM – Brownie Troop 91092 Kick-off Recruitment – Sara Wojtowicz

Sharon Elementary

- SE Art Room – 1st Wednesday of the Month – During the School Year – 3:30 PM – 5:30 PM – Daisy Meeting Troop 90212 – Veronica Vana-Snyder

Fees Not Waived

- HS Classroom B117 – During the School Year – 2:45 PM – 5:45 PM – Drivers Education Classes – Town & Country Driving School – Nancy Ralls
- HS Auditorium – Thursday, Friday & Saturday – 6/20/19, 6/21/19 & 6/22/19 – 12 Noon – 8:00 PM, 5:00 PM – 10:00 PM & 2:00 PM – 7:00 PM – Dance Recital – Charlotte Braun Dance Studio – Patty Nowak Briggs
- HS Auxiliary Gym – Saturday – 12/15/18 – 7:00 AM – 4:00 PM – Youth Dual Meet Wrestling Tournament – Highland Youth Wrestling – Jim Scavuzzo

CONSENT AGENDA – CONTRACTS/AGREEMENTS

It is recommended that the Board of Education approve the following contracts and/or agreements, items A through C, as presented:

- A. KidsLink School, LLC Services Agreement
- B. Applewood Centers, Inc. Services Agreement
- C. Transportation Reimbursement Agreement

CONSENT AGENDA – PERSONNEL

It is recommended that the Board of Education approve the following personnel items A through J, as presented:

A. Employment Certified Substitutes/Home Tutors – Addendum # II

It is recommended that the Board of Education adopt the attached list of certified substitutes/home tutors for use for the 2018/2019 school year, as submitted by the MCESC.

B. Retirement – Certified

It is recommended that the Board of Education accept the resignation of Donald Warren, Middle School Science Teacher, for the reason of retirement, effective June 4, 2019.

C. Maternity/Family Medical Leave – Certified

It is recommended that the Board of Education approve the Maternity/Family Medical Leave requests of the following individuals, as listed:

1. Shelby Parker, Middle School Integrated Literacy Teacher, effective with the birth of her child, (anticipated due date of 1/20/19), returning on 4/1/19
2. Hillary Yutzy, High School Intervention Specialist, effective with the birth of her child, (anticipated due date of 3/12/19) returning 4/24/19

D. Employment – Classified

It is recommended that the Board of Education employ the following individuals, on one-year limited contracts of employment, for the 2018/2019 school year, as listed:

1. Brandon Day, High School Special Education Aide, effective 9/4/18
2. Erynn Estep, Granger Elementary Cook, effective 8/22/18
3. Wendy Howman, High School Cook, effective 9/4/18

E. Change of Status – Classified

It is recommended that the Board of Education approve a change in status for the scheduled hours of bus drivers for the 2018/2019 school year, as presented.

F. Classified Exempt Rates

It is recommended that the Board of Education approve hourly rate increases for all exempt employees of 2.75%, 2.50%, and 2.75% for fiscal years 2019, 2020, and 2021, respectively.

G. Employment – Consulting Services

It is recommended that the Board of Education employ James Reusch, on a one-year limited contract of employment for consulting services to the Highland Local School District, on an hourly basis, for the 2018/2019 school year, as presented.

H. Employment – Classified Substitute

It is recommended that the Board of Education employ Joseph Cali, on a one-year limited contract of employment, as a substitute General Maintenance Technician, on an “as needed basis” for the 2018/2019 school year.

I. Employment – Classified Substitutes

It is recommended that the Board of Education employ the following individuals, on one-year limited contracts of employment, on an “as needed basis” for the 2018/2019 school year, as listed:

1. Katie Anderson, Substitute Aide
2. Marie Baker, Substitute Aide
3. Mike Dolan, Substitute Tech Aide
4. Veronica Hayes, Substitute Aide
5. Christine Koehler, Substitute Aide
6. Fallon Myers, Substitute Aide

J. Employment – Co-curricular/Supplemental

It is recommended that the Board of Education employ the following individuals, on one-year limited supplemental contracts of employment, for the 2018/2019 school year, as listed:

1. Suzette Burtoft	Mentor Teacher	\$4,053.00 – 8 yrs
2. Nick Decesare	HS Asst Football Coach	\$4,885.00 – 2 yrs
3. Rob Gilbert	MS Head Girls Cross Country Coach	\$3,637.00 – 0 yrs
4. Rob Gilbert	MS Head Boys Track Coach	\$4,885.00 – 5 yrs
5. Veronica Godlaski	Mentor Teacher	\$4,053.00 – 7 yrs
6. Keith Heichel	HS Asst Football Coach	Volunteer
7. Mark Jackson	Athletic Dept. Equipment Manager	\$4,469.00 – 0 yrs
8. Emily Kaplack	Mentor Teacher	\$2,806.00 – 1 yr
9. Andrew Lynden	Mentor Teacher	\$4,053.00 – 7 yrs
10. Holly Phillips	HS Asst Volleyball Coach	\$4,469.00 – 0 yrs
11. Jessica Porvasnik	HS Asst Girls Golf Coach	Volunteer
12. Ryan Stuver	HS Asst Soccer Coach – ½ time	\$2,234.50 – 0 yrs
13. Karen Valantasis	Mentor Teacher	\$3,222.00 – 4 yrs

ALL EMPLOYMENT ITEMS ARE CONTINGENT ON SUCCESSFUL COMPLETION OF CRIMINAL BACKGROUND CHECKS AND PROPER CERTIFICATION WHEN APPLICABLE.

XI. Executive Session

A. To consider the purchase of property for public purposes.

B. Details relative to the security arrangements and emergency response protocols for the district.

XII. Adjourn

**Highland Local Schools
Fiscal Year 2019
Annual Appropriation Measure**

Addendum # I

<u>Fund Description</u>	<u>USAS Fund Number</u>	<u>Total Appropriation</u>
General Fund	001	27,326,145.00
Bond Retirement	002	7,894,375.00
Permanent Improvement	003	250,000.00
Building Fund	004	64,000,000.00
Food Service	006	1,197,000.00
Expendable Trusts	007	-
Non-Expendable Trusts	008	2,600.00
Uniform School Supplies	009	80,000.00
Internal Services Rotary	014	80,000.00
Emergency Levy Fund	016	5,107,933.00
Public School Support	018	90,000.00
Local Grants	019	125,000.00
Special Enterprise Fund (Latchkey / Comm Ed)	020	275,000.00
Agency Fund - OHSAA Tournaments	022	25,000.00
Underground Storage Tank	031	-
Capital Grants (Sales Tax Fund)	071	1,800,000.00
Student Managed Activities	200	300,000.00
District Managed Activities	300	300,000.00
Auxiliary Services	401	144,430.45
SchoolNet Data Communications	451	9,000.00
Miscellaneous State Grants	499	-
IDEA Part B - Special Education Grants	516	749,929.89
Title III - Limited English Proficiency	551	2,092.66
Title I Disadvantaged Children Grant	572	163,793.70
Early Childhood Special Education Grant	587	15,820.28
Improving Teacher Quality Grant	590	53,756.50
Miscellaneous Federal Grants	599	17,327.90
Total All Funds		110,009,204.38

**Medina County Schools' ESC
124 West Washington Street
Medina, Ohio 44256-2270**

Listings Dated 8/24/18

Highland Local Schools - Certified Substitute/Tutor Listing - Active/Changes

Lareena Banka	Carrie Ruggiero
Ryan Bores	Mason Simmons
John Kevin Brown	James Swedyk
Dennis Diso	Mary Kay ZumMallen-Meyer
Evan Jarvis	

Listings Dated 8/31/18

Highland Local Schools - Certified Substitute/Tutor Listing - Active/Changes

Katherine Coleman	Rebecca Roupe
Daiquiri Herrman	Julia Sekerak
Michelle Lisco	Melissa Shoff
Kelly Peskura	Jenna Travaglianti
Callie Rose	

Listings Dated 9/7/18

Highland Local Schools - Certified Substitute/Tutor Listing - Active/Changes

Michael Byrne	Lane Forthofer	Danielle Litz	David Stillman
Mary Clippinger	Gregg Gyorgak	Tanya Mooneyham	Julie Tollis
Kerry Conti	Zach Humrichouser	Michael O'Connor	Lori Towell
Brandon Day	Joseph Jasin	Michael Podrasky	Nancy Valantasis
Julie Flis	Alan Klinect	Kelsey Scherler	