

MT. LEBANON SCHOOL DISTRICT  
7 HORSMAN DRIVE  
PITTSBURGH PA 15228

DISCUSSION MEETING  
OF THE  
BOARD OF SCHOOL DIRECTORS

MONDAY, JUNE 10, 2013.  
JEFFERSON MIDDLE SCHOOL LIBRARY  
7:30 P.M.

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AGENDA

- I. Call to Order
- II. Roll Call
- III. Action Items for June 17, 2013, Board Meeting
  - A. Financial Items
    1. Treasurer's Report – The treasurer's report reflects cash transactions for the month of May, 2013. All transactions are typical for this time of month. The Superintendent recommends acceptance and approval of this report.
    2. Monthly List of Bills – The monthly list of bills reflects checks authorized to be drawn between May 16 and 31, 2013. All checks are typical for this time of year. The superintendent recommends approval of the list for payment.
    3. Budgetary Transfers – The list of budgetary transfers totals \$63,884 for three grants from the Mt. Lebanon Foundation for Education and a transfer for outside funding for online course development from one salary account to another. The Superintendent recommends approval of these transfers.
    4. June 30 List of Bills – Annually, the Board approves a list of bills for checks authorized to be drawn through June 30 so that payments can be easily charged to the correct fiscal year. This list will be made available to the Board for ratification at the July Board meeting. The Superintendent recommends approval of this action.
    5. Budgetary Transfers to Close the School Year- Under State law the Board must approve budgetary transfers from one account to the other within function and object categories prior to year end. Annually, the Board approves a list of transfers prior to the year's end so the District can do all necessary journal entries to close the fiscal year over the summer months. This list will be presented to the Board for ratification in October after the auditors have completed their work and all adjusting entries have been completed. The Superintendent recommends approval of this action.
    6. School District Blanket Insurance Policy- Annually in June we receive quotes on insurance policies for property, liability, D&O and worker's compensation coverage. Jeff Kelly and Jonathan Kelly, our insurance agents, obtain competitive quotes on these lines of coverage and will be at the meeting to answer Board questions. Current insurance costs are about \$485,000. Newly quoted rates are about \$585,407. The areas of increase are in property coverage due to increases in the marketplace and worker's compensation due to an increased experience modification factor. While the budget for these insurances falls short of the new quoted rates, we will plan to under spend in

other budget categories to the extent needed to fund these costs. The Superintendent recommends approval of the insurance renewal packages.

7. List of Donations to the Schools - Annually, the Board approves a list of donations to the schools. These lists are compiled from all donations to our schools including PTA donations. The Superintendent recommends approval of the list.
8. List of Unusable Equipment – The list of unusable equipment reflects one check signing machine which is no longer needed since we now sign all checks electronically. The list also includes some old Dell computers no longer usable. The Superintendent recommends approval of this list.

B. Personnel Items

1. Personnel Report – The Personnel Report dated June 6, 2013, details personnel appointments, changes in assignments, leaves of absences, sabbatical requests for next school year, resignations, and retirements to be considered by the Board. The Superintendent recommends approval of this report.
2. Approval of List of Annual Salaries for 12-Month Secretaries – The Superintendent recommends the negotiated annual contract salaries for 12-month secretaries as listed effective July 1, 2013.
3. Approval of List of Annual Salaries for Custodial/Maintenance Employees – The Superintendent recommends the negotiated annual contract salaries for custodial/maintenance employees as listed effective July 1, 2013.
4. Approval of Annual Salaries for Administrative Assistants/Supervisors – The Superintendent recommends that the Board approves the annual salary adjustments for administrative assistants/supervisors effective July 1, 2013.
5. Approval of Annual Salaries for Specialists – The Superintendent recommends that the Board approves the annual salary adjustments for specialists effective July 1, 2013.
6. Approval of Annual Salaries of Head Custodians – The Superintendent recommends that the Board approve the annual salary adjustments for head custodians effective July 1, 2013.
7. Approval of Administrative Salaries – The Superintendent recommends that the Board approve the annual salary adjustments for administrators effective July 1, 2013.

C. Other

1. Approval of 2013 List of Graduates – The Board is asked annually to approve the list of graduates for the current school year. This list has been reviewed and is recommended by the High School administration as meeting the requirements for graduation. The Board will take action on the approved list of students who graduated on June 5, 2013. The Superintendent recommends approval of this list.
2. EQT Contract – Natural gas as a commodity has been purchased through a contract EQT which expires at the end of this month. We have negotiated lower rates for the next three years which are lower than both current rates and those of the AIU Consortium. We anticipate that this new contract will save us about \$34,000 in utility costs for 2013-14. The Superintendent recommends approval of this three year contract.

3. Student Trip – The Ski Club is requesting approval to travel for their annual trip to Stowe, Vermont from Friday, January 24, 2014 until Tuesday, January 28, 2014 with 48 students and 5 chaperones. There will be no school missed and no cost to the District. The Superintendent recommends approval of the trip.
4. AIU Educational Services Agreement – Annually, the AIU requires an agreement to provide special education services to special needs services as requested by the District. The Superintendent recommends approval of this annual agreement.
5. Change Orders for High School Renovation Project – The following change orders are presented for Board consideration. All the change orders listed below have been reviewed by the architect, PJ Dick and the District administration.
  - a. PL-13-102 to Vlabel for \$4,449 to install gas turrets for Science classrooms,
  - b. PL-14-103 to Vlabel for \$3,850 to install Heat Trace on vertical sanitary stacks in G Building,
  - c. PL-15-104 to Vlabel for \$4,267 to provide plumbing to rooms described in RFIs 7 and 29,
  - d. PL-16-105 to Vlabel for \$2,511 for added rain water conductor piping based on a louver conflict,
  - e. PL-17-106 to Vlabel for \$2,970 to add master shower control valve in Athletic Building restroom,
  - f. PL-18-107 to Vlabel for \$6,525 to tie the existing rain water conductors in D Building to storm sewer,
  - g. EL-29-108 to Farfield for \$1,699 to add power to F Building hydronic unit heaters,
  - h. EL-30-109 to Farfield for \$5,203 to add 120V power and low voltage control to window shades in D Building,
  - i. EL-31-110 to Farfield for \$25,252 to add low voltage wire to all scoreboard equipment and to add power to three time clocks and four pace clocks in Athletic Building,
  - j. EL-32-111 to Farfield for \$5,986 to add disconnect switch for VAV box transformers as required by electrical inspector,
  - k. EL-33-112 to Farfield for \$11,084 for electrical grounding grid and service changes required by Duquesne Light,
  - l. EL-34-113 to Farfield for \$861 to relocate dumbwaiter enclosed circuit breaker from third to fourth floor,
  - m. EL-35-114 to Farfield for \$3,570 to extend power feed for boiler induction fan from 2<sup>nd</sup> floor of G Building to roof,
  - n. GC-50-115 to Nello for \$10,099 to pave full depth of south parking lot which was only intended to be milled,
  - o. GC-51-116 to Nello CREDIT of (\$1,047) to eliminate masonry as requested in Bulletin 9,
  - p. GC-52-117 to Nello for \$3,500 to construct parapet on G Building roof at column line EEE,
  - q. GC-53-118 to Nello for \$5,862 to add beam for roof support between Buildings F and G,
  - r. GC-54-119 to Nello for \$2,244 to re-fabricate beam that was dimensioned improperly during submittal review,
  - s. GC-55-120 to Nello for \$4,197 for B Building 6<sup>th</sup> floor infill changes,
  - t. GC-56-121 to Nello for \$1,594 to provide masonry patching at existing wall in elevator shaft in F Building,
  - u. GC-57-122 to Nello for \$1,336 to add a drainage basin ,
  - v. GC-58-123 to Nello for \$85,495 to add storm piping at west end of Athletic Building on a time and material not to exceed basis,
  - w. GC-59-124 to Nello for \$662 to add two football lockers based on room measurement,

- x. GC-60-125 to Nello for \$3,171 to furnish double tiered 24”lockers in lieu of specified 18” units,
- y. GC-61-126 to Nello for \$4,621 to provide modifications required to steel in electrical room stairwell shaft,
- z. ME-05-127 to McKamish for \$3,740 to add fire dampers in existing ductwork in Little Theatre as required by code,
- aa. ME-06-128 to McKamish for \$3,156 to relocate piping to allow the spray on sound attenuation in mechanical equipment room,
- bb. ME-07-129 to McKamish for \$1,254 to remove chilled water piping in the 6<sup>th</sup> floor of B Building, and
- cc. GC-62-130 to Nello for \$3,129 for time and materials worked in F Building invoiced through May, 2013.

6. Approval of Basic and Supplemental Textbooks for 2013-2014 – In accordance with Section 803 Pennsylvania School Laws, the following textbooks are listed for adoption and recommendation by the Superintendent.

SENIOR HIGH SCHOOL

**Subject: BIT**

<b>Title</b>	<b>Grade</b>	<b>Publisher</b>	<b>Copyright Date</b>	<b>Author</b>
<i>Principles of Business</i>	9-12	Cengage Learning	2012	Dlabay/Burrow/ Klein
<i>Principles of Finance with Excel</i>	9-12	Oxford University Press	Sept. 2010	Simon Benninga
<i>Personal Financial Literacy</i>	9-12	Cengage Learning	2012	Ryan
<i>Business Math</i>	9-12	Cengage Learning	2010	Hanson

IV. Questions or Comments from Residents – Presentations or comments are to be limited to five (5) minutes.

V. Upcoming Public Meetings

- June 17, 2013 – 7:30 p.m.                      Board Regular Meeting  
Jefferson Middle School Library
- July 15, 2013 – 7:00 p.m.                      Construction Update  
Jefferson Middle School Library
- July 15, 2013 – 7:30 p.m.                      Board Discussion/Regular Meeting  
Jefferson Middle School Library

VI. Adjournment

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