

MT. LEBANON SCHOOL DISTRICT
7 HORSMAN DRIVE
PITTSBURGH PA 15228

DISCUSSION/REGULAR MEETNG
OF THE
BOARD OF SCHOOL DIRECTORS

JEFFERSON MIDDLE SCHOOL LIBRARY

MONDAY, JULY 15, 2013

7:30 P.M.

REGULAR DISCUSSION/REGULAR MEETING AGENDA

1. Call to Order
2. Pledge of Allegiance
3. Roll Call
4. Approval of the Minutes: RESOLVED, That the Board approves the minutes of the Discussion Meeting held on June 10, 2013, and the Regular Meeting held on June 17, 2013.
5. Board President's Report
6. Superintendent's Report
7. Board Reports
 - A. Policy Committee
 - B. High School Renovation
 - C. Board Development
 - D. Pathfinder School
 - E. Parkway West Career and Technical Center
 - F. SHASDA
 - G. PSBA/NSBA
 - H. MLFE
 - I. Revenue Generation
 - J. Environmental Sustainability
 - K. Municipal Liaison
 - L. Economic Development
8. Comments from Residents and Taxpayers Concerning Action Items for This Meeting Who Have Previously Requested to Speak—Presentations or comments are limited to four (4) minutes.
9. Comments from Residents and Taxpayers Concerning Action Items for this Meeting—Presentations or comments are to be limited to four (4) minutes.
10. Unfinished Business for Board Consideration or Action.
11. New Business for Board Consideration and Action.

A. Financial Items

- (1) Treasurer's Report – The treasurer's report reflects cash transactions for the month of June, 2013. All transactions are typical of this time of year. The Superintendent recommends approval of the report.
- (2) Monthly List of Bills – The monthly list of bills reflects checks authorized to be drawn between July 1 and July 10, 2013. All transactions are typical of this time of year and are recommended for approval by the Superintendent.
- (3) Ratification of June 30 List of Bills – The June 30 list of bills was approved in June and is presented for ratification this month. The list is typical for this time of year and is recommended for approval by the Superintendent.
- (4) List of District Bank Accounts – The list of District bank accounts must be approved annually. The only new account this year is the Capital Campaign Account. The Superintendent recommends approval of this list.
- (5) Sale of Unusable Equipment List – The list of unusable equipment reflects some cabinets, calculators, math textbooks, and a truck. The Superintendent recommends approval of the list for sale.
- (6) Tax Refunds – The list of tax refunds totals \$2,896.94 for five properties. The list has been reviewed by the solicitor's office which recommends its approval. The Superintendent recommends approval of this list.

Financial Reports: RESOLVED, That the Board approves, ratifies and accepts the following financial reports:

- a. **Treasurer's Report dated June 30, 2013**
- b. **List of Bills dated July 10, 2013**
- c. **June 30, 2013, List of Bills,**
- d. **List of District Bank Accounts dated July 2, 2013**
- e. **Sale of Unusable Equipment List dated July 1, 2013, and**
- f. **List of Tax Refunds dated June 30, 2013**

- (7) Publication of Listing of Liened Taxes – Annually, the Board approves the publication of all properties on which taxes for the prior year have not yet been paid. This list is provided by the Tax Office and is recommended for public view. The Superintendent recommends approval of this action.

List of Liened Taxes: RESOLVED, That the Board approves for public display the list of liened taxes for the 2012 tax year.

- (8) Filing of Liened Taxes on Properties with Assessments over \$4,000 – As the Board reviews the list of taxes for the prior year which are unpaid and ready to be liened, there are always a grouping of small strips of land where property owners are not able to be identified or reached for payment of taxes. The cost to lien these small strips of land is not likely to be recovered. Annually the Board considers not liening these properties which have taxes of about \$100 or less. The delinquencies remain on the property so future buyers will have to satisfy these outstanding costs to get clear title to the property. All other properties with outstanding taxes due are recommended to be liened. The Superintendent recommends approval of this action.

Filing of Liens on Properties with Assessments over \$4,000: RESOLVED, That the Board authorizes the Tax Collector to remove all delinquent properties with assessments of \$4,000 or less from the properties to be liened for the 2012 tax year and approves the filing of liens on all remaining properties.

- (9) Tax Office Audits – Annually, the Tax Office records are audited by a CPA firm and such audits are provided to the District for review and acceptance. Both the Real Estate Tax Office and Earned Income Tax Office audits were given clean audit opinions with no findings. Note that these audits are calendar year audits for 2012. The Superintendent recommends Board acceptance of both audits.

Acceptance of Tax Office Audits: RESOLVED, That the Board accepts for filing the audits of Maher Duessel, Certified Public Accountants, of the Real Estate Tax and Earned Income Tax Offices for the year ending December 31, 2012.

B. Personnel Items

- (1) Personnel Report – Enclosed is the Personnel Report dated July 11, 2013, detailing personnel appointments, changes of assignments, leaves of absence, resignations, retirements, and teachers to tenure to be considered by the Board. The Superintendent recommends approval of this list.

Monthly Personnel Report: RESOLVED, That the Board approves the July 11, 2013, list of personnel changes.

C. Other Items

- (1) Second Bond Issue for High School Project – The High School Renovation Project Budget totals \$109,650,000 of which only \$75,000,000 has been funded through the initial 2009 Bond Issue. With the pace of the project, the balance of funding must now be considered. There is \$1.7 million in a Capital Fund for asbestos removal which should be dedicated to this project since that was what the funding was originally dedicated towards. Utilizing these funds leaves a gap of \$32,950,000 which can be funded by a new bond issue. The size of that bond issue could be reduced if the Board desires by using some of the funds either in the General Capital Projects account or by excess funds not utilized for operations in the General Fund from 2011, 2012 and estimated from 2013. The Superintendent recommends the Board discuss the size of the bond issue borrowing and authorize Janney Capital Markets and Houston Harbaugh to proceed towards bond issuance over the next month. The Board will have to take action to approve the sale of the Bonds either at the August Board meeting or at some later date if market conditions indicate that waiting would be in the best interest of the District.

General Obligation Bonds for High School Renovation Project: RESOLVED, That the Board authorizes Tim Frenz of Janney Capital Markets and Jim Webster of Houston Harbaugh to begin preparation of financial documents and legal opinions to issue General Obligation Bonds to complete funding of the High School Renovation Project.

- (2) Approval of Federal Grants for 2013-2014 – We are requesting the Board approve the following federal programs for the 2013-2014 school year:

Title I - \$155,857

The money will be used to pay for:

- Two full-time reading specialists at Lincoln and Washington Elementary (Salaries totaling \$146,720)
- Supplies (\$705)
- Non-public contracted services to St. Bernard's that will be provided by the AIU (\$7,532)
- Liaison services and professional development (\$900)

Title II – \$101,746

The entire grant will be used to cover the salaries of a first and second grade teacher in order to reduce class size.

Title III - \$16,539

The Title III (ELL) funds will be used for:

- After school ELL tutoring programs
- Summer Learning Center – teacher stipends and tuition
- Instructional supplies for ELL teachers

The Superintendent recommends approval of these grants.

Federal Grants for 2013-2014: RESOLVED, That the Board approves the federal program grants for the 2013-2014 school year totaling approximately \$274,142.

- (3) Designation of Voting Delegates to PSBA Conference – It has been the practice of the Board to approve voting delegates to the Annual PSBA Legislative Policy Council Meeting held during the annual School Leadership Conference in Hershey, Pa, October 15-18, 2013. All members of the Board may vote by absentee ballot.

Designation of Voting Delegates at PSBA Conference: RESOLVED, That the Board authorizes _____ to be a voting delegate at the Legislative Policy Council meeting on October 15, 2013, at the Annual PSBA Conference in Hershey, PA.

- (4) Wall Padding – On July 1, 2013 the District received quotations for the supply and installation of wall padding in the auxiliary gymnasiums and the wrestling room. The low quote was from Knight Athletics as per their COSTARS contract in the amount of \$38,896 for the wall padding in the auxiliary gyms 1 and 2, and \$46,105 for the wall and floor padding in the wrestling room. This work was anticipated and budgeted in the capital projects budget and listed as part of the FF&E budget in the soft costs of the project. The Superintendent recommends award of this project to Knight Athletics in the amount of \$85,001.

Wall Padding Bid: RESOLVED, That the Board approves the purchase of Wall Padding for the High School Athletics Building from Knight Athletics as part of the COSTARS Contract in the amount of \$85,001.

- (5) Fitness Room Flooring – On July 10, 2013 the District received bids for the supply and installation of an improved rubber floor matting consistent with weight rooms for the proposed fitness room. The lowest bid meeting specifications was from Franklin Interiors with a bid of \$73,588. Nello Construction has offered the District a credit for the specified floor of \$33,502. This flooring is necessary to provide adequate safety and protection in the free weights lifting area. The Superintendent recommends award of this project to Franklin Interiors, Inc. in the amount of \$73,588 as the lowest responsible bidder meeting specifications.

Fitness Room Flooring Bid: RESOLVED, That the Board approves the purchase of rubber floor matting for the Athletic Building Weight Room to Franklin Interiors at their bid price of \$73,588 as the lowest responsible bidder meeting specifications.

- (6) **Change Orders for High School Renovation Project**—There are a number of change orders for Board consideration this month. They will be reviewed in the presentation by the Construction Manager and Architect.
- a. EL-36-132 to Farfield for \$18,685 for electrical power changes due to drawing omissions, coordination issues and unforeseen conditions,
 - b. EL-37-133 to Farfield for \$28,907 for light fixture changes in both interior and exterior locations due to code requirements, maintenance issues and fire department review,
 - c. FP-03-134 to SimplexGrinnell for \$13,814 for sound panels in the fine arts catwalk,
 - d. ME-08-135 to McKamish for \$19,591 for changes in dampers in B and G Buildings due to drawing coordination,
 - e. ME-09-136 to McKamish for \$10,915 for grilles and registers, louvers in machine room, steel beams in G Building, joist bracing and roof supports due to coordination issues and changes in drawings,
 - f. GC-64-137 to Nello for \$14,798 for time and material work in B and G Buildings in May and June,
 - g. GC-65-138 to Nello for \$26,375 for time and material work in F Building for June,
 - h. GC-66-139 to Nello CREDIT for (\$33,502) to eliminate sport flooring in Athletic Room,
 - i. GC-67-140 to Nello for \$10,002 for signage,
 - j. GC-68-141 to Nello CREDIT for (\$150,000) to eliminate the final cleaning of construction areas after an initial sweep-cleaning.
 - k. PL-19-142 to Vrabel for \$8,942 to add a circulating pump to Field House water heater, and
 - l. PL-20-143 to Vrabel for \$2,991 to install a bottle filler in the Athletic Facility Lobby.

Change Orders for High School Project: RESOLVED, That the Board approves the following list of change orders for the High School Renovation Project:

- a. EL-36-132 to Farfield for \$18,685 for electrical power changes due to drawing omissions, coordination issues and unforeseen conditions,
- b. EL-37-133 to Farfield for \$28,907 for light fixture changes in both interior and exterior locations due to code requirements, maintenance issues and fire department review,
- c. FP-03-134 to SimplexGrinnell for \$13,814 for sound panels in the fine arts catwalk,
- d. ME-08-135 to McKamish for \$19,591 for changes in dampers in B and G Buildings due to drawing coordination,
- e. ME-09-136 to McKamish for \$10,915 for grilles and registers, louvers in machine room, steel beams in G Building, joist bracing and roof supports due to coordination issues and changes in drawings,
- f. GC-64-137 to Nello for \$14,798 for time and material work in B and G Buildings in May and June,
- g. GC-65-138 to Nello for \$26,375 for time and material work in F Building for June,

- h. GC-66-139 to Nello CREDIT for (\$33,502) to eliminate sport flooring in Athletic Room,**
- i. GC-67-140 to Nello for \$10,002 for signage,**
- j. GC-68-141 to Nello CREDIT for (\$150,000) to eliminate the final cleaning of construction areas after an initial sweep-cleaning.**
- k. PL-19-142 to Vrabel for \$8,942 to add a circulating pump to Field House water heater, and**
- l. PL-20-143 to Vrabel for \$2,991 to install a bottle filler in the Athletic Facility Lobby.**

12. Topics for Future Discussion

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

14. Upcoming Public Meetings

August 12, 2013 – 7:00 p.m.

Construction Update
Jefferson Middle School Library

August 12, 2013 – 7:30 p.m.

Board Discussion Meeting
Jefferson Middle School Library

August 19, 2013 – 7:30 p.m.

Board Regular Meeting
Jefferson Middle School Library

15. Adjournment

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