

MT. LEBANON SCHOOL DISTRICT
7 HORSMAN DRIVE
PITTSBURGH PA 15228

DISCUSSION MEETING
OF THE
BOARD OF SCHOOL DIRECTORS

MONDAY, NOVEMBER 11, 2013
JEFFERSON MIDDLE SCHOOL LIBRARY
7:30 P.M.

AGENDA

I. Call to Order

II. Roll Call

III. Action Items for November 18, 2013, Board Meeting

A. Financial Items

1. Treasurer's Report – The treasurer's report reflects cash transactions for October, 2013. The transactions are typical for 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 October 17 and 31, 2013. All transactions are typical for this time of year. The superintendent recommends approval of this list for payment.
3. List Tax Refunds – The list of tax refunds reflects 34 refunds totaling \$56,585.69. The solicitor's office has reviewed the list and recommends the Board approve all refunds. The superintendent recommends approval of this list for payment.
4. Sale of Unusable Equipment – The sale of unusable equipment list includes some books no longer used at the elementary level. The superintendent recommends approval of this list for sale
5. Acceptance of Single Audit Report – Amy Lewis and Dave Duessel from Maher Duessel, CPAs will be at the Board meeting to review the results of their fiscal audit of the 2012-13 school year finances.
6. Appointment of Real Estate Tax Collector – A new real estate tax collector must be named.
7. Appointment of Delinquent Real Estate Tax Collector – A new delinquent real estate tax collector must be named.

B. Personnel Items

1. Personnel Report – The Personnel Report dated November 7, 2013, details personnel appointments, changes in assignments, leaves of absences, resignations, and retirements to be considered by the Board. The superintendent recommends approval of this report.

C. Other

1. Approval of Graduation Requirements – The Board will be asked to approve the 2014-2015 graduation requirements at the Regular Board Meeting on November 18, 2013.
2. Annual AIU Joint Purchasing Board Membership – Annually, we approve membership in the AIU Joint Purchasing Board so we can take advantage of their bid prices especially in the area of utilities. The superintendent recommends approval of this membership.
3. Wealth Screening for Capital Campaign - WealthEngine, whom the District has contracted to provide wealth screening services for the capital campaign, will provide a National Change of Address service and initial wealth screening for about 18,000 alumni records which will be used to populate the campaign database. The total cost with an early signing discount is \$6,840.
4. Revision to Rental Fees – Rental fees were last changed in July of 2012 pending renovations at the high school and the opening of new facilities. Proposed new rental rates covering current and anticipated costs will be presented to the Board for consideration.
5. Bid Award for Replacement of Existing Electrical Service Conductors at Lincoln Elementary - The District opened bids on October 23, 2013 to replace the existing electrical secondary service conductors. Six bids were received. The lowest bidder meeting the specifications was Merit Electrical Group, Inc. of Oakmont, Pennsylvania with a low bid of \$33,400. The District budgeted \$30,000 for this project. The superintendent recommends awarding this contract to Merit Electrical Group, Inc. as the lowest responsible bidder meeting specifications.
6. Bid Award for Self-Contained Trash Compactor and Control System – The District opened Bids on October 23, 2013 for the purchase and installation of a self contained trash compactor and control system. Two bids were received. The lowest bidder meeting the specifications was Republic Services Inc. (BFI Waste Services) of Carnegie, Pennsylvania with a low bid of \$27,244.51. The District budgeted \$31,000 for this equipment. The Superintendent recommends awarding this contract to Republic Services in the amount of \$27,244.51 as the lowest responsible bidder meeting specifications.
7. Vehicle Purchase – We are requesting replacement of a 1994 Ford van being used by the mason. The van floor is rusted out and will not pass inspection and the motor has been in the shop for constant repair. To repair the van to pass state inspection will cost the District three to four thousand dollars just for rust, but that would not make the van reliable. A new van at State contract pricing would cost \$23,443. Woltz & Wind Ford has agreed to accept a trade in on the old van and a dump truck which has been on the unusable equipment list bringing the cost of the new van to \$21,143. The superintendent recommends approval to purchase this vehicle.
8. Peoples Natural Gas Agreement - We are proposing the Board approve a transportation gas agreement with Peoples Natural Gas for both Jefferson and Hoover schools. The District's current contract with Peoples Natural Gas expires on December 16, 2013. The cost of this agreement will be shared once final numbers are negotiated. The superintendent recommends approval of this agreement.
9. Student Trips – There are five student trips presented for Board consideration this month.

- a. Forensics Team competition in Princeton, NJ from December 6 to December 8, 2013. The District pays some of the cost of this trip and the students pay the balance. One or two student days are missed.
- b. Forensics Team competition at Harvard University in Boston, MA from February 14 to February 17, 2014. The District pays some of the cost of this trip and the students pay the balance. One or two student days are missed.
- c. High School Winter Guard to Cincinnati, OH from March 14 to March 16, 2014 with no loss of school time. Trip is paid by the students.
- d. Forensics Team competition in Susquehanna, PA from March 20 to March 22, 2014. The District pays some of the cost of this trip and the students pay the balance. One or two student days are missed.
- e. High School Winter Guard to Dayton, OH from April 2 to 6, 2014 with the loss of two student days. Trip is paid by the students.

The superintendent recommends approval of these five student trips.

10. Change Orders for High School Renovation Project – The following change orders are presented for Board consideration. All the change orders listed below (totaling \$244,386) have been reviewed by the architect, PJ Dick and the District administration.
 - a. GC-85-182 to Nello for \$22,394 for fine arts building design coordination,
 - b. GC-86-183 to Nello for \$24,717 for athletic wing window pockets and new beam,
 - c. GC-87-184 to Nello for \$19,516 for B building code revisions ,
 - d. GC-88-185 to Nello for \$17,445 for time & materials on doors jamb corrections,
 - e. FP-04-186 to SimplexGrinnell for \$10,081 for phasing and changes in rated walls,
 - f. ME-16-187 to McKamish for \$25,430 for added duct in Little Theatre,
 - g. PL-24-188 to Vrabel for \$22,955 for courtyard storm work,
 - h. PL- 25-189 to Vrabel for \$21,162 for phasing relocation of utilities,
 - i. EL-50-190 to Farfield for \$6,348 for changes to walls and added electrical controls,
 - j. EL-51-191 to Farfield for \$29,973 for sound system in Little Theatre,
 - k. EL-52-192 to Farfield for \$27,924 for lights changes, chiller and duct work, and
 - l. GC-89-193 to Nello for \$16,441 to phasing change on structure demolition.

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

V. Upcoming Public Meetings

November 18, 2013 – 7:30 p.m.	Board Regular Meeting Jefferson Middle School Library
December 2, 2013 – 7:30 p.m.	Reorganization Meeting Jefferson Middle School Library
December 4, 2013 – 5:30 p.m.	Policy Committee Meeting Jefferson Middle School Library
December 9, 2013 – 7:30 p.m.	Joint Discussion/Regular Meeting Jefferson Middle School Library

VI. Adjournment