

MT. LEBANON SCHOOL DISTRICT
7 HORSMAN DRIVE
PITTSBURGH PA 15228

DISCUSSION MEETING
OF THE
BOARD OF SCHOOL DIRECTORS

MONDAY, AUGUST 13, 2018
MT. LEBANON HIGH SCHOOL, ROOM D205
7:30 P.M.

AGENDA

- I. Call to Order
- II. Roll Call
- III. Comments from Residents and Taxpayers Concerning Action Items for This Meeting – Presentations or comments are limited to four (4) minutes.
- IV. New Business for Board Consideration and Action.
 - A. Personnel Report: RESOLVED, That the Board approves the August 9, 2018, list of personnel changes.
 - B. School Resource Officer: RESOLVED, That the School Resource Officer Agreement between the District and the Municipality is approved in substantially the form presented, providing for a three-year term with the District reimbursing the Municipality for 65% of all costs incurred by the Municipality in providing the School Resource Officer, in amounts estimated to be \$78,088, \$84,193, and \$91,414, respectively, in each year of the Agreement.
 - C. Change Order for Jefferson MS Tuckpointing: RESOLVED, That the Board hereby ratifies emergency Change Order No. 1 of Contract No. 18-3 with Marianni & Richards, Inc. to modify the brick parapet restoration at Jefferson Middle School at a cost of \$56,600.
- V. Action Items for August 20, 2018, Board Meeting
 - A. Financial Items
 - 1. Treasurer's Report – The treasurer's report reflects cash transactions for the months of June and July 2018. The report is typical for this time of year and the Superintendent recommends it for approval.
 - 2. Monthly List of Bills – The monthly list of bills reflects checks authorized to be drawn between July 1 and July 31. All checks have been reviewed by the administration and are typical of this time of year. The Superintendent recommends approval of this list.
 - 3. Ratification of June 30 List of Bills – The list of bills from June 14 to June 30 are those checks authorized to be drawn to close out the fiscal year and have been approved for payment by the Board at the June Board meeting. The list is presented for ratification at this meeting. All checks are typical for this time of year and are recommended for approval by the Superintendent.

4. List of District Bank Accounts – The State requires Board approval of all District bank accounts annually. The list is presented for Board consideration. There are no changes from the list of accounts last year other than the signatories on the accounts. The list is recommended for approval by the Superintendent.
5. List of Tax Refunds – The list of tax refunds totals \$7,037.79 for 2 refunds for June and \$6,178.44 for 4 refunds for July. The list has been reviewed by the solicitor's office which recommends approval. The lists are recommended for approval by the Superintendent.
6. List of Unusable Equipment – The list of unusable equipment includes books and computers no longer useful to our programs. The Superintendent recommends approval of this list.
7. Publication of Listing of Liened Taxes – Annually the Board takes action to make the list of liened property taxes from the prior year for public view. The list is recommended for public view by the Superintendent.
8. Filing of Liened Taxes on Properties with Assessments of \$8,000 or Less – Annually, the Board takes action to approve the list of delinquent properties to be liened due to unpaid real estate taxes from the prior fiscal year. We ask the Board to approve removing delinquencies with assessments under \$8,000 from the list of properties to be liened because the cost to lien them exceeds the benefit. The delinquency remains on the property in case it is ever sold. The District and Municipality share the cost to file liens. The Superintendent recommends approval of this action.

B. Personnel Items

1. Approval of Annual Salaries for 10-Month Clerical Employees, Aides and Personnel Care Assistants – The Superintendent recommends the Board approves the negotiated annual contract salaries for 10-month clerical employees, aides, and personnel care assistants as listed effective September 1, 2018, reflecting an average increase of 3.35% over the duration of the contract.
2. Approval of List of Annual Salaries for Food Service Employees – The Superintendent recommends approval of the negotiated annual contract for food service employees as listed effective September 1, 2018, reflecting an average increase of 2.9% over the duration of the contract.
3. Superintendent's Evaluation and Salary Increase – As required by the Pennsylvania School Code, Dr. Steinhauer's employment contract includes performance criteria mutually agreed to in writing by the School Board and the Superintendent, and the Superintendent is to be evaluated each year. The Board has determined, in an assessment concluded on June 27, 2018, that Dr. Steinhauer has met the agreed to performance criteria for the previous fiscal year. Under the terms of Dr. Steinhauer's contract, his salary increase for 2018-2019 is 6.0%, resulting in a salary of \$217,822.

C. Other

1. Revisions to Standardized Testing Schedule for 2018-2019 – Since the approval of the standardized testing schedule in May, the District has received permission from PDE to adjust the window for PSSA testing due to its proximity to our planned spring break. The superintendent recommends approval of this schedule.

2. Approval of Federal Grants for 2018-2019 – We are requesting the Board approve the following federal programs for the 2017-2018 school year:

Title I - \$314,335 (\$340,945 with Title IV Transfer)

The funds will be used for:

- Two full-time reading specialists at Lincoln and Washington Elementary; Two 0.6 reading specialists at Lincoln and Washington (Salaries totaling \$230,000)
- Benefits for reading specialists (\$102,000)
- Non-public contracted services to St. Bernard, St. Gabriel and St. John Bosco that will be provided by the contracted service provider (\$1,964)
- Liaison services (\$6,881)
- Supplies for homeless (\$100)

Title II – \$88,638

The funds will be used for:

- A portion of this is set aside for non-public professional development (\$11,523)
- A portion of the salaries for a first and a fifth grade teacher in order to reduce class size (\$40,000)
- Substitutes for release time to provide teachers professional development; Summer pay to gather teachers for professional development and curriculum work (\$5,000)
- Purchased professional and technical services to provide staff development (\$30,000)
- Professional development supplies and literature (\$2115)

Title III - \$24,182

The funds will be used for:

- After school ELD tutoring programs
- Summer Learning Center – EL teacher stipends, EL student tuition assistance, EL supplies
- Instructional supplies for EL teachers
- Professional development for regular education staff

Title IV - \$26,610

The funds will be used for:

- Offsetting the loss of funds in Title I

3. Agreement with Edulink, Inc -The District would like to enter into an agreement with Edulink, for use of Comply, an online program that stores and reports on many different state and federal requirements. Edulink currently provides the web-based program that manages teacher and principal supervision. The Comply program will manage the District's Act 48 and Act 45 (professional development) records as required by the Department of Education and would replace Act 48 Credit Keeper. Additionally Comply has the capabilities to manage many other state mandated reporting issues such as fire and safety drills, staff and parent clearances, required trainings and facilities reports. It has additional capabilities for document management and approval processes. The cost of this agreement is \$11,067 for one year.
4. Educational Services Provided by The University School – This is a request for the Board to approve a contract with The University School for the provision of special educational services for Mt. Lebanon exceptional students during the 2018-2019 school year. The cost includes five subjects, special education services, workshop and gym fees. The cost will not exceed \$25,000 per student for no more than two students. The Superintendent recommends approval of the contract.

5. Waterfront Learning Services Contract – The Board is asked to approve a contract with the Allegheny Intermediate Unit for its Waterfront Learning Services. Waterfront Learning provides a menu of flexible cyber education programs options. This agreement establishes, upfront, what costs the District would incur if it uses any of the services. In the past, Waterfront Learning Services has been used as a credit recovery option for students. The Superintendent recommends approval of this contract.
6. High School Band Uniform Bid - The District received bids for band uniforms. Two companies submitted bids. Both bids included sample uniforms which were evaluated for quality construction. The recommended award for the band uniforms is to Fred J. Miller at their bid price of \$69,900 as the lowest responsible bidder meeting specifications. The budget for the uniforms is \$85,435. The Superintendent recommends approval of this bid.
7. Mellon Middle School Administrative Area Unit Ventilator Replacement Bid - The District opened bids on August 8, 2018 to replace the unit ventilator in the unit principal's office at Mellon Middle School. Two bids were received. The lowest bidder meeting the specifications was from Controlled Climate Systems, Inc. in the amount of \$19,500. This project was not previously budgeted but will be funded with other under used capital project funds. The Superintendent will be recommending award to the low bidder Controlled Climate Systems, Inc. in the bid amount of \$19,500.
8. Ice Cream and Dairy Bid - Annually the District bids out Ice Cream and Dairy for the food service operation. The winning bidders are Hershey's Ice Cream at their bid price of \$3,408 and Schneider's Dairy at \$29,847.70 for milk. Both bids are less than the budgeted amounts. The Superintendent recommends approval of these bids.

D. Discussion

1. Capital Campaign

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

VII. Upcoming Public Meetings

August 20, 2018 – 7:30 p.m.	Board Regular Meeting Room D205, Mt. Lebanon High School
September 11, 2018 – 7:30 p.m.	Board Discussion Meeting Room D205, Mt. Lebanon High School
September 17, 2018 – 7:30 p.m.	Board Discussion Meeting Room D205, Mt. Lebanon High School

VIII. Adjournment