

MT. LEBANON SCHOOL DISTRICT  
7 HORSMAN DRIVE  
PITTSBURGH PA 15228

DISCUSSION MEETING  
OF THE  
BOARD OF SCHOOL DIRECTORS

MONDAY, NOVEMBER 14, 2016  
MT. LEBANON HIGH SCHOOL, ROOM D205  
7:30 P.M.

---

AGENDA

I. Call to Order

II. Roll Call

III. Action Items for November 21, 2016, Board Meeting

A. Financial Items

1. Treasurer's Report – The treasurer's report reflects cash transactions for the month of October. 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 October 13 and 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. List of Tax Refunds – The list of tax refunds totals \$238,174.32 for 20 refunds. One commercial appeal is \$222,854.99 of this amount and dates back to 2013. The list has been reviewed by the Solicitor's office and recommends its approval. The Superintendent recommends approval of the list.
4. List of Budgetary Transfers – The budgetary transfers this month are to cover the cost of teachers with 6 period schedules. The need for these funds was anticipated late in the budgeting cycle, but there was not enough time to revise the budget prior to final approval in May. This completes the action as planned. The Superintendent recommends approval of these transfers.
5. List of Unusable Equipment – The list of unusable equipment includes industrial arts equipment such as sanders, drill presses and saws. There are also computer science books which are no longer usable for school purposes. The Superintendent recommends approval of this list for sale.

B. Personnel Items

1. Personnel Report – The Personnel Report 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 is asked to approve the 2017-2018 graduation requirements at the Regular Board Meeting on November 21, 2016. The Superintendent recommends approval of these requirements.
2. PDE 339 Plan Approval - Pennsylvania School Code, Chapter 339 - Vocational Education, mandates a comprehensive and integrated K-12 school guidance counseling plan. Specifically, there is to be a written plan on file [at the vocational school], approved by the local Board of School Directors, describing the development and implementation of comprehensive, sequential program of guidance services.(22 § 339.31) Mt. Lebanon's proposed K-12 plan has been reviewed by PDE consultants and is ready for Board consideration. Upon Board approval, the required advisory council will be formed and implemented. The plan will be presented to Parkway West Career and Technology Center. The Superintendent recommends approval of this plan.
3. ACA Software Contract – With the requirement to file federal forms to the IRS in compliance with ACA regulations, we contracted with AMCA Systems, LLC last year and are recommending continuing this year for \$2,295 plus \$1.40 per form 1095-C filed. We anticipate the total cost of this contract to be \$3,377 if the number of forms is the same as last year. Last year's cost was \$2,996 because we received a \$400 early signing discount. The Superintendent recommends approval of this contract.
4. Amendment to EduLink Agreement –The administration would like to amend the contract signed with EduLink last year for our teacher supervision and evaluation software program, PA-EETEP. This amendment will allow us to add an additional module at the cost of \$1,518, and will allow us to attach documents, photographs and other files to our teacher evaluation records, which will be very useful in completing these important teacher evaluations. The Superintendent recommends approval of this amendment.
5. AIU Joint Purchasing Board – Approval is requested to again be part of the AIU Joint Purchasing Board. The District uses this membership to joint purchase utilities and other supplies when they are cost efficient. Membership does not require any specific purchase and there is no cost associated with this action. The Superintendent recommends approval of this membership.
6. Natural Gas Agreement - Our current natural gas agreement with Direct Energy-Columbia through the AIU is set to expire at the end of August 2017. Our current rate is the NYMEX rate minus (\$0.15) cents per DTH. Direct Energy-Columbia is proposing to extend our agreement beginning in December of 2016 through August 2019 using a Natural Gas Blend at the NYMEX rate minus (\$0.274) cents per DTH. There will be no effect to the District using the natural Gas Blend. The Western Pennsylvania Natural Gas Consortium has approved accepting the Blend and Extend pricing. The Superintendent recommends approval of this agreement.
7. Student Trips – The District requests approval of the following student trips:
  - a. High School Concert Choir - The High School Concert Choir is requesting approval to travel to New York City from February 17 through 20, 2017 to perform and participate in an adjudication. There will be about 115 students missing one

day of school. The students will pay the cost of the trip except for three substitute teachers. The Superintendent recommends approval of this trip.

- b. Model UN Team - The Model UN Team is requesting approval to travel to the University of Delaware for a tournament from February 24 through 26, 2017. We anticipate 30 students and two teachers to travel missing one student day. The District and students share the cost of this trip. The Superintendent recommends approval of this trip.
- c. Winter Guard - The Winter Guard is requesting approval to travel to Orlando to compete in the Winter Guard International Southeast Power Regional Competition from March 24 through March 27, 2017. There will be about 11 students missing two days of school. The students will pay the cost of the trip. The Superintendent recommends approval of this trip.

D. Discussion

- 1. Revisions to Policies – The Policy Committee is recommending revisions to the following policies:
  - a. JFABD, Admission of Homeless Students
  - b. JICH, Student Drug and Alcohol Offenses
  - c. JKF, Non-School Related Drug and Alcohol Violations

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

V. Upcoming Public Meetings

November 21, 2016 – 7:30 p.m.	Board Regular Meeting Mt. Lebanon High School, Room D205
December 5, 2016 – 7:30 p.m.	Reorganization Meeting Mt. Lebanon High School, Room D205
December 12, 2016 – 7:30 p.m.	Joint Board Discussion/Regular Meeting Mt. Lebanon High School, Room D205

VI. Adjournment

/js