

MT. LEBANON SCHOOL DISTRICT
7 HORSMAN DRIVE
PITTSBURGH PA 15228

JOINT DISCUSSION/REGULAR MEETING
OF THE
BOARD OF SCHOOL DIRECTORS

MT. LEBANON HIGH SCHOOL, ROOM D205

MONDAY, JULY 18, 2016

7:30 P.M.

JOINT 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 minutes of the Discussion Meeting held on June 13, 2016.
5. Board President's Report
6. Superintendent's Report
7. Board Reports
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. Unfinished Business for Board Consideration or Action
10. New Business for Board Consideration and Action
 - A. **Financial Items**
 - (1) Treasurer's Report - The treasurer's report reflects cash transactions for the month ended June 30, 2016. It is typical for this time of year and is recommended for approval by the Superintendent.
 - (2) Monthly List of Bills – The monthly list of bills reflects checks authorized to be drawn between July 1 and 13, 2016. All checks are typical for this time of year and are recommended for approval by the Superintendent.

- (3) Ratification of June 30 List of Bills - The list of bills from June 11 through 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) Tax Refunds – The list of tax refunds totals \$19,477.12 for 11 refunds. This brings the total of all refunds from last fiscal year to \$899,371.97. The list has been reviewed by the solicitor’s office which recommends its approval. The list is recommended for approval by the Superintendent.

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

- a. **Treasurer’s Report dated June 30, 2016**
- b. **List of Bills dated July 13, 2016**
- c. **June 30, 2016, List of Bills**
- d. **List of District Bank Accounts dated July 13, 2016**
- f. **List of Tax Refunds dated June 30, 2016**

- (6) Publication of Listing of Liened Taxes – Annually the Board takes action to make the list of liened property taxes available for public view. The list is recommended for public view by the Superintendent.

List of Liened Taxes: RESOLVED, That the Board approves for public display the list of liened taxes for the 2015 tax year.

- (7) Filing of Liened Taxes on Properties with Assessments of \$4,000 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 \$4,000 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.

Filing of Liens on Properties with Assessments of \$4,000 or Less: RESOLVED, That the Board approves authorizing the Tax Collector to remove all delinquent properties with assessments of \$4,000 or less from the properties to be liened for the 2015 tax year and approves the filing of liens on all remaining properties.

- (8) Food Service Budget and Lunch Rates - Annually, the Board approves a budget and lunch prices for the upcoming school year. Because we participate in the Federal Lunch Program, our lunch rates must be in accordance with lunch equity guidelines. Since our paid lunch prices are below those required for lunch equity, we must raise our lunch prices ten cents for the 2016-17 school year. That brings the price of elementary lunches to \$2.30 and secondary tier one lunches to \$2.45. Premium and Gourmet meal prices are higher. Breakfast prices remain at \$1.60. The budget will therefore be at \$1,740,844 anticipating a profit of only \$7,775. The superintendent recommends approval of the budget and the lunch prices as presented.

Food Service Budget and Lunch Rates for 2016-17: RESOLVED, That the Board approves a food service budget in the amount of \$1,740,844 with lunch prices set at \$2.30 for the elementary schools and at the secondary schools prices are to be \$2.45 for Tier One lunches, \$2.80 for Tier Two lunches, \$3.35 for Tier Three lunches and \$1.60 for breakfast.

B. Personnel Items

- (1) Personnel Report – Enclosed is the Personnel Report dated July 14, 2016, 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 14, 2016, list of personnel changes.

C. Other Items

- (1) AIU Educational Services Agreement - Annually, the AIU requires an agreement to provide special education services to special needs students as requested by the District. The fee schedule varies as students are assigned to AIU operated programs. The Superintendent recommends approval of the annual agreement. AIU Educational Services Agreement.

AIU Educational Services Agreement: RESOLVED, That the Board approves the Educational Services Agreement with the Allegheny Intermediate Unit for special education services for the 2016-2017 school year in the form presented.

- (2) 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 13-15, 2016. All members of the Board may vote by absentee ballot.

Designation of Voting Delegates at PSBA Conference: RESOLVED, That the Board authorizes Mary Birks to be a voting delegate at the Legislative Policy Council meeting on October 15, 2016, at the Annual PSBA Conference in Hershey, PA.

- (3) Duplicating and Cover Stock Paper Bid – Annually, the District requests bids for duplicating paper for the upcoming school year. This year's lowest bid is from W.B.

Mason at their quoted price of \$67,298. For cover stock paper, the lowest responsible bidder meeting specifications is Bulldog Office Products at their bid price of \$5,613.50. The Superintendent recommends approval of these bids.

Duplicating Paper Bid Award: RESOLVED, That the Board awards bid number 2016-2017, Duplicating Paper to W.B. Mason at their bid price of \$67,298 and Cover Stock Paper to Bulldog Office Products, Inc. at their bid price of \$5,613.50.

- (4) **Natural Gas Supply Contract** - Our contract with Peoples Natural Gas for the gas commodity for the High School and Washington Elementary was to expire on June 30, 2016. Our then current contract price was the NYMEX commodity price plus \$0.38 per Dth. Peoples Natural Gas offered us a new price of the NYMEX commodity price minus \$0.10 per Dth. However we were able to negotiate a better price with the assistance of the AIU of the NYMEX commodity price minus \$0.35 per Dth. Since the contract had to be signed prior to July 1, I authorized it to be signed with presentation for ratification at this meeting. The Superintendent recommends ratification of this contract.

Natural Gas Supply Contract: RESOLVED, That the Board ratifies the contract with People's Natural Gas at their bid price of NYMEX commodity price minus \$0.35 per Dth.

- (5) **Relamping Project at Mellon School** – The District received bid for relamping lights at Mellon School. The lowest responsible bidder meeting specifications is XXXX at their bid price of \$ XXXX. The budget for this project is \$20,000. The Superintendent recommends awarding this bid.

Relamping Project Bid Award: RESOLVED, That the Board awards bid number XXXX, Relamping at Mellon School to XXXXX at their bid price of \$XXXX as the lowest responsible bidder meeting specifications.

- (6) **Change Order** – There are two areas of the High School Project which require some engineering changes for HVAC purposes. One is at an entrance door and the other in the kitchen. Both areas are not able to maintain reasonable heating and cooling with the current designs. We have asked McKamish if they can provide remediation. They agreed to do the additional work at a cost of \$42,491. This will be funded through capital projects. The Superintendent recommends approval of this additional work.

Change Order: RESOLVED, That the Board awards change order number ME-37-300 to McKamish at their price of \$42,491 for HVAC corrections.

- (7) **Student Adjudication: RESOLVED, that the Board approves the Student Adjudication in the form presented.**

12. Questions or Comments from Residents - Presentation or comments are to be limited to five (5) minutes.

13. Upcoming Public Meetings

August 8, 2016 - 7:30 p.m.

Board Discussion Meeting
Mt. Lebanon High School, Room D205

August 15, 2016 - 7:30 p.m.

Board Regular Meeting
Mt. Lebanon High School, Room D205

14. Adjournment