

MT. LEBANON SCHOOL DISTRICT
7 HORSMAN DRIVE
PITTSBURGH PA 15228

DISCUSSION MEETING
OF THE
BOARD OF SCHOOL DIRECTORS

MONDAY, JUNE 8, 2015
MT. LEBANON HIGH SCHOOL, LGI ROOM D205
7:30 P.M.

AGENDA

I. Call to Order

II. Roll Call

III. Action Items for June 15, 2015, Board Meeting

A. Financial Items

1. Treasurer's Report – The treasurer's report reflects cash transactions for the month of May, 2015. The report contains no unusual transactions and the superintendent recommends it for approval.
2. Monthly List of Bills – The monthly list of bills reflects checks authorized to be drawn between May 14 and 31, 2015. All purchases are typical for this time of year. The superintendent recommends approval of the list.
3. List of Tax Refunds – The list of tax refunds totals \$41,197.06 for 22 refunds. The solicitor's office has reviewed the list and recommends it for approval. The superintendent recommends approval of the list.
4. June 30 List of Bills – Annually, the Board is requested to approve payment of bills prior to our June 30 year end so we can get as many bills allocated to the correct fiscal year as possible. The list of checks for these payments will be presented for ratification at the July Board meeting. The superintendent recommends approval of this action.
5. Budgetary Transfers to Close the School Year – Annually, the Board is requested to approve budgetary transfers necessary to close the fiscal year. This list will be presented for ratification prior to approval of the audit in October. The superintendent recommends approval of this action.
6. School District Blanket Insurance Policy – Annually, the Board is asked to approve the insurance policies for both Property/Liability and Workers' Compensation for the next fiscal year. Our insurance agent goes to many insurers to obtain competitive quotes and options that keep our costs low while providing the coverage we need to protect the District from loss. We are recommending new companies for all our insurance this year. The lowest price policy for Property/Liability and Director and Officer's insurance is from Liberty Mutual at their quoted price of \$257,622 which is 1% less than last year's amount of \$261,187. The lowest price policy for Workers' Compensation insurance is from Highmark (HMI) at their quoted price of \$342,639 which is slightly less than last year's amount of \$343,539. Jonathan Kelly, our

insurance agent, will be at the meeting to answer Board questions. The superintendent recommends approval of these policies.

7. List of Donations to the Schools – Annually, a list of donations to the schools is compiled and presented to the Board for acceptance. The list shows the commitment of the community to our schools and our programming and we are grateful for their support. The superintendent recommends acceptance of these donations from our constituents.
8. List of Unusable Equipment – The list of unusable equipment includes items from the Technology and Facilities departments which are no longer usable for school purposes. The superintendent recommends approval of this list for sale.
9. Food Service Budget and Lunch Rates – The budget for next year’s food service operations is presented for approval. Because of Federal guidelines, we are 21 cents below required meal prices based on funding for subsidized meals. We are required to meet this gap with a minimum of a 10 cent meal price increase which is recommended and reflected in this year’s budget for the food service operation. The gourmet meals have not experienced any increase in price for five years, so a 25 cent increase is recommended for this type of meal purchase at the secondary level. The new price at elementary will be \$2.20 for a lunch. At the secondary level, it will be \$2.35 for a regular lunch, \$2.70 for a premium lunch and \$3.25 for a gourmet lunch. This will cover the additional cost of the extra fruit or vegetable as a required part of the meal. Breakfast will cost \$1.60, also reflecting the 10 cent increase. Free and reduced price meal prices will not be impacted. This anticipates a net income amount of \$11,154. Please remember that any funds remaining at year end from this program go directly towards replacement of equipment and softwares so that the District does not have to subsidize student lunches. Additionally, this year the food service operation is picking up the cost of transporting food from the production kitchen at the High School to the elementary sites, thus providing savings in the General Fund Budget. The superintendent recommends approval of this budget and proposed lunch rates.

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.
2. Independent Contractor Agreement – This is an extension to the agreement with Margaret M. Schmidt to provide consulting services for the capital campaign at a rate of \$62.50 per hour, not to exceed \$2,000 per month, up to a maximum of 32 hours per month. The Superintendent recommends approval of this agreement.
3. Approval of Annual Salaries for 12-Month Secretaries – The Superintendent recommends the negotiated annual contract salaries for 12-month secretaries as listed effective July 1, 2015.
4. Approval of List of Annual Salaries for Custodial/Maintenance Employees – The Superintendent recommends the negotiated annual contract salaries for custodial/maintenance employees as listed effective July 1, 2015.
5. Approval of List of Annual Salaries for Administrative Assistants/Supervisors – The Superintendent recommends that the Board approves the annual salary adjustments for administrative assistants/supervisors effective July 1, 2015.

6. Approval of Annual Salaries for Specialists – The Superintendent recommends that the Board approves the annual salary adjustments for specialists effective July 1, 2015.
7. Approval of Annual Salaries for Head Custodians – The Superintendent recommends that the Board approves the annual salary adjustments for head custodians effective July 1, 2015.
8. Approval of Administrative Salaries – The Superintendent recommends that the Board approves the annual negotiated annual salary adjustments for administrators effective July 1, 2015.

C. Other

1. Approval of 2015 List of Graduates – The Board is asked annually to approve the list of graduates for the current school year. This list has been reviewed and the students recommended by the High School administration as meeting the requirements for graduation. The Board will take action on the approved list of students who will graduate on June 11, 2015. The Superintendent recommends approval of this list.
2. PlanCon Part I Submission – PlanCon Part I is a required submission for State review of the change orders in a construction project. There are five sets of Part I submissions for Board consideration and approval as recommended by our architect. The superintendent recommends approval of these submissions.
3. Ski Club Trip - The Ski Club is requesting approval to travel Killington Resort in Killington, Vermont from Friday, January 22 to Tuesday, January 26, 2015, for 48 students and five chaperones missing no school, at no cost to the District. The Superintendent recommends approval of this trip.
4. Change Orders for High School Renovation Project – The change orders for this month total \$59,636 from the contingency and \$2,840 from the Capital Projects Budget as follows:
 - a. GC-115-281 to Nello for \$56,405 for site work and basketball hoops,
 - b. EL-82-282 to Farfield for \$3,231 for power changes, and
 - c. CW-04-283 to Reed for \$2,840 for additional walls and cabinets.
 The Superintendent recommends approval of these change orders

D. Discussion

1. Revisions to Policy JJJ, School Wellness

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

VI. Upcoming Public Meetings

June 15, 2015 – 7:30 p.m.	Board Regular Meeting Mt. Lebanon High School, LGI Room D205
July 20, 2015 – 7:00 p.m.	Construction Update Mt. Lebanon High School, LGI Room D205
July 20, 2015 – 7:30 p.m.	Joint Board Discussion/Regular Meeting Mt. Lebanon High School, LGI Room D205

VII. Adjournment

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