

MT. LEBANON SCHOOL DISTRICT
7 HORSMAN DRIVE
PITTSBURGH PA 15228

DISCUSSION MEETING
OF THE
BOARD OF SCHOOL DIRECTORS

MONDAY, MARCH 9, 2020
MT. LEBANON HIGH SCHOOL, ROOM D205
7:30 P.M.

AGENDA

- I. Call to Order
- II. Roll Call
- III. Action Items for March 16, 2020, Board Meeting
 - A. Financial Items
 1. Treasurer's Report – The treasurer's report reflects cash transactions for the month of February, 2020. 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 February 20 and February 28, 2020. 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 reflects two refunds for the month of January totaling \$776.04. The list has been reviewed by the solicitor's office which recommends approval. The list is recommended for approval by the Superintendent.
 4. List of Budgetary Transfers – There is one budgetary transfer totaling \$30,000 to IT Contracted Services. This transfer was a shift in software purchases from the Business Office Budget to the Technology Department Budget. Budget Transfers are not increases to the bottom line, they are transfers to capture the correct account coding for the specific expenditure. The Superintendent recommends approval of this list of transfers.
 5. List of Unusable Equipment – The list of unusable equipment includes a variety of tube televisions in fair condition. The Superintendent recommends approval of this list.
 6. Updated 403(b) Plan Document – The 403(b) Plan Document needed to be restated from its original 2009 form to comply with the Pension Protection Act (PPA) of 2006. In the past, the legislation did not require 403(b) plans to comply with this act, however, the IRS is now requiring that 403(b) plans to be in compliance in the same way that private sector 401(k) plans are. The underlying purpose of this restatement is to make the plan document more streamlined and more uniform to regulators. Additionally, we have now moved the plan document to the record keeper's platform which will allow them to make any amendments, restatements, and changes without complete restatement. The plan document has been reviewed by the solicitor's office which recommends approval. The Superintendent recommends approval of the new restated plan document.

7. Approval of Financial Auditors - The two-year contract with Zelenkofske Axlerod LLC expired. Because of this, the District requested proposals for the annual financial audit, the CAFR review, and the single audit. This audit covers all of the District's funds and bank accounts and is required by law. Seven three-year proposals were received. Zelenkofske Axlerod LLC submitted the most responsible proposal as their estimated hours and the hourly rates for the preparation of the audit were consistent with our specifications. The Superintendent recommends Zelenkofske Axlerod LLC as the lowest responsible proposal meeting specifications.

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.

C. Other

1. 2020-2021 AIU Program of Services Budget – Annually, the District approves the AIU Program of Services Budget for their administration. The budget this year totals \$2,202,973 with Mt. Lebanon’s contribution estimated at \$81,290 compared to \$82,519 last year. Tuition services for special needs students in IU classes are billed separately. The Superintendent recommends approval of this budget.
2. Allegheny County Schools Health Insurance Consortium Election – The Board is asked to vote for Sarah Olbrich as the Western Region representative trustee on the Allegheny County Schools Health Insurance Consortium for a two-year period.
3. Resolution to Support Calling for Charter School Funding Reform - The Board will discuss the adoption of a resolution calling for charter school funding reform.
4. School Bus Replacement - The District opened bids on February 27, 2020 to replace our existing 2004 school bus with 124,000 miles. This bus has outlived its useful life. There were four takers of the specification bid package and one bid submitted. The low bid meeting the specifications was from Meyers Equipment Co. with a low bid of \$92,849. This purchase was included in the Capital Projects list approved by the Board last month and was budgeted at \$85,000. The superintendent intends to recommend award to the low bidder Myers Equipment Co. in the amount of \$92,849.

D. Discussion

1. Policy Review –
 - a. DEAA, Real Estate Tax Collection
 - b. DIF/GBEBD, Staff Responsibility for Safeguarding District Assets
 - c. GBECA, Employee Drug and Alcohol Offenses
2. 2020- 2021 Preliminary Budget Presentation – Dr. Steinhauer and Mr. Geletko will present the base budget for 2020-2021.

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

V. Upcoming Public Meetings

March 11, 2020 – 7:00 p.m.	Budget Forum Room D205, Mt. Lebanon High School
March 16, 2020 – 7:30 p.m.	Board Regular Meeting Room D205, Mt. Lebanon High School
April 6, 2020 – 7:30 p.m.	Board Discussion Meeting Room D205, Mt. Lebanon High School
April 14, 2020 – 7:30 p.m.	Board Regular Meeting Room D205, Mt. Lebanon High School

VI. Adjournment