

MINUTES OF THE REGULAR BOARD MEETING  
OF THE  
BOARD OF SCHOOL DIRECTORS  
MT. LEBANON SCHOOL DISTRICT

June 15, 2020

A Regular Meeting of the Board of School Directors was held at 7:30 p.m. on Monday, June 15, 2020, via a Zoom Web meeting.

Ms. Olbrich called the meeting to order and the Pledge of Allegiance was led by Aidan Mellon 6<sup>th</sup> grade student Aidan Hackett, and 3<sup>rd</sup> grade Howe student Nathan Hackett.

ROLL CALL:

Present: Mr. Hugh Beal, Mrs. Elaine Cappucci, Dr. Aviva Diamond, Ms. Valerie Fleisher, Dr. Justin Hackett, Mr. Michael Riemer, Dr. Stephen Strotmeyer, Mr. Jacob Wyland, Ms. Sarah Olbrich  
Absent: None

ATTENDING:

Dr. Timothy Steinhauer, Superintendent  
Mr. Thomas Peterson, Solicitor  
Administrative Staff: Ms. Cissy Bowman, Dr. Ronald Davis, Ms. Katie Devine, Dr. Heather Doyle, Mr. Robert Geletko, Dr. Marybeth Irvin, Mr. Richard Marciniak, Mr. Christopher Stengel

MINUTES

It was moved by Strotmeyer and seconded by Riemer that the Board approves the minutes of the Discussion Meeting held on May 11, 2020, and the Regular Meeting held on May 18, 2020.

MOTION APPROVED UNANIMOUSLY BY VOICE VOTE

BOARD PRESIDENT'S REPORT

Ms. Olbrich reported that diversity and inclusion are important to all involved with the Mt. Lebanon School District. A deep commitment to diversity, cultural competency and inclusion is reflected in the tenants of the District's recent community driven strategic plan and the myriad way each individual teacher addresses these very important issues in the classroom. The aim of the District Diversity Equity and Inclusion task force is as a group to help guide the district forward so we can make sure that we are addressing all our students' needs. We are beginning to form the group and are grateful for the great many of our community members who are interested in being part of it. While we can't take everyone, the committee will consider ways to engage with as many stakeholders as possible.

The Recovery Steering Committee met last week to continue to plan for the opening of school. As you know, the Governor moved our county into the Green Phase. Last week, the PDE released additional guidelines for schools. The committee will now incorporate the new guidelines into the plans. Dr. Steinhauer will expand on our return to school plans in his report. For additional information about the Recovery Steering Committee's work, please visit the District website.

## SUPERINTENDENT'S REPORT

Dr. Steinhauer reported that on the Board's agenda tonight is the consideration of (1) no increase to school lunch prices and (2) a no increase agreement with the Mt. Lebanon Aqua club for the use of the natatorium. This is the culmination of this Board's many efforts to cushion the significant economic impact this pandemic has had on the residents of Mt. Lebanon including (1) no millage increase in property taxes, (2) no increase in building rental fees, (3) no increase in student user fees, and on and on. The Board has been keenly aware and deeply sensitive to the many economic hardships that resulted from the pandemic. Although the District will have to operate in a finely attuned fiscal environment, the Board has put the needs of the community first.

Just like the educational recovery, the fiscal recovery requires careful and thoughtful planning and efforts over the next several years. Dr. Steinhauer commended the Board for its diligence, sensitivity, and compassion to the entire Mt. Lebanon community. We are grateful to have preliminary guidance from the Pennsylvania Department of Education for the Reopening of our schools. This guidance is critical as we continue to develop a roadmap to meeting, and where possible, exceeding all of PDE's and the CDC's expectations and guidelines before we bring students, faculty, and staff back to our buildings. The health and safety of our school community remains a priority.

The PDE guidance calls on schools to have publicly available health and safety plans that include information about how the schools are coordinating with local public health officials. The plan must include strategies to safely resume in-person instruction, monitor health conditions in the schools, mitigate and contain the virus at schools if it occurs, and communicate accurate and timely information to families, faculty and staff. Schools must reinforce good hygiene and sanitation practices, require face coverings in most circumstances, and implement physical distancing and facility modifications to prevent the spread of the virus. Once schools develop strategies to meet these guidelines and the plan has been reviewed and approved by the school board, it can then be submitted to PDE.

Based on current information and preliminary strategies being created by the Recovery Steering Committee - The Mt. Lebanon School District will focus the majority of our effort in two key areas (1) returning our students to full-time instruction in our buildings in late August and (2) developing a Mt. Lebanon Cyber Learning Academy for those families wanting a fully on-line learning environment. By more clearly defining our effort down these two pathways, we will be better able to plan and implement an effective educational program in this short span of time. It will also give our families and staff the opportunity to plan accordingly.

For the latest updates and information on Mt. Lebanon's response to the coronavirus pandemic, including extensive information specific for families, faculty and staff, visit <https://www.mtlsd.org/district/recovery-steering-committee>.

Dr. Steinhauer announced that each June, the District bids farewell and happy retirement to some members of our faculty and staff. Through their diligent and skillful work, our retiring employees have enriched the lives of our students and their colleagues, and have directly contributed to the District's success. We are grateful for their service.

This year we have one administrator, four faculty members, and 11 support staff retiring. Together they represent over 334 years of expertise and experience. Congratulations and best wishes to the following retirees for 2020: Jeff Zeiders is the assistant principal at Jefferson Middle School, Diana Becker is a guidance counselor at the high school, Krista Hartline is a reading specialist at Washington Elementary School, Debra Lewis is a reading specialist at Lincoln Elementary School, Mary Munson is a teacher at Howe Elementary School, Jeanne Cauchie is a cafeteria worker at Jefferson Middle School, Frank DeCarlo is a custodian at the Jefferson Middle School, Joan Divito is a PCA at Markham Elementary, William Drozynski is a

custodian at the high School, John Fortney is the head custodian at Foster Elementary School, Suzanne Miller was the secretary at Markham Elementary School, Robert Nelson was a custodian at the high school, Julie Nydes-Giargarlo was a secretary at the Facilities Office, Gina Romanello was a custodian at the high school, Charles Stevenson managed the mailroom at the high school, and Stephen Vennare was an electrician for the District. The full bios of our retirees can be found on our website.

BOARD REPORTS

Policy – Dr. Diamond reported that the Policy Committee met on June 8 to discuss revisions to policies KC, Title I, Parent & Family Engagement, and JICD, Bullying. The revised policies are on the agenda this evening for Board approval. The committee also discussed a separate policy on hate speech.

Pathfinder – Ms. Fleisher reported that the Pathfinder Boar met on May 20. Topics of discussion, along with routine business, were the administrative budget and summer facility projects.

Municipal Liaison – Dr. Hackett met the municipality and road construction plan have been finalized and are posted online along with the list of capital improvements projects. There has been no decision on municipal tax filings and revenues will be final in August. The municipal parks are open, and block parties are not allowed.

Parkway West CTC – Mr. Riemer reported that a Parkway business meeting was held and the school is preparing for classes to resume in the fall and also preparing online classes in case classes need to taught remotely.

NEW BUSINESS

It was moved by Fleisher and seconded by Beal that the Board approves, ratifies, and accepts the following financial reports: (Copy in official minutes)

- a. Treasurer’s Report dated May 31, 2020,
- b. List of Bills dated June 1, 2020, and June 10, 2020,
- c. June 30, 2020, List of Bills
- d. Budgetary Transfers to close the 2019-2020 fiscal year, and
- e. List of Donations to the Schools dated June 11, 2020.

ROLL CALL: For: Beal, Cappucci, Diamond, Fleisher, Hackett, Riemer, Strotmeyer, Wyland, Olbrich

Against: None

MOTION UNANIMOUSLY APPROVED

It was moved by Fleisher and seconded by Riemer that he Board approves CM Regent as the District’s insurance company for Property, Liability Coverage at the quoted rate of \$273,705, Brickstreet for Workers’ Compensation at the quoted price of \$309,079, and National Union Fire Insurance of Pittsburgh for Student Athletic Accident Insurance at the quoted price of \$13,643, pending final payroll amounts as per the list of Insurance Quotes. (Copy in official minutes)

ROLL CALL: For: Beal, Cappucci, Diamond, Fleisher, Hackett, Riemer, Strotmeyer, Wyland, Olbrich

Against: None

MOTION UNANIMOUSLY APPROVED

It was moved by Wyland and seconded by Diamond that the Board approves a food service budget for 2020-2021 in the amount of \$2,044,339 with lunch prices set at \$2.50 for elementary and secondary prices are to be \$2.65 for Tier One lunches, \$3.00 for Tier Two lunches, \$3.55 for Tier Three lunches, and \$1.60 for breakfast. (Copy in official minutes)

ROLL CALL: For: Beal, Cappucci, Diamond, Fleisher, Hackett, Riemer,  
Strotmeyer, Wyland, Olbrich  
Against: None  
MOTION UNANIMOUSLY APPROVED

It was moved by Wyland and seconded by Strotmeyer that the the Board approves a contract with Mockenhaupt Benefits Group for an OPEB actuarial study at their quoted rate of \$7,500. (copy in official minutes)

ROLL CALL: For: Beal, Cappucci, Diamond, Fleisher, Hackett, Riemer,  
Strotmeyer, Wyland, Olbrich  
Against: None  
MOTION UNANIMOUSLY APPROVED

It was moved by Beal and seconded by Diamond that the Board approves the June 4, 2020 list of personnel changes, as revised June 11, 2020, and June 15, 2020. (Copy in official minutes)

ROLL CALL: For: Beal, Cappucci, Diamond, Fleisher, Hackett, Riemer,  
Strotmeyer, Wyland, Olbrich  
Against: None  
MOTION UNANIMOUSLY APPROVED

It was moved by Beal and seconded by Riemer that the Board approves the 2020-2021 list of contracted salaries for 12-month secretaries effective July 1, 2020, reflecting an average increase as negotiated of 3.35% over the duration of the contract. (Copy in official minutes)

ROLL CALL: For: Beal, Cappucci, Diamond, Fleisher, Hackett, Riemer,  
Strotmeyer, Wyland, Olbrich  
Against: None  
MOTION UNANIMOUSLY APPROVED

It was moved by Riemer and seconded by Fleisher that the Board approves the 2020-2021 list of contracted salaries for custodial/maintenance employees effective July 1, 2020, reflecting an average increase as negotiated of 2.9% over the duration of the contract. (Copy in official minutes)

ROLL CALL: For: Beal, Cappucci, Diamond, Fleisher, Hackett, Riemer,  
Strotmeyer, Wyland, Olbrich  
Against: None  
MOTION UNANIMOUSLY APPROVED

It was moved by Riemer and seconded by Cappucci that the Board approves the 2020-2021 list of salary adjustments for administrative assistants/supervisors effective July 1, 2020, reflecting an average increase of 3.0%. (Copy in official minutes)

ROLL CALL: For: Beal, Cappucci, Diamond, Fleisher, Hackett, Riemer,  
Strotmeyer, Wyland, Olbrich  
Against: None  
MOTION UNANIMOUSLY APPROVED

It was moved by Cappucci and seconded by Wyland that the Board approves the 2020-2021 list of salary adjustments for specialists effective July 1, 2020, reflecting an average increase of 3.0%. (Copy in official minutes)

ROLL CALL: For: Beal, Cappucci, Diamond, Fleisher, Hackett, Riemer,  
Strotmeyer, Wyland, Olbrich  
Against: None  
MOTION UNANIMOUSLY APPROVED

It was moved by Cappucci and seconded by Hackett that the Board approves the 2020-2021 list of salary adjustments for head custodians effective July 1, 2020, reflecting an average increase of 3.0%. (Copy in official minutes)

ROLL CALL: For: Beal, Cappucci, Diamond, Fleisher, Hackett, Riemer,  
Strotmeyer, Wyland, Olbrich  
Against: None  
MOTION UNANIMOUSLY APPROVED

It was moved by Hackett and seconded by Diamond that the Board approves the list of salary adjustment for administrators effective July 1, 2020, reflecting the Act 1 index of 2.6% for a proficient rating with additional merit pool funds. (Copy in official minutes)

ROLL CALL: For: Beal, Cappucci, Diamond, Fleisher, Hackett, Riemer,  
Strotmeyer, Wyland, Olbrich  
Against: None  
MOTION UNANIMOUSLY APPROVED

It was moved by Hackett and seconded by Strotmeyer that the Board rates the performance of the Assistant Superintendents as satisfactory and approves the salary of \$166,791 for Dr. Ronald Davis and \$152,695 for Dr. Marybeth Irvin effective July 1, 2020. (Copy in official minutes)

ROLL CALL: For: Beal, Cappucci, Diamond, Fleisher, Hackett, Riemer,  
Strotmeyer, Wyland, Olbrich  
Against: None  
MOTION UNANIMOUSLY APPROVED

It was moved by Diamond and seconded by Beal that the Board approves revisions to Policy JIDC, Bullying, in the form presented. (Copy in official minutes)

ROLL CALL: For: Beal, Cappucci, Diamond, Fleisher, Hackett, Riemer,  
Strotmeyer, Wyland, Olbrich  
Against: None  
MOTION UNANIMOUSLY APPROVED

It was moved by Diamond and seconded by Riemer that the Board approves revisions to Policy KC, Title 1, Parent and Family Engagement in the form presented. (Copy in official minutes)

ROLL CALL: For: Beal, Cappucci, Diamond, Fleisher, Hackett, Riemer,  
Strotmeyer, Wyland, Olbrich  
Against: None  
MOTION UNANIMOUSLY APPROVED

It was moved by Strotmeyer and seconded by Riemer that the Board approves the 2020 List of Graduates as presented. (Copy in official minutes)

ROLL CALL: For: Beal, Cappucci, Diamond, Fleisher, Hackett, Riemer, Strotmeyer, Wyland, Olbrich  
 Against: None  
 MOTION UNANIMOUSLY APPROVED

It was moved by Strotmeyer and seconded by Cappucci that for the purpose of providing appropriate educational programs and services for all District children, the Board approves the proposed standardized testing schedule for the 2020-2021 school year:

DATES	GRADES(s)	ASSESSMENT INSTRUMENT
August 24 - September 30, 2020	1-5	Measures of Academic Progress; Reading and Math
	K-3	AIMSweb Reading and Math
August 24 - December 18, 2020	6-11	Classroom Diagnostic Tool (CDT- English, Math, Science
September 28 - October 2, 2020	6-11	2019-2020 Cohort Keystone Exams - Algebra 1, Biology, English Literature
October 14, 2020	10-11	PSAT
December 1-15, 2020	8 -11	Keystone – Algebra 1
	10-11	Keystone – Biology
	10 -11	Keystone - English Literature
January 4 – February 5, 2021	K -5	Measures of Academic Progress- Reading and Math
	K-3	AIMSweb Reading and Math
January 4 – March 31, 2021	6 -11	Classroom Diagnostic Tool (CDT) – English, Math, Science
April 19 -23, 2021	3 - 8	Achievement Test – English Language Arts (Pennsylvania System of School Assessment)
April 26- 30, 2021	3 - 8	Achievement Test – Math (Pennsylvania System of School Assessment)
April 26- 30, 2021	4 and 8	Achievement Test – Science (Pennsylvania System of School Assessment)
April 26- May 7, 2021	3-8	Achievement Test - Make Up (Pennsylvania System of School Assessment)
April 26-May 28, 2021	K-5	Measures of Academic Progress Reading and Math
	K-3	AIMSweb Reading and Math
April 6 - June 4, 2021	6-11	Classroom Diagnostic Tool (CDT) - English, Math, Science
May 17-28, 2021	8-11	Keystone - Algebra 1
	10-11	Keystone - Biology
	10-11	Keystone - English Literature
May 2021	1	Speech and Language Screening

ROLL CALL: For: Beal, Cappucci, Diamond, Fleisher, Hackett, Riemer,  
Strotmeyer, Wyland, Olbrich  
Against: None  
MOTION UNANIMOUSLY APPROVED

It was moved by Cappucci and seconded Fleisher that the Board approves an agreement with St. Anthony School Program for the provision of special education services for Mt. Lebanon exceptional students for the 2020-2021 school year at a cost not to exceed \$18,000 per student for no more than three (3) students. (Copy in official minutes)

ROLL CALL: For: Beal, Cappucci, Diamond, Fleisher, Hackett, Riemer,  
Strotmeyer, Wyland, Olbrich  
Against: None  
MOTION UNANIMOUSLY APPROVED

It was moved by Cappucci and seconded by Strotmeyer that the Board approves an agreement with the Keystone Oaks Project Succeed Program as an alternative education option for Mt. Lebanon students for the 2020-2021 school year at a cost of \$17,000 for no more than 15 students. (Copy in official minutes)

ROLL CALL: For: Beal, Cappucci, Diamond, Fleisher, Hackett, Riemer,  
Strotmeyer, Wyland, Olbrich  
Against: None  
MOTION UNANIMOUSLY APPROVED

It was moved by Hackett and seconded by Cappucci that the Board approves the AIU Transition Memorandum of Understanding in the form presented. (Copy in official minutes)

ROLL CALL: For: Beal, Cappucci, Diamond, Fleisher, Hackett, Riemer,  
Strotmeyer, Wyland, Olbrich  
Against: None  
MOTION UNANIMOUSLY APPROVED

It was moved by Hackett and seconded by Cappucci that the Board awards the 2020-2021 Dairy Bid to Turner's Dairy in the amount of \$15,482.50 as the lowest responsible bidder meeting specifications. (Copy in official minutes)

ROLL CALL: For: Beal, Cappucci, Diamond, Fleisher, Hackett, Riemer,  
Strotmeyer, Wyland, Olbrich  
Against: None  
MOTION UNANIMOUSLY APPROVED

It was moved Riemer and seconded by Cappucci that the Board approves the lease with Quadiant for a mailing machine at the State Contract price of \$445.55 per month for 60 months and authorizes the Superintendent to sign the forms necessary to implement this lease. (Copy in official minutes)

ROLL CALL: For: Beal, Cappucci, Diamond, Fleisher, Hackett, Riemer,  
Strotmeyer, Wyland, Olbrich  
Against: None  
MOTION UNANIMOUSLY APPROVED

It was moved by Riemer and seconded by Strotmeyer that the Board approves the 50% payment compromise to First Student for missed runs for the period March 16, 2020 through June 9, 2020 for the reasons presented at the discussion meeting held June 8, 2020. (Copy in official minutes)

ROLL CALL: For: Beal, Cappucci, Diamond, Fleisher, Hackett, Riemer, Strotmeyer, Wyland, Olbrich  
Against: None  
MOTION UNANIMOUSLY APPROVED

It was moved by Diamond and seconded by Cappucci that the Board approves the Aqua Club Lease in the form presented. (Copy in official minutes)

ROLL CALL: For: Beal, Cappucci, Diamond, Fleisher, Hackett, Riemer, Wyland, Olbrich  
Abstained: Strotmeyer  
Against: None  
MOTION APPROVED

It was moved by Diamond and seconded by Fleisher that the Board awards contract #20-002, Mt. Lebanon High School Crosswalk Project, to Bronder Technical Services, Inc. at their bid price of \$29,957.03, for flashing crosswalk signs and overhead light fixtures, as the lowest responsible bidder meeting specifications. (Copy in official minutes)

ROLL CALL: For: Beal, Cappucci, Diamond, Fleisher, Hackett, Riemer, Strotmeyer, Wyland, Olbrich  
Against: None  
MOTION UNANIMOUSLY APPROVED

It was moved by Beal and seconded by Strotmeyer that the Board approves an agreement with UPMC for athletic trainer and medical services for a five year term beginning July 1, 2020, at an initial annual fee of \$ 30,500 and increasing to a final annual fee of \$ 34,250, in substantially the form presented, subject to approval by the Superintendent and the Solicitor of a final agreement. (Copy in official minutes)

ROLL CALL: For: Beal, Cappucci, Diamond, Fleisher, Hackett, Strotmeyer, Wyland, Olbrich  
Against: Riemer  
MOTION APPROVED

#### COMMENTS FROM RESIDENTS

Five residents spoke before the Board about the following:

Thanked the Board for hearing plea for leadership to open schools  
No speakers at the discussion meeting were advocated breaking the law  
Doesn't understand the statement "when it is safe for students to return to school"  
Appreciates how the Board is considering all avenues and taking their time to make sure students are safe  
Appreciates the Board's work  
Can't go back to school until there is a vaccine  
Thanks the School Board, Dr. Steinhauer, teachers, and food service department  
Mission of the Recovery Team



Questioned how team members were selected  
Questioned if there was a list names of team members

ADJOURNMENT

There being no further business, it was moved by Riemer and seconded by Hackett to adjourn the meeting at 8:27 p.m. The motion was unanimously approved by voice vote.

Cecile D. Bowman, Secretary  
Board of School Director

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