

MT. LEBANON SCHOOL DISTRICT  
7 HORSMAN DRIVE  
PITTSBURGH PA 15228

DISCUSSION MEETING  
OF THE  
BOARD OF SCHOOL DIRECTORS  
MT. LEBANON HIGH SCHOOL AUDITORIUM  
MONDAY, JUNE 14, 2021  
7:30 P.M.

---

AGENDA

- I. Call to Order
- II. Roll Call
- III. Retiree Recognition
- IV. Action Items for June 21, 2021, Board Meeting
  - A. Financial Items
    1. Treasurer's Report – The treasurer's report reflects cash transactions for the month of May 2021. 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 May 20 and May 31, 2021. 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 Unusable Equipment - The list of unusable equipment includes old network equipment in fair condition sold as-is with no returns or warranties. Additionally, the list includes Geography and Atlas books in good and poor condition. The Superintendent recommends approval of this 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 August board meeting. The Superintendent recommends approval of this action.
    5. Budgetary Transfer to Close the School Year - Annually, the Board is requested to approve budgetary transfers necessary to close the fiscal year. The list will be presented for ratification prior to the approval of the audit in October. The Superintendent recommends approval of this action.
    6. 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.

7. School District Insurance Policies - Annually, the District's insurance broker, Jonathan Kelly, bids out our insurance for Property and Liability, Directors and Officers and Student Accident coverage. This year's low bid for Property and Liability and D&O insurance is with CM Regent at their bid price of \$282,881. The low bid for Student Accident Insurance was National Union Fire Insurance Company of Pittsburgh at their bid price of \$15,143. The Superintendent recommends approval of the insurance policies for next year.
8. Worker's Compensation Insurance - This year, the District requested proposals for Worker's Compensation Insurance Brokerage Services. Three separate brokers submitted proposals and bid pricing from five different Worker's Compensation providers. The winning broker of record was Gallagher with UPMC Work Partners at their bid price of \$196,942. Our budget for Worker's Compensation Insurance is \$300,000; this is a savings of \$103,058. The Superintendent recommends approval of this insurance policy for next year.
9. Food Service Budget and Lunch Prices - The budget for the Food Service Department is presented at \$2,115,000 (\$2,044,339 last year), which is a 3% increase based on increased costs and student participation. The lunch prices for the 2021-2022 school year are presented for Board consideration - Tier 1 Lunch is \$2.55 for elementary and \$2.70 for secondary. The Superintendent recommends approval of these actions.

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 the approval of this report.
2. Approval of List of Annual Salaries for 12-Month Secretaries - The Superintendent recommends the Board approves the negotiated annual contract salaries for 12-month secretaries as listed effective July 1, 2021, reflecting an average increase of 3.35% over the life of the contract.
3. Approval of List of Annual Salaries for Administrative Assistants/Supervisors - The Superintendent recommends that the Board approve the annual salary adjustments for administrative assistants/supervisors effective July 1, 2021, reflecting an average increase of 3%.
4. Approval of Salaries for Specialists - The Superintendent recommends that the Board approves the annual salary adjustments for specialists effective July 1, 2021, reflecting an average increase of 3%.
5. Approval of Salaries for Head Custodians - The Superintendent recommends that the Board approves the annual salary adjustments for head custodians effective July 1, 2021, reflecting an average increase of 3%.
6. Approval of Administrative Salaries - The Superintendent recommends that the Board approves the annual negotiated salary adjustments for administrators effective July 1, 2021, reflecting the Act 1 index of 3.5% for a proficient rating with additional merit pool funds.

7. Performance Rating and Salary Increase for Assistant Superintendents - Annually, the Board is required to review the performance of the Assistant Superintendents, Dr. Ronald Davis, Assistant Superintendent of Secondary Education, and Dr. Marybeth Irvin, Assistant Superintendent of Elementary Education. In accordance with statutory requirements, the performance of each has been rated \_\_\_\_\_ for the 2020-2021 school year. The recommended salary increases are consistent with the Act 93 salary adjustments. The Superintendent recommends approval of this salary increase.
8. Appointment of Board Secretary - Every four years, the Board must appoint a secretary to perform specific functions required by law. Board secretaries maintain minutes of all board meetings, execute contracts and sign other legal documents after the board has approved such action. The superintendent recommends Kimberly Walters to a four-year term effective July 6, 2021, at no remuneration.
9. Appointment of Assistant Secretary of the School Board - The Board is asked to approve Kimberly Walters to the position of Assistant Secretary of the School Board to serve in the capacity as Recording Secretary, Notary Public, and Open Records Officer at a remuneration of \$7,070 annually subject to increases aligned to administrative assistants.

C. Other

1. Approval of 2021 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 of meeting the requirements for graduation. The Board will take action on the approved list of graduates at the June 21, 2021, regular meeting.
2. Dairy Bid - Annually the District bids our Dairy for the food service operations. The winning bid is Turner's Dairy at \$15,972.50 for milk. The Superintendent recommends approval of this bid.
3. Educational Services Provided by the Allegheny Intermediate Unit - This is an agreement with the Allegheny Intermediate Unit for the 2021-2022 school year to provide and operate programs for the benefit of students as assigned by the District and in accordance with state and federal law. The Superintendent recommends approval of this agreement.
4. Waterfront Learning Services Contract - The Board is asked to approve an agreement with the Allegheny Intermediate Unit for its Waterfront Learning Services. Waterfront Learning provides a menu of flexible cyber education program options. This agreement establishes what costs the District would incur if it uses any of the services. In the past, Waterfront Learning has been used as a credit recovery option for students. The Superintendent recommends approval of this contract.
5. School Resource Officer MOU - The School Resource Officer Agreement between the District and the Municipality is presented for a one-year term with the district reimbursing the Municipality for 65% of all costs incurred by the Municipality in providing the School Resource Officer in the estimated amount of \$98,762. The Superintendent recommends approval of this agreement in substantially the form presented pending agreement of the Mt. Lebanon Commissioners.

6. Student Trip to Lake Placid , NY - The High School Ski Club requests permission to travel to Lake Placid, NY on January 14-18, 2022. Students will not miss any days of school and participating students will be responsible for the cost of the trip. The Superintendent recommends approval of this trip.
7. High School Choir, Orchestra, Marching Band, and Winter Guard to Walt Disney World - The Mt. Lebanon High School Choir, Orchestra, Marching Band, and Winter Guard are requesting permission to travel to Orlando, Florida on March 30 - April 4, 2022. Choir, Orchestra, and the Marching Band will participate in the Disney Performing Arts on Stage opportunities, and Winter Guard will participate in the WGI Orlando Regional performance. Students will miss 3.5 days of school. Participating students will be responsible for the cost of the trip, and fundraising opportunities will be available to the students.
8. Designation of Voting Delegates to PSBA Conference - It has been the practice of the Board to approve up to three voting delegates to the Annual PSBA Delegate Assembly Meeting held on Saturday, October 23, 2021 at 9:00 am at the PSBA Headquarters in Mechanicsburg PA and will also be accessible via Zoom.
9. Appointment of Parkway West CTC Representative - Due to the vacancy on the Parkway West Joint Committee occurring by the resignation of Hugh Beal, the Superintendent is recommending that William Cooper be appointed to fill the vacancy until the first Monday of December, 2021.

D. Discussion

1. Diversity, Equity, and Inclusion (DEI) Taskforce Report - Dr. Irvin will present an overview of the work of the DEI Taskforce.

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

V. Upcoming Public Meetings

June 21, 2021 - 6:45 p.m.	Diversity, Equity & Inclusion Committee Mtg. <i>On-line, via telephone or computer</i> <b>OR</b> <b>High School Auditorium</b>
June 21, 2021 - 7:30 p.m.	Board Regular Meeting <i>On-line, via telephone or computer</i> <b>OR</b> <b>High School Auditorium</b>

*No Board Meetings in July*

VI. Adjournment