

MT. LEBANON SCHOOL DISTRICT  
7 HORSMAN DRIVE  
PITTSBURGH PA 15228

DISCUSSION MEETING  
OF THE  
BOARD OF SCHOOL DIRECTORS

MONDAY, JUNE 9, 2014  
JEFFERSON MIDDLE SCHOOL LIBRARY  
7:30 P.M.

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AGENDA

I. Call to Order

II. Roll Call

III. Action Items for June 16, 2014, Board Meeting

A. Financial Items

1. Treasurer's Report – The treasurer's report for the month of May is presented for approval and reflects typical transactions for this time of year. The superintendent recommends approval of this action.
2. Monthly List of Bills – The monthly list of bills reflects checks authorized to be drawn between May 15 and 31, 2014. All checks are for items typical of this time of year. The superintendent recommends approval of this list.
3. List of Tax Refunds – The list of tax refunds reflects four properties with refunds totaling \$4,789.16. The solicitor's office has reviewed these refunds and recommends their approval. The superintendent recommends approval of the list.
4. Budgetary Transfers – The list of budgetary transfers this month totals \$1,599 to fund the cost of teacher mentors. Funds are being transferred from supply accounts. The superintendent recommends approval of this list.
5. June 30 List of Bills – The June 30 list of bills is a request for prior approval of bills related to year end so we can pay these before they have to be accrued. This is an annual action which is recommended for approval by the superintendent.
6. Budgetary Transfers to Close the School Year – Annually, the Board is asked to approve all budgetary transfers necessary to close the fiscal year. The final list will be presented for ratification at the October Board meeting after all year end journal entries are complete and the audit verifies the transactions. The superintendent recommends approval of this action.
7. School District Blanket Insurance Policy – Annually, the District gets quotes for insurance for our property and for worker's compensation. The quotes will be reviewed with the Board and the best coverage options will be recommended for approval.
8. List of Donations to the Schools – Annually, the Board is asked to approve all donations to the schools and is presented with a list of donations made during the year. The superintendent recommends approval of this list.

9. List of Unusable Equipment – The list of items for sale this month includes some old textbooks no longer in use in our programs and a UV pool filter. The superintendent recommends approval of this list for sale.
10. Food Service Budget and Lunch Rates – The food service budget is presented with a recommended lunch price increase of ten cents at all levels except tier three lunches. This is a required increase in price since we are below the federally required price of \$2.65 per meal based on our current weighted average paid meal price of \$2.41. We are permitted to work towards the required price over a period of years, so we are only recommending an increase of ten cents this year. Based on this price increase, and revisions in staffing based on our new high school cafeteria structure, the budget presented is \$1,349,359 reflecting a profit of \$9,860. Profit is used to purchase small-wares and equipment as needed for the program. The superintendent recommends approval of this budget and lunch pricing.

B. Personnel Items

1. Personnel Report – The Personnel Report dated June 9, 2014, details personnel appointments, changes in assignments, leaves of absences, sabbatical requests, resignations, and retirements to be considered by the Board. The superintendent recommends approval of this report.
2. Approval of List of Annual Salaries for 12-month Secretaries – The superintendent recommends the negotiated annual contract salaries for 12-month secretaries as listed effective July 1, 2014.
3. 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, 2014.
4. Approval 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, 2014.
5. Approval of Annual Salaries for Specialists – The superintendent recommends that the Board approves the annual salary adjustments for specialists effective July 1, 2014.
6. Approval of Annual Salaries for Head Custodians – The superintendent recommends that the Board approves the annual salary adjustments for head custodians effective July 1, 2014.
7. Approval of Administrative Salaries – The superintendent recommends that the Board approve the annual negotiated salary adjustments for administrators effective July 1, 2014.

C. Other

1. Approval of 2014 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 these students have been 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, 2014. The superintendent recommends approval of this list.

2. 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 superintendent recommends approval of the annual agreement.
3. Prospect Research Consultant - To help ensure proper vetting of major gift prospects for the Capital Campaign, we would like to hire Richard A. Kepple, a freelance prospect research professional, to work with us at a cost of \$30 per hour not-to-exceed \$6,000. This work will be completed over several months on an as-needed basis. The superintendent recommends approval of this contract.
4. Student Trip – The Ski Club is requesting approval to travel Sugarbush Ski Resort in Vermont from Friday, January 23 to Tuesday, January 27, 2015, for forty students and five chaperones missing no school, at no cost to the District. The superintendent recommends approval of this trip.
5. Change Orders for High School Renovation Project – Change orders for Board Approval for the month of June total \$265,923 with \$258,927 allocated from the Contingency Budget and \$10,118 from the Capital Project Budget as follows:
  - a. GC-101-229 to Nello for \$95,000 for gym floor and scheduling changes,
  - b. GC-102-230 to Nello for \$75,768 for building, wall, floor, door and structure revisions,
  - c. PL-31-231 to Vrabel for \$20,849 for water line rerouting and garbage disposal connections,
  - d. EL-62-232 to Farfield for \$32,909 for raceways, zone boxes, breakers, dampers and data connections,
  - e. ME-24-233 to McKamish for \$31,279 for HVAC , vent, ductwork and fan changes, and
  - f. CW-03-234 to Reed for \$10,118 for additional countertops funded from Capital Budget.

The superintendent recommends approval of these change orders.
6. Approval of Basic and Supplemental Textbooks for 2014-2015 – In accordance with Section 803 Pennsylvania School Laws, the following textbooks are listed for adoption and recommendation by the Superintendent.

SENIOR HIGH SCHOOL

**Subject: WORLD LANGUAGES**

**Course:**

<b>Title</b>	<b>Grade</b>	<b>Publisher</b>	<b>Copyright Date</b>	<b>Author</b>
<i>Exploring Arabic</i>	9-12	EMC	2009	Hisham Abdul Khalek and Joan G. Sheeran

**D. Discussion**

1. Revisions to Policy KCD – The Policy Committee recommends revisions to Policy KCD, Donations to the School District.

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

V. Upcoming Public Meetings

June 16, 2014 – 7:30 p.m.

Board Regular Meeting  
Jefferson Middle School Library

July 21, 2014 – 7:00 p.m.	Construction Update Jefferson Middle School Library
July 21, 2014 – 7:30 p.m.	Joint Discussion/Regular Board Meeting Jefferson Middle School Library
August 11, 2014 – 7:00 p.m.	Construction Update Jefferson Middle School Library
August 11, 2014 – 7:30 p.m.	Board Discussion Meeting Jefferson Middle School Library
August 18, 2014 – 7:30 p.m.	Board Regular Meeting Jefferson Middle School Library

VI. Adjournment