

SCHOOL DISTRICT OF THE CITY OF MONESSEN  
Monessen, Pennsylvania

BOARD OF SCHOOL DIRECTORS  
Agenda  
June 18, 2018

- I. Meeting Called to Order
- II. Pledge of Allegiance
- III. Roll Call
- IV. Correspondence
- V. Presentation – Alex Merritt (6<sup>th</sup> Grade Student)
- VI. Comments by Citizens on Agenda Items
- VII. Old Business
- VIII. 1. To approve the minutes of May 8, 2018, as presented. (Display 1)  
Motion by: \_\_\_\_\_ Seconded by: \_\_\_\_\_  
Discussion: \_\_\_\_\_  
Affirmative Vote: \_\_\_\_\_ Negative Vote: \_\_\_\_\_
- IX. Monetary
  - 1. To approve the Treasurer’s Report for April 2018, as presented. (Display 2)  
Motion by: \_\_\_\_\_ Seconded by: \_\_\_\_\_  
Discussion: \_\_\_\_\_  
Affirmative Vote: \_\_\_\_\_ Negative Vote: \_\_\_\_\_
  - 2. To approve payment of bills, previously paid, for \$188,065.32, as presented. (Display 3)  
Motion by: \_\_\_\_\_ Seconded by: \_\_\_\_\_  
Discussion: \_\_\_\_\_  
Affirmative Vote: \_\_\_\_\_ Negative Vote: \_\_\_\_\_

3. To approve ratifications of bills previously paid for \$492,502.29, as presented. (Display 4)

Motion by: \_\_\_\_\_ Seconded by: \_\_\_\_\_

Discussion: \_\_\_\_\_

Affirmative Vote: \_\_\_\_\_ Negative Vote: \_\_\_\_\_

X. New Business

A. Finance

1. Proper legal notice of the adoption of the proposed school budget for the fiscal year 2018-2019 has been duly given according to law. The Board of School Directors has fixed the date of Monday, June 18, 2018 for the final adoption of the proposed school budget.

To adopt the General Fund Budget for the 2018-2019 school year, calling for an expenditure of \$ \_\_\_\_\_, commencing July 1, 2018.

Motion by: \_\_\_\_\_ Seconded by: \_\_\_\_\_

Discussion: \_\_\_\_\_

Affirmative Vote: \_\_\_\_\_ Negative Vote: \_\_\_\_\_

2. After due advertising of the budget and public display of such, in accordance with the law, the Board hereby assesses and levies a tax of \_\_\_\_\_ mills, or \$ \_\_\_\_\_ cents per hundred dollars on all real estate within the limits of the School District of the City of Monessen, which is taxable according to the laws of the Commonwealth of Pennsylvania consistent with Westmoreland County rates and levies and assessments as herein in effect for the fiscal year 2018-2019 beginning July 1, 2018, such taxes being levied for purposes set forth in the 2018-2019 Monessen School District budget.

Motion by: \_\_\_\_\_ Seconded by: \_\_\_\_\_

Discussion: \_\_\_\_\_

Affirmative Vote: \_\_\_\_\_ Negative Vote: \_\_\_\_\_

3. The new fiscal year shall commence on July 1, 2018. The following resolution is in order to direct the Superintendent of Schools to proceed with the proper execution of the budget:

To authorize the Superintendent of Schools to execute the necessary items of the 2018-2019 General Fund Budget commencing July 1, 2018.

Motion by: \_\_\_\_\_ Seconded by: \_\_\_\_\_

Discussion: \_\_\_\_\_

Affirmative Vote: \_\_\_\_\_ Negative Vote: \_\_\_\_\_

- 4. To adopt the following resolution: To hereby assess and levy a tax of five-tenths of one per centum or 50 cents per hundred dollars for general revenue purposes on salaries, wages, commissions, and other compensation earned after July 1, 2018 by residents of the City of Monessen, and on the net proceeds earned after July 1, 2018 of businesses, professions, and other activities conducted by such residents, said being levied and assessed in accordance with the terms and conditions of the resolution heretofore adopted.

Motion by: \_\_\_\_\_ Seconded by: \_\_\_\_\_

Discussion: \_\_\_\_\_

Affirmative Vote: \_\_\_\_\_ Negative Vote: \_\_\_\_\_

- 5. To approve the listed monthly rates for health insurance with the Westmoreland Intermediate Unit Rate Stabilization Consortium from July 1, 2018 to June 30, 2019.

Blue Cross/Blue Shield PPO Medical & Prescription

Employee	\$563.00
Employee/Child	\$1362.00
Employee/Children	\$1404.00
Employee & Spouse	\$1518.00
Family	\$1559.00

Dental – both PPO & Indemnity

Employee	\$25.09
Employee/Family	\$64.48

Motion by: \_\_\_\_\_ Seconded by: \_\_\_\_\_

Discussion: \_\_\_\_\_

Affirmative Vote: \_\_\_\_\_ Negative Vote: \_\_\_\_\_

- 6. To adopt the following resolution:

2018 Homestead and Farmstead Exclusion Resolution

RESOLVED, by the Board of School Directors of the City of Monessen, that homestead and farmstead exclusion real estate tax assessment reductions are authorized for the school year beginning July 1, 2018, under the provisions of the Homestead Property Exclusion Program Act (part of Act 50 of 1998) and the Taxpayer Relief Act (Act 1 of 2006), as follows:

1. Aggregate amount available for homestead and farmstead real estate tax reduction.

The following amounts are available for homestead and farmstead real estate tax reduction for the school year beginning July 1, 2018:

- a. Gambling tax funds. The Pennsylvania Department of Education (PDE) has notified the School District that PDE will pay to the School District during the school year pursuant to Act 1, 53 P.S. § 6926.505(b), as a property tax reduction allocation funded by gambling tax funds, the amount of \$527,541.16.
- b. Philadelphia tax credit reimbursement funds. PDE has notified the School District that PDE will pay to the School District during the school year pursuant to Act 1, 53 P.S. § 6926.324(3), as reimbursement for Philadelphia tax credits claimed against the School District earned income tax by School District resident taxpayers, the amount of \$169.11.
- c. Aggregate amount available. Adding these amounts, the aggregate amount available during the school year for real estate tax reduction is \$527,710.27.

2. Homestead/farmstead numbers. Pursuant to Act 50, 54 Pa. C.S. § 8584(i) and Act 1, 53 P.S. § 6926.341(g) (3), the County has provided the School District with a certified report listing approved homesteads and approved farmsteads as follows:

- a. Homestead property number. The number of approved homesteads within the School District is 2,152.
- b. Farmstead property number. The number of approved farmsteads within the School District is 0.
- c. Homestead/farmstead combined number. Adding these numbers, the aggregate number of approved homesteads and approved farmsteads is 2,152.

3. Real estate tax reduction calculation. Dividing the paragraph 1(c) aggregate amount available during the school year for real estate tax reduction of \$527,710.27 by the paragraph 2(c) aggregate number of approved homesteads of 2,152, the maximum real estate tax reduction amount applicable to each approved homestead is \$245.22

4. Homestead exclusion calculation. Dividing the paragraph 3 maximum real estate tax reduction of \$245.22 by the School District real estate tax of \_\_\_\_\_ mills, the maximum real estate assessed value reduction to be reflected on tax notices as a homestead exclusion for each approved homestead is \$\_\_\_\_\_.

5. Homestead/farmstead exclusion authorization – July 1 tax bills. The tax notice issued to the owner of each approved homestead within the School District shall reflect a homestead exclusion real estate assessed value reduction equal to the lesser of: (a) the County-established assessed value of the homestead; or (b) the paragraph 4 maximum real estate assessed value reduction of \$\_\_\_\_\_. The tax notice issued to the owner of each approved farmstead within the School District shall reflect an additional farmstead exclusion real estate assessed value reduction equal to the lesser of: (a) the County-established assessed value of the farmstead; or (b) the paragraph 4 maximum real estate assessed value reduction of \$\_\_\_\_\_. For purposes of this Resolution, “approved homestead” and “approved farmstead” shall mean homesteads and farmsteads listed in the report referred to in paragraph 2 above and received by the School District from the County Assessment Office on or before May 1 pursuant to Act 1, 53 P.S. § 6926.341(g)(3), based on homestead/farmstead applications filed with the County Assessment Office on or before March 1. This paragraph 5 will apply to tax notices based on the initial tax duplicate used in issuing initial real estate tax notices for the school year, which will be issued on or promptly after July 1, and will not apply to interim real estate tax bills.

Motion by: \_\_\_\_\_ Seconded by: \_\_\_\_\_

Discussion: \_\_\_\_\_

Affirmative Vote: \_\_\_\_\_ Negative Vote: \_\_\_\_\_

7. To renew the following insurance coverages with Gleason Insurance for Property, General Liability, Automobile Liability, Inland Marine, Crime, Boiler & Machinery, Excess Liability, Educator’s Legal Liability, Cyber Liability, Law Enforcement and Workers Compensation for 2018-2019.

Motion by: \_\_\_\_\_ Seconded by: \_\_\_\_\_

Discussion: \_\_\_\_\_

Affirmative Vote: \_\_\_\_\_ Negative Vote: \_\_\_\_\_

8. To adopt the following resolution: To hereby assess and levy a tax of one-half percent (1/2%) or 50 cents per hundred dollars to provide revenue for general school purposes as set forth in the budget for the fiscal year 2018-2019 beginning with July 1, 2018 upon the transfer by deed, document, or other conveyance of real estate wholly or partly within the School District of the City of Monessen, imposing duties and conferring powers upon the Secretary and Tax Collector of said School District; providing certain exemptions; prescribing the method and manner of collecting such tax and imposing penalties for a non-payment thereof within the fixed time for the payment and for the violation of the provisions of the resolution.

Motion by: \_\_\_\_\_ Seconded by: \_\_\_\_\_

Discussion: \_\_\_\_\_

Affirmative Vote: \_\_\_\_\_ Negative Vote: \_\_\_\_\_

- 9. To adopt the following resolution: To hereby assess and levy a Mercantile Tax and Mercantile License Tax of three-fourths (3/4) of one mill or 7.5 cents per hundred dollars on retail and one-half (1/2) mill or 5 cents per hundred dollars on wholesale business conducted within the School District of the City of Monessen for the fiscal year beginning July 1, 2018.

Motion by: \_\_\_\_\_ Seconded by: \_\_\_\_\_

Discussion: \_\_\_\_\_

Affirmative Vote: \_\_\_\_\_ Negative Vote: \_\_\_\_\_

- 10. To adopt Act 222 of 2004 Emergency and Municipal Service Tax resolution:  
To hereby assess and levy a tax of five dollars (\$5.00) for general revenue purposes on individuals for the privilege of engaging in occupations within the School District of the City of Monessen for the school year 2018-2019 beginning July 1, 2018.

Motion by: \_\_\_\_\_ Seconded by: \_\_\_\_\_

Discussion: \_\_\_\_\_

Affirmative Vote: \_\_\_\_\_ Negative Vote: \_\_\_\_\_

- 11. To adopt the following resolution:

**Real Estate Tax Universal Installment Payment Plan Resolution**

(installment payment available for all taxpayers)

RESOLVED, by the Board of School Directors of School District of the City of Monessen, that a plan is adopted providing an option for installment payment of real estate taxes for all taxpayers pursuant to the Taxpayer Relief Act, 53 P. S. § 6926.1502, as follows:

**Real Estate Tax Universal Installment Payment Plan**

For the real estate tax levied by the School District, other than interim real estate tax, taxpayers may elect an installment payment option under the following rules:

- 1. **Installment payment dates.** A taxpayer electing the installment payment option may pay the real estate tax in three (3) equal installment payments of one-third (1/3) of the full tax amount. The installments are due on or before September 30, October 31, and November 30 of the year in which the tax is levied. Any installment not paid in full by these dates is delinquent.
- 2. **Taxpayer election of installment payment option.** Payment of the first installment in full by September 30 will constitute taxpayer election to pay

tax in installments. Installment payment is permitted only if the taxpayer elects by paying the first installment payment in full by September 30. If the taxpayer fails to pay the first installment payment by September 30, the taxpayer may nevertheless elect to pay tax in installments by paying on or before October 31 the delinquent first installment payment together with a penalty in the amount of 10% of the amount of the installment, and paying the second installment payment in full. If the taxpayer fails to meet this requirement, the full amount of the real estate tax is due on or before October 31, and the real estate tax is delinquent if not paid in full on or before October 31.

3. **No discount.** No discount applies to installment payments.
4. **Penalty on delinquent installments.** If a taxpayer makes the first installment payment by August 31 and fails to pay in full any subsequent installment by the installment due date, the installment not paid by the due date is delinquent, and a penalty will be added to the tax in the amount of ten percent (10%) of the amount of the installment not paid by the installment due date, without regard to any partial payment of the installment.
5. **Option available for all property.** Any taxpayer may elect installment payment.
6. **Ineligibility.** A taxpayer who is delinquent by more than ten (10) days on all installment payments is ineligible for the installment payment option in the following school year.
7. **Effective date.** This plan will become effective July 1, 2018 and will continue in effect thereafter for real estate taxes levied for the school year beginning July 1, 2018, and for real estate taxes levied for future years, until amended or repealed.

Motion by: \_\_\_\_\_ Seconded by: \_\_\_\_\_

Discussion: \_\_\_\_\_

Affirmative Vote: \_\_\_\_\_ Negative Vote: \_\_\_\_\_

12. To authorize the start of the application procedure for a Tax Anticipation Note (TAN) where the District will borrow the amount of \$2,000,000 from Community Bank in the event the State budget is not approved by June 30, 2018.

Motion by: \_\_\_\_\_ Seconded by: \_\_\_\_\_

Discussion: \_\_\_\_\_

Affirmative Vote: \_\_\_\_\_ Negative Vote: \_\_\_\_\_

B. Curriculum

1. To approve the following request for Student Activities:

<u>Activity</u>	<u>Date</u>	<u>Location</u>	<u>Sponsor</u>	<u>Students</u>	<u>Cost</u>
YWCA TechGyrls	06/20/18	Greensburg, PA	Carney	5-10	Van

Motion by: \_\_\_\_\_ Seconded by: \_\_\_\_\_

Discussion: \_\_\_\_\_

Affirmative Vote: \_\_\_\_\_ Negative Vote: \_\_\_\_\_

C. Building & Property

1. To approve the following request for the Use of Facilities:

<u>Facility</u>	<u>Date</u>	<u>Organization</u>
LGI Room	08/06/18, 08/13/18 08/20/18, 09/04/18 09/11/18, 09/25/18 10/02/18, 10/09/18 10/16/18	Mon Valley Football Officials

Motion by: \_\_\_\_\_ Seconded by: \_\_\_\_\_

Discussion: \_\_\_\_\_

Affirmative Vote: \_\_\_\_\_ Negative Vote: \_\_\_\_\_

D. Athletics

1. To renew a one year contract with Nova Care to provide Athletic Training Services. (D-5)

Motion by: \_\_\_\_\_ Seconded by: \_\_\_\_\_

Discussion: \_\_\_\_\_

Affirmative Vote: \_\_\_\_\_ Negative Vote: \_\_\_\_\_

2. To accept the resignation of Joe Salvino, effective immediately.

Motion by: \_\_\_\_\_ Seconded by: \_\_\_\_\_

Discussion: \_\_\_\_\_

Affirmative Vote: \_\_\_\_\_ Negative Vote: \_\_\_\_\_

3. To approve the hiring of Dan Bosnic as the Boys Varsity Head Basketball Coach.

Motion by: \_\_\_\_\_ Seconded by: \_\_\_\_\_

Discussion: \_\_\_\_\_

Affirmative Vote: \_\_\_\_\_ Negative Vote: \_\_\_\_\_



4. To approve the hiring of Melvin Vertacnik as Assistant Girls Varsity Basketball Coach.

Motion by: \_\_\_\_\_ Seconded by: \_\_\_\_\_

Discussion: \_\_\_\_\_

Affirmative Vote: \_\_\_\_\_ Negative Vote: \_\_\_\_\_

E. Personnel

1. To accept the resignation of Linda Popp for retirement purposes, effective June 7, 2018.

Motion by: \_\_\_\_\_ Seconded by: \_\_\_\_\_

Discussion: \_\_\_\_\_

Affirmative Vote: \_\_\_\_\_ Negative Vote: \_\_\_\_\_

2. To accept the resignation of Lynn Josay for retirement purposes, effective June 7, 2018.

Motion by: \_\_\_\_\_ Seconded by: \_\_\_\_\_

Discussion: \_\_\_\_\_

Affirmative Vote: \_\_\_\_\_ Negative Vote: \_\_\_\_\_

3. To accept the resignation of Denise Weckoski for retirement purposes, effective June 7, 2018.

Motion by: \_\_\_\_\_ Seconded by: \_\_\_\_\_

Discussion: \_\_\_\_\_

Affirmative Vote: \_\_\_\_\_ Negative Vote: \_\_\_\_\_

4. To approve the hiring of Rachel Collette as Spanish Teacher, at Bachelor Step 1, at a salary of \$37,279.00.

Motion by: \_\_\_\_\_ Seconded by: \_\_\_\_\_

Discussion: \_\_\_\_\_

Affirmative Vote: \_\_\_\_\_ Negative Vote: \_\_\_\_\_

5. To approve employee #930 request for a Maternity Leave beginning September 24, 2018 through December 17, 2018.

Motion by: \_\_\_\_\_ Seconded by: \_\_\_\_\_

Discussion: \_\_\_\_\_

Affirmative Vote: \_\_\_\_\_ Negative Vote: \_\_\_\_\_

F. Miscellaneous

1. To adopt policy #221 Dress Code/Backpack for the 2018-2019 school year.

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Motion by: \_\_\_\_\_ Seconded by: \_\_\_\_\_

Discussion: \_\_\_\_\_

Affirmative Vote: \_\_\_\_\_ Negative Vote: \_\_\_\_\_

2. To approve of a four year agreement between Monessen City School District and AFSCME Custodial Union. The contract will run from July 1, 2017 to June 30, 2021.

Motion by: \_\_\_\_\_ Seconded by: \_\_\_\_\_

Discussion: \_\_\_\_\_

Affirmative Vote: \_\_\_\_\_ Negative Vote: \_\_\_\_\_

3. To approve of a four year agreement between Monessen City School District and AFSCME Secretarial/PCA Union. The contract will run from July 1, 2017 to June 30, 2021.

Motion by: \_\_\_\_\_ Seconded by: \_\_\_\_\_

Discussion: \_\_\_\_\_

Affirmative Vote: \_\_\_\_\_ Negative Vote: \_\_\_\_\_

4. To approve the Memorandum of Understanding between the Monessen Police Department and Monessen City School District for the 2018-2019 school year.

Motion by: \_\_\_\_\_ Seconded by: \_\_\_\_\_

Discussion: \_\_\_\_\_

Affirmative Vote: \_\_\_\_\_ Negative Vote: \_\_\_\_\_

5. To approve the renewal of the Student Services Interagency Agreement between the Westmoreland Intermediate Unit and the Monessen City School District.

Motion by: \_\_\_\_\_ Seconded by: \_\_\_\_\_

Discussion: \_\_\_\_\_

Affirmative Vote: \_\_\_\_\_ Negative Vote: \_\_\_\_\_

XI. Committee Reports

XII. Superintendent's Report

XIII. Comments by Citizens in Attendance

XIV. Adjournment of Meeting

Motion by: \_\_\_\_\_ Seconded by: \_\_\_\_\_

Discussion: \_\_\_\_\_

Affirmative Vote: \_\_\_\_\_ Negative Vote: \_\_\_\_\_