

**Thursday, February 9, 2023**  
**Work Session Agenda**

**The West Mifflin Area School District Work Session is held in the West Mifflin Borough Building Council Chambers, 1020 Lebanon Road, West Mifflin, PA. Meeting begins at 6:00 p.m.**

**1. OPENING EXERCISES**

- A. Pledge to the Flag
- B. Roll Call

**2. PRESENTATIONS**

- A. SMSgt DiCerbo, Voice of Democracy PA State Teacher of the Year – presented by VFW Post 914 Commander Jake Bradich and State Commander Henry Mannella
- B. Student Board Representative Report (Regular Board Meeting)

**3. ADDENDUM (Regular Board Meeting)**

**4. HEARING OF CITIZENS (Regular Board Meeting)**

- A. Public Comment

In order to speak at this time, the following must be met:

- Must be a West Mifflin, Whitaker, or Duquesne Resident
- Matter must have been discussed through the proper education channels
- Direct comments to the Board President and/or Superintendent
- Remarks limited to three (3) minutes per person

**5. INFORMATION ITEMS**

- A. None

**6. BOARD SECRETARY/BUSINESS MANAGER'S REPORT**

- A. Board of Directors  
*Board action to approve/ratify\* items under Board of Directors, as listed/presented.*

1. Executive Sessions

- a. January 12, 2023 – Discussed Personnel and Legal Issues
- b. January 19, 2023 – Discussed Personnel and Legal Issues

2. Approval of Minutes

- a. January 12, 2023 – Work Session
- b. January 19, 2023 – Regular Board Meeting

3. Updates to the following policies, Second Reading and approval:
  - a. #011 Principles for Governance and Leadership
  - b. #202 Eligibility of Nonresident Students
  - c. #204 Attendance
  - d. #217 Graduation
  - e. #221 Dress and Grooming
  - f. #233 Suspension and Expulsion
  - g. #251 Students Experiencing Homelessness, Foster Care, and Other Educational Instability
  - h. #810 Transportation
4. Meeting Schedule for the 2023/2024 School Year. Meetings will be held at the District's Administrative Offices (Council Chambers), 1020 Lebanon Road, West Mifflin, PA 15122. Work Sessions will begin at 6:00 p.m. and Regular Meetings will begin at 7:00 p.m.

Work Sessions (Thursdays)

August 3, 2023  
 September 14, 2023  
 October 12, 2023  
 November 9, 2023

January 11, 2024  
 February 8, 2024  
 March 14, 2024  
 April 11, 2024  
 May 9, 2024  
 June 13, 2024

Regular Meetings (Thursdays)

August 10, 2023  
 September 21, 2023  
 October 19, 2023  
 November 16, 2023  
 December 5, 2023 (Tuesday) Reorg & Reg  
 January 18, 2024  
 February 15, 2024  
 March 21, 2024  
 April 18, 2024  
 May 16, 2024  
 June 20, 2024

**B. Finance**

*Board action to approve/ratify\* items under Finance, as listed/presented.*

1. December real estate tax refunds due for 2020, 2021 and 2022 to specified property owners of West Mifflin and Whitaker Borough in the amount of \$44,243.29 as presented by the respective tax collectors. The refunds are the result of changes in real estate tax assessment values established by Allegheny County.

**C. Purchasing/Contracting**

*Board action to approve/ratify\* items under Purchasing/Contracting, as listed/presented.*

1. None

**7. FINANCIAL REPORTS**

*Board action to approve Financial Reports, as listed/presented*

**A. Secretary Receipts**

1. January - \$1,898,944.09

**B. Student Activities**

1. January - \$182,965.28

**C. Treasurer's Report**

1. January – \$17,934,035.29

D. Refunds Subtracted from Expenditures

1. January

<b>Account Description</b>	<b>Received From</b>	<b>Amount</b>
Due To/From Cafeteria	FNS – Lunch	\$3,402.14
Due To/From Cafeteria	FNS – Breakfast/Needy	\$1,267.40
Due To/From Cafeteria	Lunch Hi/Low	\$102,227.99
Due To/From Cafeteria	Reg/Ndy/Breakfast	\$32,110.09
Due To/From Cafeteria	State Breakfast Initiative	\$1,729.49
Due To/From Cafeteria	Fresh Fruit & Vegetables	\$3,560.32
Due To/From Cafeteria	Payroll – 12/3 – 12/30/22	\$59,980.14
Due To/From Cafeteria	Fringe Benefits – December	\$5,786.22
Insurance Copay	Pay Date – 01/27/23	\$28,074.49
Insurance Copay	Individuals	\$669.27
Worker's Comp – District	WC Audit Refund	\$2,267.00
Early Retirement Benefits	AMCA	\$4,552.88
Supplies – MS	PBIS Fundraiser	\$215.00
Regular Programs – Technology	Student Obligation – HM	\$50.00
Regular Programs – Technology	Student Obligation – MS	\$395.00
Special Ed – Titan Shoppe	Merchant CD	\$8,862.16
Custodian/Maintenance OT	PIAA / Kennywood	\$1,230.00
Security/Safety Services – HM	Community Basketball	\$1,148.00
Security/Safety Services – MS	Community Basketball	\$1,148.00
Transportation Homeless/Fosters	Pittsburgh Public SD	\$3,088.00
Contracted IT Director	Ford Business Refund	\$14,500.00
ROTC – Misc. Expenses	Air Force	\$1,527.85

E. Tax Collector's Report

1. January

<b>Tax Type</b>	<b>Received From</b>	<b>Amount</b>	<b>Commission</b>
Property Tax – West Mifflin	Jonathan Hess	\$621,640.83	N/A
Property Tax – Whitaker	Patricia Pasquantonio	\$31,787.31	N/A
Earned Income Tax – West Mifflin	Jordan Tax Service	\$94,037.53	\$1,501.97
Earned Income Tax – Whitaker	Jordan Tax Service	\$3,897.44	\$70.15
Realty Transfer Tax – West Mifflin	V. McDonald Roberts	\$22,632.48	\$452.66
LST – West Mifflin	Legal Tax Service	\$129.32	N/A
Mercantile Tax – West Mifflin	Legal Tax Service	\$2,283.58	N/A
Delinquent Realty Tax – West Mifflin	Legal Tax Service	\$9,394.57	\$3,358.59
Delinquent Realty Tax – Whitaker	Legal Tax Service	\$1,475.00	\$71.73
Del Mercantile Tax – West Mifflin	Legal Tax Service	\$12,011.74	\$660.65
Del Bus Privilege Tax – West Mifflin	Legal Tax Service	\$37,142.71	\$2,042.85
Del Realty Tax – Act 20 – West Mifflin	Legal Tax Service	\$2,771.61	N/A
Del Realty Tax – Act 20 – Whitaker	Legal Tax Service	\$404.63	N/A
Del Realty Tax – Civil Action – West Mifflin	Legal Tax Service	\$39,476.39	N/A
Del Realty Tax – Civil Action – Whitaker	Legal Tax Service	\$1,130.09	N/A

**8. INVOICES/BILLS PAYABLE/PURCHASE ORDERS**

*Board Action to approve/ratify\* Invoices/Bills Payable/Purchase Orders, as listed/presented*

A. General Fund Invoice(s)

Payee	Invoice #	Description	Amount
1. Legal Tax Services	WSD-237	Delinquent PBT Commission	\$7,150.00
2. Legal Tax Services	WSD-238	Filing & Bank Fees, Postage, Parking and Notary Expenses	\$475.94
3. Andrews and Price	3449	January Monthly Retainer	\$1000.00
4. Andrews and Price	3459,3444,3457,3451,3462,3447,3445,3456,3453,3455,3450,3460,3461,3443	January Real Estate Related Services	\$3,780.00
5. Andrews and Price	3452	January Middle School Litigation	\$168.00
6. Andrews and Price	3448,3454,3458,3463	January Other Professional Services	\$3,500.00

B. All Bills, P-Cards, Purchase Orders and Cash Disbursement Reports

**9. DISTRICT OPERATIONS**

*Board Action to approve/ratify\* items under District Operations, as listed/presented.*

A. 2023 Extended School Year (ESY) proposal and the posting of positions, as presented

B. Clara Barton Community Based Instruction (CBI) Proposal, as presented

**10. SUPERINTENDENT’S REPORTS**

*Board Action to approve/ratify\* Superintendent’s Reports, as listed/presented.*

A. Home & School Visitor’s Report

B. Student Activities

ID	Staff/Bldg.	Activity/Location	#Students	Grade(s)	Date
15130D	Greg Obsincs/MS	Kennywood Education Day/Kennywood Park	150	6-8	5/12/2023
15135N	Sgt. DiCerbo/HS	Gettysburg, State Capital, Flight 93 Memorial Tour/Gettysburg, Harrisburg	40	9-12	4/25/2023-4/27/2023
*15137J	Melissa Prutz/HS	“A Midsummers Night’s Dream in Harlem/O’Reily Theatre, Pittsburgh	24	10-12	2/8/2023
*15145D	Brian Aufman/HS	Alstom/Bombardier site visit/West Mifflin	7	12	2/9/2023
15152T	John Inglis/HS	Food Bank Volunteering/Greater Pittsburgh Food Bank	12	12	2/22/2023
*15158L	Sgt. DiCerbo/HS	Community Service/Greater Pittsburgh Food Bank	40	9-12	2/16/2023
15174K	Jeffrey Kesser/HS	Elementary District Band Festival/Shaler Area HS	3	6	3/31/2023
15181M	Ashley Dreistadt/MS	Readers to Leaders/Homeville	30	4-5	2/17/2023
15182F	Deana Donovan/HS	Steel Center Tour & Observation/Steel Center	25	9-10	3/2/2023

15183R	Deana Donovan/HS	Steel Center Tour & Observation/ Steel Center	25	9-10	3/9/2023
*15188A	Ashley Dreistadt/MS	Readers to Leaders/High School	15	4-5	2/15/2023

C. Student Fundraising Activities

Club	Sponsor	Fundraiser	Use of Funds	Date(s)
MS Kindness	Gina Hilligsberg/ Shelley Bishop	Jeans Day, Random Acts of Kindness Day	Club Activities	2/17/2023
HS SAVE Promise	Lauren Rowe	Jeans Day	Club Activities	5/12/2023
HS Art	Lauren Rowe	Jeans Day	Club Activities	3/17/2023
*HS Pep	Ray Rost	Raffle Tickets to Pie a Principal	Club Activities	2/6/2023- 2/10/2023
MS Kindness	Gina Hilligsberg/ Shelley Bishop	Smencil Pencil Sales	Club Activities	2/28/2023- 3/3/2023 & 4/12/2023- 4/13-2023

D. Buildings and Grounds

ID	Location	Date(s)/Time	Purpose/Applicant
83	HS Aux Gym, Pool	April 22, 23, 29, 30 May 6, 7, 13, 14 (8:00 AM – 4:00 PM)	Sandcastle Lifeguard Training/Festival Fun Parks (Joe Barron)
84	HS Classrooms	June 19, 20, 21, 22, 26, 27, 28, 29 July 3, 5, 10, 11 12, 13 (9:00 AM – 12:00 PM)	WMASD ESY (Leah Sylvis)
85	HS Pool	June 21, 28; July 5, 12 (10:00 AM – 12:00 PM)	WMASD ESY (Leah Sylvis)
87	MS Gym	March 1, 3, 6, 7, 9, 10, 13, 14, 15, 16, 17, 20, 21, 22, 23, 24, 27, 28, 29, 30 (5:00 PM – 8:00 PM)	Basketball/WM Community Basketball Organization (Leon Harrison)
775	HS Aux Gym	April 28 (8:30 AM – 12:00 PM)	Job Fair/HS Teachers (Brian Aufman)
848	HS Main Gym	April 1 (9:00 AM – 6:00 PM)	Super Saturday Basketball/WM Community Basketball Organization (Leon Harrison)

E. Conferences

ID	Name/Building	Conference/Location	Date/#Days	Cost	Sub

11. PROFESSIONAL PERSONNEL

12. NON-CERTIFIED PERSONNEL

13. ATHLETIC PERSONNEL

14. BOARD PRESIDENT'S CORRESPONDENCE

15. EXECUTIVE SESSION DISCUSSION

**16. BOARD REPORTS**

- A. Committees
- B. Steel Center

**17. SOLICITOR'S REPORT**

**18. OLD BUSINESS**

**19. NEW BUSINESS**

**20. ADJOURNMENT**