

**Thursday, December 4, 2025  
Regular Board Meeting  
Minutes**

**The West Mifflin Area School District Regular Board Meeting was held in the West Mifflin Area Middle School Cafeteria, 81 Commonwealth Avenue, West Mifflin, PA 15122. Meeting began at 7:15 p.m.**

**1. OPENING EXERCISES**

A. Roll Call

Members Present: Judith Ahern, Nicholas Alexandroff, Mathew Blazevich, Anthony DiCenzo, Mark Donahoe, Gina Englert, Joseph Gajdos, Janelle Kopay and Kevin Squires

Officials Present: Jeffrey Soles, Jeffrey Solomon, Edward Wehrer, Mark Zidek and Russell Lucas

**2. PRESENTATIONS**

A. Student Board Representative Report – No report today

**3. ADDENDUM**

None

**4. HEARING OF CITIZENS**

A. Public Comment

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

- Must be a West Mifflin, Whitaker, or Duquesne Resident; current employee; or taxpayer
- 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
  - None

**5. INFORMATION ITEMS**

A. Congratulations to Ms. Hannah Hilla for receiving a grant in the amount of \$1,000 on the recommendation of the Freiermuth Fund, a donor advised fund of The Pittsburgh Foundation, to be used for the Middle School Special Education Classroom.

**6. BOARD SECRETARY'S REPORT**

A. Board of Directors

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

1. Appointment of Kevin Squires as the PSBA representative and Gina Englert as the PSBA alternate representative for the ensuing year.
2. Appointment of Gina Englert as the SHASDA representative and Janelle Kopay as the SHASDA alternate representative for the ensuing year.

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3. Appointment of Mark Donahoe as the Steel Center representative and Gina Englert as the Steel Center alternate representative for the ensuing year.

It was moved by Blazevich, seconded by Ahern to approve Section 6A, Items 1-3.

Roll Call: Ahern, Alexandroff, Blazevich, DiCenzo, Donahoe, Englert, Gajdos, Kopay, and Squires voted "Aye".  
MOTION CARRIED

## 7. DIRECTOR OF FINANCE AND OPERATIONS' REPORT

### A. Finance

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

1. Authorization to pay usual, customary, and reasonable expenses, during the month of December 2025, such payments to be presented to the Board at its January 2026 meeting for ratification.
2. November real estate tax refunds due for 2024 and 2025 to specified property owners of West Mifflin Borough and Whitaker Borough in the amount of \$43,393.89 as presented by the respective tax collectors. The refunds are a result of changes in real estate tax assessment values established by Allegheny County.

It was moved by Ahern, seconded by Donahoe to approve Section 7A, Items 1-2.

Roll Call: Ahern, Alexandroff, Blazevich, DiCenzo, Donahoe, Englert, Gajdos, Kopay, and Squires voted "Aye".  
MOTION CARRIED

### B. Contracting/Purchasing

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

1. Proposal from AMCA Systems, LLC, for TaxTrack software that satisfies the requirements of the Affordable Care Act at a cost of \$3,050.00, as presented.
2. Quote from Quadient for a 60-month lease for one (1) iX3 postage meter for the Middle School and one (1) iX5 postage meter for the High School at a monthly cost of \$207.59, effective January 1, 2026, through December 31, 2030.

It was moved by Donahoe, seconded by Englert to approve Section 7B, Items 1-2.

Roll Call: Ahern, Alexandroff, Blazevich, DiCenzo, Donahoe, Englert, Gajdos, Kopay, and Squires voted "Aye".  
MOTION CARRIED

## 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 Service	WSD-328	Filing Fees	\$418.73
2. Andrews and Price	17363, 17368, 17372, 17371, 17369, 17370, 17082, 17068, 17085	November Other Professional Services	\$17,100.50
3. Andrews and Price	17373, 17367, 17374, 17362, 17360, 17361, 17365	November Real Estate Related Services	\$3,126.56
4. Andrews and Price	17364	November Monthly Retainer	\$1,000.00
5. Andrews and Price	17366	November MS Construction	\$3,388.00

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It was moved by Donahoe, seconded by Blazevich to approve Section 8, Item A.

Roll Call: Ahern, Alexandroff, Blazevich, DiCenzo, Donahoe, Englert, Gajdos, Kopay, and Squires voted "Aye".  
MOTION CARRIED

**9. DISTRICT OPERATIONS**

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

A. None

**10. SUPERINTENDENT'S REPORTS**

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

A. Student Activities

ID	Staff/Bldg	Activity/Location	#Students	Grade(s)	Date
1756012	Nina Ruffing/MS	A Lyrical Christmas Carol Show/Gargaro Theater, Pgh	50	6-8	12/18/25
*1758615	Nikki Losteter/MS	PBIS Student Summit/AIU Waterfront	8	8	12/3/25
1759422	Chelsea Joyce/HS	Holiday Gathering/South Allegheny HS	21	9-12	12/18/25

B. Student Fundraising Activities

ID	Club	Sponsor	Fundraiser	Use of Funds	Date(s)
1761384	HS Stuco	Alexis Zywan	Spirit Week	Donation to HS Pantry	12/15/25-12/22/25
1761392	HS Stuco	Alexis Zywan	Titan Shoppe Takeover	Donation to HS Pantry	12/17/25-12/18/25
1762382	MS Stuco	Nina Ruffing, Kyra Reinheimer	Winter Sem-Formal Dance	Club Activities	12/17

C. Conferences

ID	Name/Building	Conference/Location	Date/#Days	Cost	Sub
*1753621	Jessica Galata/HV	Where They Are, We Begin/ AIU Waterfront	10/21/25, 10/27/25 2 days	\$0	Yes
1754324	Lisa Mariano/HV	BPSC Site Visit/Shaler SD	12/5/25 1 day	\$0	Yes
1759444	Amanda Monzak/CB	South Hills Area Gifted Consortium Mtg/Bethel Park	1/7/26 1 day	\$0	Yes
1761132	Mark Zidek/Admin	PASBO Annual Conference/ Pittsburgh	3/11/26-3/14/26 4 days	\$349	No
1761158	Mark Zidek/Admin	Annual Turf Conference/ Pittsburgh	12/10/25 1 day	\$0	No

It was moved by DiCenzo, seconded by Blazevich to approve Section 10, Items A-C.

Roll Call: Ahern, Alexandroff, Blazevich, DiCenzo, Donahoe, Englert, Gajdos, Kopay, and Squires voted "Aye".  
MOTION CARRIED

**11. PROFESSIONAL PERSONNEL**

*Board action to approve/ratify\* items under Professional Personnel, as listed.*

A. None

**12. NON-CERTIFIED PERSONNEL**

*Board action to approve/ratify\* items under Non-Certified Personnel, as listed.*

A. Leaves of Absence

- 1) \*Employee #470, unpaid day on Thursday, November 20, 2025
- 2) \*Employee #3972, unpaid day on Monday, December 1, 2025
- 3) \*Employee #2341, beginning Tuesday, December 2, 2025, through Tuesday, January 13, 2026, under the provisions of the Family Medical Leave Act (FMLA)

B. Hires/Transfers

- 1) Thomas Travis, transfer from Custodian at the High School on the 3:00 PM – 11:00 PM shift to the posted position of Custodian at the High School on the 11:00 PM – 7:00 AM shift, effective Monday, January 5, 2026. Mr. Travis was the senior qualified bidder for the position.

C. Other

- 1) Additional ESS Northeast Paraprofessional Staff for the 2025-2026 school year:

Alexandria Mosley	Cheyanne Harrison
Shakina Nesbit	Ethan Held
Maryann Godfrey	

- 2) Additional Precision Paraprofessional Staff for the 2025-2026 school year:

Lesha Bradshaw

It was moved by Blazevich, seconded by Kopay to approve Section 12, Items A-C.

Roll Call: Ahern, Alexandroff, Blazevich, DiCenzo, Donahoe, Englert, Gajdos, Kopay, and Squires voted "Aye".  
MOTION CARRIED

**13. ATHLETIC PERSONNEL**

*Board action to approve/ratify\* items under Athletic Personnel, as listed.*

A. Resignations

- 1) Keith Perry, High School 2nd Assistant Boys Basketball Coach, effective Thursday, November 20, 2025

B. Hires

- 1) Chris Capozzoli, High School 2nd Assistant Boys Basketball Coach, effective Friday, December 5, 2025

C. Other

- 1) Alexander Hamilton, High School Volunteer Assistant Bocce Coach, effective Friday, December 5, 2025

It was moved by Kopay, seconded by Blazevich to approve Section 13, Items A-C.

Roll Call: Ahern, Alexandroff, Blazevich, DiCenzo, Donahoe, Englert, Gajdos, Kopay, and Squires voted "Aye".  
MOTION CARRIED

**14. BOARD PRESIDENT'S CORRESPONDENCE**

Mr. Squires had no correspondence today, but thanked the Board for voting him as the President. And congratulated Mr. DiCenzo on the Vice-Presidency.

**15. EXECUTIVE SESSION DISCUSSION**

Mr. Squires reported that Executive Session was held prior to the Regular Board meeting to discuss personnel and litigation.

**16. BOARD REPORTS**

- A. Committees – None
- B. Steel Center – None

**17. SOLICITOR'S REPORT**

Mr. Lucas had no report this evening.

**18. ADJOURNMENT**

Meeting adjourned at 7:25 p.m.



Meg Arbasak  
Board Secretary

**PLEASE DO NOT REMOVE SIGN IN SHEET**

## VISITOR RECORD

Reorganization / Regular Meeting  
Board of School Directors  
West Mifflin Area School District