

**Thursday, May 8, 2025
Work Session
Minutes**

The West Mifflin Area School District Work Session was held in the West Mifflin Area Middle School Cafeteria, 81 Commonwealth Avenue, West Mifflin, PA. Meeting began at 7:03 p.m.

1. OPENING EXERCISES

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

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

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

2. PRESENTATIONS

- A. The Nutrition Group – Jason Piel, Delaney Caswell, and Susan Beech
- B. Proposed Budget – Edward Wehrer
- C. Student Board Representative Report (Regular Board Meeting)

3. ADDENDUM (Regular Board Meeting)

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
 - No speakers today

5. INFORMATION ITEMS

- A. Congratulations to Victoria Lauterbach (Grade 12) and Dorsae Moore (Grade 12) for being honored as the 2025 Spring SHASDA Award Winners.

6. BOARD SECRETARY'S REPORT

- A. Board of Directors

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

1. Executive Sessions

- a. April 10, 2025 – Discussed Personnel and Legal Issues
- b. April 16, 2025 – Discussed Personnel and Legal Issues

2. Approval of Minutes

- a. April 10, 2025 – Work Session
- b. April 16, 2025 – Regular Board Meeting

7. DIRECTOR OF FINANCE AND OPERATIONS' REPORT**A. Finance**

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

1. Board acceptance of the report from MaherDuessel, Certified Public Accountants, of the local financial audit for the fiscal year ending June 30, 2024, as presented.
2. Allegheny County Schools Health Insurance Consortium (ACSHIC) standard medical premium (monthly) rates for 2025-2026:

	<u>Individual</u>	<u>Parent & Child</u>	<u>Parent & Children</u>	<u>Employee & Spouse</u>	<u>Family</u>
Community Blue Flex PPO	\$929.84	\$2,082.70	\$2,290.96	\$2,523.51	\$2,623.76
Community Blue Flex EPO	\$867.79	\$1,946.47	\$2,141.06	\$2,357.42	\$2,451.23

These rates are a 5.7% increase from the 2024-2025 premiums.

3. Allegheny County Schools Health Insurance Consortium (ACSHIC) standard dental and vision premium (monthly) rates for 2025-2026:

Dental and Vision	Employee Only	\$39.85	3% increase
Dental and Vision	Employee & Dependents	\$125.35	3% increase

4. Proposed 2025-2026 Steel Center for Career and Technical Education Operating Budget of \$8,083,760 and Administrative Budget of \$220,782.
5. Proposed 2025-2026 Southeastern Area Special School Administrative Budget of \$373,358.

B. Purchasing/Contracting

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

1. Agreement with Adelphoi Education, Inc. to provide Special Education Services through their facility at 15020 Ardara Road, North Huntingdon, PA at daily rates as offered for the two programs for the 2025-2026 school year.
2. Agreement with The Nutrition Group to provide contracted Food Service Management Services for the 2025-2026 school year. This agreement is the fourth year of a potential five-year contract, which must be renewed annually. It is also recommended the Board approve the Cafeteria Fund Budget, as presented.

8. FINANCIAL REPORTS*Board action to approve Financial Reports, as listed/presented***A. Secretary's Receipts**

1. April - \$3,607,358.93

B. Student Activities

1. April - \$205,203.51

C. Treasurer's Report

1. April - \$10,539,244.91

D. Refunds Subtracted from Expenditures

1. April

Account Description	Received From	Amount
Due To/From Cafeteria	Monessen SD	\$791.43
Insurance Copay	Pay Date – 04/18/25	\$39,825.92
Early Retirement Benefits	AMCA	\$20,416.16
Supplies – HS – Pre-K	HS Pre-K	\$1,330.00
Food – HS – Pre-K	HS Pre-K	\$570.00
Tuition – Steel Center	Duquesne SD	\$48,793.64
Other Expenses – Tax Collector	Borough of West Mifflin	\$2,580.71
Contracted Medical Services	Monessen SD	\$33,333.30
Technology – Repairs and Maintenance	Student Obligations – CB	\$100.00
Technology – Repairs and Maintenance	Student Obligations – MS	\$237.00
Technology – Repairs and Maintenance	Student Obligations – HS	\$300.00
Activities - MS Musical	Ads/Tickets Sales	\$2,400.00
Athletics – Salaries	Special Olympics	\$1,000.00
Athletics – Supplies – District	WPIAL	\$148.97

E. Tax Collector's Report

1. April

Tax Type	Received From	Amount	Commission
Earned Income Tax – West Mifflin	Jordan Tax Service	\$132,182.09	\$1,155.58
Earned Income Tax – Whitaker	Jordan Tax Service	\$6,784.58	\$100.57
Realty Transfer Tax – West Mifflin	V. McDonald Roberts	\$17,425.88	\$348.52
Realty Transfer Tax – Whitaker	V. McDonald Roberts	\$2,702.00	\$54.04
Business Privilege Tax – West Mifflin	Legal Tax Service	\$218,755.60	N/A
Business Privilege Tax – Whitaker	Legal Tax Service	\$162.18	N/A
LST Tax – West Mifflin	Legal Tax Service	\$16,123.16	N/A
Mercantile Tax – West Mifflin	Legal Tax Service	\$164,243.19	N/A
Delinquent Realty Tax – West Mifflin	Legal Tax Service	\$132,697.77	\$16,604.54
Delinquent Realty Tax – Whitaker	Legal Tax Service	\$2,149.63	\$414.52
Del Mercantile Tax – West Mifflin	Legal Tax Service	\$823.67	\$45.30
Del Bus Privilege Tax – West Mifflin	Legal Tax Service	\$51,830.71	\$2,850.69
Del Realty Tax – Act 20 – West Mifflin	Legal Tax Service	\$294.66	N/A
Del Realty Tax – Act 20 – Whitaker	Legal Tax Service	\$10.25	N/A

Del Realty Tax – Civil Action – West Mifflin	Legal Tax Service	\$185,932.38	N/A
Del Realty Tax – Civil Action – Whitaker	Legal Tax Service	\$3,705.07	N/A

9. 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-310	Filing, Parking, Bank, and Notary Fees, and Postage	\$165.41

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

10. DISTRICT OPERATIONS

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

A. Elimination of a Third Grade Teacher position at Clara Barton Elementary for the 2025-2026 school year.

B. Creation of a Second Grade Teacher position at Clara Barton Elementary for the 2025-2026 school year

11. 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
*1603299	Danielle Onuffer & Ashley Green/HV	PBIS/PSSA reward/Esports Room at HS	15	3	5/8/25
1609618	Beth Ann Churma Buchleitner/CB	Critter Country Exotic Animal Farm/Smithton	63	3	5/22/25
*1615160	Richard Vogtsberger/HS	Titan Troop LSS Cookout/Thomas Jefferson HS	28	9-12	5/2/25
1619454	Jayson Monroe/HS	Seton Hill University Leadership Workshop/Seton Hill University	30	9-12	7/9/25
1621687	Kristen Bonacci/HS	Senior Class March/CB, HV, MS, Duquesne K-8	53	12	5/19/25
1621815	Kyra Reinheimer/MS	CBI-Ryan Hacke Park/WM	46	4-8	5/16/25

B. Buildings and Grounds

ID	Location	Date(s)/Time	Purpose/Applicant	Amount Paid
*550	HS Pool	May 5, 6, 12, 19 (5:00 PM-8:00 PM)	Adult/Lap Swim, Adult/Make-up Lesson/West Mifflin Pool & Aquatics (Laura Dolton)	n/a
*551	HS Pool	May 7, 8, 14, 15, 21 (5:00 PM-8:00 PM)	Family/Open Swim/ West Mifflin Pool & Aquatics (Laura Dolton)	n/a
*552	HV Parking Lot	May 3, 10; June 7, 21 (12:00 PM-3:00 PM)	Youth Football and Cheer Sign-Ups/ WM Youth Football (Jim Gatewood)	n/a
553	HS Back Parking Lot, Cafeteria, Gym Lobby, Patio	September 20 (8:00 AM-4:00 PM)	Arts Festival/WM Community Foundation (Ray Rost)	n/a
5477 5478	MS Auditorium	June 6 (5:00 PM-9:00 PM) June 7 (4:00 PM-9:00 PM)	Dance Recital & Rehearsal/ABC Dance Studio (JoAnn Missig)	\$5270

6401	MS Cafeteria	May 21 (6:30 PM-7:30 PM)	Summer Camp Parent Meeting/Champions B4/After School Program (Gina Calfo)	n/a
------	--------------	--------------------------	---	-----

C. Conferences

ID	Name/Building	Conference/Location	Date/#Days	Cost	Sub
*1611204	Marci Hunnell/HS	Financial Literacy-Moving Forward/AIU Waterfront	4/24/25 1 day	\$0	Yes
1614769	Kyra Reinheimer/MS	PASA Training/AIU Waterfront	5/20/25 1 day	\$0	No
1616835	Erica Haakensen/MS	Text Dependent Analysis: Effective Instructional Practices 2025-2025/AIU Waterfront	9/16/25, 10/28/25 12/8/25, 1/29/25 4 days	\$600	Yes
1622238	Heather Vidic/CB	Tier 2 PBIS Data Collection Action Items Workshop/ AIU Waterfront	8/26/25, 8/27/25 2 days	\$0	No

12. PROFESSIONAL PERSONNEL**13. NON-CERTIFIED PERSONNEL****14. ATHLETIC PERSONNEL****15. BOARD PRESIDENT'S CORRESPONDENCE**

Mr. Squires had nothing for the Work Session.

16. EXECUTIVE SESSION DISCUSSION

Mr. Squires stated that Executive Session was held prior to the Work Session to discuss personnel, litigation, student safety and negotiations. Executive Session will also be after the Work Session.

17. BOARD REPORTS

A. Committees

Building & Grounds – Mr. Zidek spoke about the gutters at Homeville, and the stage rigging inspection at the Middle School. He also spoke about getting the 2nd javelin runway paved with asphalt. Mr. Zidek is going to get additional quotes on replacing the High School auditorium doors. Dr. Solomon spoke about the ArbNet Arboretum application.

Education – Dr. Solomon mentioned the AIU service contract.

Policy – Dr. Solomon and Mr. Squires mentioned having a meeting today to discuss the pros and cons of the process of selecting the Valedictorian and Salutatorian.

B. Steel Center

Mr. Donahoe will give his report at the Regular Meeting.

18. SOLICITOR'S REPORT

Mr. Lucas had no report for the Work Session.

19. OLD BUSINESS

None

20. NEW BUSINESS

None

21. ADJOURNMENT

Meeting adjourned at 8:04 p.m.



Meg Arbasak
Board Secretary

May 8, 2025

PLEASE DO NOT REMOVE SIGN IN SHEET

VISITOR RECORD

Work Session Meeting
Board of School Directors
West Mifflin Area School District

[illegible]