

**Thursday, March 13, 2025
Work Session
Minutes**

The West Mifflin Area School District Work Session was held in the West Mifflin Area High School Cafeteria, 91 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, Matthew Blazeovich, Mark Donahoe, Gina Englert, Joseph Gajdos and Janelle Kopay

Officials Present: Jeffrey Soles, Edward Wehrer, and Russell Lucas

2. PRESENTATIONS

- A. 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
- 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
 - Theresa Sekely had questions/comments about the alleged disposal of unused technology equipment. She also asked about the availability of substitute security guards.

Mr. Soles addressed her questions/comments.

5. INFORMATION ITEMS

- A. None

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. February 13, 2025 – Discussed Personnel and Legal Issues
- b. February 20, 2025 – Discussed Personnel and Legal Issues

2. Approval of Minutes

- a. February 13, 2025 – Work Session
- b. February 20, 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. None

B. Purchasing/Contracting

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

- 1. Proposed 2025/2026 Allegheny County Intermediate Unit (AIU3) Program of Services Budget in the amount of \$2,361,050.00. The AIU3 school districts' total contribution to the budget is \$1,984,536.00. The West Mifflin Area School District contribution to the Program of Services Budget is estimated to be \$28,718.00 and will be determined according to the West Mifflin Area School District's District Aid Ratio and Weighted Average Daily Membership, which will be finalized by the Pennsylvania Department of Education sometime after July 1, 2025.
- 2. Agreement with The Meadows Psychiatric Center for educator services for the 2025-2026, 2026-2027, and 2027-2028 school years at a cost of \$100 per day, as presented.

8. FINANCIAL REPORTS

Board action to approve Financial Reports, as listed/presented

- A. Secretary Receipts - \$5,837,837.84
- B. Student Activities - \$180,283.83
- C. Treasurer's Report - \$19,313,631.93
- D. Refunds Subtracted from Expenditures

Account Description	Received From	Amount
Due To/From Cafeteria	Fresh Fruit & Vegetables	\$2,372.73
Due To/From Cafeteria	Payroll – January	\$49,866.66
Due To/From Cafeteria	Fringe Benefits – Dec & Jan	\$15,998.36
Insurance Copay	Pay Date – 02/07/25	\$244.07
Insurance Copay	Pay Date – 02/21/25	\$40,049.17
Insurance Copay	Individuals	\$78.53
Early Retirement Benefits	AMCA	\$20,416.16
Supplies – HS	Student Obligation	\$30.00
Regular Programs – Retail Production	Retail Production Expenses	\$31,083.83
Special Education – Titan Shoppe	Titan Shoppe Expenses	\$15,090.13
Tuition – Steel Center	Duquesne SD	\$47,689.85
Library – Books & Periodicals	Library Obligations	\$10.96
Library – Books & Periodicals	Perma-Bound Refund	\$26.98
Supplies – District	Performance Health	\$43.47
Miscellaneous Expenditures	Scholarship Donation	\$500.00

Custodian/Maintenance OT	Ticket to Broadway	\$560.00
Technology – Repairs & Maintenance	Student Obligations – HM	\$30.00
Technology – Repairs & Maintenance	Student Obligations – MS	\$180.00
Technology – Repairs & Maintenance	Student Obligations – HS	\$741.00
Activities – Salaries	Ticket to Broadway	\$660.00
Safety/Security Services – District	Ticket to Broadway	\$560.00
Misc. Expenses – Stage Hands	Ticket to Broadway	\$220.00
Athletic Busses – HS	Baseball Boosters	\$537.50
Athletics – Supplies – Football	Dave & Buster's	\$232.00

E. Tax Collector's Report

Tax Type	Received From	Amount	Commission
Property Tax – West Mifflin	Jonathan Hess	\$639,236.02	N/A
Earned Income Tax – West Mifflin	Jordan Tax Service	\$387,945.99	\$5,011.16
Earned Income Tax – Whitaker	Jordan Tax Service	\$18,660.91	\$209.31
Realty Transfer Tax – West Mifflin	V. McDonald Roberts	\$14,726.38	\$294.52
Realty Transfer Tax – Whitaker	V. McDonald Roberts	\$200.00	\$4.00
Delinquent Realty Tax – West Mifflin	Legal Tax Service	\$34,124.48	\$3,782.73
Delinquent Realty Tax – Whitaker	Legal Tax Service	\$4,091.07	\$375.76
Del Mercantile Tax – West Mifflin	Legal Tax Service	\$402.00	\$22.11
Del Bus Privilege Tax – West Mifflin	Legal Tax Service	\$26,598.00	\$1,462.89
Del Realty Tax – Act 20 – West Mifflin	Legal Tax Service	\$184.48	N/A
Del Realty Tax – Act 20 – Whitaker	Legal Tax Service	\$351.51	N/A
Del Realty Tax – Civil Action – West Mifflin	Legal Tax Service	\$45,033.01	N/A
Del Realty Tax – Civil Action – Whitaker	Legal Tax Service	\$4,319.09	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. Andrews and Price	13617	February Monthly Retainer	\$1,000.00
2. Andrews and Price	13615, 13620, 13631, 13611, 13630, 13625, 13628, 13627, 13626, 13612, 13614	February Real Estate Related Services	\$2,703.00
3. Andrews and Price	13616, 13619, 13624, 13623, 13622, 13629, 13618, 13613, 13632, 13621	February Other Professional Services	\$6,606.00
4. Legal Tax Service	WSD-305	Parking, Bank Fees and Postage	\$196.80
5. Legal Tax Service	WSD-301	Filing Fees	\$104.52

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

10. DISTRICT OPERATIONS

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

A. 2025 Summer Work Schedule, as presented

11. SUPERINTENDENT'S REPORTS

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

A. Student Activities

March 13, 2025

ID	Staff/Bldg.	Activity/Location	#Students	Grade(s)	Date
*1571558	Kevin Kocher/HS	US Institute of Technical Theater Conference and Expo/Columbus OH	6	9-12	3/7/25
1572970	Jeffrey Kesser/HS	PMEA All State Orchestra/Kalahari Resort	1	12	4/9/25-4/12/25
1572976	Christine O'Lare/HS	Eradicate Hate Student Summit Reconvening/Acrisure Stadium	6	9-12	3/26/25
1573723	Amy Krek/HV	Field Trip/Triple B Farms	120	K	5/1/25
1574024	Lynsey Brame & Mark Simone/CB	Field Trip/Carnegie Science Center	42	2	5/15/25
1575147	Lucas Krajack/MS	ACE Field Trip/Fort Pitt Museum	27	8	5/9/25
1576111	Raymond Rost/HS	Sen. Pisciotano Government Day/Penn State Greater Allegheny	20	9	5/8/25
1576112	Amanda Monzak/MS	Math 24 Competition/Thomas Jefferson HS	2	4-5	4/4/25
1576762	Mia DiBello/MS	Field Trip/Urban Air, Waterfront	165	5	5/20/25
*1576929	Brian Getz/HS	Esports Tournament/Elizabeth Forward HS	3	9-11	3/10/25
*1576935	Brian Getz/HS	Esports Tournament/Seton Hill University	2	9-11	3/8/25
*1577208	Kyra Reinheimer/MS	Region B Student Council Conference/Mt Lebanon HS	8	6-8	3/17/25
1578663	Amanda Monzak/MS	Creative Convention/South Fayette MS	10	5	4/11/25
1579689	James Straub/HS	AFJROTC Leadership Lab and Aerospace Studies Class/Pitt	45	9-12	3/27/25
1583480	Tricia Hopchak/MS	Field Trip/Fun 4 All	145	6	5/15/25
1584082	James Straub/HS	AFJROTC Field Trip to perform Color Guard and attend Pirates Game/PNC Park	45	9-12	4/17/25
1584105	Deana Wallace/HS	Project Prom/Pittsburgh	5	11-12	4/3/25
1584341	Stacy Galiyas/MS	Color Run/WMAMS	400	4-8	4/25/25

B. Student Fundraising Activities

ID	Club	Sponsor	Fundraiser	Use of Funds	Date(s)
*1567469	HS SADD	Amanda Murphy	St Patrick's Day Candy Grams	Club Activities	3/12/25-3/14/25
1571121	MS Yearbook	Nikki Losteter	Lunchtime Raffle Baskets	Club Activities	Beginning 3/21/25
1574027	MS Bakers Club	Mindy McClelland	Chocolates & baked good made by Club	Club Activities	Beginning 3/21/25
*1576750	HS Yearbook	Hannah Bradley	Alumni Shirts	Club Activities	3/8/25-4/8/25
*1576968	HS Pop Culture	Anna Kudla	Misc items at Alumni Madness	Club Activities	3/8/25
1581585	MS Kindness	Gina Hilligsberg & Shelley Bishop	Raising Cane's Spirit Night	Club Activities	4/9/25
1584345	MS SAVE Promise & Student Activities	Stacy Galiyas & Bree Thompson	Color Run	Club Activities	4/7/25-4/25/25

C. Buildings and Grounds

ID	Location	Date(s)/Time	Purpose/Applicant	Amount Paid
530	MS Cafeteria & Gym	June 9 – August 15 (not July 3 or July 4) Monday-Friday	Summer Camp/Champions (Gina Calfo)	n/a

		(6:45 am – 6:00 PM)		
533	MS Cafeteria	March 12, 26; April 3, 15 (5:30 PM – 7:30 PM)	Early Literacy Family Workshops K-3/ WM Special Education Department (Noelle Haney)	n/a
6108	MS Cafeteria	April 2 (5:30 PM – 7:00 PM)	Spring Family Engagement Event/WM Special Education Department (Noelle Haney)	n/a

D. Conferences

ID	Name/Building	Conference/Location	Date/#Days	Cost	Sub
1574320	Jeffrey Kesser/HS	PMEA All State Orchestra Festival/In Service Conference	4/9/25-4/12/25 4 days	\$1715.00	Yes
*1577205	Kyra Reinheimer/MS	Region B Student Council Conference/Mt Lebanon HS	3/17/25 1 day	\$25	Yes
*1577210	Nina Ruffing/MS	Region B Student Council Conference/Mt Lebanon HS	3/17/25 1 day	\$0	Yes
1578667	Amanda Monzak/CB	South Hills Area Gifted Consortium/Bethel Park	4/8/25 1 day	\$0	Yes

12. PROFESSIONAL PERSONNEL

13. NON-CERTIFIED PERSONNEL

14. ATHLETIC PERSONNEL

15. BOARD PRESIDENT'S CORRESPONDENCE

Mr. Squires mentioned that the Spring Musical's opening night is tonight, and will run through Sunday.

16. EXECUTIVE SESSION DISCUSSION

Mr. Squires stated that Executive Session was held prior to the Work Session to discuss personnel, litigation, labor relations and real estate.

17. BOARD REPORTS

A. Committees

Building & Grounds – Mr. Soles would like to move forward with getting the doors at the Middle School fixed. He thanked Mr. Maha, Mr. Bonacci, the custodians and the maintenance team for getting the athletic hallway ready for the Alumni Madness weekend. Also, Mr. Soles mentioned the age of the bell/PA system at the High School, and would like to look into getting a new system. Lastly, there was a printout made available to the Board containing all of the information about the District vehicles.

Finance - Mr. Soles stated that they are preparing News Article 2 explaining the Real Estate Taxes, and the Common Level Ratio.

Athletics & Activities – Mr. Soles stated that a MOU with Penn State Greater Allegheny has been created for them to use our facilities, and would like to get this on next week's agenda. Sign-ups for flag football has started. To date, 84 females have signed up. Lastly, due to the weather, the baseball/softball grand opening was postponed. The new date has been scheduled for April 11th.

Policy – Mr. Soles would like to add the following policies to the agenda for a first reading. Policies 103, 103.1, 104, 234, 247, 249, 252, 336, 339 and 824.

B. Steel Center

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

18. SOLICITOR'S REPORT

Mr. Lucas had not report for the Work Session.

19. OLD BUSINESS

None

20. NEW BUSINESS

None

21. ADJOURNMENT

Meeting adjourned at 7:23 p.m.



Meg Arbasak
Board Secretary

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

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