

**Thursday, October 9, 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 7:00 p.m.**

**1. OPENING EXERCISES**

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

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

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

**2. PRESENTATIONS**

- A. Student Board Representative Report (Regular Meeting)

**3. ADDENDUM (Regular 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
  - Diane Stanesic had questions/comments about the Legal Tax contract, the Andrews and Price invoice from 2024-2025 and the list of conferences.

Mr. Soles and Mr. Wehrer addressed her questions as we went through the agenda.

**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. September 11, 2025 – Discussed Personnel and Legal Issues
- b. September 18, 2025 – Discussed Personnel and Legal Issues

## 2. Approval of Minutes

- a. September 11, 2025 – Work Session
- b. September 18, 2025 – Regular Board Meeting
- 3. Aubrey Jaskulski and Katerina Rubright as Student Board Representatives for the 2025-2026 School Year
- 4. Updates to the following policies, Second reading and approval:
  - a. #102 Academic Standards
  - b. #105 Curriculum
  - c. #122 Extracurricular Activities
  - d. #122.1 Non-school Sponsored Groups
  - e. #123 Interscholastic Athletics
  - f. #209.2 Diabetes Management
  - g. #918 Title I Parent & Family Engagement

## 7. DIRECTOR OF FINANCE AND OPERATIONS' REPORT

## A. Finance

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

- 1. Annual Act 1 mailing to residential property owners notifying them of the existence of the school district's homestead and farmstead exclusion program at an estimated cost of \$1,500.00, coordinated by the Allegheny Intermediate Unit #3.
- 2. September real estate tax refunds due for 2024 and 2025 to specified property owners of West Mifflin and Whitaker Boroughs in the amount of \$31,500.11 as presented by the respective tax collectors. The refunds are the result of changes in real estate tax assessment values established by Allegheny County.

## B. Purchasing/Contracting

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

- 1. Business Subscription with Baldwin EMS for 2026 to provide ambulance services for district employees at a cost of \$500.00.

## 8. FINANCIAL REPORTS

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

## A. Secretary Receipts - \$13,420,541.59

## B. Student Activities - \$153,281.260

## C. Treasurer's Report - \$19,164,530.32

## D. Refunds Subtracted from Expenditures

Account Description	Received From	Amount
Due To/From Cafeteria	Cafeteria	\$68,847.97
Insurance Copay	Pay Date – 08/22/25	\$42,612.86
Insurance Copay	Individuals	\$135.62
Early Retirement Benefits	AMCA	\$20,946.58
Supplies – HS	Student Obligations	\$105.50

Books & Periodicals – Secondary	Student Obligations	\$75.00
Regular Programs – Retail Production	Jan – June Expenses	\$29,536.48
Special Education – Titan Shoppe	Jan – June Expenses	\$18,114.78
Supplies – HS Pre-K	HS Pre-K	\$910.00
Food – HS Pre-K	HS Pre-K	\$390.00
Library – Books & Periodicals – CB	Student Obligation	\$12.50
Other Expenses – Tax Collection	LTS, Inc	\$71.05
Technology – Repairs and Maintenance	MS Student Obligations	\$200.00
Technology – Repairs and Maintenance	HS Student Obligations	\$2,209.00
Athletics – Supplies – District	HS Student Obligation	\$10.00

#### E. Tax Collector's Report

Tax Type	Received From	Amount	Commission
Property Tax – West Mifflin	Jonathan Hess	\$12,865,152.22	N/A
Property Tax – Whitaker	Patty Pasquantonio	\$168,155.08	N/A
Earned Income Tax – West Mifflin	Jordan Tax Service	\$153,417.96	\$2,102.14
Earned Income Tax – Whitaker	Jordan Tax Service	\$8,387.18	\$80.97
Realty Transfer Tax – West Mifflin	V. McDonald Roberts	\$24,133.27	N/A
Delinquent Realty Tax – West Mifflin	Legal Tax Service	\$8,235.00	\$4,500.32
Delinquent Realty Tax – Whitaker	Legal Tax Service	\$543.54	\$1.37
Del Mercantile Tax – West Mifflin	Legal Tax Service	\$20.44	\$1.12
Del Bus Privilege Tax – West Mifflin	Legal Tax Service	\$7,767.23	\$427.20
Del Realty Tax – Act 20 – West Mifflin	Legal Tax Service	\$428.00	N/A
Del Realty Tax – Act 20 – Whitaker	Legal Tax Service	\$74.43	N/A
Del Realty Tax – Civil Action – W Mifflin	Legal Tax Service	\$52,713.46	N/A
Del Realty Tax – Civil Action – Whitaker	Legal Tax Service	\$452.57	N/A

#### F. Online Sales – September

Football	\$6,040.00
Boys Soccer	\$1,110.00
Girls Soccer	\$888.00
Volleyball	\$1,050.00
Card Point	\$3,820.75
Homecoming Dance	\$9,350.00
Titan Shoppe	\$6,083.08
Titan Gear	\$1,531.50
Total	\$29,873.33

#### 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 Service	WSD-322	Filing Fees	\$3,000.00
2. Legal Tax Service	WSD-323	Title Search	\$150.00
3. Legal Tax Service	WSD-324	Filing and Notary Fees, Postage	\$700.20
4. Andrews and Price	16291	September Monthly Retainer	\$1,000.00
5. Andrews and Price	16290, 16295, 16299, 16298, 16297, 16300, 16294, 16296	September Other Professional Services	\$5,014.75

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6. Andrews and Price	16289, 16302, 16293, 16301, 16288, 16283, 16287, 16285, 16284, 16286	September Real Estate Related Services	\$3,164.00
7. Andrews and Price	16292	Student Disciplinary Hearings	\$84.00
8. *Andrews and Price	14575, 14560, 15505, 15093, 15506	April – June 2025 Litigation Services	\$14,497.00

B. All 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. 2025 High School National Thespian Society Fall Play Production, as presented.

## 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
1721357	Lucas Krajack/MS	ESSPA Duo Drama/Plum MS	6	6-8	10/20/25
1722391	Deana Wallace/HS	SWPA Healthcare Expo/ Convention Center, Pgh	25	11-12	10/17/25
1722651	Ellen Deasy/HV	Field Trip/ The Children's Museum, Pgh	112	1	5/8/26
1725395	Christine O'Lare/HS	Woodland Hills Leadership Summit/ Carnegie Museum Of Natural History	4	11-12	10/24/25
1725403	Christine O'Lare/HS	Woodland Hills Leadership Summit/ Heinz History Center	4	11-12	2/20/26
1730989	Zachary Rutter/HS	Art Club Window Painting/Eat N Park Corporate Office at Waterfront	5	9-12	11/3/25
1733663	Jennifer Shields/HS	Partner UP Brilliant Beginnings Event/Rodef Shalom, Pgh	30-40	12	11/6/25

B. Student Fundraising Activities

ID	Club	Sponsor	Fundraiser	Use of Funds	Date(s)
1720920	MS Student Activities	Stacy Galiyas	Coffee Truck during Parent Teacher Conferences	Club Activities	10/30/25
*1727672	HV Kindness	Danielle Onuffer & Ashley Green	Halloween Treat and Message	Club Activities	10/6/25- 10/17/25
1727875	MS Drama	Nina Ruffing	Dine at Primanti's	Club Activities	10/21/25
*1728465	MS Kindness	Gina Hilligsberg & Shelley Bishop	Pay It Forward Yo-Yo Sale	Club Activities	10/7/25- 10/10/25
*1728472	MS Kindness	Gina Hilligsberg & Shelley Bishop	Give Cancer the Boot	HS Scholarship Fund	10/13/25- 10/17/25
1731983	MS Pride Partners	Kyra Reinheimer & Hannah Hilla	Bake Sale	Club Activities	11/21/25
1732129	MS Student Activities	Stacy Galiyas	Breast Cancer Awareness t-shirts	Club Activities	10/3/25- 10/7/25

## C. Buildings and Grounds

ID	Location	Date(s)/Time	Purpose/Applicant	Amount Paid
596	HS Wrestling Room	November-March, Monday-Thursday (not 11/4/25, 11/26/25, 12/23/25, 1/19/26) (5:30 PM-8:00 PM)	Youth Wrestling/WM Little League Wrestling (Sheri Krysinski)	\$750
*7283	HV Cafeteria	October 9 (6:30 PM-8:00 PM)	Fall Open House/Champions (Gina Calfo)	n/a
*7284	FH Baseball Field	October 11 (8:00 AM-6:00 PM)	Baseball/HS Baseball Boosters (Monica Wills)	n/a

## D. Conferences

ID	Name/Building	Conference/Location	Date/#Days	Cost	Sub
*1716238	Shelley Bishop/MS	Advanced Tiers Academy/ AIU Waterfront	10/6/25, 3/19/26 2 days	\$0	Yes
1716247	Shelley Bishop/MS	2025 PaPBS MTSS Implementers Forum/AIU Waterfront	11/12/25-11/14/25 3 days	\$105	Yes
*1716347	Janet Parson/MS	Common Sense Media Digital Literacy & Wellbeing Lessons K-8/AIU Waterfront	10/14/25 1 day	\$0	Yes
*1717859	Lisa Stillwagon/HV	Advanced Tiers Academy/ AIU Waterfront	10/6/25 1 day	\$0	No
*1720948	Danielle Onuffer/HV	BPSC Cohort/Consortium for Public Education, McKeesport	10/8/25, 1/22/26, 3/5/26, 5/26-TBD 4 days	\$18.90	Yes
*1722121	Jodie Lyons/MS	Allegheny County School Counselors Association Fall Meeting/Pine Richland SD	9/26/25 1 day	\$0	No
1722155	Mia Mackulin/HV	SAP Training/Shaler Area SD	10/21/25, 10/22/25 2 days	\$47.60	Yes
*1723394	Lisa Mariano/HV	BPSC Cohort/Consortium for Public Education, McKeesport	10/8/25, 1/22/26 3/5/26, 5/26-TBD 4 days	\$18.90	Yes
*1725236	Christine O'Lare/HS	PD for Eradicate Hate Student Summit Chaperones/Millvale Murals of Maxo Vanka, Pgh	10/7/25 1 day	\$0	Yes
*1725330	Tamia Greene-Sanders/HV	BPSC Cohort/Consortium for Public Education, McKeesport	10/8/25, 1/22/26, 3/5/26, 5/26-TBD 4 days	\$18.90	Yes
*1725547	Ashley Green/HV	BPSC Cohort/Consortium for Public Education, McKeesport	10/8/25, 1/22/26, 3/5/26, 5/26-TBD 4 days	\$18.90	Yes
1725595	Michelle Zebrowski/MS	ELA Symposium/ AIU Waterfront	1/13/26 1 day	\$0	Yes
*1725715	Mary Bekavac/HV	BPSC Cohort/Consortium for Public Education, McKeesport	10/8/25, 1/22/26, 3/5/26, 5/26-TBD 4 days	\$18.90	Yes
*1725742	Kayla Axelson/HV	BPSC Cohort/Consortium for Public Education, McKeesport	10/8/25, 1/22/26, 3/5/26, 5/26-TBD 4 days	\$18.90	Yes

*1725989	Lauren Rowe/HS	PD for Eradicate Hate Student Summit Chaperones/Millvale Murals of Maxo Vanka, Pgh	10/7/25 1 day	\$9.80	No
1729293	Randy Porter/Admin	PASBO Annual Conference	3/24/26-3/27/26 4 days	\$389	No
1730272	Maranda Kotchman/CB	Effective Strategies for a Successful Year of ELD/AIU Waterfront	10/23/25 1 day	\$0	No
1730279	Maranda Kotchman/CB	Building Community through ESL Family Engagement/AIU Waterfront	11/7/25 1 day	\$0	No
*1731937	Isabelle Thompson/HS	Women & the American Story/AIU Waterfront	10/13/25	\$0	Yes

## 12. PROFESSIONAL PERSONNEL

## 13. NON-CERTIFIED PERSONNEL

## 14. ATHLETIC PERSONNEL

## 15. BOARD PRESIDENT'S CORRESPONDENCE

Mr. Squires had nothing for this meeting.

## 16. EXECUTIVE SESSION DISCUSSION

Mr. Squires stated that Executive Session was held prior to the Work Session to discuss personnel, litigation, and confidential information.

## 17. BOARD REPORTS

### A. Committees

Building & Grounds – Mr. Zidek is getting quotes for a new truck, and hydro-seeding for the high school hillside. Mr. Wehrer gave an update on the auditorium repair and renovation. Mr. Soles spoke about replacement of the School Zone sign, and about solar road side signage. Dr. Solomon spoke about T's trail, with opening day scheduled for Arbor Day. Mr. Soles spoke about having our drinking water tested for lead.

Safety & Transportation - Mr. Soles spoke about using a PCCD grant for open gate metal detectors.

Finance – Mr. Wehrer spoke about the firefighter real estate tax rebate, and the impact of not having a state budget and the federal government shutdown. A freeze has been placed on district-sponsored field trips. And the Act 1 index came out this past week, the base index for the state is 3.5%. For West Mifflin the Act 1 index is 4.9%. There was a discussion about getting new financial software.

Athletics & Activities – Mr. Soles spoke about an MOU for a soccer group and the Bettis basketball league. He also mentioned the proposal for a fall play.

Education – Dr. Solomon mentioned November's STEAM theme is going to be MATHgivings, gave a recap of STEAMtember, and gave the dates for Keystone testing. He also mentioned the Titan Art Gallery, and the idea of exploring after-school meals. Mr. Soles talked about the band auxiliary uniforms, the restructuring of the district and the class surveys for class rank.

Policy – Mr. Soles stated that there are six policies up for review, for a first reading. And developing a policy for AI.

B. Steel Center

Mr. Donahoe will give his report at the Regular Meeting, but mentioned that Steel Center is having an Open House on November 3<sup>rd</sup>, from 6:00 p.m. to 8:30 p.m.

**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 8:20 p.m.



Meg Abbasak  
Board Secretary

October 9, 2025

**PLEASE DO NOT REMOVE SIGN IN SHEET**

## VISITOR RECORD

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