

**Wednesday, April 16, 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. Meeting began at 7:00 p.m.

1. OPENING EXERCISES

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

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

Officials Present: Jeffrey Soles, Jeffrey Solomon, Edward Wehrer, Mark Zidek and Ms. Schrempf

2. PRESENTATIONS

A. Student Board Representative Report

- Julia Lazar, Senior Class President, reported that the Senior, Sophomore and Freshman classes are all planning a year end picnic. SAVE Promise's Community Closet is up and running, and they will be hosting a grief group monthly during TLT periods. And ROTC will be the color guards at the April 17th Pirate game.

B. Budget Update – Presentation by Mr. Wehrer

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
 - Theresa Sekely had questions/comments about the Middle School hot water heater, the asphalt company, the student obligations for technology and the \$1,000,000 check from Traveler's Insurance.
 - Diane Stanesic had questions/comments about the real estate tax refunds, and the computers for the tax office.
 - Chuck Krebs had questions/comments about the budget presentation.
 - Tammy Kiley had questions/comments about the new playground at Homeville, and how it is not ADA accessible.

Mr. Soles, Mr. Wehrer and the Board addressed the questions as they 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. March 13, 2025 – Discussed Personnel and Legal Issues
- b. March 20, 2025 – Discussed Personnel and Legal Issues

2. Approval of Minutes

- a. March 13, 2025 – Work Session
- b. March 20, 2025 – Regular Board Meeting

3. Updates to the following policies, Second Reading and approval:

- a. #103 Discrimination/Harassment Affecting Students
- b. #103.1 Nondiscrimination – Qualified Students with Disabilities
- c. #104 Discrimination/Harassment Affecting Staff
- d. #234 Pregnant/Parenting/Married Students
- e. #247 Hazing
- f. #249 Bullying/Cyberbullying
- g. #252 Dating Violence
- h. #336 Personal Necessity Leave
- i. #339 Uncompensated Leave
- j. #824 Maintaining Professional Adult/Student Boundaries

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

Roll Call: Ahern, Blazeovich, 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. February real estate tax refunds due for 2023 and 2024 to specified property owners of West Mifflin and Whitaker Borough in the amount of \$1,671.62 as presented by the respective tax collectors. The refunds are the result of changes in real estate tax assessment values established by Allegheny County.
- 2. March real estate tax refunds due for 2023 and 2024 to specified property owners of West Mifflin and Whitaker Borough in the amount of \$82,642.63 as presented by the respective tax collectors. The refunds are the result of changes in real estate tax assessment values established by Allegheny County.
- 3. Authorization for Andrews and Price to continue with the District's Residential and Commercial Property Assessment Appeals Program for 2026, with the understanding that the new common level ratio (CLR) will be published in June of this year.

It was moved by Donahoe, seconded by Ahern to approve Section 7A, Items 1-3.

Roll Call: Ahern, Blazeovich, Donahoe, Englert, Gajdos, Kopay and Squires voted "Aye".

MOTION CARRIED

B. Purchasing/Contracting

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

1. Quotes for West Mifflin tax office computer system upgrades: Quote from DakTech for three (3) Discovery Windows 11 computers with a 7-year warranty for parts and labor at a cost of \$4,497.00, and a quote from Harris School Solutions to provide remote hosting of real estate software and data for three (3) users at a cost of \$4,590.00. The total cost of \$9,087.00 will be split between West Mifflin Borough and WMASD based on relative real estate millage rates; the cost for the district is \$6,506.29.
2. Quote from Lancaster-Lebanon Intermediate Unit 13 to update the agreement from April 18, 2024, for Microsoft software with Microsoft Unified Support for four (4) additional years, starting June 1, 2025, and ending May 31, 2029, at a cost of \$5,260.00 for a total annual cost of \$46,204.40.
3. Bid from Communications Consulting Inc. to boost cellphone reception at Clara Barton and Homeville Elementary Schools at a cost of \$116,558.02, paid through the PCCD School Safety grant.
4. Reject all bids for two new kettles for the Middle School kitchen. Authorization to advertise new bid specifications regarding warranty, installation and service levels.
5. Bid from TriMark USA for a new commercial dishwasher and installation in the Homeville kitchen at a cost of \$47,240.00, paid through the Cafeteria Fund.
6. Concurrent Enrollment Agreement with La Roche University beginning August 1, 2025, through June 30, 2026, as presented.
7. Quote from Water Heater Distributors to replace a hot water tank at the Middle School with an A.O. Smith model BTH-400A MXI CYCLONE commercial water heater at a cost of \$14,315.00 through the COSTARS cooperative purchasing program.
8. Proposal from Industrial Commercial Elevator to provide professional services related to elevator and chairlift inspections, operations and repairs at the Field House, the Middle School and Homeville Elementary School, at a cost of \$475.00/month and a repair rate of \$247.00/hour.
9. Proposal from Vasco Asphalt Company to coat and restripe asphalt located inside the Stadium, the Stadium parking lot, the Clara Baron parking lot, and the rear circle Homeville parking lot at a cost of \$54,929.00 through the OMNIA Partners purchasing program.
10. Renewal quote from PowerSchool for Naviance K-5 career readiness software at a cost of \$15,145.70.

It was moved by Donahoe, seconded by Englert to approve Section 7B, Items 1-10.

Roll Call: Ahern, Blazeovich, Donahoe, Englert, Gajdos, Kopay and Squires voted "Aye".

MOTION CARRIED

8. FINANCIAL REPORTS

Board action to approve Financial Reports, as listed/presented

- A. Secretary Receipts - \$2,857,221.78
- B. Student Activities - \$197,520.40
- C. Treasurer's Report - \$10,746,885.76
- D. Refunds Subtracted from Expenditures

Account Description	Received From	Amount
Due To/From Cafeteria	Highlands SD	\$630.00
Insurance Copay	Pay Date – 03/07/25	\$244.07
Insurance Copay	Pay Date – 03/21/25	\$40,019.08
Insurance Copay	Individuals	\$187.15
Early Retirement Benefits	AMCA	\$20,416.16
Tuition – Cyber/Charter	Agora Cyber	\$1,011.04
Special Ed – AIU – Secondary	South Fayette	\$30,494.94
Special Ed – Prof Services – SEEKS	AIU	\$44,133.75
Special Ed – IU Services	South Fayette	\$1,053.13
Library – Books & Periodicals	Student Obligations – CB	\$29.71
Bonds – Personnel	Traveler's Insurance	\$100.00
Contracted Medical Services	Highlands SD	\$30,000.00
Supplies – District	Performance Health	\$1,000.00
Uniform Rental – District	Cintas	\$78.06
Technology – Repairs & Maintenance	Student Obligations – MS	\$130.00
Technology – Repairs & Maintenance	Student Obligations – HS	\$959.00
Spring Musical	Program Ads & Ticket Sales	\$5,578.60
Athletics – HS Supplies – Cheer	Student Obligations – HS	\$30.00
Insurance Claim – HS Auditorium Fire	Traveler's Insurance	\$1,000,000.00

E. Tax Collector's Report

Tax Type	Received From	Amount	Commission
Earned Income Tax – West Mifflin	Jordan Tax Service	\$179,515.21	\$1,925.37
Earned Income Tax – Whitaker	Jordan Tax Service	\$8,173.36	\$116.08
Realty Transfer Tax – West Mifflin	V. McDonald Roberts	\$78,159.50	\$1,563.19
Realty Transfer Tax – Whitaker	V. McDonald Roberts	\$652.45	\$13.05
Delinquent Realty Tax – West Mifflin	Legal Tax Service	\$53,973.45	\$6,725.78
Delinquent Realty Tax – Whitaker	Legal Tax Service	\$4,664.99	\$1,004.86
Del Mercantile Tax – West Mifflin	Legal Tax Service	\$127.15	\$6.99
Del Bus Privilege Tax – West Mifflin	Legal Tax Service	\$18,600.89	\$1,023.05
Del Realty Tax – Act 20 – West Mifflin	Legal Tax Service	\$174.64	N/A
Del Realty Tax – Act 20 – Whitaker	Legal Tax Service	\$2.51	N/A
Del Realty Tax – Civil Action – West Mifflin	Legal Tax Service	\$44,825.45	N/A
Del Realty Tax – Civil Action – Whitaker	Legal Tax Service	\$8,777.54	N/A

F. Online Sales – March

Card Point	\$354.25
MS Musical Ads	\$400.00
MS Musical Tickets	\$3,294.00
Seussical Breakfast	\$1,155.00
HS Musical Tickets	\$7,074.00
HS Prom	\$3,960.00
Titan Gear	\$86.00
Titan Shoppe	\$4,844.64
Total	\$21,167.89

It was moved by Donahoe, seconded by Englert to approve Section 8, Items A-F.

Roll Call: Ahern, Blazeovich, Donahoe, Englert, Gajdos, Kopay and Squires voted "Aye".

MOTION CARRIED

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-308	Bank Fees, Parking Fees & Postage	\$723.36
2. Andrews and Price	14048	March Monthly Retainer	\$1,000.00
3. Andrews and Price	14047, 14052, 14056, 14055, 14057, 14046, 14054, 14062, 14051, 14064, 14053, 14043, 14044	March Other Professional Services	\$6,876.96
4. Andrews and Price	14050	March Middle School Litigation	\$28.00
5. Andrews and Price	14058, 14045, 14049, 14038, 14063, 14059, 14061, 14060, 14040, 14039, 14041, 14042	March Real Estate Related Services	\$2,227.00

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

It was moved by Donahoe, seconded by Gajdos to approve Section 9, Items A-B.

Roll Call: Ahern, Blazeovich, Donahoe, Englert, Gajdos, Kopay and Squires voted "Aye".

MOTION CARRIED

10. DISTRICT OPERATIONS

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

A. 2025-2026 Middle School Course of Studies, as presented

B. 2025-2026 Flexible Instruction Days, as presented

- C. Memorandum of Understanding with Lebanon Presbyterian Church for July 31, 2025, as presented
- D. 2025 Summer Music Program, as presented
- E. Additional Supplemental position for K-3 Spring Activities
- F. Accept the 2023-2024 Audit Report, as presented
- G. SPO Contract for July 1, 2025 through June 30, 2030

It was moved by Gajdos, seconded by Ahern to approve Section 10, Items A-G.

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

11. SUPERINTENDENT'S REPORTS

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

A. Home & School Visitor's Report – March 2025

B. Student Activities

ID	Staff/Bldg.	Activity/Location	#Students	Grade(s)	Date
*1589000	Megan Reynolds/CB	Field Trip to Musical Performance/Middle School	35	K-3	4/10/25
*1591037	Jason Tatrai/MS	STEM Field Trip/Acrisure Stadium	40	6	4/9/25
1593994	Sonja Miskovic/HV	Field Trip/Pittsburgh Zoo	96	2	4/24/25
1597879	Brian Getz/HS	Esports Tournament/Trinity Area HS	3	9-12	5/2/25
1598255	Melissa Prutz/HS	True Colors Next Narrative Monologue Competition/NYC	2	10, 12	5/3/25-5/6/25
1600621	Raymond Rost/HS	Mock Trial Class/Pgh	10	10-12	5/1/25
1601009	Mia DiBello/MS	Field Trip/Urban Air, Waterfront	168	5	5/22/25
*1601936	Danielle Onuffer/HV	PBIS Field Trip to Musical Performance/Middle School	22	K-2	4/10/25
1602384	Craig Stanley/HV	Pittsburgh Symphony School Time Concert/Heinz Hall	100	2	5/6/25
1603258	Gina Hilligsberg/MS	Field Trip/Fun Slides Park, Pgh	145	4	5/12/25

C. Student Fundraising Activities

ID	Club	Sponsor	Fundraiser	Use of Funds	Date(s)
1601775	HS Starlettes	Kayla Axelson	Starlettes Dance Clinic	Club Activities	5/4/25
1234567	HS Band	Jayson Monroe	Band Festival	Club Activities	10/11/25

D. Buildings and Grounds

ID	Location	Date(s)/Time	Purpose/Applicant	Amount Paid
*6215	HV Classroom	April 11 (6:00 PM – 8:00 PM)	Parents Night Out/Champions (Gina Calfo)	n/a

E. Conferences

ID	Name/Building	Conference/Location	Date/#Days	Cost	Sub
1589657	Justin Sickles/HS	CHS Chemistry Annual Teacher Meeting/Pitt	4/24/25 1 day	\$0	Yes

It was moved by Blazeovich, seconded by Gajdos to approve Section 11, Items A-E.

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

12. PROFESSIONAL PERSONNEL

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

A. Leaves of Absence

1. *Employee #2236, unpaid days Wednesday, April 30, 2025 through Monday, May 5, 2025

B. Hires

1. Additional ESY Program Teachers; June 16, 2025 through July 10, 2025 (Monday-Thursday, not July 3, 2025); 8:30 AM-12:30 PM; \$30.75/Hour (2024-25 Homebound rate):

Lisa McClafferty (Special Education Substitute)

It was moved by Englert, seconded by Ahern to approve Section 12, Items A-B.

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

13. NON-CERTIFIED PERSONNEL

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

A. Leaves of Absence

1. *Employee #3120, beginning Wednesday, April 23, 2025 through Wednesday, May 7, 2025, using all sick and PTO days, with remaining days unpaid, under the provisions of the Family Medical Leave Act (FMLA).

B. Resignations

1. Tonya Washington, Part-time Family Assistance Liaison, effective Wednesday, March 5, 2025
2. Lisa Novosel, Class II Secretary – Buildings & Grounds/Cafeteria, effective Thursday, April 3, 2025

C. Retirements

1. William Ziegmond, District Technician, effective Monday, July 7, 2025

D. Hires

1. Aiden Ryan, Part-time District Paraeducator, effective Tuesday, April 22, 2025
2. Dynasty Caldwell, Part-time District Paraeducator, effective Tuesday, April 22, 2025

3. Additional ESY Program Paraeducators, June 16, 2025 through July 10, 2025 (Monday-Thursday, not July 3, 2025); 8:30 AM-12:30 PM; Individual's 2024-2025 hourly rate as stated in current SEIU contract:

Aiden Ryan	Dynasty Caldwell
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4. *Analise Lesutis, Part-time Custodian at the Middle School, effective Tuesday, April 8, 2025

E. Other

1. Summer Student Workers, as presented

It was moved by Donahoe, seconded by Blazeovich to approve Section 13, Items A-E.

Roll Call: Ahern, Blazeovich, Donahoe, Englert, Gajdos, Kopay and Squires voted "Aye".

MOTION CARRIED

14. ATHLETIC PERSONNEL

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

A. Hires

1. Justin Walther, High School Girls Head Basketball Coach, effective Thursday, April 17, 2025
2. Nicole Davis, High School Girls Flag Football Assistant Coach, effective Thursday, April 17, 2025
3. Ryan Sabo, High School Assistant Football Coach, effective Thursday, April 17, 2025
4. Lafayette Pitts, High School Assistant Football Coach, effective Thursday, April 17, 2025

B. Other

1. Richard Manning, High School Volunteer Girls Soccer Coach, effective Thursday, April 17, 2025
2. Matthew Prezioso, High School Volunteer Girls Soccer Coach, effective Thursday, April 17, 2025
3. Cameron Short, High School Volunteer Assistant Track Coach, effective Thursday, April 17, 2025

It was moved by Gajdos, seconded by Kopay to approve Section 14, Items A-B.

Roll Call: Ahern, Blazeovich, Donahoe, Englert (Voted "No" to 14.A.1), Gajdos, Kopay and Squires voted "Aye". MOTION CARRIED

15. BOARD PRESIDENT'S CORRESPONDENCE

Mr. Squires had no correspondence today.

16. EXECUTIVE SESSION DISCUSSION

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

17. BOARD REPORTS

A. Committees

Committee Reports were given at the Work Session.

B. Steel Center

Mr. Donahoe reported that Steel Center hosted discovery night on March 6th. This an opportunity for potential students to visit. Construction is moving along smoothly, and is looking fantastic. Mr. Donahoe listed the Students of the Month for March, and Work Based Co-Op programs.

18. SOLICITOR'S REPORT

Ms. Schrempf had no report this evening.

19. OLD BUSINESS


Mr. Squires asked if there was an update on the stadium elevator. Mr. Soles reported that Mr. Zidek did reach out to the elevator company, and the cost would be approximately \$500,000 to open up the 2nd floor of the stadium.

20. NEW BUSINESS

None

21. ADJOURNMENT

Meeting adjourned at 7:50 p.m.


Meg Arbasak
Board Secretary

**WEST MIFFLIN AREA SCHOOL DISTRICT
STUDENT BOARD REPRESENTATIVE VOTING FORM**

Student Board Representative Name: Julia Lazar

Date of Meeting: April 16, 2025

Tally of Votes:

Agenda Item Number	Yea	Nay	Abstention
6A. Board Secretary's Report – Board of Directors	✓		
7A. Director of Finance and Operations' Report – Finance	✓		
7B. Director of Finance and Operations' Report – Purchasing/ Contracting	✓		
8. Financial Reports	✓		
9. Invoices/Bills Payable/Requisitions	✓		
10. District Operations	✓		
11. Superintendent's Reports	✓		
12. Professional Personnel	✓		
13. Non-Certified Personnel	✓		
14. Athletic Personnel	✓		
19. Old Business	✓		
20. New Business	✓		

Instructions: Place an "X" in the appropriate box to cast your vote for each agenda item. Submit your Voting Form to the Board Secretary after each Regular Meeting. Your vote will be distributed to the Board of Directors and will be included in the official Meeting Minutes. By signing and dating below, you are verifying your vote as a Student Board Representative. This form may be photocopied.

Additional Comments:

Thank you for the gift!

Julia Lazar
Signature

4/16/25
Date

Regular Meeting
Board of School Directors
West Mifflin Area School District

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