

**Thursday, October 10, 2024
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 7:01 p.m.

1. OPENING EXERCISES

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

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

Officials Present: Jeffrey Soles, Jeffrey Solomon, Randy Porter, Mark Zidek and Russell Lucas

2. PRESENTATIONS

- A. Student Board Representative Report (Regular Board Meeting)

3. ADDENDUM (Regular Board Meeting)

4. HEARING OF CITIZENS (Regular Board Meeting)

- 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

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 12, 2024 – Discussed Personnel and Legal Issues
- b. September 19, 2024 – Discussed Personnel and Legal Issues

2. Approval of Minutes

- a. September 12, 2024 – Work Session
- b. September 19, 2024 – Regular Board Meeting

3. Julia Lazar and Kenneth VanMeter as Student Board Representatives for the 2024-2025 School Year

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.

B. Purchasing/Contracting

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

1. Quote from EMS LINQ, LLC for unlimited script workflow platform licenses from November 1, 2024, through June 30, 2026, at a cost of \$9,734.00. This quote revises and extends the agreement with EMS LINQ, LLC from November 16, 2023.
2. Change Order from Franklin Interiors to refinish the entire floor of the High School auditorium instead of only the aiseways as originally quoted at a cost of \$25,365.00.
3. Solicitation of bids to replace two commercial kettles in the Middle School Kitchen, which will be paid through the Cafeteria Fund.

8. FINANCIAL REPORTS

Board action to approve Financial Reports, as listed/presented

- A. Secretary Receipts - \$19,767,512.40
- B. Student Activities - \$173,086.00
- C. Treasurer's Report - \$23,201,860.52
- D. Refunds Subtracted from Expenditures

Account Description	Received From	Amount
Due To/From Cafeteria	Lunch Hi/Low	\$54,094.10
Due To/From Cafeteria	Reg/Ndy/Breakfast	\$15,211.04
Due To/From Cafeteria	FNS – Lunch	\$1,668.10
Due To/From Cafeteria	FNS – Breakfast-Needy	\$535.60
Due To/From Cafeteria	Payroll – June	\$1,688.44
Due To/From Cafeteria	Payroll – July	\$18,912.24
Due To/From Cafeteria	Payroll – August	\$9,301.22
Due To/From Cafeteria	Fringe Benefits – June, July & Aug	\$16,519.18
Insurance Copay	Pay Date – 09/20/24	\$39,904.05
Insurance Copay	Individuals	\$317.99
Early Retirement Benefits	AMCA	\$19,144.36
Supplies – MS	Blackbaud Giving Fund	\$130.00
Special Ed – Titan Shoppe	Jan – June Expenses	\$10,293.82
Supplies – High School – Pre-K	HS Pre-K	\$420.00
Food – High School – Pre-K	HS Pre-K	\$180.00
Tuition – Steel Center	Duquesne SD	\$40,469.55
Other Professional Services	System 4	\$270.00
Technology – Repairs and Maintenance	Student Obligations	\$820.00

Game Workers	Central Catholic	\$200.00
Existing Site Improvements	US Steel	\$90,818.00

E. Tax Collector’s Report

Tax Type	Received From	Amount	Commission
Property Tax – West Mifflin	Jonathan Hess	\$15,970,219.72	N/A
Property Tax – Whitaker	Patty Pasquantonio	\$384,231.18	N/A
Earned Income Tax – West Mifflin	Jordan Tax Service	\$172,650.93	\$2,341.32
Earned Income Tax – Whitaker	Jordan Tax Service	\$8,328.32	\$109.83
Realty Transfer Tax – West Mifflin	V. McDonald Roberts	\$49,891.85	\$997.84
Realty Transfer Tax – Whitaker	V. McDonald Roberts	\$1,375.00	\$27.50
Delinquent Realty Tax – West Mifflin	Legal Tax Service	\$7,785.62	\$3,750.55
Delinquent Realty Tax – Whitaker	Legal Tax Service	\$450.00	\$2.12
Delinquent LST Tax – West Mifflin	Legal Tax Service	\$3.79	\$0.21
Del Mercantile Tax – West Mifflin	Legal Tax Service	\$3,666.78	\$201.67
Del Bus Privilege Tax – West Mifflin	Legal Tax Service	\$2,708.71	\$148.98
Del Realty Tax – Act 20 – West Mifflin	Legal Tax Service	\$536.49	N/A
Del Realty Tax – Act 20 – Whitaker	Legal Tax Service	\$249.79	N/A
Del Realty Tax – Civil Action – W Mifflin	Legal Tax Service	\$48,087.39	N/A
Del Realty Tax – Civil Action – Whitaker	Legal Tax Service	\$340.21	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 Service	WSD-291	Parking, Filing, Bank, and Notary Fees and Postage	\$536.26
2. Andrews and Price	11433	September Monthly Retainer	\$1,000.00
3. Andrews and Price	11145, 11432, 11439, 11443, 11442, 11441, 11444, 11431, 11430, 11446, 11440	September Other Professional Services	\$9,310.00
4. Andrews and Price	11445, 11435, 11424, 11423, 11448, 11447, 11429, 11437, 11427, 11425, 11426, 11436, 11434, 11438, 11428	September Real Estate Related Services	\$3,225.50
5. Cavaliere Court Reporting, LLC	INV. 269	Student Disciplinary Hearings	\$760.00
6. Evashavik Law. LLC	20240911, 20240919	Student Disciplinary Hearings	\$1,800.00
7. Legal Tax Service	WSD-292	Commission/Fees for Business Privilege, LST and Mercantile Taxes	\$19,388.53

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. None

11. SUPERINTENDENT’S REPORTS

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

A. Home & School Visitor’s Report – August/September 2024

B. Student Activities

ID	Staff/Bldg	Activity/Location	#Students	Grade(s)	Date
1482441	Amanda Monzak/MS	Stem Design Challenge/ Commonwealth Charter Academy	12	5	3/26/25
1483436	Deana Wallace/HS	UPMC Pathways to Work Educational Career Event/Acrisure	30	11-12	12/4/24
1483676	Michael Miller/HS	SACP Annual Faraday Lecture/ Soldiers & Sailors Hall	40	10-12	11/13/24
*1487722	Ashley Dreistadt/MS	CBI West Mifflin Post Office/WM	35	4-8	9/26/24
*1491172	Melissa Welsh/HS	TCA Visits Fort Pitt Museum/Pgh	20	K-8	10/4/24
1492700	Christine O’Lare/HS	Student Leadership Summit/CCAC Allegheny Campus	3-6	10-12	10/29/24
*1493185	Jayson Monroe/HS	TJ Band Festival/TJ High School	90	9-12	10/5/24
*1493195	Jayson Monroe/HS	McKeesport Tournament of Band/ McKeesport HS	90	9-12	10/12/24
1493761	Melissa Prutz/HS	2024 Young Playwrights Festival/ City Theater Company	35	10-12	10/18/24
1494436	Thomas Weir/HS	Veterans Day Parade/Pgh	40	9-12	11/11/24
1495338	Brian Aufman/HS	Creative Convention/Springdale Jr/Sr HS	5	9-12	10/31/24
1497625	Brian Aufman/HS	Word Master Competition/ Franklin Regional HS	5	9-12	11/18/24
1498118	Ray Rost/HS	Future Voices of the People/Duquesne University	12-20	10-12	11/7/24
1500187	Ashley Dreistadt	CBI Carnegie Library/Homestead	35	4-8	10/29/24

C. Student Fundraising Activities

ID	Club	Sponsor	Fundraiser	Use of Funds	Date(s)
1491901	MS WIRC Reading	Janet Parson	\$1 Lollipop Pull	Club Activities	11/12-11/26 & 1/14-1/31
*1492246	MS StuCo	Ashley Dreistadt	Various blue & gold items for pep rallies & home sport games	Club Activities	10/1-5/15
1495737	MS StuCo	Ashley Dreistadt	Sarris Candy Holiday sale	Club Activities	11/4-11/15
1495741	MS StuCo	Ashley Dreistadt	Sarris Pretzels & Candy Bar sale	Club Activities	11/4-2/14
*1495769	HS Senior Class	Kristen Bonacci	Halloween Door Decorating contest	Donations	10/15-10/31
*1497171	HS Tech Ed	Marc Gambino	Make & sell products	Club Activities	2024-25 SY
*1498828	MS Kindness	Gina Hilligsberg & Shelley Bishop	Give Cancer the Boot	Donation	10/14-10/18

D. Buildings and Grounds

ID	Location	Date(s)/Time	Purpose/Applicant	Amount Paid
441	HS Cafeteria	October 22 (2:30 PM – 6:30 PM)	Grief Support Groups/HS Guidance (Jennifer Shields)	n/a
5129	HV Classroom	October 16 (6:30 PM – 8:30 PM)	Community Outreach Fall Open House/Champions (Gina Calfo)	n/a

E. Conferences

ID	Name/Building	Conference/Location	Date/#Days	Cost	Sub
1473294	Heather Vidic/CB	2024 Innovate and Integrate: MTSS & PBIS Advanced Implementation Forum/ Hershey, PA	11/13/24-11/15/24 3 days	\$805	Yes
1479312	Mary Bekavac/HV	ECRI: Increasing Intensity Across Tiers/PaTTAN	12/11/24 1 day	\$14	Yes
1481395	Alexa Pantuso/HV	ECRI: Increasing Intensity Across Tiers/PaTTAN	12/11/24 1 day	\$14.07	Yes
1484059	Karen Truax/HV	ECRI Foundational Skills/PaTTAN	10/23/24-10/24/24 2 days	\$45.56	Yes
1487104	Stephanie Didjunas/HV	ECRI Foundational Skills/PaTTAN	10/23/24-10/24/24 2 days	\$42.88	Yes
1488966	Taylor Bowman/CB	Structured Literacy Training for Autistic & Life Skills Support Educators/ AIU Waterfront	10/3/24, 10/22/24 11/20/24, 1/23/25 4 days	\$0	Yes
1490607	Jennifer Shields/HS	2024 Innovate and Integrate: MTSS & PBIS Advanced Implementation Forum/ Hershey, PA	11/13/24-11/15/24 3 days	\$627	Yes
1490609	Christine O'Lare/HS	2024 Innovate and Integrate: MTSS & PBIS Advanced Implementation Forum/ Hershey, PA	11/13/24-11/15/24 3 days	\$945	Yes
1491049	Melissa Wall/Admin	The 3 R's of School Social Work/Univ of Pgh	11/4/24 1 day	\$95	No
1491225	Jennifer Zitelli/CB	ECRI Training/PaTTAN	10/18/24, 10/25/24 2 days	\$0	Yes
1491507	Justin Sickles/HS	SciTech Days/Carnegie Science Center	10/25/24, 11/17/25 2/21/25, 3/21/25 4 days	\$0	Yes
1491514	Jill Jakub/HS	The 3 R's of School Social Work/Univ of Pgh	11/4/24 1 day	\$95	No
1492154	Holly Miller/CB	ECRI Training/PaTTAN	10/18/24, 10/25/24 2 days	\$0	Yes
1492782	Anna Kudla/HS	PASCC Conference/Laurel Highland HS	11/22/24 1 day	\$0	Yes
1492786	Justin Sickles/HS	Central Regional Meeting of ACS/Greentree	11/6/24-11/8/24 3 days	\$0	Yes
1493651	Gina Hilligsberg/MS	PBIS Elementary Student Summit/AIU Waterfront	12/12/24 1 day	\$0	Yes
1493829	Michael Miller/HS	PPG Energy Education Workshop/Oakdale	10/22/24 1 day	\$0	Yes
1495534	Shelley Bishop/MS	PBIS Elementary Student Summit/AIU Waterfront	12/12/24 1 day	\$0	Yes
1499562	Lauren Rowe/HS	Fall Counselors Meeting/Steel Center	11/7/24 1/2 day	\$0	Yes
1499670	Jodie Lyons/MS	Allegheny Co School Counselors Assoc Fall Mtg/ Penn State Greater Allegheny	10/25/24 1 day	\$0	No

1499995	Amanda Monzak/CB	South Hills Area Gifted Consortium/Bethel Park	11/14/24 1 day	\$0	Yes
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12. PROFESSIONAL PERSONNEL

13. NON-CERTIFIED PERSONNEL

14. ATHLETIC PERSONNEL

15. BOARD PRESIDENT’S CORRESPONDENCE

Mr. Blazeovich had nothing at this time.

16. EXECUTIVE SESSION DISCUSSION

Mr. Blazeovich stated that Executive Session was held before the Work Session.

17. BOARD REPORTS

A. Committees

Building & Grounds – Mr. Soles stated that Mr. Zidek had provided four possible vendors for custodial services since we are short staffed. Mr. Gajdos suggested eliminating the overnight positions to cover the short fall. Mr. Soles stated that the installation of the new marquee is complete. The only thing left is training. Mr. Zidek spoke about replacing the main doors and the auditorium doors at the Middle School, paving the Homeville parking lots, gutter issues at Homeville, and installing a security gate near the Middle School playground. Mr. Soles and Mr. Zidek gave updates on the lights and turf at the ball fields.

Safety & Transportation – Mr. Soles mentioned the monthly Safety report from Chief Boyle and the signal boosters for Clara Barton and other areas of need.

Finance – Mr. Soles went over the final budget figures from the Partial program. Mr. Porter gave an update on the school vans and SUVs. Mr. Soles asked about adding the Mon Valley Independent District Newspaper as the District’s secondary paper.

Athletics & Activities – Mr. Maha gave an update on the intermural and empower programs, information should be available next week. The next two Fridays are senior nights for Football, Cheerleaders and Band. And Fall sports are wrapping up for the season.

Technology – Ms. Soles spoke about the final recommendation for the cleaning and storage of the VR Headsets, and getting hot spots for Clara Barton. Mr. Soles would like to hold off on hot spots until they see what happens with the Safety grant.

Education – Mr. Soles talked the TAP update, current enrollment numbers, the proposed band trip, proposed Spring Musical and the Titan Academy Handbook.

Policy – Mr. Soles stated that there were multiple policies reviewed before this evenings meeting. They will be available on the website and on next week’s agenda for a first reading. Mr. Squires summarized the new facilities use policy, and the naming rights policy.

B. Steel Center

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

18. SOLICITOR’S REPORT

Mr. Lucas had nothing for the Work Session.

19. OLD BUSINESS

None

20. NEW BUSINESS

None

21. ADJOURNMENT

Meeting adjourned at 7:32 p.m.



Meg Arbasak
Board Secretary

PLEASE DO NOT REMOVE SIGN IN SHEET

VISITOR RECORD

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

Name	Address	Organization Representing (If Any)
Therese Skelly	110 Main Entrance	
Barb Gregory	Lelelo Debaldo	
Deb Kostelnik	106 Samuel DR	
Karen Truax		WMFT