

**Thursday, May 9, 2024
Work Session
Minutes**

The West Mifflin Area School District Work Session was held in the West Mifflin Borough Building Council Chambers, 1020 Lebanon Road, West Mifflin, PA. Meeting began at 6:01 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, Edward Wehrer, Mark Zidek and Trish Andrews

2. PRESENTATIONS

- A. Recognition of PMEA Students – Mr. Smeal, Mr. Kesser and Mr. Monroe
- B. 2024-2025 Budget Presentation – Mr. Wehrer
- C. 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. April 11, 2024 – Discussed Personnel and Legal Issues
- b. April 18, 2024 – Discussed Personnel and Legal Issues

2. Approval of Minutes
 - a. April 11, 2024 – Work Session
 - b. April 18, 2024 – Regular Board Meeting

7. DIRECTOR OF FINANCE AND OPERATIONS’ REPORT

A. Finance

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

1. Revised April real estate tax refunds due for 2022 and 2023 to specified property owners of West Mifflin and Whitaker Borough in the amount of \$80,730.91.
2. Transfer of \$320,000.00 from the General Fund to the Cafeteria Fund.
3. Board acceptance of the report from MaherDuessel, Certified Public Accountants, of the local financial audit for the fiscal year ending June 30, 2023, as presented.
4. Allegheny County Schools Health Insurance Consortium (ACSHIC) standard medical premium (monthly) rates for 2024-2025:

| | <u>Individual</u> | <u>Parent & Child</u> | <u>Parent & Children</u> | <u>Employee & Spouse</u> | <u>Family</u> |
|-------------------------|-------------------|---------------------------|------------------------------|------------------------------|---------------|
| Community Blue Flex PPO | \$878.85 | \$1,970.39 | \$2,167.42 | \$2,387.43 | \$2,482.27 |
| Community Blue Flex EPO | \$820.99 | \$1,841.50 | \$2,025.60 | \$2,230.29 | \$2,319.04 |

These rates are a 9% increase from the 2023-2024 premiums.

5. Allegheny County Schools Health Insurance Consortium (ACSHIC) standard dental and vision premium (monthly) rates for 2024-2025:

| | | | |
|--------|-----------------------|----------|-------------|
| Dental | Employee Only | \$32.16 | 5% increase |
| | Employee & Dependents | \$105.76 | |
| Vision | Employee Only | \$6.53 | 3% increase |
| | Employee & Dependents | \$15.94 | |

6. Proposed Preliminary Budget 2024-2025 General Fund Budget and authorize its public display as presented.

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 2024-2025 school year.
2. Agreement with UPMC Pediatrics, Endocrinology, Diabetes, and Metabolism to participate in a survey for students under the age of 13 with type 1 diabetes, with parent permission. The District will receive a \$1,000.00 stipend for participating.

3. Agreement with Nutrition, Inc. to provide contracted Food Service Management Services for the 2024-2025 school year. This agreement is the third renewal of the four-year contract. It is also recommended the Board approve the Cafeteria Fund Budget.
4. Agreement with the Allegheny Intermediate Unit for Comprehensive Services during the 2024-2025 school year per the cost schedule as presented.
5. Quote from PowerSchool for renewal of License and Subscription Fees for the Naviance Solution Suite from July 1, 2024 through June 30, 2025 at a cost of \$14,375.14.
6. Quote from PowerSchool for renewal of Schoology LMS subscription from July 1, 2024 through June 30, 2025 at a cost of \$16,463.40.
7. Renewal quote with Precision HR Solutions, Inc. for substitute services from July 1, 2024 through June 30, 2025, as presented.
8. Agreement with the Allegheny Intermediate Unit to purchase meals for the Pre-K program from July 1, 2024 through June 30, 2025, as presented.

8. FINANCIAL REPORTS

Board action to approve Financial Reports, as listed/presented

A. Secretary's Receipts

1. April - \$3,307,567.95

B. Student Activities

1. April - \$173,056.68

C. Treasurer's Report

1. April - \$7,484,431.70

D. Refunds Subtracted from Expenditures

1. April

| Account Description | Received From | Amount |
|------------------------------------|----------------------------|--------------|
| Due To/From Cafeteria | Lunch Hi/Low | \$121,860.40 |
| Due To/From Cafeteria | Reg/Ndy/Breakfast | \$42,722.50 |
| Due To/From Cafeteria | FNS – Lunch | \$4,158.98 |
| Due To/From Cafeteria | FNS – Breakfast-Needy | \$1,656.00 |
| Due To/From Cafeteria | State Breakfast Initiative | \$2,486.30 |
| Due To/From Cafeteria | Fresh Fruit & Vegetables | \$2,231.25 |
| Insurance Copay | Pay Date – 04/19/24 | \$37,437.89 |
| Insurance Copay | Individuals | \$302.91 |
| Early Retirement Benefits | AMCA | \$6,238.05 |
| One to One Initiative – Technology | Student Obligations – MS | \$165.00 |
| Regular Programs – Titan Thyme | Benefit Breakfast | \$205.63 |
| Special Ed – Prof Services – SEEKS | AIU | \$10,200.00 |
| Special Ed – Titan Shoppe | Merchant CD | \$14,317.16 |
| Special Ed – Titan Shoppe | July – Dec Expenses | \$8,150.01 |
| Library – Books & Periodicals – HM | Library Obligation | \$15.97 |

| | | |
|--------------------------------------|------------------------|-------------|
| Custodian / Maintenance OT | Brookline Dance Studio | \$360.00 |
| Custodian / Maintenance OT | The Dance Company | \$360.00 |
| Bldg. & Grounds – Supplies – HS | Brookline Dance Studio | \$30.00 |
| Bldg. & Grounds – Supplies – MS | The Dance Company | \$30.00 |
| Transportation Homeless/Fosters | Allegheny County | \$55,367.72 |
| Technology – Repairs and Maintenance | PowerSchool | \$3,412.72 |
| Activities – Salaries | Brookline Dance Studio | \$390.00 |
| Activities – Salaries | The Dance Company | \$360.00 |
| Safety/Security Services – District | Brookline Dance Studio | \$129.00 |
| Safety/Security Services – District | The Dance Company | \$129.00 |
| Misc. Expenses (Stage Hands) | Brookline Dance Studio | \$130.00 |
| Misc. Expenses (Stage Hands) | The Dance Company | \$120.00 |
| Spring Musical | Ticket Sales | \$250.00 |
| Athletics – Supplies – District | WPIAL | \$1,142.77 |

E. Tax Collector’s Report

1. April

| Tax Type | Received From | Amount | Commission |
|--|---------------------|--------------|-------------|
| Earned Income Tax – West Mifflin | Jordan Tax Service | \$117,524.78 | \$1,729.19 |
| Earned Income Tax – Whitaker | Jordan Tax Service | \$6,559.45 | \$97.72 |
| Realty Transfer Tax – West Mifflin | V. McDonald Roberts | \$23,522.82 | \$470.46 |
| Delinquent Realty Tax – West Mifflin | Legal Tax Service | \$44,397.89 | \$35,072.84 |
| Delinquent Realty Tax – Whitaker | Legal Tax Service | \$927.64 | \$916.04 |
| Del Mercantile Tax – West Mifflin | Legal Tax Service | \$3,133.57 | \$172.35 |
| Del Bus Privilege Tax – West Mifflin | Legal Tax Service | \$28,633.89 | \$1,574.86 |
| Del Realty Tax – Act 20 – West Mifflin | Legal Tax Service | \$120.26 | N/A |
| Del Realty Tax – Act 20 – Whitaker | Legal Tax Service | \$266.03 | N/A |
| Del Realty Tax – Civil Action – West Mifflin | Legal Tax Service | \$472,301.98 | N/A |
| Del Realty Tax – Civil Action – Whitaker | Legal Tax Service | \$12,478.01 | 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-276 | Filing Fees – Whitaker | \$163.02 |
| 2. Legal Tax Services | WSD-277 | Quarterly Commissions and Fees for Business Privilege, LST and Mercantile Taxes | \$8,448.84 |
| 3. Legal Tax Services | WSD-278 | Filing, Bank and Notary Fees, and Postage | \$618.97 |

B. All Bills and Cash Disbursements for Public Safety, LLC.

C. 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. Creation of a Titan Training Club at the Middle School for the 2024-2025 school year

11. SUPERINTENDENT’S REPORTS

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

A. Home & School Visitor’s Report

B. Student Activities

| ID | Staff/Bldg. | Activity/Location | #Students | Grade(s) | Date |
|----------|---------------------|--|-----------|----------|---------|
| 1375904 | Bradley Mitchell/HS | Pittsburgh Pirates Game/Pgh | 50 | 10-12 | 5/23/24 |
| *1376634 | Ashley Dreistadt/MS | PIA & Allegheny Airport Tour-Career Day/West Mifflin | 30 | 6-12 | 5/9/24 |

C. Student Fundraising Activities

| Club | Sponsor | Fundraiser | Use of Funds | Date(s) |
|-------------------------------|---------------|-----------------|-----------------|------------------|
| *MS Student Activities (Gr 6) | Stacy Galiyas | Pie in the Face | Club Activities | 5/1/24 – 5/21/24 |

D. Buildings and Grounds

| ID | Location | Date(s)/Time | Purpose/Applicant | Amount Paid |
|-----|---------------------------------------|----------------------------------|--|-------------|
| 353 | HS Auditorium Lobby, Back Parking Lot | September 21 (7:00 AM – 5:00 PM) | Arts Festival/WM Community Foundation (Ray Rost) | n/a |

E. Conferences

| ID | Name/Building | Conference/Location | Date/#Days | Cost | Sub |
|----------|-------------------|---|-----------------|------|-----|
| *1372069 | Justin Sickles/HS | Design, Create, Innovate: Laser Cutting for an Enhanced STEAM Experience/AIU Waterfront | 5/8/24 1 day | \$0 | Yes |

12. PROFESSIONAL PERSONNEL

13. NON-CERTIFIED PERSONNEL

14. ATHLETIC PERSONNEL

15. BOARD PRESIDENT’S CORRESPONDENCE

Mr. Blazeovich stated that there is none at this time.

16. EXECUTIVE SESSION DISCUSSION

Mr. Blazeovich stated that Executive Session will be held after the Work Session.

17. BOARD REPORTS

A. Committees

Building & Grounds – Mr. Soles spoke about engineering services that are needed at the Stadium, and asked to have this added to next week’s agenda. Mr. Zidek spoke about replacing the asphalt in the playground area at Homeville Elementary. Mr. Zidek stated that the High School roof repair has started.

Finance – Mr. Wehrer gave a summary of the security proposals that were received. After hearing the summary, the committee suggested postponing this as an agenda item until the full proposals could be reviewed by the Board. Mr. Soles and Mr. Porter gave an update on the purchase and specifics of the proposed vans and SUVs, and asked to have them added to next week's agenda.

Athletics & Activities – Mr. Soles gave a summary of the additional quotes that he received for the new field turf and field lighting. He recommended Hellas for the screen and turf, and NGU for lighting. And, asked to have these items added to the agenda for next week.

Technology – Mr. Helbling and Mr. Crawford spoke about the specifics of student computers on a 4-year lease cycle, and the demo computers that we received.

Education – Mr. Soles spoke about the materials needed for Elective classes. He also spoke about the AIU services agreement and the Flexible Instruction Days (FID) application.

Communication & Community Engagement – Mrs. Englert would like to schedule a committee meeting to discuss what the committee will be doing in the future.

B. Steel Center

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

18. SOLICITOR'S REPORT

Mrs. Andrews had nothing for tonight.

19. OLD BUSINESS


None

20. NEW BUSINESS

Mr. Blazeovich suggested removing Old Business and New Business items from the agenda for the Regular Meetings. There was a discussion of the pros and cons of removing or keeping these agenda items. And, Mrs. Englert attended a SHASDA meeting last week, and she will have more information for next week's agenda.

21. ADJOURNMENT

Meeting adjourned at 7:55 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) |
|----------------------|---------|---------------------------------------|
| Dawn Treax | | WMFT |
| JOE Kotulsky | | |
| Joy Kotulsky | | |
| Jathan/Joel Kotulsky | | |
| | | |
| | | |
| | | |
| | | |
| | | |
| | | |
| | | |
| | | |
| | | |
| | | |
| | | |
| | | |