

**Thursday, February 8, 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 6:00 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 Solomon, Edward Wehrer, Mark Zidek and Russell Lucas

2. PRESENTATIONS

- A. Connor Schlegel – Field Turf
- B. Tony Saraceni and Jerry Balzer – NGU Sports Lighting Specialist
- 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
- 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. January 11, 2024 – Discussed Personnel and Legal Issues
- b. January 18, 2024 – Discussed Personnel and Legal Issues

2. Approval of Minutes

- a. January 11, 2024 – Work Session
- b. January 18, 2024 – Regular Board Meeting

3. Updates to the following policies, Second Reading and approval:
 - a. #815 Acceptable Use of Internet, Computers and Network Resources
 - b. #819 Suicide Awareness, Prevention and Response
4. Meeting Schedule for the 2024/2025 School Year. Meetings will be held at the District's Administrative Offices (Council Chambers), 1020 Lebanon Road, West Mifflin, PA 15122. Work Sessions will begin at 6:00 p.m. and Regular Meetings will begin at 7:00 p.m.

Work Sessions (Thursdays)

August 1, 2024
 September 12, 2024
 October 10, 2024
 November 14, 2024

Regular Meetings (Thursdays)

August 8, 2024
 September 19, 2024
 October 17, 2024
 November 21, 2024
 December 4, 2024 * (Wednesday)
 Reorganization & Regular
 January 16, 2025
 February 20, 2025
 March 20, 2025
 April 10, 2025 **
 May 15, 2025
 June 18, 2025 (Wednesday) ***

January 9, 2025
 February 13, 2025
 March 13, 2025
 April 3, 2025 **
 May 8, 2025
 June 12, 2025

* Held on Wednesday, not to conflict with the West Mifflin Borough's Light Up Night
 ** Moved up a week to avoid Spring Break
 *** Held on Wednesday, not to conflict with the Juneteenth Federal Holiday

7. DIRECTOR OF FINANCE AND OPERATIONS' REPORT

A. Finance

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

1. January real estate tax refunds due for 2020, 2021, 2022 and 2023 to specified property owners of West Mifflin and Whitaker Borough in the amount of \$123,972.12 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. None

8. FINANCIAL REPORTS

Board action to approve Financial Reports, as listed/presented

- A. Secretary Receipts - \$1,541,063.93
- B. Student Activities - \$188,777.70
- C. Treasurer's Report - \$17,322,457.67
- D. Refunds Subtracted from Expenditures

Account Description	Received From	Amount
Due To/From Cafeteria	FNS – Lunch	\$3,360.28

Due To/From Cafeteria	FNS – Breakfast/Needy	\$1,311.60
Due To/From Cafeteria	Lunch Hi/Low	\$98,498.95
Due To/From Cafeteria	Reg/Ndy/Breakfast	\$33,853.83
Due To/From Cafeteria	State Breakfast Initiative	\$1,952.85
Due To/From Cafeteria	Fresh Fruit & Vegetables	\$1,650.45
Insurance Copay	Individuals	\$224.38
Early Retirement Benefits	AMCA	\$5,390.80
Supplies – MS	TIAA Grant	\$125.00
Supplies – SEEKS Grant	AIU	\$4,166.84
Regular Programs – Technology	Student Obligations – HS	\$70.00
Regular Programs – Technology	Student Obligations – MS	\$70.00
Special Ed Tuition – Other	New Story, LLC	\$1,404.00
Special Ed – Titan Shoppe	Merchant CD	\$21,481.88
Repairs & Maintenance – Equip – MS	Duquesne Light	\$3,000.00
Security/Safety Services – HM	Community Basketball	\$1,462.00
Security/Safety Services – MS	Community Basketball	\$1,548.00
Insurance Claim	Liberty Mutual	\$43,916.46

E. Tax Collector's Report

Tax Type	Received From	Amount	Commission
Property Tax – West Mifflin	Jonathan Hess	\$286,426.72	N/A
Property Tax – Whitaker	Patricia Pasquantonio	\$36,277.22	N/A
Earned Income Tax – West Mifflin	Jordan Tax Service	\$112,782.15	\$1,381.91
Earned Income Tax – Whitaker	Jordan Tax Service	\$5,878.92	\$85.00
Realty Transfer Tax – West Mifflin	V. McDonald Roberts	\$24,724.39	\$494.48
Realty Transfer Tax – Whitaker	V. McDonald Roberts	\$760.75	\$15.22
Business Privilege Tax – WM (Quarterly)	Legal Tax Service	\$121,770.13	N/A
LST – West Mifflin (Quarterly)	Legal Tax Service	\$17,014.99	N/A
Mercantile Tax – West Mifflin (Quarterly)	Legal Tax Service	\$161,212.43	N/A
Delinquent Realty Tax – West Mifflin	Legal Tax Service	\$10,635.54	\$2,053.87
Delinquent Realty Tax – Whitaker	Legal Tax Service	\$187.50	\$244.69
Delinquent LST Tax – West Mifflin	Legal Tax Service	\$1.27	\$.07
Del Mercantile Tax – West Mifflin	Legal Tax Service	\$1,906.25	\$104.84
Del Bus Privilege Tax – West Mifflin	Legal Tax Service	\$294,870.43	\$16,217.87
Del Realty Tax – Act 20 – West Mifflin	Legal Tax Service	\$163.88	N/A
Del Realty Tax – Act 20 – Whitaker	Legal Tax Service	\$25.25	N/A
Del Realty Tax – Civil Action – West Mifflin	Legal Tax Service	\$24,089.17	N/A
Del Realty Tax – Civil Action – Whitaker	Legal Tax Service	\$2,108.42	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-269	Filing and Bank Fees, and Postage	\$607.73
2. Andrews and Price	8075	January Monthly Retainer	\$1,000.00
3. Andrews and Price	8079, 8086, 8084, 8072, 8070, 8069, 8071, 8085, 8073	January Real Estate Related Services	\$1,858.25
4. Andrews and Price	8076	January Middle School Litigation	\$56.00

5. Andrews and Price	8074, 8078, 8082, 8081, 8080, 8083, 8077	January Other Professional Services	\$3,738.00
----------------------	--	--	------------

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. 2024-2025 School Calendar, as presented

B. Creation of a Pop Culture Club at the High School for the 2023-2024 school year and approval of Ms. Anna Kudla as the unpaid sponsor for the club, 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
1312532	Anna Kudla/HS	Pop Culture Club-Pgh International Auto Show/Convention Center	30	9-12	2/16/24
1317850	Tricia Hopchak/MS	Second Annual Top Golf Study Island Challenge/Top Golf	30	6	4/18/24
*1314281	Danielle Onuffer & Ashley Green/HM	Kindness Club-South Hills Pet Rescue Animal Shelter Donations/Homeville	25	3	2/14/24
1315354	Jennifer Zitelli/CB	Field Trip-Children’s Museum of Pittsburgh/Pittsburgh	44	1	4/5/24
1316797	Alexis Zywan/HS	SciTech Day-Carnegie Science Center/Pittsburgh	40	11-12	2/16/24
*1317147	Melissa Prutz/HS	Shakespeare Monologue Competition/ O’Reilly Theater, Pittsburgh	10	10-12	2/13/24
1319237	Christine O’Lare/HS	Creek Connections Student Research Symposium/Camp Kon-O-Kwee	30	9	4/12/24
1319883	Jill Jakub/CB	Field Trip-Carnegie Science Center/ Pittsburgh	63	2	5/10/24
1320176	Glenn Gougler/MS	French and Indian War Field Trip/ Uniontown Area and Ligonier	100	8	5/18/24
1322519	Bree Thompson/MS	Field Trip-Zone 28/Pittsburgh	80-100	7	5/21/24
1324548	Devon Smeal/MS	PMEA Elementary Stringfest/Moon Area Middle School	3	6	2/16/24
1324580	Devon Smeal/MS	PMEA Jr High District Orchestra/ Keystone Oaks High School	3	8-9	4/26/24
1326224	Jason Tatrai/MS	Field Trip-Fun Fore All/Cranberry	165	6	5/16/24
1326425	Deana Wallace/HS	STARS Prom/Hilton Garden Inn, Canonsburg	15	11-12	5/8/24

B. Student Fundraising Activities

Club	Sponsor	Fundraiser	Use of Funds	Date(s)
HS Esports	Brian Getz	Make Our Mark Ceiling Tile Project	Club Activities	3/1/24- 4/15/24

C. Buildings and Grounds

ID	Location	Date(s)/Time	Purpose/Applicant	Amount Paid
*293	HM Auditorium, Cafeteria, Gym	February 1 (4:00 PM – 8:00 PM)	PTA Event/Homeville PTA (Jessica Parsons)	n/a
294	HM Auditorium, Cafeteria, Gym	March 7 (4:00 PM – 8:00 PM)	PTA Event/Homeville PTA (Jessica Parsons)	n/a
295	CB Gym	January 23, 30; February 13, 20, 27; March 5, 12, 19 (6:00 PM – 7:30 PM)	Practice/Jaguar Hoops (Brian Smith)	\$180
296 297	HS Auditorium, Chorus Room, Auditorium Lobby	May 17 (6:00 PM – 8:30 PM) May 18 (3:00 PM – 8:00 PM)	Spring Concert & Rehearsal/Munhall Community Band (Christine Morgan)	\$1,459
300	MS Gym	March 11-15 (5:00 PM – 8:00 PM)	Basketball League/WM Community Basketball Organization (Leon Harrison)	\$430
3418	HS Gym	March 16 (9:00 AM – 6:00 PM)	Basketball League/WM Community Basketball Organization (Leon Harrison)	\$610

D. Conferences

ID	Name/Building	Conference/Location	Date/#Days	Cost	Sub
*1310920	Donna Nofzinger/HS	Distinguishing Learning Disability from Language Development/AIU-Waterfront	1/19/24 1 day	\$0	Yes
*1311026	Kennedy Figas/MS	Distinguishing Learning Disability from Language Development/AIU-Waterfront	1/19/24 1 day	\$0	Yes
1312283	Amanda Monzak/CB	South Hills Area Gifted Consortium/Upper St. Clair HS	2/27/24 1 day	\$0	Yes
*1314383	Mary Beth Miller/HM	Check and Connect Training/ AIU Waterfront	1/29/24 1 day	\$0	Yes
*1314437	Mary Beth Miller/HM	QBS Safety Training/WMAHS	1/25/24-1/26/24 2 days	\$0	Yes
1315150	Dina Fouser/MS	Making A Difference: Educational Practices that Work/Hershey	2/28/24-3/1/24 3 days	\$933	No
1316556	Michelle Zebrowski/MS	Tech in the World Language Classroom/AIU-Waterfront	3/18/24 1 day	\$0	Yes
1317002	Michelle Zebrowski/MS	Classroom Management with Devices, 6-12: Empowering Digital Citizens/AIU-Waterfront	2/29/24 1 day	\$0	Yes
1317803	Nina Garden/MS	Classroom Management with Devices, 6-12: Empowering Digital Citizens/AIU-Waterfront	2/29/24 1 day	\$0	Yes
1317904	Tina Keller/MS	Making A Difference: Educational Practices that Work/Hershey	2/28/24-3/1/24 3 days	\$933	No
1319124	Megan Reynolds/CB	PBIS Coaching Celebration/ AIU-Waterfront	3/18/24 1 day	\$9.43	Yes
1319224	Christine O'Lare/HS	In-Person PBIS Coaches Day Celebration/AIU-Waterfront	3/18/24 1 day	\$0	Yes
1325361	Nadine Cook/HS	Certified Pool & Spa Operator/ Pittsburgh	3/19/24-3/20/24 2 days	\$407	No
1326451	Deana Wallace/HS	Future Ready Partnership Conference/PennWest California	3/5/24 1 day	\$69.22	No

12. PROFESSIONAL PERSONNEL

13. NON-CERTIFIED PERSONNEL

14. ATHLETIC PERSONNEL

15. BOARD PRESIDENT'S CORRESPONDENCE

Mr. Blazeovich stated that the Strategic Planning Committee has been replaced with the Communication and Community Engagement Committee.

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. Zidek spoke about the District's GPS company, FleetDaddy, has disappeared. He is looking to have Verizon be the replacement. Mr. Wehrer spoke about getting a replacement cooler at Homeville. Three quotes have been received. And it is recommended that the District takes TNT's quote. Mr. Wehrer spoke about the additional grass cutting quotes. Pittsburgh Lawn Care is still the cheapest quote, and it was recommended that Pittsburgh Lawn Care be added to next week's agenda.

Safety & Transportation – The van proposal has been moved from Education Committee to Safety and Transportation. Mr. Porter gave an update on the search for 10-passenger vehicles.

Finance – Mr. Donahoe voiced his concern on a few budget items, the number of real estate tax refunds, the bussing contract, and the Duquesne students.

Athletics & Activities – Dr. Solomon talked about ordering track uniforms.

Technology – Dr. Solomon introduced the new technology director, Foster Crawford. Bill Matthias gave a short presentation on a possible camera for the high school auditorium.

Education – Dr. Solomon gave the dates for the Administration Retreat, June 3-7, 2024. There was a discussion on the high school Course of Study. Lastly, Dr. Solomon talked about the literacy seminar and diabetes study with the University of Pittsburgh.

Communication & Community Engagement – Dr. Solomon stated that this group held their first meeting. The public relations video has been posted to the website, and has received almost 3,000 views.

B. Steel Center

Mr. Donahoe will give his report at the Regular Meeting, but wanted to say that Steel Center is looking for volunteers to be stuck by the phlebotomist students.

18. SOLICITOR'S REPORT

Mr. Lucas had nothing for tonight.

19. OLD BUSINESS

None

20. NEW BUSINESS

None

21. ADJOURNMENT

Meeting adjourned at 7:46 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)
Barb Gregory	666 DeBaldo Dr	
Theresa Sekely	110 Main Entrance	
Tony Saraceni	3070	NBC Sports lighting
Debbie Kostelnik	106 Samuel Dr.	
Judy Kostelnik	106 Samuel Dr	
Karen Truax		WMFT