

**Thursday, August 7, 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 Blazeovich, Mark Donahoe, Gina Englert, Joseph Gajdos, and Janelle Kopay

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

**2. PRESENTATIONS**

- A. None

**3. ADDENDUM (Regular Board 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 agenda questions about the tax appeal, insurance recoveries, legal expenses and invoices. She asked if anything was changing at the Homeville playground to accommodate handicapped students. Also, asked why the first day of school is so early.
  - Theresa Sekely asked if the Adelphoi program is actually cost effective. She complimented Mr. Squires for sharing district information on social media. Lastly, she asked about the mold issue at the Middle School.

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

**5. INFORMATION ITEMS**

- A. The first student day for the 2025-2026 school year is Wednesday, August 20, 2025. A special welcome is extended to new students and welcome back to all our returning students.

**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. June 12, 2025 – Discussed Personnel and Legal Issues
  - b. June 18, 2025 – Discussed Personnel and Legal Issues
2. Approval of Minutes
  - a. June 12, 2025 – Work Session
  - b. June 18, 2025 – Regular Board Meeting
3. Updates to the following policies, Second Reading and approval:
  - a. #317 Conduct/Disciplinary Procedures
  - b. #317.1 Educator Misconduct
  - c. #320 Freedom of Speech by Employers
  - d. #718 Service Animals in Schools
4. Annual review of Policy #249 Bullying/Cyberbullying with no changes
5. Annual review of Policy #918 Title I Parent and Family Engagement and Policy #918.1 Title I Parental/Family Engagement Policy – Clara Barton & Homeville Elementary with no changes

## **7. DIRECTOR OF FINANCE AND OPERATIONS' REPORT**

### **A. Finance**

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

1. WMASD Breakfast/Lunch pricing for the 2025-2026 school year.

a. Elementary/Middle/High School Breakfast	FREE
b. Elementary/Middle/High School Lunch	FREE
c. Adult Breakfast	\$3.00
d. Adult Lunch	\$5.00
e. Adult Entrée Only	\$3.25
f. Adult Entrée Salad HS/MS	\$4.75
g. Adult Entrée Salad Elementary	\$3.50
2. Authorize the Solicitor's office to settle the tax appeal for parcel 0388-S-00270 at an assessed value amount of \$600,000 for 2019, \$615,000 for 2020, \$630,000 for 2021, \$645,000 for 2022, \$660,000 for 2023, \$675,000 for 2024, \$690,000 for 2025 and \$700,000 for 2026.
3. Authorize Food Services to provide meals for students and staff during the summer camps of fall activities and athletics. The Board will ratify the actual costs at the September meeting.
4. \*Lease agreement with First National Bank to finance the purchase of 200 professional staff laptops at a cost of \$199,600.00 for four (4) years at a borrowing rate of 4.94%. The annual payments of \$53,565.02 will be paid upfront before the school year begins.
5. \*June real estate tax refunds due for 2023 and 2024 to specified property owners of West Mifflin and Whitaker Borough in the amount of \$3,449.40 as presented by the respective tax collectors. The refunds are the result of changes in the real estate tax assessment values established by Allegheny County.

6. Authorize the Solicitor's office to settle the tax appeal for parcel 0181-P-00235 at an assessed value amount of \$305,200 for 2024, \$295,100 for 2025 and \$280,800 for 2026.
7. Approval to close the three district bank accounts with PSDLAF (Pennsylvania School District Liquid Asset Fund) and to deposit those monies into the Capital Projects Fund. The approximate total value of those accounts is \$164,000.00.

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 July 1, 2025, through June 30, 2026, at a cost of \$9,000.00.
2. Agreement with the Allegheny Intermediate Unit #3 for IDEA Section 619, Pass Through Funds, for the 2025-2026 school year, as presented.
3. Quote from Vasco Asphalt Company to install nine (9) speed bumps on the secondary campus at a cost of \$11,920.00 through the Omnia Partners purchasing program.
4. \*Addendum agreement to the AIU Comprehensive Services Agreement for 2024-2025 for Waterfront Learning Services, as presented.
5. Addendum agreement for Title I Services for Non-Public Students for 2025-2026, as presented.
6. Agreement with Adelphoi Education Inc. and the East Allegheny School District regarding the Nonresident Student Placement in the Partial Program at the High School for the 2025-2026 school year, as presented.
7. Agreement with the Alliance for Refugee Youth Support and Education for the 2025-2026 school year, at no cost to the District, as presented.
8. Agreement with Amergis Healthcare Staffing Inc. to provide licensed health care personnel for the 2025-2026 school year, as presented.
9. Quote from PowerSchool for software add-ons for state data validation, enrollment and online forms at a cost of \$19,255.23.
10. Quote from PowerSchool for Schoology learning management system licenses from July 1, 2025, through June 30, 2026, at a cost of \$19,498.51.
11. Quote from PowerSchool for Naviance college and career readiness curriculum from October 1, 2025, through September 30, 2026, at a cost of \$2,744.29.
12. Quote from Edmentum for 275 Study Island ELA Library licenses from October 11, 2025, through October 10, 2026, at a cost of \$1,333.75.
13. Proposal from Adelphoi Education, Inc. to provide partial hospitalization programs in both the Middle School and High School at a cost of \$1,093,209.00.
14. \*Quote from Leader Services for IEP Writer User License, Children Count User License, Progress Module and PA Section 504 Module annual subscriptions at a cost of \$15,683.00.



15. Amended agreement with the University of Pittsburgh's Healthy and Thriving Schools, as presented.

## 8. FINANCIAL REPORTS

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

- A. Secretary Receipts
1. June - \$3,276,113.61
  2. July - \$4,501,956.79
- B. Student Activities
1. June - \$215,988.25
  2. July - \$215,793.06
- C. Treasurer's Report
1. June - \$9,678,303.64
  2. July - \$8,781,278.79

- D. Refunds Subtracted from Expenditures

June 2025

Account Description	Received From	Amount
Due To/From Cafeteria	Lunch Hi/Low	\$236,978.92
Due To/From Cafeteria	Reg/Needy/Breakfast	\$84,055.48
Due To/From Cafeteria	FNS – Lunch	\$7,307.72
Due To/From Cafeteria	FNS – Breakfast-Needy	\$2,959.70
Due To/From Cafeteria	Fresh Fruit & Vegetables	\$2,075.95
Early Retirement Benefits	AMCA	\$20,416.16
Supplies – Homeville	Change	\$136.74
Supplies – High School	Student Obligations	\$100.00
Supplies – Middle School	Student Obligations	\$161.00
Books & Periodicals – Secondary	Student Obligations	\$429.00
Professional Services – SEEKS	AIU	\$80,337.05
Supplies – HS – Pre-K	HS Pre-K	\$280.00
Food – HS – Pre-K	HS Pre-K	\$120.00
Tuition – Steel Center	Duquesne SD	\$47,689.85
College Board Testing	AP Tests	\$1,152.00
Library – Books & Periodicals – HM	Student Obligations	\$19.51
Library – Books & Periodicals – HS	Student Obligations	\$487.79
Police Officers – HS	WPIAL	\$2,035.00
Security/ Safety Services – Misc.	WPIAL	\$914.27
Technology – Repairs & Maintenance	Student Obligations	\$4,490.00
Other Property – District	Insight North America	\$202.24
Game Workers – HS	WPIAL	\$3,525.00
Athletics – Supplies – Baseball	BSN Sports	\$463.96
Athletics – Supplies – Swimming	BSN Sports	\$531.00
Insurance Recoveries	Liberty Mutual	\$472,847.35

July 2025

Account Description	Received From	Amount
Due To/From Cafeteria	Payroll – Feb – June 2025	\$336,031.54
Due To/From Cafeteria	Fringe Benefits	\$31,581.94
Insurance Copay	Pay Date – 06/27/25	\$39,554.87
Insurance Copay	Pay Date – 07/11/25	\$36.32
Insurance Copay	Pay Date – 07/25/25	\$42,175.66
Insurance Copay	Individuals	\$239.46
Early Retirement Benefits	AMCA	\$47,680.63
Substitute Services	Source 4 Solutions	\$158.70
Supplies – HS – Music	JW Pepper	\$137.92
Custodians/Maintenance OT	Youth Football	\$1,710.00
Uniform Rental	Cintas	\$283.52
Technology – Repairs & Maintenance	Student Obligations	\$60.00
Safety/Security Services – District	Youth Football	\$2,481.00

## E. Tax Collector's Report

June 2025

Tax Type	Received From	Amount	Commission
Earned Income Tax – West Mifflin	Jordan Tax Service	\$177,719.30	\$2,214.44
Earned Income Tax – Whitaker	Jordan Tax Service	\$7,468.56	\$112.31
Realty Transfer Tax – West Mifflin	V. McDonald Roberts	\$19,350.45	\$387.02
Realty Transfer Tax – Whitaker	V. McDonald Roberts	\$2,895.00	\$57.90
Delinquent Realty Tax – West Mifflin	Legal Tax Service	\$19,901.27	\$14,415.70
Delinquent Realty Tax – Whitaker	Legal Tax Service	\$2,784.34	\$202.58
Del Mercantile Tax – West Mifflin	Legal Tax Service	\$276.91	\$15.23
Del Bus Privilege Tax – West Mifflin	Legal Tax Service	\$104,843.41	\$5,766.39
Del Realty Tax – Act 20 – West Mifflin	Legal Tax Service	\$268.94	N/A
Del Realty Tax – Act 20 – Whitaker	Legal Tax Service	\$0.64	N/A
Del Realty Tax – Civil Action – West Mifflin	Legal Tax Service	\$174,394.94	N/A
Del Realty Tax – Civil Action – Whitaker	Legal Tax Service	\$429.36	N/A

July 2025

Tax Type	Received From	Amount	Commission
Property Tax – West Mifflin	Jonathan Hess	\$1,868,496.26	N/A
Property Tax – Whitaker	Patty Pasquantonio	\$47,586.07	N/A
Earned Income Tax – West Mifflin	Jordan Tax Service	\$92,508.97	\$529.22
Earned Income Tax – Whitaker	Jordan Tax Service	\$7,056.33	\$78.86
Realty Transfer Tax – West Mifflin	V. McDonald Roberts	\$54,414.06	\$1,088.29
Realty Transfer Tax – Whitaker	V. McDonald Roberts	\$540.00	\$10.80
Business Privilege Tax – West Mifflin	Legal Tax Service	\$126,169.13	N/A
Business Privilege Tax – Whitaker	Legal Tax Service	\$1,308.20	N/A
LST Tax – West Mifflin	Legal Tax Service	\$16,733.97	N/A
Mercantile Tax – West Mifflin	Legal Tax Service	\$183,030.96	N/A
Delinquent Realty Tax – West Mifflin	Legal Tax Service	\$19,020.60	\$9,444.73
Delinquent Realty Tax – Whitaker	Legal Tax Service	\$1,573.00	\$388.45
Del Mercantile Tax – West Mifflin	Legal Tax Service	\$10,914.66	\$600.31
Del Bus Privilege Tax – West Mifflin	Legal Tax Service	\$8,315.78	\$457.37
Del Realty Tax – Act 20 – West Mifflin	Legal Tax Service	\$174.24	N/A
Del Realty Tax – Act 20 – Whitaker	Legal Tax Service	\$37.39	N/A
Del Realty Tax – Civil Action – W. Mifflin	Legal Tax Service	\$116,294.31	N/A
Del Realty Tax – Civil Action – Whitaker	Legal Tax Service	\$5,338.57	N/A



F. Online Sales

June 2025 - None

July 2025 - None

**9. INVOICES/BILLS PAYABLE/PURCHASE ORDERS***Board Action to approve/ratify\* Invoices/Bills Payable/Purchase Orders, as listed/presented***A. General Fund Invoice(s)**

<b>Payee</b>	<b>Invoice #</b>	<b>Description</b>	<b>Amount</b>
1. *Legal Tax Service	WSD-315	Filing Fees for Tax Liens	\$31,560.00
2. *Legal Tax Service	WSD-316	Postage, Filing, Notary and Bank Fees	\$635.21
3. Andrews and Price	15402	June Monthly Retainer	\$1,000.00
4. Andrews and Price	15398, 15411, 15412, 15404, 15406, 15397	June Real Estate Related Services	\$2,576.00
5. Andrews and Price	15405	June MS Construction Litigation	\$42.00
6. Andrews and Price	15401, 15408, 15410, 15409, 15403, 15399, 15407, 15396, 15400	June Other Professional Services	\$4,645.00
7. Legal Tax Service	WSD-317	Postage, Filing, Parking and Bank Fees	\$482.15

**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. Continuation of Dr. Rudy Antoncic, III as the Athletic Physician and School Physician for the 2025-2026 school year at a flat fee of \$20,000.00 for all services provided.
- B. Continuation of Dr. John Coyne as the School Dentist for the 2025-2026 school year at the rate of \$5.00 per examination.
- C. High School Comprehensive Support Improvement (CSI) Plan for 2025-2026, as presented
- D. Middle School Comprehensive Support Improvement (CSI) Plan for 2025-2026, as presented
- E. Title I Parent Programs, Right to Know Information, and Parent Compact for 2025-2026, as presented
- F. Elimination of a Third Grade Teacher position at Homeville Elementary for the 2025-2026 school year.
- G. Creation of a Fourth Grade Teacher position at the Middle School for the 2025-2026 school year.
- H. Handbooks for the 2025-2026 school year, as presented:

Elementary Handbook	Athletic Handbook
Secondary Handbook	Records Retention Handbook
Titan Cyber Academy Handbook	One to One Technology Handbook
Titan Academy Handbook	Faculty Handbook

**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
1684276	Jayson Monroe/HS	Marching Band Performance/Kennywood	105	9-12	8/17/25

**B. Student Fundraising Activities**

ID	Club	Sponsor	Fundraiser	Use of Funds	Date(s)
1672719	HS Esports	Brian Getz	Titan throw blankets	Club Activities	8/20/25-5/27/26
1672729	HS Esports	Brian Getz	Make our Mark Ceiling Tile	Club Activities	10/6/25-5/27/26

**C. Buildings and Grounds**

ID	Location	Date(s)/Time	Purpose/Applicant	Amount Paid
571	MS Track	July 21 – November 10 Monday-Thursday 5:00 PM – 8:00 PM	Youth Football Practice/WM Youth Football Association (Jim Gatewood)	n/a
7144	HS Stadium	August 24 (8:00 AM – 1:00 PM)	Soccer Fundraiser/HS Boys Soccer Boosters (Tim Jeffrey)	n/a

**D. Conferences**

ID	Name/Building	Conference/Location	Date/#Days	Cost	Sub
1679815	Ashley Green/HV	PBIS Coaches Networking Meetings/Zoom and AIU	9/23/25, 10/16/25, 11/5/25, 12/9/25, 1/20/26, 2/17/26, 3/9/26 (7 days)	\$0	Yes
1679863	Danielle Onuffer/HV	PBIS Coaches Networking Meetings/Zoom and AIU	9/23/25, 10/16/25, 11/5/25, 12/9/25, 1/20/26, 2/17/26, 3/9/26 (7 days)	\$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. Soles spoke getting speed bumps on the High School/Middle School campus, and a mold issue at the Middle School. He asked to have the speed bumps put on next week's agenda, and the mold has already been taken care of. Mr. Soles also commented on the Homeville playground.

Finance – Mr. Soles asked the Board to give their permission to the Administration to look into a restructuring plan for the District buildings. Mr. Wehrer gave a recap of the budget to show the need to cut expenditures. There was an extensive discussion on possible ideas.

Athletics & Activities – Mr. Soles spoke about wrestling and cheerleading mats, asked to add them to next week's agenda. He stated that advertising on the scoreboard is full. Steel Valley Community Band is looking to rent auditorium space for concerts, and working with our band students and boosters. Mr. Soles mentioned the Middle School musical proposal and asked about adding it to next week's agenda.

Technology – Mr. Soles stated that the teacher laptops have arrived, and are being inventoried. He mentioned looking into new security software. Lastly, the cell signal boosters have been installed in Clara Barton, and the PA system at the high school has been updated.

Education – Mr. Soles talked about the handbooks, SAP agreement with TCV, all the Title 1 documents, the WM Community Foundation donation, CSI plans, and the new Kindergarten report card.

Policy – Mr. Soles stated that there are two policies up for review, Bulling and Family Engagement.

Communication & Community Engagement – Mr. Soles stated that *In West Mifflin* approached him about advertising in that magazine. And the newest Alumni Newsletter is available on the District website.

Ms. Kopay mentioned that on August 16<sup>th</sup>, Tanesha Wright is having a back pack and school supply give-away. The event is taking place at the Gary Parker court, from 1p.m. - 4p.m.

### B. Steel Center

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

## 18. SOLICITOR'S REPORT

Ms. Schrempp had no report for the Work Session.

## 19. OLD BUSINESS

None

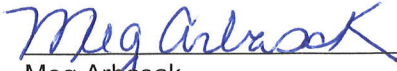
## 20. NEW BUSINESS

None



**21. ADJOURNMENT**

Meeting adjourned at 8:04 p.m.

A handwritten signature in blue ink, appearing to read "Meg Arbasak", is written over a horizontal line.

Meg Arbasak  
Board Secretary



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