

**Thursday, June 12, 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 7:02 p.m.**

**1. OPENING EXERCISES**

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

Members Present: Kevin Squires, Judith Ahern, Mark Donahoe, Gina Englert, Joseph Gajdos, and Mark Yuhas

Officials Present: Jeffrey Soles, Jeffrey Solomon, Edward Wehrer, and Russell Lucas

**2. PRESENTATIONS**

- A. None

**3. ADDENDUM**

**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 questions about the budget changes that happened since the May meeting.

Mr. Wehrer addressed Mrs. Stanesic's questions.

**5. INFORMATION ITEMS**

- A. None

**6. GENERAL FUND BUDGET**

*Board action to approve items under General Fund Budget, as listed/presented.*

- A. Resolution adopting final budget for fiscal year 2025-2026 at \$72,318,583.

That the Board of Directors of West Mifflin Area School District, Allegheny County, hereby authorizes the expenditures as set forth herein during the School Year 2025-2026.

It is recommended the Board adopt, in compliance with Act 146 of 1998, the Proposed Budget for the 2025-2026 year in the amount of \$72,318,583 with the real estate tax millage rate of 26.5691 mills and that the real estate tax millage rate be further increased by 0.7080 mills to accommodate the reduction of the appropriation from the general fund balance within the Proposed Budget for a combined real estate tax millage rate of 27.2771 mills for the 2025-2026 school year.

- B. Resolution 2025-05 setting tax millage at .0272771 mills per dollar (27.2771 on each thousand dollars of assessed value) for the fiscal year beginning July 1, 2025.

That the Resolution be adopted as presented and read, and the proper officers be authorized to sign and execute same on behalf of the School Board.

- C. Copy of tax resolution be sent to each Tax Collector: Ratify the action of the Secretary to forward a copy of Tax Resolution to the Tax Collectors of West Mifflin Area School District instructing them to collect same.
- D. Director of Finance and Operations to request payment in lieu of taxes from United States Energy Research and Development Administration (ERDA) for the year 2025-2026. That the Director of Finance and Operations be authorized and directed to request the payment in lieu of taxes, the sum of \$424,108.91 based upon the current tax rate of 27.2771 mills and an estimated assessed valuation of the Bettis Site of \$15,548,167.00.
- E. Resolution that all Act 511 taxes be re-enacted to continue through the 2025-2026 School Year: That the Solicitor be authorized to draw up the proper resolution re-enacting all Act 511 taxes to continue throughout the 2025-2026 School Year.
- F. Act 511 Tax Resolution – continued in 2025-2026 without substantial change: Resolved that all taxes heretofore levied pursuant to the “Local Tax Enabling Act” #511, with Earned Income Tax (EIT) at .5%, Local Services Tax (LST) at \$5.00, Admission at 10%, and Mercantile at 1-1/2 mills retail and 1 mill Wholesale, and Business Privilege at 6 mills per dollar of gross receipts and Deed Transfer at \$1.00 per \$100.00, be levied at the same rates, and that aforesaid Resolutions be continued without substantial change.
- G. Transfer principal and interest for 2025-2026 to Bond and Coupon Accounts authorized: That the Director of Finance and Operations be authorized to transfer Principal and Interest from the General Fund to the proper Bond and Coupon Accounts for payment when same is due.
- H. Resolution 2025-06 that a Tax Payment Plan per Act 1 of 2006 be offered in three installments with conditions as presented.
- I. Resolution 2025-07 that homestead and farmstead exclusion tax assessment reductions for the 2025-2026 year be enacted as per the Homestead Property Exclusion Program (Act 50 of 1998) and the Taxpayer Relief Act (Act 1 of 2006). A total of \$2,550,941.76 is available this year to West Mifflin Area School District property owners in tax relief from gaming tax funds. Resolution provides 6,418 homesteads and farmsteads with a tax reduction of \$399.85 and grants 57 of those homesteads with exclusions up to the full assessed valuation of the property.

## 7. 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. May 8, 2025 – Discussed Legal and Personnel Issues
- b. May 15, 2025 – Discussed Legal and Personnel Issues

### 2. Approval of Minutes

- a. May 8, 2025 – Work Session
- b. May 15, 2025 – Regular Board Meeting

## 8. DIRECTOR OF FINANCE AND OPERATIONS' REPORT

### A. Finance

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

1. Authorization for the Solicitor's office to settle the tax appeal docketed at BV 24-1742 at an assessed value amount of \$5,781,200 for 2022, \$5,787,600 for 2023, \$4,959,500 for 2024, and \$4,795,700 for 2025 with no associated District refunds in 2022 or 2023 and with 2024 overpayments refunded as future tax credits.
2. Authorization for the Solicitor's office to settle thirteen tax appeals docketed at BV 24-1743, BV 24-1750, BV 24-1749, BV 24-1745, BV 24-1746, BV 24-1744, BV 24-1597, BV 24-1595, BV 24-1753, BV 24-1758, BV 24-1755, BV 24-1756, and BV 24-1757 at a combined assessed value amount of \$224,300 for 2022, \$224,700 for 2023, \$192,500 for 2024, and \$186,200 for 2025 with no associated District refunds in 2022 or 2023.
3. Authorization for the Solicitor's office to settle the tax appeal docketed at BV 24-3303 at an assessed value amount of \$6,540,000.00 for 2024 and \$6,324,000.00 for 2025.
4. First National Bank as the school district's depository for the 2025-2026 school year.
5. Authorization for the administration to pay usual customary and reasonable expenses for the month of July 2025, with such payments to be presented to the Board at its August meeting for ratification.
6. May real estate tax refunds due for 2024 to specified property owners of West Mifflin and Whitaker Borough in the amount of \$752.49 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.
7. June real estate tax refunds due for 2024 to specified property owners of West Mifflin and Whitaker Borough in the amount of \$2,077.33 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.
8. 2025/2026 insurance for General Liability, Commercial Automobile, Law Enforcement Liability, and Umbrella coverages through Liberty Mutual Insurance Company and Paul Fisher Insurance Services LLC at an annual premium of \$138,635.00.
9. 2025/2026 insurance for Worker's Compensation coverage through Housing & Redevelopment Insurance Exchange (HARIE) and Paul Fisher Insurance Services LLC at an annual premium of \$176,348.00.
10. 2025/2026 insurance for School Leaders coverage through RSUI Group Inc. and Paul Fisher Insurance Services LLC at an annual premium of \$90,620.00.
11. 2025/2026 insurance for an additional \$2,000,000.00 of School Leaders coverage through Kinsale and Paul Fisher Insurance Services LLC at an annual premium of \$25,670.00.
12. 2025/2026 insurance for Property and Crime coverages through Travelers Insurance and Paul Fisher Insurance Services LLC at an annual premium of \$240,338.00.

B. Purchasing/Contracting

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

1. Award of bids for supplies to the following companies for the 2025-2026 school year, they being the lowest responsible bidders and/or most complete bidders according to the specifications.
2. Termination of the Annual Energy Unit Savings Agreement with ABM Building Solutions, LLC, according to the contract terms.
3. Renewal quote from Aurora Educational Technology LLC for the Truancy Dashboard Plugin for PowerSchool at a cost of \$2,367.00.
4. Renewal quote from Acadience Learning Online (ALO) for 1,000 software licenses each of ALO Math K-6, ALO Reading K-6 and ALO Reading K-6 Lexile Add-on at a cost of \$17,900.00.
5. Renewal quote from Frontline Technologies Group LLC for Absence & Substitute Management software at a cost of \$10,761.63.
6. Renewal quote from Harris School Solutions for Prosoft financial system software at a cost of \$38,188.00.
7. Renewal quote from Precision HR Solutions, Inc. for substitute services from July 1, 2025, through June 30, 2026, as presented.
8. Renewal quote from Sourcewell Technology for a three-year subscription for 475 SpringMath licenses starting July 1, 2025, through June 30, 2028, at an annual cost of \$4,868.75 for a total cost of \$14,606.25.
9. Renewal quote from Incident IQ for a subscription to the IQ Platform with the iiQ Ticketing core product at a cost of \$5,763.89.
10. Renewal quote from Follett Software, LLC for library services software at a cost of \$7,485.88.
11. Authorization for the payment of expenditures associated with the insurance claim resulting from the fire in the High School auditorium, with such payments to be presented to the Board for ratification at the following regular meeting. Currently, those costs are estimated at \$5,000,000.00.
12. Memorandum of Understanding with the Allegheny Intermediate Unit #3 to be part of the 2025-2026 Title III Consortium, as presented
13. Quote from Securly Pass, Securly Flex, Securly Aware and Securly Classroom for online safety and classroom device management for the 25-26 school year at a cost of \$25,872.00.

**9. FINANCIAL REPORTS**

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

A. Secretary Receipts

1. May - \$6,060,999.84

## B. Student Activities

1. May - \$217,970.45

## C. Treasurer's Report

1. May - \$11,374,164.69

## D. Refunds Subtracted from Expenditures

1. May

Account Description	Received From	Amount
Due To/From Cafeteria	Lunch Hi/Low	\$380,937.78
Due To/From Cafeteria	Reg/Ndy/Breakfast	\$123,295.76
Due To/From Cafeteria	FNS – Lunch	\$11,746.98
Due To/From Cafeteria	FNS – Breakfast-Needy	\$4,341.40
Due To/From Cafeteria	Fresh Fruit & Vegetables	\$10,870.39
Insurance Copay	Pay Date – 05/16/25	\$39,881.80
Insurance Copays	Individuals	\$60.18
Early Retirement Benefits	AMCA	\$20,416.16
Supplies – HM	US Steel Corp	\$6,739.00
Supplies – HS	Student	\$102.00
Supplies – SEEKS Grant	AIU	\$9,626.56
HI 5 Grant	AIU	\$500.00
Books & Periodicals	MacMillan Holdings	\$239.79
Special Ed – Prof Service – SEEKS	AIU	\$19,803.50
Special Ed Tuition – Cyber/Charter	Penn Hills Charter	\$2,188.04
Library – Books & Periodicals – CB	Library Obligation	\$12.98
Custodian/Maintenance OT	ABC Dance	\$280.00
Bldg. & Grounds – Supplies – MS	ABC Dance	\$150.00
Technology – Repairs & Maintenance	Student Obligations – CB	\$530.00
Technology – Repairs & Maintenance	Student Obligations – MS	\$230.00
Technology Repairs & Maintenance	Student Obligations – HS	\$100.00
Activities – Salaries	ABC Dance	\$330.00
Safety/Security Services – District	ABC Dance	\$240.00
Misc. Expenses – Stage Hands	ABC Dance	\$220.00
MS Musical	Ads/Ticket Sales	\$3,956.00
Athletics – Salaries	Steelers Charities	\$4,000.00
Athletics – Supplies – District	Student Obligation	\$200.00

## E. Tax Collector's Report

1. May

Tax Type	Received From	Amount	Commission
Earned Income Tax – West Mifflin	Jordan Tax Service	\$383,649.95	\$5,233.78
Earned Income Tax – Whitaker	Jordan Tax Service	\$17,417.64	\$232.73
Realty Transfer Tax – West Mifflin	V. McDonald Roberts	\$17,180.40	\$343.61
Realty Transfer Tax – Whitaker	V. McDonald Roberts	\$1.50	\$.03
Delinquent Realty Tax – West Mifflin	Legal Tax Service	\$13,701.72	\$16,557.74
Del Realty Tax – Act 20 – West Mifflin	Legal Tax Service	\$200.67	N/A

Del Realty Tax – Civil Action – West Mifflin	Legal Tax Service	\$187,781.94	N/A
Delinquent Realty Tax – Whitaker	Legal Tax Service	\$2,186.80	\$739.85
Del Realty Tax – Civil Action – Whitaker	Legal Tax Service	\$9,681.89	N/A
Del Mercantile Tax – West Mifflin	Legal Tax Service	\$1,111.38	\$61.13
Del Bus Privilege Tax – West Mifflin	Legal Tax Service	\$97,551.78	\$5,365.35

## F. Online Sales – May

Card Point	\$828.25
Titan Shoppe	\$1,819.97
Total	\$2,648.22

**10. 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, Inc.	WSD-311	Filing Fees	\$91.00
2. Legal Tax Service, Inc.	WSD-312	Filing Fees for Tax Liens	\$3,800.00
3. Legal Tax Service, Inc.	WSD-313	Filing, Parking, Bank and Notary Fees and Postage	\$2,897.72
4. Andrews and Price	14888	Monthly Retainer	\$1,000.00
5. Andrews and Price	14898, 14894, 14902, 14899, 14901, 14900, 14889, 14891, 14885, 14881, 14882, 14884	May Real Estate Related Services	\$1,395.50
6. Andrews and Price	14887, 14893, 14897, 14896, 14886, 14892, 14883, 14903, 14895	May Other Professional Services	\$4,508.00
7. Andrews and Price	14890	May MS Construction	\$70.00

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

**11. DISTRICT OPERATIONS**

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

## A. 2024-2025 Act 44 Annual Safety Report, as presented

**12. SUPERINTENDENT'S REPORTS**

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

## A. Home &amp; School Visitor's Report – May/June 2025

## B. Buildings and Grounds

ID	Location	Date(s)/Time	Purpose/Applicant	Amount Paid
*562	HS Gyms	June 2, 5, 9, 10, 11, 12, 16, 19 (5:30 PM-8:00 PM)	Boys Summer Basketball/HS Boys Basketball Boosters (Hal Minford)	n/a

## C. Conferences

ID	Name/Building	Conference/Location	Dates/#Days	Cost	Sub
*1647985	William Matthias/MS	AIU'S Open Tabs/AIU-Waterfront	6/16/25 1 day	\$0	No

**13. PROFESSIONAL PERSONNEL**

**14. NON-CERTIFIED PERSONNEL**

**15. ATHLETIC PERSONNEL**

**16. BOARD PRESIDENT'S CORRESPONDENCE**

Mr. Squires stated the voting meeting will be held on Wednesday, not Thursday of next week.

**17. EXECUTIVE SESSION DISCUSSION**

Mr. Squires stated that Executive Session was held prior to the Work Session to discuss personnel, litigation, and legal matters.

**18. BOARD REPORTS**

A. Committees

Building & Grounds – Mr. Soles spoke about a work order program for the maintenance department, and asked to have it put on next week's agenda.

Safety & Transportation – Mr. Soles talked about moving forward with an RFP for transportation.

Finance – Mr. Soles talked about some of the items that are saving the District money in next year's budget. Mr. Wehrer went over some of the District's contracted services, and whether or not to establish RFP's for each.

Athletics & Activities – Mr. Soles spoke about the UPMC contract for the athletic trainers. Mr. Maha is going to look into getting quotes for new wrestling and cheerleader mats.

Education – Dr. Soles talked about adding the phonics program to the RoboKind renewal. And talked a little bit about the TAP team study.

Policy – Mr. Soles stated there will be four updated policies on next week's agenda for a first reading.

B. Steel Center

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

**19. SOLICITOR'S REPORT**

Mr. Lucas had no report for the Work Session.

**20. OLD BUSINESS**

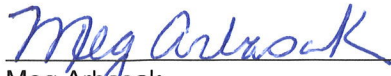
None

**21. NEW BUSINESS**

Mr. Yuhas questioned the reason why there was no fee for the basketball event held by the boosters.

**22. ADJOURNMENT**

Meeting adjourned at 7:53 p.m.

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

Meg Arbasak  
Board Secretary

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

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