

**Thursday, March 14, 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 6:02 p.m.

**1. OPENING EXERCISES**

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

Members Present: Matthew Blazeovich, Kevin Squires, Judith Ahern, Mark Donahoe, Gina Englert, Joseph Gajdos, Janelle Kopay, and Mark Yuhas (arrived at 6:08 p.m.)

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

**2. PRESENTATIONS**

- A. Nichole Vigna from Usource Energy on our natural gas utility costs
- B. 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. February 8, 2024 – Discussed Personnel and Legal Issues
- b. February 15, 2024 – Discussed Personnel and Legal Issues

2. Approval of Minutes

- a. February 8, 2024 – Work Session
- b. February 15, 2024 – Regular Board Meeting

3. Resolution 2024-02 certifying that the Superintendent, Assistant Superintendent, and the Director of Finance and Operations are officers of the West Mifflin Area School District, and they are fully authorized and empowered to redeem the value of unclaimed property held by the West Mifflin Area School District. The value of the property, which consists of stock shares of Sun Life, an insurance company, is \$6,000.
4. Reappointment of Dr. Jeffrey Solomon as District Assistant Superintendent for an additional term of five (5) years, from June 28, 2024 through June 30, 2029, and approve the Assistant Superintendent Agreement between the District and Dr. Solomon.

**7. DIRECTOR OF FINANCE AND OPERATIONS’ REPORT**

A. Finance

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

1. February real estate tax refunds due for 2023 to specified property owners of West Mifflin and Whitaker Borough in the amount of \$30,714.09 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. Proposed 2024/2025 Allegheny County Intermediate Unit (AIU3) Program of Services Budget in the amount of \$2,263,093.00. The AIU3 school districts’ total contribution to the budget is \$1,936,965.00. The West Mifflin Area School District contribution to the Program of Services Budget is estimated to be \$28,706.00 and will be determined according to the West Mifflin Area School District’s District Aid Ratio and Weighted Average Daily Membership, which will be finalized by the Pennsylvania Department of Education.

**8. FINANCIAL REPORTS**

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

A. Secretary Receipts

1. February - \$3,688,707.99

B. Student Activities

1. February - \$195,352.95

C. Treasurer’s Report

1. February - \$17,730,449.73

D. Refunds Subtracted from Expenditures

1. February

Account Description	Received From	Amount
Due To/From Cafeteria	FNS – Lunch	\$3,651.62
Due To/From Cafeteria	FNS – Breakfast/Needy	\$1,328.50
Due To/From Cafeteria	Lunch Hi/Low	\$106,993.05
Due To/From Cafeteria	Reg/Ndy/Breakfast	\$34,282.30

Due To/From Cafeteria	State Breakfast Initiative	\$1,985.75
Due To/From Cafeteria	Fresh Fruit & Vegetables	\$3,754.42
Due To/From Cafeteria	Payroll – December	\$93,257.36
Due To/From Cafeteria	Payroll – January	\$58,524.32
Due To/From Cafeteria	Fringe Benefits – Dec & Jan	\$13,586.78
Insurance Copay	Pay Date – 01/26/24	\$37,995.54
Insurance Copay	Pay Date – 02/23/24	\$37,911.01
Insurance Copay	Individuals	\$224.38
Early Retirement Benefits	AMCA	\$7,085.30
Field Trip – Secondary	Penn State	\$248.62
Tuition – Higher Education	PDE – Dual Enrollment	\$75,000.00
Supplies – SEEKS Grant	AIU	\$316,329.80
One to One Initiative – Technology	Student Obligations – HM	\$100.00
One to One Initiative – Technology	Student Obligations – CB	\$50.00
One to One Initiative – Technology	Student Obligations – HS	\$487.00
One to One Initiative – Technology	Student Obligations – MS	\$240.00
Special Ed – AIU – Elementary	AIU	\$8,994.00
Special Ed – AIU – Secondary	AIU	\$8,994.01
Special Ed – Prof Services – SEEKS	AIU	\$10,200.00
Special Ed – Titan Shoppe	Merchant CD	\$10,205.35
Tuition – Steel Center	Duquesne SD	\$40,469.55
Library – Books & Periodicals	Library Obligations	\$17.04
Custodian / Maintenance OT	Munhall Community Band	\$450.00
Custodian / Maintenance OT	Penn State Baseball	\$900.00
Custodian / Maintenance OT	Kennywood	\$480.00
Bldg. & Grounds – Supplies	Penn State Baseball	\$30.00
Bldg. & Grounds – Supplies	Jaguar Hoops	\$30.00
Bldg. & Grounds – Supplies	Munhall Community Band	\$30.00
Bldg. & Grounds – Supplies	Youth Soccer	\$30.00
Bldg. & Grounds – Supplies	Kennywood	\$30.00
Security/Safety Services – HM	Community Basketball	\$219.00
Security/Safety Services – MS	Community Basketball	\$219.00
Security/Safety Services – HS	Munhall Community Band	\$129.00
Security/Safety Services – Misc.	Penn State Baseball	\$817.00
Technology – Repairs & Maintenance	IU13	\$3,120.00
Activities – Salaries	Munhall Community Band	\$150.00
Spring Musical	Program Ads	\$870.00
Spring Musical	Program Ads	\$3,025.00
Athletics – Supplies – District	Penn State Baseball	\$45.00
Athletics – Supplies – HS	Dick’s Sporting Goods	\$2,000.00

E. Tax Collector’s Report

1. February

Tax Type	Received From	Amount	Commission
Property Tax – West Mifflin	Jonathan Hess	\$136,951.65	N/A
Earned Income Tax – West Mifflin	Jordan Tax Service	\$375,274.98	\$5,381.16
Earned Income Tax – Whitaker	Jordan Tax Service	\$17,552.57	\$254.95
Realty Transfer Tax – West Mifflin	V. McDonald Roberts	\$26,622.97	\$532.46
Realty Transfer Tax – Whitaker	V. McDonald Roberts	\$2,401.80	\$48.04
Delinquent Realty Tax – West Mifflin	Legal Tax Service	\$31,906.49	\$2,294.74



Delinquent Realty Tax – Whitaker	Legal Tax Service	\$700.00	\$159.17
Del Mercantile Tax – West Mifflin	Legal Tax Service	\$952.13	\$52.37
Del Bus Privilege Tax – West Mifflin	Legal Tax Service	\$117,396.52	\$6,456.81
Del Realty Tax – Act 20 – West Mifflin	Legal Tax Service	\$44.97	N/A
Del Realty Tax – Act 20 – Whitaker	Legal Tax Service	\$8.24	N/A
Del Realty Tax – Civil Action – West Mifflin	Legal Tax Service	\$15,531.51	N/A
Del Realty Tax – Civil Action – Whitaker	Legal Tax Service	\$641.76	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-270	Tax Appeal Fees	\$2,799.81
2. Legal Tax Services	WSD-271	Filing, Parking, and Bank Fees & Postage	\$902.48
3. Jonathan R. Hess	January 2024	1 <sup>st</sup> , 2 <sup>nd</sup> and 3 <sup>rd</sup> Installments	\$4,128.00
*4. Jonathan R. Hess	00384	Bond Payment	\$1,604.00
5. Andrews and Price	8552	February Monthly Retainer	\$1,000.00
6. Andrews and Price	8560, 8561, 8563, 8562, 8545, 8544, 8546, 8550, 8549, 8548, 8547	February Real Estate Related Services	\$1,887.75
7. Andrews and Price	8553	February Middle School Litigation	\$28.00
8. Andrews and Price	8551, 8555, 8558, 8557, 8556, 8559, 8554	February Other Professional Services	\$8,232.00
9. Legal Tax Service	WSD-272	Amended LST Commission 4 <sup>th</sup> Quarter	\$0.97

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. Eliminate the position of Athletic Director effective June 30, 2024, and create the position of Director of K-12 Activities and Athletics effective July 1, 2024, and authorize Administration to post and advertise to fill the Director of K-12 Activities and Athletics position.

**11. SUPERINTENDENT’S REPORTS**

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

A. Home & School Visitor’s Report – February 2024

B. Student Services

- 1. Expulsion of Student #11946 for a period of 365 days
- 2. Expulsion of Student #15752 for a period of 365 days
- 3. Expulsion of Student #11902 for a period of 365 days

C. Student Activities

ID	Staff/Bldg.	Activity/Location	#Students	Grade(s)	Date
1331641	Anita Smith/HM	Field Trip/PNC Park	99	3	3/27/24
1331701	Danielle Onuffer/HM	Field Trip/Carnegie Science Center	107	2	5/3/24
1332392	Danielle Onuffer & Ashley Green/HM	PBIS Student Summit/AIU Waterfront	6	3	5/17/24
1334049	Kristin Wilson/CB	Field Trip/Carnegie Science Center	65	K	4/11/24
*1334883	Ashley Dreistadt/MS	CBI/Children's Museum of Pittsburgh	45	4-8	3/18/24
1336289	Greg Obsincs/MS	Kennywood Education Day/West Mifflin	150	6-8	5/10/24
*1336357	Ray Rost/HS	Duquesne Law Future Leaders/Duquesne University	15	10-12	3/14/24
*1336565	Christine O'Lare/HS	Woodland Hills Student Summit/Penn State Greater Allegheny	20	9-12	3/8/24
1337314	Deana Wallace/HS	Project Prom/Penn Hills	4	11-12	4/11/24
1339305	Amy Krek/HM	Field Trip/National Aviary	100	K	5/8/24
1339858	Amanda Monzak/MS	Envirothon/South Park	7	4-5	5/10/24
1341654	Lauren Rowe/HS	SAVE Promise Youth Leadership Training/PaTTAN West	4	9-12	4/4/24
1341728	Gina Hilligsberg/MS	Field Trip/Fun Slides Carpet Skate Park	160	4	5/21/24
1344869	Lorie Phillips/HS	Hispanic Flamenco Ballet Interactive Show/Soldiers and Sailors Museum	25	10-12	4/9/24
1345167	Todd Kinavey/HS	Field Trip/Carnegie Museum	40	12	4/19/24
*1345223	Jeffrey Kesser/HS	St. Patrick's Day Parade/Pittsburgh	70	9-12	3/16/24
1345607	Kristen Bonacci/HS	Field Trip/Pittsburgh Zoo	38	Pre-K/11-12	4/25/24
1346538	Deana Wallace/HS	OVR Early Reach/CCAC Allegheny Campus	3	11-12	4/9/24
1346544	Deana Wallace/HS	OVR Early Reach/CCAC South Campus	4	11-12	4/11/24
1349283	Deanna Wallace/HS	OVR Early Reach Steamfitters Apprentice event/Harmony	8	10-12	4/15/24

D. Student Fundraising Activities

Club	Sponsor	Fundraiser	Use of Funds	Date(s)
HS Yearbook	Scott Mizener	Graduate Yard Sign	Club Activities	4/1/24-4/30/24

E. Buildings and Grounds

ID	Location	Date(s)/Time	Purpose/Applicant	Amount Paid
310	FH Soccer Field	March 25, 26, 27; April 2, 3, 4, 5, 8, 9, 10, 11, 12, 15, 16, 17, 18, 19, 22, 23, 24, 25, 26, 29 30; May 1, 2, 3, 6, 7, 8, 9, 10, 13, 14, 15, 16, 17, 20, 21, 22, 28, 29, 30, 31; June 3, 4, 6, 7 (5:30 PM – 7:30 PM)	Soccer Practice/West Mifflin Soccer Club (Eric Zablocki)	n/a
311	ST Turf Field	April 7, 14, 21, 28; May 5, 12, 19; June 2, 9 (9:00 AM – 2:30 PM)	Youth Soccer Games/West Mifflin Soccer Club (Eric Zablocki)	\$530
312	HS Pool, Aux Gym	April 20, 21, 27, 28	Lifeguard Training/Festival Fun Parks-	\$2,660



		May 4, 5, 11, 12 (7:00 AM – 4:00 PM)	Kennywood/Sandcastle (Morgan Walker)	
318	MS Band Rooms, Auditorium, Café	April 13 (10:00 AM – 5:30 PM)	Annual Performance/Jr. Tamburitzans of Duquesne (Carrie Huckle)	\$1,719.50
321	HS Pool	April 4, 11 (6:00 PM – 8:00 PM)	Family/Open Swim/WM Pool & Aquatics (Laura Dolton)	n/a
322	HS Pool	April 16, 18, 25, 30 (5:00 PM – 8:30 PM)	Swim Lessons/WM Pool & Aquatics (Laura Dolton)	n/a
323	HS Pool	May 6, 8, 13, 15, 20, 22 (6:30 PM – 7:30 PM)	Zumba Classes/WM Pool & Aquatics (Laura Dolton)	n/a
324	HS Pool	May 6, 8, 13, 15, 20, 22 (7:30 PM – 8:30 PM)	Adult/Lap Swim/WM Pool & Aquatics (Laura Dolton)	n/a
325	HS Gym	April 22, 29 (2:45 PM – 5:00 PM)	Silks Workshops/WM Music Department (Devon Smeal)	n/a
3610	MS Auditorium	April 10 (5:30 PM – 9:30 PM)	Annual Performance Rehearsal/Jr. Tamburitzans of Duquesne (Carrie Huckle)	\$300
3640	HS Gym	April 21 (7:30 AM – 4:30 PM)	Starlette Dance Clinic/WM Music Department (Devon Smeal)	n/a

F. Conferences

ID	Name/Building	Conference/Location	Date/#Days	Cost	Sub
*1331635	William Matthias/MS	Quarterly Esports Networking Meeting/AIU Waterfront	2/20/24 1 day	\$14.41	No
1335553	Laura Dolton/HS	Mental health and Student Athletes: Signs, Interventions, and Resources/ PPG Paints Arena	4/17/24 1 day	\$0	No
*1336481	Bree Thompson/MS	Classroom Management with Devices: Empowering Digital Citizens	2/29/24 1 day	\$0	Yes
*1343113	Wendy Kennedy/MS	Tech in the Lang Classroom/ AIU Waterfront	3/18/24 1 day	\$0	Yes
1343385	Amanda Monzak/CB	South Hills Area Gifted Consortium/Upper St. Clair HS	4/10/24 1 day	\$0	Yes
1349219	Bree Thompson/MS	Educators Prioritizing Transformational Wellness/ AIU Waterfront	4/15/24 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.

**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 using Verizon at the District's GPS company, getting the pool deck grouted, and the High School loading dock wall that was hit by the garbage truck. Mrs. Englert asked about the pool heater. Mr. Zidek responded that the pool heater replacement parts have been ordered, and should be delivered within the week.

Finance – Mr. Wehrer gave an update on the annual budget and the 2022-2023 audit. He plans to have more information on both items at the April meeting, plus an auditor presentation. He spoke about the Summer Work Schedule. And lastly, Mr. Wehrer would like to add the natural gas proposal to the agenda for next week.

Athletics & Activities – Mr. Soles spoke about the field turf and field lighting quotes. There was a discussion about paying for these items. The Board suggested getting more quotes. Lastly, Mr. Soles asked for approval to add Discus Poles to the agenda.

Technology – Mr. Soles spoke about getting 120 pairs of virtual reality goggles. The Board's recommendation was to get 60 pairs, rather than 120 pairs. Lastly, Mr. Soles spoke about a 4-year lease program for student computers.

Education – Mr. Soles asked to have the High School Course of Study added to next week's agenda. Mr. Soles stated that the District is still working to get school vans. Mr. Soles stated that Dr. Minford is updating the Middle School curriculum, April 8<sup>th</sup> will be an in-service day and April 23<sup>rd</sup> will be a remote day because of Election Day. Mr. Smeal sent over his request for the Summer Music Program, and Mr. Soles asked to add it to next week's agenda. And Mr. Getz is requesting a few items to finish of the Esports classroom, and Mr. Soles asked to add this to the agenda, too.

Policy – Mr. Soles asked to have policy 006.1, 008, 101, and 903 added to next week's agenda for a first reading. Mr. Soles went over each policy.

Communication & Community Engagement – Mr. Soles met with the AIU about using them for public relation services.

B. Steel Center

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

**18. SOLICITOR'S REPORT**

Mr. Lucas had nothing for tonight.

**19. OLD BUSINESS**

None

**20. NEW BUSINESS**

None

**21. ADJOURNMENT**

Meeting adjourned at 7:16 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	
Deb Postelnek	106 Samuel Dr	
Niki Vigna	USource Energy	_____
Merese Sebley	110 Maintenance	