

**Wednesday, April 16, 2025
Regular Meeting Agenda**

The West Mifflin Area School District Regular Board Meeting is held in the West Mifflin Area Middle School Cafeteria, 81 Commonwealth Avenue, West Mifflin, PA. Meeting begins at 7:00 p.m.

1. OPENING EXERCISES

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

2. PRESENTATIONS

- A. Student Board Representative Report
- B. Budget Update

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

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. March 13, 2025 – Discussed Personnel and Legal Issues
- b. March 20, 2025 – Discussed Personnel and Legal Issues

2. Approval of Minutes

- a. March 13, 2025 – Work Session
- b. March 20, 2025 – Regular Board Meeting

3. Updates to the following policies, Second Reading and approval:

- a. #103 Discrimination/Harassment Affecting Students
- b. #103.1 Nondiscrimination – Qualified Students with Disabilities
- c. #104 Discrimination/Harassment Affecting Staff
- d. #234 Pregnant/Parenting/Married Students
- e. #247 Hazing

- f. #249 Bullying/Cyberbullying
- g. #252 Dating Violence
- h. #336 Personal Necessity Leave
- i. #339 Uncompensated Leave
- j. #824 Maintaining Professional Adult/Student Boundaries

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 and 2024 to specified property owners of West Mifflin and Whitaker Borough in the amount of \$1,671.62 as presented by the respective tax collectors. The refunds are the result of changes in real estate tax assessment values established by Allegheny County.
2. March real estate tax refunds due for 2023 and 2024 to specified property owners of West Mifflin and Whitaker Borough in the amount of \$82,642.63 as presented by the respective tax collectors. The refunds are the result of changes in real estate tax assessment values established by Allegheny County.
3. Authorization for Andrews and Price to continue with the District's Residential and Commercial Property Assessment Appeals Program for 2026, with the understanding that the new common level ratio (CLR) will be published in June of this year.

B. Purchasing/Contracting

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

1. Quotes for West Mifflin tax office computer system upgrades: Quote from DakTech for three (3) Discovery Windows 11 computers with a 7-year warranty for parts and labor at a cost of \$4,497.00, and a quote from Harris School Solutions to provide remote hosting of real estate software and data for three (3) users at a cost of \$4,590.00. The total cost of \$9,087.00 will be split between West Mifflin Borough and WMASD based on relative real estate millage rates; the cost for the district is \$6,506.29.
2. Quote from Lancaster-Lebanon Intermediate Unit 13 to update the agreement from April 18, 2024, for Microsoft software with Microsoft Unified Support for four (4) additional years, starting June 1, 2025, and ending May 31, 2029, at a cost of \$5,260.00 for a total annual cost of \$46,204.40.
3. Bid from Communications Consulting Inc. to boost cellphone reception at Clara Barton and Homeville Elementary Schools at a cost of \$116,558.02, paid through the PCCD School Safety grant.
4. Reject all bids for two new kettles for the Middle School kitchen. Authorization to advertise new bid specifications regarding warranty, installation and service levels.
5. Bid from TriMark USA for a new commercial dishwasher and installation in the Homeville kitchen at a cost of \$47,240.00, paid through the Cafeteria Fund.
6. Concurrent Enrollment Agreement with La Roche University beginning August 1, 2025, through June 30, 2026, as presented.

7. Quote from Water Heater Distributors to replace a hot water tank at the Middle School with an A.O. Smith model BTH-400A MXI CYCLONE commercial water heater at a cost of \$14,315.00 through the COSTARS cooperative purchasing program.
8. Proposal from Industrial Commercial Elevator to provide professional services related to elevator and chairlift inspections, operations and repairs at the Field House, the Middle School and Homeville Elementary School, at a cost of \$475.00/month and a repair rate of \$247.00/hour.
9. Proposal from Vasco Asphalt Company to coat and restripe asphalt located inside the Stadium, the Stadium parking lot, the Clara Baron parking lot, and the rear circle Homeville parking lot at a cost of \$54,929.00 through the OMNIA Partners purchasing program.
10. Renewal quote from PowerSchool for Naviance K-5 career readiness software at a cost of \$15,145.70.

8. FINANCIAL REPORTS

Board action to approve Financial Reports, as listed/presented

- A. Secretary Receipts - \$2,857,221.78
- B. Student Activities - \$197,520.40
- C. Treasurer's Report - \$10,746,885.76
- D. Refunds Subtracted from Expenditures

| Account Description | Received From | Amount |
|--------------------------------------|----------------------------|----------------|
| Due To/From Cafeteria | Highlands SD | \$630.00 |
| Insurance Copay | Pay Date – 03/07/25 | \$244.07 |
| Insurance Copay | Pay Date – 03/21/25 | \$40,019.08 |
| Insurance Copay | Individuals | \$187.15 |
| Early Retirement Benefits | AMCA | \$20,416.16 |
| Tuition – Cyber/Charter | Agora Cyber | \$1,011.04 |
| Special Ed – AIU – Secondary | South Fayette | \$30,494.94 |
| Special Ed – Prof Services – SEEKS | AIU | \$44,133.75 |
| Special Ed – IU Services | South Fayette | \$1,053.13 |
| Library – Books & Periodicals | Student Obligations – CB | \$29.71 |
| Bonds – Personnel | Traveler's Insurance | \$100.00 |
| Contracted Medical Services | Highlands SD | \$30,000.00 |
| Supplies – District | Performance Health | \$1,000.00 |
| Uniform Rental – District | Cintas | \$78.06 |
| Technology – Repairs & Maintenance | Student Obligations – MS | \$130.00 |
| Technology – Repairs & Maintenance | Student Obligations – HS | \$959.00 |
| Spring Musical | Program Ads & Ticket Sales | \$5,578.60 |
| Athletics – HS Supplies – Cheer | Student Obligations – HS | \$30.00 |
| Insurance Claim – HS Auditorium Fire | Traveler's Insurance | \$1,000,000.00 |

E. Tax Collector's Report

| Tax Type | Received From | Amount | Commission |
|--|----------------------|---------------|-------------------|
| Earned Income Tax – West Mifflin | Jordan Tax Service | \$179,515.21 | \$1,925.37 |
| Earned Income Tax – Whitaker | Jordan Tax Service | \$8,173.36 | \$116.08 |
| Realty Transfer Tax – West Mifflin | V. McDonald Roberts | \$78,159.50 | \$1,563.19 |
| Realty Transfer Tax – Whitaker | V. McDonald Roberts | \$652.45 | \$13.05 |
| Delinquent Realty Tax – West Mifflin | Legal Tax Service | \$53,973.45 | \$6,725.78 |
| Delinquent Realty Tax – Whitaker | Legal Tax Service | \$4,664.99 | \$1,004.86 |
| Del Mercantile Tax – West Mifflin | Legal Tax Service | \$127.15 | \$6.99 |
| Del Bus Privilege Tax – West Mifflin | Legal Tax Service | \$18,600.89 | \$1,023.05 |
| Del Realty Tax – Act 20 – West Mifflin | Legal Tax Service | \$174.64 | N/A |
| Del Realty Tax – Act 20 – Whitaker | Legal Tax Service | \$2.51 | N/A |
| Del Realty Tax – Civil Action – West Mifflin | Legal Tax Service | \$44,825.45 | N/A |
| Del Realty Tax – Civil Action – Whitaker | Legal Tax Service | \$8,777.54 | N/A |

F. Online Sales – March

| | |
|---------------------|-------------|
| Card Point | \$354.25 |
| MS Musical Ads | \$400.00 |
| MS Musical Tickets | \$3,294.00 |
| Seussical Breakfast | \$1,155.00 |
| HS Musical Tickets | \$7,074.00 |
| HS Prom | \$3,960.00 |
| Titan Gear | \$86.00 |
| Titan Shoppe | \$4,844.64 |
| Total | \$21,167.89 |

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-308 | Bank Fees, Parking Fees & Postage | \$723.36 |
| 2. Andrews and Price | 14048 | March Monthly Retainer | \$1,000.00 |
| 3. Andrews and Price | 14047, 14052, 14056, 14055, 14057, 14046, 14054, 14062, 14051, 14064, 14053, 14043, 14044 | March Other Professional Services | \$6,876.96 |
| 4. Andrews and Price | 14050 | March Middle School Litigation | \$28.00 |
| 5. Andrews and Price | 14058, 14045, 14049, 14038, 14063, 14059, 14061, 14060, 14040, 14039, 14041, 14042 | March Real Estate Related Services | \$2,227.00 |

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. 2025-2026 Middle School Course of Studies, as presented

B. 2025-2026 Flexible Instruction Days, as presented

- C. Memorandum of Understanding with Lebanon Presbyterian Church for July 31, 2025, as presented
- D. 2025 Summer Music Program, as presented
- E. Additional Supplemental position for K-3 Spring Activities
- F. Accept the 2023-2024 Audit Report, as presented
- G. SPO Contract for July 1, 2025 through June 30, 2030

11. SUPERINTENDENT'S REPORTS

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

- A. Home & School Visitor's Report – March 2025
- B. Student Activities

| ID | Staff/Bldg. | Activity/Location | #Students | Grade(s) | Date |
|----------|---------------------|--|-----------|----------|---------------|
| *1589000 | Megan Reynolds/CB | Field Trip to Musical Performance/Middle School | 35 | K-3 | 4/10/25 |
| *1591037 | Jason Tatrai/MS | STEM Field Trip/Acrisure Stadium | 40 | 6 | 4/9/25 |
| 1593994 | Sonja Miskovic/HV | Field Trip/Pittsburgh Zoo | 96 | 2 | 4/24/25 |
| 1597879 | Brian Getz/HS | Esports Tournament/Trinity Area HS | 3 | 9-12 | 5/2/25 |
| 1598255 | Melissa Prutz/HS | True Colors Next Narrative Monologue Competition/NYC | 2 | 10, 12 | 5/3/25-5/6/25 |
| 1600621 | Raymond Rost/HS | Mock Trial Class/Pgh | 10 | 10-12 | 5/1/25 |
| 1601009 | Mia DiBello/MS | Field Trip/Urban Air, Waterfront | 168 | 5 | 5/22/25 |
| *1601936 | Danielle Onuffer/HV | PBIS Field Trip to Musical Performance/Middle School | 22 | K-2 | 4/10/25 |
| 1602384 | Craig Stanley/HV | Pittsburgh Symphony School Time Concert/Heinz Hall | 100 | 2 | 5/6/25 |
| 1603258 | Gina Hilligsberg/MS | Field Trip/Fun Slides Park, Pgh | 145 | 4 | 5/12/25 |

- C. Student Fundraising Activities

| ID | Club | Sponsor | Fundraiser | Use of Funds | Date(s) |
|---------|---------------|---------------|-------------------------|-----------------|----------|
| 1601775 | HS Starlettes | Kayla Axelson | Starlettes Dance Clinic | Club Activities | 5/4/25 |
| 1234567 | HS Band | Jayson Monroe | Band Festival | Club Activities | 10/11/25 |

- D. Buildings and Grounds

| ID | Location | Date(s)/Time | Purpose/Applicant | Amount Paid |
|-------|--------------|------------------------------|--|-------------|
| *6215 | HV Classroom | April 11 (6:00 PM – 8:00 PM) | Parents Night Out/Champions (Gina Calfo) | n/a |

- E. Conferences

| ID | Name/Building | Conference/Location | Date/#Days | Cost | Sub |
|---------|-------------------|---|------------------|------|-----|
| 1589657 | Justin Sickles/HS | CHS Chemistry Annual Teacher Meeting/Pitt | 4/24/25 1 day | \$0 | Yes |

12. PROFESSIONAL PERSONNEL

Board Action to approve/ratify items under Professional Personnel, as listed.*

A. Leaves of Absence

1. *Employee #2236, unpaid days Wednesday, April 30, 2025 through Monday, May 5, 2025

B. Hires

1. Additional ESY Program Teachers; June 16, 2025 through July 10, 2025 (Monday-Thursday, not July 3, 2025); 8:30 AM-12:30 PM; \$30.75/Hour (2024-25 Homebound rate):

| |
|---|
| Lisa McClafferty (Special Education Substitute) |
|---|

13. NON-CERTIFIED PERSONNEL

Board action to approve/ratify items under Non-Certified Personnel, as listed.*

A. Leaves of Absence

1. *Employee #3120, beginning Wednesday, April 23, 2025 through Wednesday, May 7, 2025, using all sick and PTO days, with remaining days unpaid, under the provisions of the Family Medical Leave Act (FMLA).

B. Resignations

1. Tonya Washington, Part-time Family Assistance Liaison, effective Wednesday, March 5, 2025
2. Lisa Novosel, Class II Secretary – Buildings & Grounds/Cafeteria, effective Thursday, April 3, 2025

C. Retirements

1. William Ziegmond, District Technician, effective Monday, July 7, 2025

D. Hires

1. Aiden Ryan, Part-time District Paraeducator, effective Tuesday, April 22, 2025
2. Dynasty Caldwell, Part-time District Paraeducator, effective Tuesday, April 22, 2025
3. Additional ESY Program Paraeducators, June 16, 2025 through July 10, 2025 (Monday-Thursday, not July 3, 2025); 8:30 AM-12:30 PM; Individual's 2024-2025 hourly rate as stated in current SEIU contract:

| |
|------------|
| Aiden Ryan |
|------------|

| |
|------------------|
| Dynasty Caldwell |
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4. *Analise Lesutis, Part-time Custodian at the Middle School, effective Tuesday, April 8, 2025

E. Other

1. Summer Student Workers, as presented

14. ATHLETIC PERSONNEL

Board action to approve/ratify items under Athletic Personnel, as listed.*

A. Hires

1. Justin Walther, High School Girls Head Basketball Coach, effective Thursday, April 17, 2025
2. Nicole Davis, High School Girls Flag Football Assistant Coach, effective Thursday, April 17, 2025
3. Ryan Sabo, High School Assistant Football Coach, effective Thursday, April 17, 2025
4. Lafayette Pitts, High School Assistant Football Coach, effective Thursday, April 17, 2025

B. Other

1. Richard Manning, High School Volunteer Girls Soccer Coach, effective Thursday, April 17, 2025
2. Matthew Prezioso, High School Volunteer Girls Soccer Coach, effective Thursday, April 17, 2025
3. Cameron Short, High School Volunteer Assistant Track Coach, effective Thursday, April 17, 2025

15. BOARD PRESIDENT'S CORRESPONDENCE

16. EXECUTIVE SESSION DISCUSSION

17. BOARD REPORTS

- A. Committees
- B. Steel Center

18. SOLICITOR'S REPORT

19. OLD BUSINESS

20. NEW BUSINESS

21. ADJOURNMENT