

**Thursday, August 3, 2023**  
**Work Session Agenda**

**The West Mifflin Area School District Work Session is held in the West Mifflin Borough Building Council Chambers, 1020 Lebanon Road, West Mifflin, PA. Meeting begins at 6:00 p.m.**

**1. OPENING EXERCISES**

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

**2. PRESENTATIONS**

- A. Congratulations to Mr. Tony DiCenzo and Mrs. Debbie Kostelnik for being recognized by the Pennsylvania School Board Association for achieving 8 years of service on our local school board. The Honor Roll of School Board Service is the Association's way of saying *thank you* to those individuals who exemplify leadership and statesmanship, giving unselfishly of their time and talents for the future of our public schools, and putting something back into their local communities through the guidance of the education of youth.
- B. Building-Level Data Overview – Building Principals

**3. ADDENDUM (Regular Meeting)**

**4. HEARING OF CITIZENS (Regular 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. The first student day for the 2023-2024 school year is Wednesday, August 23, 2023. A special welcome is extended to new students and welcome back to all our current students.

**6. BOARD SECRETARY/BUSINESS MANAGER'S REPORT**

- A. Board of Directors

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

1. Executive Sessions

- a. June 15, 2023 – Discussed Personnel and Legal Issues
- b. June 22, 2023 – Discussed Personnel and Legal Issues

2. Approval of Minutes

- a. June 15, 2023 – Work Session
- b. June 22, 2023 – Regular Board Meeting

B. Finance

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

1. WMASD Breakfast/Lunch pricing for the 2023-2024 school year.
  - a. Elementary/Middle/High School Breakfast      FREE
  - b. Elementary/Middle/High School Lunch      FREE
  - c. Adult Breakfast      \$2.40
  - d. Adult Lunch Regular      \$4.75
  - e. Adult Lunch Premium      \$5.25
  - f. Adult Entrée      \$3.25
  - g. Adult Side      \$1.75
2. June real estate tax refunds due for 2022 to specified property owners of West Mifflin and Whitaker Borough in the amount of \$463.47 as presented by the respective tax collectors. The refunds are the result of changes in real estate tax assessment values established by Allegheny County.

C. Purchasing/Contracting

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

1. Agreement with the U.S. Department of Energy for Payment in Lieu of Taxes for the 2023-2024 Fiscal Year per Solicitor's opinion.
2. Five-year Affiliation Agreement with Carlow University.
3. Quote from Lexia Voyager Sopris Inc. for ALO Math K-6 and ALO Reading K-6 Lexile Add-on for the 23-24 school year at a cost of \$3,500.00.
4. Quote from Savvas Learning Company LLC for 30 Criminal Justice Today books and 6-year digital licenses at a cost of \$10,026.42.
5. Quote from Perma-Bound Books for 30 Psychology books and 30 Sociology books at a cost of \$771.60.
6. Quote from Sourcewell for 500 Spring Math Licenses and Spring Math Ongoing Advantage from July 1 ,2023 through June 30, 2024 at a cost of \$6,600.

**7. FINANCIAL REPORTS**

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

A. Secretary Receipts

1. June - \$5,593,870.66
2. July - \$3,588,710.38

B. Student Activities

1. June - \$191,812.78
2. July - \$194,859.65

C. Treasurer's Report

1. June - \$9,097,836.35
2. July - \$7,787,434.08

D. Refunds Subtracted from Expenditures

June 2023

Account Description	Received From	Amount
Due To/From Cafeteria	Lunch Hi/Low	\$107,600.61
Due To/From Cafeteria	Reg/Needy/Breakfast	\$35,497.76
Due To/From Cafeteria	FNS – Lunch	\$3,584.98
Due To/From Cafeteria	FNS – Breakfast-Needy	\$1,402.00
Due To/From Cafeteria	State Breakfast Initiative	\$1,935.64
Due To/From Cafeteria	Fresh Fruit & Vegetables	\$5,312.14
Due To/From Cafeteria	Payroll – May	\$64,862.85
Due To/From Cafeteria	Payroll – June	\$50,062.66
Due To/From Cafeteria	Fringe Benefits – May	\$5,786.22
Due To/From Cafeteria	Fringe Benefits - June	\$5,786.22
Insurance Copay	Pay Date – 06/16/23	\$29,075.02
Early Retirement Benefits	AMCA	\$3,852.28
Supplies – Homeville	Ned Show	\$2,684.00
Supplies – High School	Student Obligation	\$20.00
ATS-I Grant – Supplies	School Specialty	\$361.46
Regular Programs – Technology	HS – Student Obligations	\$699.99
Regular Programs – Technology	MS – Student Obligations	\$610.00
Library – Books & Periodicals – HM	Student Obligation	\$7.64
Other Expenses – Tax Collection	LTS, Inc. S/S Refund	\$1,785.00
Misc. Expenditures – Admin	University of Pittsburgh	\$2,500.00
Printing & Binding – Business Office	WB Mason	\$450.00
Police Officers – MS	WPIAL	\$2,000.00
Transportation Homeless/Foster	Allegheny County	\$12,201.00
Internet Connection	Erate (Bear Program)	\$2,773.98
Game Workers – Middle School	WPIAL	\$1,310.00
Game Workers – High School	WPIAL	\$1,900.00

July 2023

Account Description	Received From	Amount
Due To/From Cafeteria	Huckestein Invoice	\$118.25
Early Retirement Benefits	AMCA	\$7,028.22
Supplies – CB	Friday Jeans Money	\$375.00
Supplies – HS	Student Obligation	\$6.00
One to One Initiative – Technology	HS – Student Obligation	\$20.00
One to One Initiative – Technology	MS – Student Obligation	\$20.00
Supplies – HS – Pre-K	HS Pre-K Program	\$1,820.00
Food – HS – Pre-K	HS Pre-K Program	\$780.00

E. Tax Collector's Report

June 2023

Tax Type	Received From	Amount	Commission
Earned Income Tax – West Mifflin	Jordan Tax Service	\$173,928.10	\$2,380.14
Earned Income Tax – Whitaker	Jordan Tax Service	\$7,999.27	\$144.31
Realty Transfer Tax – West Mifflin	V. McDonald Roberts	\$28,551.43	\$571.04
Realty Transfer Tax – Whitaker	V. McDonald Roberts	\$414.00	\$8.28
Delinquent Realty Tax – West Mifflin	Legal Tax Service	\$13,462.05	\$9,028.85

Delinquent Realty Tax – Whitaker	Legal Tax Service	\$292.00	\$241.15
Del Mercantile Tax – West Mifflin	Legal Tax Service	\$1,442.47	\$79.34
Del Bus Privilege Tax – West Mifflin	Legal Tax Service	\$39,103.54	\$2,150.69
Del Realty Tax – Act 20 – West Mifflin	Legal Tax Service	\$670.16	N/A
Del Realty Tax – Act 20 – Whitaker	Legal Tax Service	\$11.00	N/A
Del Realty Tax – Civil Action – West Mifflin	Legal Tax Service	\$99,282.87	N/A
Del Realty Tax – Civil Action – Whitaker	Legal Tax Service	\$3,487.47	N/A

July 2023

Tax Type	Received From	Amount	Commission
Property Tax – West Mifflin	Jonathan Hess	\$2,753,646.72	N/A
Property Tax – Whitaker	Patty Pasquantonio	\$52,600.08	N/A
Earned Income Tax – West Mifflin	Jordan Tax Service	\$115,312.03	\$1,851.63
Earned Income Tax – Whitaker	Jordan Tax Service	\$5,593.47	\$101.48
Realty Transfer Tax – West Mifflin	V. McDonald Roberts	\$37,996.67	\$759.94
Realty Transfer Tax – Whitaker	V. McDonald Roberts	\$1,350.00	\$27.00
Business Privilege Tax – West Mifflin	Legal Tax Service	\$95,379.42	N/A
LST Tax – West Mifflin	Legal Tax Service	\$15,920.36	N/A
Mercantile Tax – West Mifflin	Legal Tax Service	\$149,948.90	N/A
Delinquent Realty Tax – West Mifflin	Legal Tax Service	\$19,392.83	\$10,660.12
Delinquent Realty Tax – Whitaker	Legal Tax Service	\$407.17	\$401.33
Delinquent LST Tax – West Mifflin	Legal Tax Service	\$6.32	\$0.35
Del Mercantile Tax – West Mifflin	Legal Tax Service	\$265.24	\$14.59
Del Bus Privilege Tax – West Mifflin	Legal Tax Service	\$83,562.77	\$4,595.95
Del Realty Tax – Act 20 – West Mifflin	Legal Tax Service	\$4,204.55	N/A
Del Realty Tax – Act 20 – Whitaker	Legal Tax Service	\$1.80	N/A
Del Realty Tax – Civil Action – W. Mifflin	Legal Tax Service	\$146,472.18	N/A
Del Realty Tax – Civil Action – Whitaker	Legal Tax Service	\$5,737.88	N/A

**8. 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*	WSD-250	June Postage, Filing, Parking and Bank Fees	\$240.09
2. Legal Tax Service*	WSD-252	671 Tax Lien Filing Fees	\$40,260.00
3. Legal Tax Service*	WSD-253	Commission BPT, LST & Mercantile Tax	\$7,598.64
4. Borough of Whitaker		Crossing Guard Reimbursement	\$8,913.75
5. Dodaro, Matta and Cambest, P.C.	11517	February through June Other Professional Services	\$3,231.00

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

**9. 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 2023-2024 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 2023-2024 school year at the rate of \$5.00 per examination.

- C. Tammy Bell and Cindy Delehanty as independent hourly school psychologist contractors at a rate of \$75/hour, not to exceed 1200 total hours (\$90,000) for the 2023-2024 school year. They will be used on an as needed basis and paid through Accounts Payable.
- D. Homeville Targeted Support and Improvement (A-TSI) Plan for 2023-2024, as presented
- E. Schoolwide Title I Plans for Clara Barton and Homeville for the 2023-2024 school year, as presented
- F. Handbooks for the 2023-2024 school year, as presented:

Elementary Handbook	Special Education Handbook
4th and 5th Grade Handbook	Athletic Handbook
Middle School Handbook	Band Handbook
High School Handbook	Band Auxiliary Handbook
Titan Cyber Academy Handbook	Records Retention Handbook
Faculty Handbook	One to One Technology

**10. 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
15596A	Jeffrey Kesser/HS	Kennywood Parade/West Mifflin	100	9-12	8/16/2023

B. Student Fundraising Activities

Club	Sponsor	Fundraiser	Use of Funds	Date(s)
HS Esports	Brian Getz	Red Robin Spirit Night	Club Activities	8/31/2023

C. Buildings and Grounds

ID	Location	Date(s)/Time	Purpose/Applicant
*169	ST Turf Field	July 6, 11, 13, 18, 20, 25, 27 August 1, 3, 8, 10 (5:00 PM – 7:00 PM)	Conditioning/HS Girls Soccer (Molly Resnik)
*170	FH Baseball Field	July 5, 11, 18, 25; August 1, 2, 8, 9 (6:00 PM – 8:30 PM)	Conditioning & Batting Practice/Mon Valley Marlins (Mike Kosko)
*171	FH Baseball Field	July 13, 20, 27 (10:00 AM – 1:00 PM)	Conditioning & Batting Practice/Mon Valley Marlins (Mike Kosko)
*172	FH MS Football Field	July 10, 11, 12, 13, 17, 18, 19, 20, 24, 25, 26, 27, 31 August 1, 2, 3, 7, 8, 9, 10, 14, 15, 16, 17 (5:00 PM – 7:00 PM)	Conditioning/MS Football (Israel Rose)
173	HS Band Room	September 12, October 10, November 14, December 12, January 9, February 13, March 12 April 9, May 14 (5:30 PM – 8:30 PM)	Band Parent Meeting/Titan Band Parents (Tammy Bodzenski)
174	HS Classroom	March 5, 12, 26; April 9, 16, 30 (6:45 PM – 8:45 PM)	Umpires Meeting/McKeesport Umpires Association (Paul Miller)
175	HS Cafeteria, Classroom	August 10, 17 (3:00 PM – 6:00 PM)	Homecoming Prep/HS STUCO (Alexis Zywan)

176	HS Auditorium Lobby, Cafeteria	October 7 (5:00 PM – 10:00 PM)	Homecoming Dance/HS STUCO (Alexis Zywan)
177	MS Gym	September 11, 18, 25; October 2, 9, 16, 23, 30; November 6, 13, 20; December 4, 11, 18; January 9 (8:00 PM – 10:00 PM)	Volleyball/Neighborhood Volleyball (Phil Hornfeck)
*1882	HS Auditorium	August 8 (5:30 PM – 8:30 PM)	Band Parent Meeting/Titan Band Parents (Tammy Bodzenski)
1898	ST Turf Field	October 13 (4:00 PM – 11:00 PM)	Football Game/Central Catholic HS (Richard Capretta)
1899	ST Turf Field	August 20 (9:00 AM – 5:00 PM)	Youth Football Games/WM Youth Football (Jim Gatewood)

D. Conferences

ID	Name/Building	Conference/Location	Date/#Days	Cost	Sub
15595D	Patricia King/HS	Access PA Fall Training/ Westmoreland IU7	10/11/2023 1 day	\$0	No
*1209650	Sharna Baker/HM	The Team: Building Leadership Success that Improves Student Learning/AIU-Waterfront	8/10/2023 1 day	\$300	No
1209656	Sharna Baker/HM	Improving Leadership and Student Learning Through Simulations/AIU-Waterfront	8/11/2023 1 day	\$300	No

**11. PROFESSIONAL PERSONNEL**

**12. NON-CERTIFIED PERSONNEL**

**13. ATHLETIC PERSONNEL**

**14. BOARD PRESIDENT'S CORRESPONDENCE**

**15. EXECUTIVE SESSION DISCUSSION**

**16. BOARD REPORTS**

- A. Committees
- B. Steel Center

**17. SOLICITOR'S REPORT**

**18. OLD BUSINESS**

**19. NEW BUSINESS**

**20. ADJOURNMENT**