

**Thursday, February 15, 2024  
Regular Meeting Agenda**

**The West Mifflin Area School District Regular Board Meeting is held in the West Mifflin Borough Building Council Chambers, 1020 Lebanon Road, 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

**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
- 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. Congratulations to Mrs. Haney for securing a Hi5! Grant from the Allegheny intermediate Unit for kindergarten transition.

**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. January 11, 2024 – Discussed Personnel and Legal Issues
- b. January 18, 2024 – Discussed Personnel and Legal Issues

2. Approval of Minutes

- a. January 11, 2024 – Work Session
- b. January 18, 2024 – Regular Board Meeting

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

- a. #815 Acceptable Use of Internet, Computers and Network Resources
- b. #819 Suicide Awareness, Prevention and Response

4. Meeting Schedule for the 2024/2025 School Year. Meetings will be held at the District's Administrative Offices (Council Chambers), 1020 Lebanon Road, West Mifflin, PA 15122. Work Sessions and Regular Meetings will begin at 7:00 p.m.

Work Sessions (Thursdays)

August 1, 2024  
 September 12, 2024  
 October 10, 2024  
 November 14, 2024

January 9, 2025  
 February 13, 2025  
 March 13, 2025  
 April 10, 2025  
 May 8, 2025  
 June 12, 2025

Regular Meetings (Thursdays)

August 8, 2024  
 September 19, 2024  
 October 17, 2024  
 November 21, 2024  
 December 4, 2024 \* (Wednesday)  
 Reorganization & Regular

January 16, 2025  
 February 20, 2025  
 March 20, 2025  
 April 16, 2025 \*\* (Wednesday)  
 May 15, 2025  
 June 18, 2025 \*\*\* (Wednesday)

\* Held on Wednesday, not to conflict with the West Mifflin Borough's Light Up Night  
 \*\* Held on Wednesday, not to conflict with Spring Break  
 \*\*\* Held on Wednesday, not to conflict with the Juneteenth Federal Holiday

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

A. Finance

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

1. January real estate tax refunds due for 2020, 2021, 2022 and 2023 to specified property owners of West Mifflin and Whitaker Borough in the amount of \$123,972.12 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. Acceptance of the following grant from the Allegheny Intermediate Unit:
  - a. Hi5! Grant                      \$500

B. Purchasing/Contracting

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

1. Quote from TNT Food Service Equipment Company, Inc. for a two-door, bottom mount Atosa refrigerator including extended warranty and drop shipping at a cost of \$3,595.10, paid through the Cafeteria Fund.
2. Proposal from Pittsburgh Lawn Care to provide lawn care services at the High School, Middle School, Homeville Elementary, Clara Barton Elementary and the Maintenance Garage according to the specifications as outlined in the Request for Proposal (RFP) for the years 2024, 2025 and 2026 at an annual cost of \$33,000.00. The practice fields at the Athletic Complex are excluded from the scope of awarded work; the district will be responsible for maintaining the practice fields.
3. Quote from Texolve Digital, Inc. for video streaming equipment in the High School Auditorium at a cost of \$12,145.00 through the COSTARS cooperative purchasing program.

**8. FINANCIAL REPORTS**

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

- A. Secretary Receipts - \$1,541,063.93
- B. Student Activities - \$188,777.70
- C. Treasurer's Report - \$17,322,457.67
- D. Refunds Subtracted from Expenditures

<b>Account Description</b>	<b>Received From</b>	<b>Amount</b>
Due To/From Cafeteria	FNS – Lunch	\$3,360.28
Due To/From Cafeteria	FNS – Breakfast/Needy	\$1,311.60
Due To/From Cafeteria	Lunch Hi/Low	\$98,498.95
Due To/From Cafeteria	Reg/Ndy/Breakfast	\$33,853.83
Due To/From Cafeteria	State Breakfast Initiative	\$1,952.85
Due To/From Cafeteria	Fresh Fruit & Vegetables	\$1,650.45
Insurance Copay	Individuals	\$224.38
Early Retirement Benefits	AMCA	\$5,390.80
Supplies – MS	TIAA Grant	\$125.00
Supplies – SEEKS Grant	AIU	\$4,166.84
Regular Programs – Technology	Student Obligations – HS	\$70.00
Regular Programs – Technology	Student Obligations – MS	\$70.00
Special Ed Tuition – Other	New Story, LLC	\$1,404.00
Special Ed – Titan Shoppe	Merchant CD	\$21,481.88
Repairs & Maintenance – Equip – MS	Duquesne Light	\$3,000.00
Security/Safety Services – HM	Community Basketball	\$1,462.00
Security/Safety Services – MS	Community Basketball	\$1,548.00
Insurance Claim	Liberty Mutual	\$43,916.46

**E. Tax Collector's Report**

<b>Tax Type</b>	<b>Received From</b>	<b>Amount</b>	<b>Commission</b>
Property Tax – West Mifflin	Jonathan Hess	\$286,426.72	N/A
Property Tax – Whitaker	Patricia Pasquantonio	\$36,277.22	N/A
Earned Income Tax – West Mifflin	Jordan Tax Service	\$112,782.15	\$1,381.91
Earned Income Tax – Whitaker	Jordan Tax Service	\$5,878.92	\$85.00
Realty Transfer Tax – West Mifflin	V. McDonald Roberts	\$24,724.39	\$494.48
Realty Transfer Tax – Whitaker	V. McDonald Roberts	\$760.75	\$15.22
Business Privilege Tax – WM (Quarterly)	Legal Tax Service	\$121,770.13	N/A
LST – West Mifflin (Quarterly)	Legal Tax Service	\$17,014.99	N/A
Mercantile Tax – West Mifflin (Quarterly)	Legal Tax Service	\$161,212.43	N/A
Delinquent Realty Tax – West Mifflin	Legal Tax Service	\$10,635.54	\$2,053.87
Delinquent Realty Tax – Whitaker	Legal Tax Service	\$187.50	\$244.69
Delinquent LST Tax – West Mifflin	Legal Tax Service	\$1.27	\$.07
Del Mercantile Tax – West Mifflin	Legal Tax Service	\$1,906.25	\$104.84
Del Bus Privilege Tax – West Mifflin	Legal Tax Service	\$294,870.43	\$16,217.87
Del Realty Tax – Act 20 – West Mifflin	Legal Tax Service	\$163.88	N/A
Del Realty Tax – Act 20 – Whitaker	Legal Tax Service	\$25.25	N/A
Del Realty Tax – Civil Action – West Mifflin	Legal Tax Service	\$24,089.17	N/A
Del Realty Tax – Civil Action – Whitaker	Legal Tax Service	\$2,108.42	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)

<b>Payee</b>	<b>Invoice #</b>	<b>Description</b>	<b>Amount</b>
1. Legal Tax Services	WSD-269	Filing and Bank Fees, and Postage	\$607.73
2. Andrews and Price	8075	January Monthly Retainer	\$1000.00
3. Andrews and Price	8079, 8086, 8084, 8072, 8070, 8069, 8071, 8085, 8073	January Real Estate Related Services	\$1,858.25
4. Andrews and Price	8076	January Middle School Litigation	\$56.00
5. Andrews and Price	8074, 8078, 8082, 8081, 8080, 8083, 8077	January Other Professional Services	\$3,738.00

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. 2024-2025 School Calendar, as presented
- B. Creation of a Pop Culture Club at the High School for the 2023-2024 school year and approval of Ms. Anna Kudla as the unpaid sponsor for the club, as presented
- C. Creation of a Homeville student activities account
- D. Creation of a High School Titan Thyme Catering student activities account

**11. SUPERINTENDENT’S REPORTS**

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

- A. Home & School Visitor’s Report – January 2024
- B. Student Activities

<b>ID</b>	<b>Staff/Bldg.</b>	<b>Activity/Location</b>	<b>#Students</b>	<b>Grade(s)</b>	<b>Date</b>
1312532	Anna Kudla/HS	Pop Culture Club-Pgh International Auto Show/Convention Center	30	9-12	2/16/24
*1314281	Danielle Onuffer & Ashley Green/HM	Kindness Club-South Hills Pet Rescue Animal Shelter Donations/Homeville	25	3	2/14/24
1315354	Jennifer Zitelli/CB	Field Trip-Children’s Museum of Pittsburgh/Pittsburgh	44	1	4/5/24
1316797	Alexis Zywan/HS	SciTech Day-Carnegie Science Center/Pittsburgh	40	11-12	2/16/24
*1317147	Melissa Prutz/HS	Shakespeare Monologue Competition/O’Reilly Theater, Pittsburgh	10	10-12	2/13/24
1317850	Tricia Hopchak/MS	Second Annual Top Golf Study Island Challenge/Top Golf	30	6	4/18/24
1319237	Christine O’Lare/HS	Creek Connections Student Research Symposium/Camp Kon-O-Kwee	30	9	4/12/24

1319883	Jill Jakub/CB	Field Trip-Carnegie Science Center/ Pittsburgh	63	2	5/10/24
1320176	Glenn Gougler/MS	French and Indian War Field Trip/ Uniontown Area and Ligonier	100	8	5/18/24
1322519	Bree Thompson/MS	Field Trip-Zone 28/Pittsburgh	80-100	7	5/21/24
1324548	Devon Smeal/MS	PMEA Elementary Stringfest/Moon Area Middle School	3	6	2/16/24
1324580	Devon Smeal/MS	PMEA Jr High District Orchestra/ Keystone Oaks High School	3	8-9	4/26/24
1326224	Jason Tatrai/MS	Field Trip-Fun Fore All/Cranberry	165	6	5/16/24
1326425	Deana Wallace/HS	STARS Prom/Hilton Garden Inn, Canonsburg	15	11-12	5/8/24
1329150	Kevin Kocher/HS	Field Trip-Grease/Byham Theater, Pittsburgh	80	9-12	3/7/24
1330893	Gina Hilligsberg/MS	BizTown Junior Achievement/ Bridgeville	130	4	3/12/24

C. Student Fundraising Activities

Club	Sponsor	Fundraiser	Use of Funds	Date(s)
HS Esports	Brian Getz	Make Our Mark Ceiling Tile Project	Club Activities	3/1/24-4/15/24

D. Buildings and Grounds

ID	Location	Date(s)/Time	Purpose/Applicant	Amount Paid
*293	HM Auditorium, Cafeteria, Gym	February 1 (4:00 PM – 8:00 PM)	PTA Event/Homeville PTA (Jessica Parsons)	n/a
294	HM Auditorium, Cafeteria, Gym	March 7 (4:00 PM – 8:00 PM)	PTA Event/Homeville PTA (Jessica Parsons)	n/a
*295	CB Gym	January 23, 30; February 13, 20, 27; March 5, 12, 19 (6:00 PM – 7:30 PM)	Practice/Jaguar Hoops (Brian Smith)	\$180
296 297	HS Auditorium, Chorus Room, Auditorium Lobby	May 17 (6:00 PM – 8:30 PM) May 18 (3:00 PM – 8:00 PM)	Spring Concert & Rehearsal/Munhall Community Band (Christine Morgan)	\$1,459
*299	FH Baseball Field	February 3, 10, 24 (9:00 AM – 5:00 PM)	Baseball Games/Penn State Greater Allegheny Athletics (Jason Broadwater)	\$2157.50
300	MS Gym	March 11-15 (5:00 PM – 8:00 PM)	Basketball League/WM Community Basketball Organization (Leon Harrison)	\$430
302	HS Pool	March 7, 14 (6:00 PM – 8:00 PM)	Family/Open Swim/WM Pool & Aquatics (Laura Dolton)	n/a
303	HS Pool	April 3, 8, 10, 15, 17, 22, 24, 29 (6:30 PM – 7:30 PM)	Zumba Classes/WM Pool & Aquatics (Laura Dolton)	n/a
304	HS Pool	April 3, 8, 10, 15, 17, 22, 24, 29 (7:30 PM – 8:30 PM)	Adult/Lap Swim/WM Pool & Aquatics (Laura Dolton)	n/a
3410	FH Baseball Field	February 17 (10:00 AM – 6:00 PM)	Baseball Games/Penn State Greater Allegheny Athletics (Jason Broadwater)	\$742
3411	FH Baseball Field	February 18 (10:00 AM – 3:30 PM)	Baseball Games/Penn State Greater Allegheny Athletics (Jason Broadwater)	\$362.50

3418	HS Gym	March 16 (9:00 AM – 6:00 PM)	Basketball League/WM Community Basketball Organization (Leon Harrison)	\$610
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E. Conferences

ID	Name/Building	Conference/Location	Date/#Days	Cost	Sub
1309110	Kyra Reinheimer/MS	Educator Self Care Day/AIU Waterfront	4/15/24 1 day	\$0	Yes
1309330	Ashley Dreistadt/MS	Educator Self Care Day/AIU Waterfront	4/15/24 1 day	\$0	Yes
*1310920	Donna Nofzinger/HS	Distinguishing Learning Disability from Language Development/AIU-Waterfront	1/19/24 1 day	\$0	Yes
*1311026	Kennedy Figas/MS	Distinguishing Learning Disability from Language Development/AIU-Waterfront	1/19/24 1 day	\$0	Yes
1312283	Amanda Monzak/CB	South Hills Area Gifted Consortium/Upper St. Clair HS	2/27/24 1 day	\$0	Yes
*1314383	Mary Beth Miller/HM	Check and Connect Training/ AIU Waterfront	1/29/24 1 day	\$0	Yes
*1314437	Mary Beth Miller/HM	QBS Safety Training/WMAHS	1/25/24-1/26/24 2 days	\$0	Yes
1315150	Dina Fouser/MS	Making A Difference: Educational Practices that Work/Hershey	2/28/24-3/1/24 3 days	\$933	No
1316556	Michelle Zebrowski/MS	Tech in the World Language Classroom/AIU-Waterfront	3/18/24 1 day	\$0	Yes
*1316984	Lisa Stillwagon/HM	Check and Connect Mentor Training/AIU Waterfront	1/29/24 1 day	\$0	No
1317002	Michelle Zebrowski/MS	Classroom Management with Devices, 6-12: Empowering Digital Citizens/AIU-Waterfront	2/29/24 1 day	\$0	Yes
1317803	Nina Garden/MS	Classroom Management with Devices, 6-12: Empowering Digital Citizens/AIU-Waterfront	2/29/24 1 day	\$0	Yes
1317904	Tina Keller/MS	Making A Difference: Educational Practices that Work/Hershey	2/28/24-3/1/24 3 days	\$933	No
1319124	Megan Reynolds/CB	PBIS Coaching Celebration/ AIU-Waterfront	3/18/24 1 day	\$9.43	Yes
1319224	Christine O'Lare/HS	In-Person PBIS Coaches Day Celebration/AIU-Waterfront	3/18/24 1 day	\$0	Yes
1325361	Nadine Cook/HS	Certified Pool & Spa Operator/ Pittsburgh	3/19/24-3/20/24 2 days	\$407	No
1326451	Deana Wallace/HS	Future Ready Partnership Conference/PennWest California	3/5/24 1 day	\$69.22	No
1329016	Brian Aufman/HS	Future Ready Partnership Conference/PennWest California	3/5/24 1 day	\$78.82	Yes

**12. PROFESSIONAL PERSONNEL**

**13. NON-CERTIFIED PERSONNEL**

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

A. Leaves of Absence

- \*Employee #3809, Unpaid leave beginning Monday, January 22, 2024, through Friday, January 26, 2024

2. \*Employee #3709, Unpaid day on Friday, January 26, 2024
3. \*Employee #3617, beginning Tuesday, October 24, 2023 through Wednesday, October 23, 2024, under the provisions of the Family Medical Leave Act (FMLA), with dates to be determined as needed

B. Resignations

1. Trisha Kurzdorfer, Class I Cafeteria General Worker at the High School on the 8:45 AM–1:15 PM shift, effective Thursday, February 1, 2024

C. Retirements

1. Dawn Bronder, Paraeducator at Homeville, effective May 31, 2024

D. Hires/Transfers

1. \*Katelynn Binns, Class I Cafeteria General Worker at the High School on the 9:15 AM–1:15 PM shift, effective Monday, January 29, 2024
2. \*Caleb Miller, transfer from Class I Custodian at the High School/Stadium, variable shift, to the posted position of Class I Custodian at the Middle School, 11:00 PM – 7:00 AM shift, effective Sunday, February 4, 2024. Mr. Miller was the senior qualified bidder for the position.
3. \*Katelynn Binns, transfer from Class I Cafeteria General Worker at the High School on the 9:15 AM – 1:15 PM shift to the posted position of Class I Cafeteria General Worker at the High School on the 8:45 AM – 1:15 PM shift, effective Tuesday, February 13, 2024. Ms. Binns was the senior qualified bidder for the position.

**14. ATHLETIC PERSONNEL**

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

A. Resignations

1. Heidi Astorino, Middle School Boys Track Head coach, effective Friday, January 26, 2024
2. Brian Mann, High School Varsity Track Head coach, effective Friday, February 2, 2024
3. Rodney Euwer, High School Varsity Football Equipment Manager, effective Thursday, February 1, 2024
4. Michael Todd, High School Varsity Football Assistant coach, effective Thursday, February 8, 2024
5. Mackenzie Whalen, Middle School Girls Track Assistant coach, effective Thursday, February 15, 2024
6. Anna Kudla, Middle School Boys Track Assistant coach, effective Thursday, February 15, 2024
7. John Moritz, High School Track Assistant coach, effective Thursday, February 15, 2024
8. Daryl Carter, Middle School Girls Track Head coach, effective Thursday, January 18, 2024

B. Hires

1. Brittany Boehm, High School Varsity Volleyball Head coach, effective Friday, February 16, 2024
2. Mackenzie Whalen, Middle School Girls Track Head coach, effective Friday, February 16, 2024
3. Anna Kudla, Middle School Boys Track Head coach, effective Friday, February 16, 2024
4. John Moritz, High School Track Head coach, effective Friday, February 16, 2024

C. Other

1. Lauren Drew, Middle School Softball Volunteer coach, effective Friday, February 16, 2024
2. Derek Kleinhans, High School Baseball Volunteer coach, effective Friday, February 16, 2024

**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**