

**Thursday, February 8, 2024
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. Connor Schlegel – Field Turf
- B. Benny Louchheim – NGU Sports Lighting Specialist
- C. 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. 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 will begin at 6:00 p.m. 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 3, 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 10, 2025 **
 May 15, 2025
 June 18, 2025 (Wednesday) ***

* Held on Wednesday, not to conflict with the West Mifflin Borough's Light Up Night
 ** Moved up a week to avoid 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.

B. Purchasing/Contracting

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

1. None

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

Account Description	Received From	Amount
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

Tax Type	Received From	Amount	Commission
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)

Payee	Invoice #	Description	Amount
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

11. 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
1312532	Anna Kudla/HS	Pop Culture Club-Pgh International Auto Show/Convention Center	30	9-12	2/16/24
1317850	Tricia Hopchak/MS	Second Annual Top Golf Study Island Challenge/Top Golf	30	6	4/18/24
*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
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

- B. 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

- C. 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
300	MS Gym	March 11-15 (5:00 PM – 8:00 PM)	Basketball League/WM Community Basketball Organization (Leon Harrison)	\$430
3418	HS Gym	March 16 (9:00 AM – 6:00 PM)	Basketball League/WM Community Basketball Organization (Leon Harrison)	\$610

D. Conferences

ID	Name/Building	Conference/Location	Date/#Days	Cost	Sub
*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
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

12. PROFESSIONAL PERSONNEL

13. NON-CERTIFIED PERSONNEL

14. ATHLETIC PERSONNEL

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