

Thursday, June 13, 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. None

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; 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. GENERAL FUND BUDGET

Board action to approve items under General Fund Budget, as listed/presented.

- A. Resolution adopting final budget for fiscal year 2024-2025 at \$68,252,476.

That the Board of Directors of West Mifflin Area School District, Allegheny County, hereby authorize the expenditures as set forth herein during the School Year 2024-2025.

It is recommended the Board adopt, in compliance with Act 146 of 1998, the Proposed Budget for the 2024-2025 year in the amount of \$68,252,476 with the real estate tax millage rate of 26.5691 mills and that the real estate tax millage rate be further increased by 0 mills to accommodate the balancing of the Proposed Budget for a combined real estate tax millage rate of 26.5691 mills for the 2024-2025 school year.

- B. Resolution 2024-04 setting tax millage at .0265691 mills per dollar (.265691 on each hundred dollars) for the fiscal year beginning July 1, 2024.

That the Resolution be adopted as presented and read, and the proper officers be authorized to sign and execute same on behalf of the School Board.

- C. Copy of tax resolution be sent to each Tax Collector: Ratify the action of the Secretary to forward a copy of Tax Resolution to the Tax Collectors of West Mifflin Area School District instructing them to collect same.

- D. Director of Finance and Operations to request payment in lieu of taxes from United States Energy Research and Development Administration ERDA for the year 2024-2025. That the Director of Finance and Operations be authorized and directed to request the payment in lieu of taxes, the sum of \$413,100.80 based upon the current tax rate of 26.5691 mills and an estimated assessed valuation of the Bettis Site of \$15,548,167.00.
- E. Resolution that all Act 511 taxes be re-enacted to continue through the 2024-2025 School Year: That the Solicitor be authorized to draw up the proper resolution re-enacting all Act 511 taxes to continue throughout the 2024-2025 School Year.
- F. Act 511 Tax Resolution – continued in 2024-2025 without substantial change: Resolved that all taxes heretofore levied pursuant to the “Local Tax Enabling Act” #511, to with Earned Income Tax (EIT) at .5%, Local Services Tax (LST) at \$5.00, Admission at 10%, and Mercantile at 1-1/2 mills retail and 1 mill Wholesale, and Business Privilege at 6 mills per dollar of gross receipts and Deed Transfer at \$1.00 per \$100.00, be levied at the same rates, and that aforesaid Resolutions be continued without substantial change.
- G. Transfer principal and interest for 2024-2025 to Bond and Coupon Accounts authorized: That the Secretary be authorized to transfer Principal and Interest from the General Fund to the proper Bond and Coupon Accounts for payment when same is due.
- H. Resolution 2024-05 that a Tax Payment Plan per Act 1 of 2006 be offered in three installments with conditions as presented.
- I. Resolution 2024-06 that homestead and farmstead exclusion tax assessment reductions for the 2024-2025 year be enacted as per the Homestead Property Exclusion Program (Act 50 of 1998) and the Taxpayer Relief Act (Act 1 of 2006). A total of \$2,216,983.68 is available this year to West Mifflin Area School District property owners in tax relief from gaming tax funds. Resolution provides 6,345 homesteads and farmsteads with a tax reduction of \$348.32; also allows 59 homesteads with exclusions up to the full assessed valuation of the property.

7. 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. May 9, 2024 – Discussed Legal and Personnel Issues
 - b. May 16, 2024 – Discussed Legal and Personnel Issues
 - 2. Approval of Minutes
 - a. May 9, 2024 – Work Session
 - b. May 16, 2024 – Regular Board Meeting

8. DIRECTOR OF FINANCE AND OPERATIONS’ REPORT

- A. Finance
Board action to approve/ratify* items under Finance, as listed/presented.
 - 1. 2024/2025 insurance for General Liability, Commercial Automobile, Law Enforcement Liability and Umbrella coverage through Liberty Mutual Insurance Company and Paul Fisher Insurance Services LLC at an annual premium of \$112,278.00.

2. 2024/2025 insurance for Worker's Compensation coverage through Housing & Redevelopment Insurance Exchange (HARIE) and Paul Fisher Insurance Services LLC at an annual premium of \$167,051.00.
 3. 2024/2025 insurance for School Leaders coverage through RSUI Group Inc. and Paul Fisher Insurance Services LLC at an annual premium of \$126,140.00.
 4. 2024/2025 insurance for additional \$2,000,000.00 of School Leaders coverage through Kinsale and Paul Fisher Insurance Services LLC at an annual premium of \$26,396.00.
 5. 2024/2025 insurance for Property and Crime coverage through Travelers Insurance and Paul Fisher Insurance Services LLC at an annual premium of \$183,858.00.
 6. First National Bank as the school district's depository for the 2024-2025 school year.
 7. Appeals of tax assessments to be based on an analysis in which the Allegheny County 2025 Common Level Ratio (CLR) of 52.7% is applied to the sales price of individual properties; if the difference between the CLR and the assessed value of the property is \$15,000 or more, then the district will appeal the tax assessment. The district is adopting this change now due to the anticipated deadline of October 1, 2024, for 2025 tax assessment appeals.
 8. Authorization for the administration to pay usual customary and reasonable expenses for the month of July 2024, with such payments to be presented to the Board at its August meeting for ratification.
- B. Purchasing/Contracting
Board action to approve/ratify items under Purchasing/Contracting, as listed/presented.*
1. Authorization for the Solicitor's office to retain Mr. Mark Shonberg to complete a full appraisal report on property 0244-K-26 at a cost of \$3,750.00.
 2. Renewal quote from Acadiance Learning Online (ALO) for 1,000 software licenses each of ALO Math K-6, ALO Reading K-6 and ALO Reading K-6 Lexile Add-on at a cost of \$17,900.00.
 3. Renewal quote from Frontline Technologies Group LLC for Absence & Substitute Management software at a cost of \$10,448.18.
 4. Renewal quote from Harris School Solutions for Prosoft financial system software at a cost of \$35,646.97.
 5. Renewal quote from PowerSchool for student information system add-ons software at a cost of \$17,828.91.
 6. Renewal quote from PowerSchool for Enterprise Management Service software at a cost of \$6,864.00.
 7. Renewal quote from PowerSchool for Naviance college and career readiness curriculum software at a cost of \$2,564.76.
 8. Renewal quote from Aurora Educational Technology LLC for the Truancy Dashboard Plugin for PowerSchool at a cost of \$2,367.00.
 9. Renewal quote from Issuetrak for maintenance workorder system software at a cost of \$1,484.00.

10. Renewal quote from Marcia Brenner Associates for PowerSchool plugin software at a cost of \$5,106.00.
11. Renewal quote from McGraw Hill LLC for ALEKS Math software at a cost of \$12,420.00.
12. Renewal quote from EMS LINQ Inc. for Social Media Hub software at a cost of \$865.00.
13. Renewal quote from MasterLibrary.com LLC for facilities rental Schedules software at a cost of \$2,250.00.
14. Renewal quote from BorderLAN Security for Family Zone Local Gateway and Linewize School Manager software at a cost of \$10,949.06.
15. Renewal quote from ROBOKIND for social skills curriculum at a cost of \$18,000.00.
16. Agreement with Maxim Healthcare Services to provide licensed health care personnel, as presented.

9. FINANCIAL REPORTS

Board action to approve Financial Reports, as listed/presented

A. Secretary Receipts

1. May - \$5,931,536.44

B. Student Activities

1. May - \$191,317.11

C. Treasurer's Report

1. May - \$8,051,524.42

D. Refunds Subtracted from Expenditures

1. May

Account Description	Received From	Amount
Due To/From Cafeteria	Lunch Hi/Low	\$115,273.85
Due To/From Cafeteria	Reg/Ndy/Breakfast	\$39,665.60
Due To/From Cafeteria	FNS – Lunch	\$3,934.98
Due To/From Cafeteria	FNS – Breakfast-Needy	\$1,538.00
Due To/From Cafeteria	State Breakfast Initiative	\$2,321.80
Due To/From Cafeteria	Fresh Fruit & Vegetables	\$3,213.47
Due To/From Cafeteria	Payroll – 03/22/24	\$33,391.46
Due To/From Cafeteria	Payroll – April	\$65,779.78
Due To/From Cafeteria	Fringe Benefits – March	\$6,793.39
Due To/From Cafeteria	Payroll – May	\$63,328.11
Due To/From Cafeteria	Fringe Benefits – April	\$6,793.39
Insurance Copay	Pay Date – 05/24/24	\$37,410.23
Insurance Copays	Individuals	\$381.44
Early Retirement Benefits	AMCA	\$6,238.05
Supplies – SEEKS Grant	AIU	\$3,895.50
Books & Periodicals – Elementary	Student Obligations	\$75.93

Regular Programs – Technology	HM – Student Obligations	\$462.00
Regular Programs – Technology	CB – Student Obligations	\$112.00
Regular Programs – Technology	HS – Student Obligations	\$4,357.00
Regular Programs – Technology	MS – Student Obligations	\$1,060.00
Special Ed – Prof Service – SEEKS	AIU	\$10,200.00
Special Ed – Titan Shoppe	Merchant CD	\$1,557.18
Tuition – Steel Center	Duquesne SD	\$41,607.00
Library – Books & Periodicals – HM	Student Obligations	\$21.51
Library – Books & Periodicals – CB	Student Obligations	\$34.94
Office of the Principal	Field Trip	\$345.00
Transportation Homeless/Fosters	Allegheny County	\$7,348.80
Tech Service – Laptop Insurance	Securranty Refund	\$605.72
Spring Musical	License Refund	\$400.00
Spring Musical	Ticket Sales	\$8,028.00

E. Tax Collector's Report

1. May

Tax Type	Received From	Amount	Commission
Earned Income Tax – West Mifflin	Jordan Tax Service	\$395,544.64	\$5,562.26
Earned Income Tax – Whitaker	Jordan Tax Service	\$19,185.18	\$254.86
Realty Transfer Tax – West Mifflin	V. McDonald Roberts	\$53,823.11	\$1,076.46
Realty Transfer Tax – Whitaker	V. McDonald Roberts	\$889.00	\$17.78
Bus Privilege Tax – West Mifflin (Qtrly)	Legal Tax Service	\$121,568.27	N/A
Business Privilege Tax – Whitaker (Qtrly)	Legal Tax Service	\$55.35	N/A
LST Tax – West Mifflin (Qtrly)	Legal Tax Service	\$16,633.35	N/A
Mercantile Tax – West Mifflin (Qtrly)	Legal Tax Service	\$151,688.29	N/A
Delinquent Realty Tax – West Mifflin	Legal Tax Service	\$279,523.93	\$34,222.89
Delinquent Realty Tax – Whitaker	Legal Tax Service	\$1,204.28	\$613.99
Del Mercantile Tax – West Mifflin	Legal Tax Service	\$11,097.85	\$610.38
Del Bus Privilege Tax – West Mifflin	Legal Tax Service	\$7,546.16	\$415.04
Del Realty Tax – Act 20 – West Mifflin	Legal Tax Service	\$416.80	N/A
Del Realty Tax – Act 20 – Whitaker	Legal Tax Service	\$17.94	N/A
Del Realty Tax – Civil Action – West Mifflin	Legal Tax Service	\$332,077.12	N/A
Del Realty Tax – Civil Action – Whitaker	Legal Tax Service	\$4,402.66	N/A

10. 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, Inc.	WSD-279	Filing Fees	\$800.41
2. Legal Tax Service, Inc.	WSD-280	Parking, Filing and Bank Fees, and Postage	\$318.40
3. Andrews and Price	9591	Monthly Retainer	\$1,000.00
4. Andrews and Price	9586, 9603, 9602, 9579, 9578, 9577, 9601, 9600, 9585, 9599, 9582, 9580, 9581, 9583	May Real Estate Related Services	\$4,781.25
5. Andrews and Price	9590, 9593, 9597, 9594, 9598, 9589, 9588, 9592, 9587, 9595, 9584, 9596	May Other Professional Services	\$4,284.00

B. All Bills and Cash Disbursement Reports for Public Safety, LLC.

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

11. DISTRICT OPERATIONS

Board Action to approve/ratify items under District Operations, as listed/presented.*

A. None

12. SUPERINTENDENT’S REPORTS

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

A. Home & School Visitor’s Report – May/June 2024

B. Student Activities

ID	Staff/Bldg	Activity/Location	#Students	Grade(s)	Date
1391700	Stacy Galiyas/MS	National Walk, Bike & Roll to School/West Mifflin	All with parent Permission	4-8	5/7/2025

C. Conferences

ID	Name/Building	Conference/Location	Dates/#Days	Cost	Sub
*1387834	Danielle Onuffer/HM	PBIS Elementary Student Summit/AIU Waterfront	5/17/24 1 day	\$0	Yes
*1389244	Ashley Green/HM	PBIS Elementary Student Summit/AIU Waterfront	5/17/24 1 day	\$0	Yes
1390335	Dayna Sikora/Admin	2024 Special Education Leadership Academy/Gettysburg	7/9/24 – 7/11/24 3 days	\$970	No

13. PROFESSIONAL PERSONNEL

14. NON-CERTIFIED PERSONNEL

15. ATHLETIC PERSONNEL

16. BOARD PRESIDENT’S CORRESPONDENCE

17. EXECUTIVE SESSION DISCUSSION

18. BOARD REPORTS

A. Committees

B. Steel Center

19. SOLICITOR’S REPORT

20. OLD BUSINESS

21. NEW BUSINESS

22. ADJOURNMENT