

Thursday, November 14, 2024
Work Session Agenda

The West Mifflin Area School District Work Session 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 (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; 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. October 10, 2024 – Discussed Personnel and Legal Issues
- b. October 17, 2024 – Discussed Personnel and Legal Issues

2. Approval of Minutes

- a. October 10, 2024 – Work Session
- b. October 17, 2024 – 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. #113.1 Discipline of Students with Disabilities
- e. #113.2 Behavior Support
- f. #202 Eligibility of Nonresident Students
- g. #234 Pregnant/Parenting/Married Students

- h. #236.1 Threat Assessment
- i. #247 Hazing
- j. #252 Dating Violence
- k. #254 Educational Opportunity for Military Children
- l. #317.1 Educator Misconduct
- m. #336 Personal Necessity Leave
- n. #339 Uncompensated Leave
- o. #607 Tuition Income
- p. #707 Use of School Facilities
- q. #707-AR-0 Use of School Facilities
- r. #707-AR-1 Rules for Use of School Facilities
- s. #707-AR-2 Fee Schedule for Facility Use
- t. #711 Naming Rights
- u. #711-AR-0 MOU for Naming Rights
- v. #711-AR-1 Fee Schedule
- w. #805.2 School Security Personnel
- x. #807 Opening Exercises/Moment of Silence/Flag Displays
- y. #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. November real estate tax refunds due for 2023 and 2024 to specified property owners of West Mifflin Borough and Whitaker Borough in the amount of \$12,005.46 as presented by the respective tax collectors. The refunds are a 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. Quote from Jeffrey Associates to renovate the playground at Homeville Elementary School at a cost of \$74,929.00 through the COSTARS cooperative purchasing program and paid with funds from the U.S. Steel grant.
- 2. Change Order from Hellas Construction, Inc. to upgrade the protective netting system between the baseball and softball fields at a cost of \$13,461.00.

8. FINANCIAL REPORTS

Board action to approve Financial Reports, as listed/presented

- A. Secretary Receipts - \$4,892,256.32
- B. Student Activities - \$208,338.57
- C. Treasurer's Report - \$22,005,475.15
- D. Refunds Subtracted from Expenditures

Account Description	Received From	Amount
Due To/From Cafeteria	Lunch Hi/Low	\$142,755.76
Due To/From Cafeteria	Reg/Ndy/Breakfast	\$46,019.36
Due To/From Cafeteria	FNS – Lunch	\$4,402.16
Due To/From Cafeteria	FNS – Breakfast-Needy	\$1,620.40

Due To/From Cafeteria	Fresh Fruit & Vegetables	\$3,064.51
Due To/From Cafeteria	Payroll – September	\$50,338.51
Due To/From Cafeteria	Payroll – 10/4/24	\$37,847.21
Due To/From Cafeteria	Fringe Benefits	\$1,000.00
Insurance Copay	Pay Date – 10/4/24	\$326.48
Insurance Copay	Pay Date – 10/18/24	\$39,904.05
Insurance Copay	Individual	\$78.53
Early Retirement Benefits	AMCA	\$18,896.96
Tuition Cyber/Charter School - Elem	Young Scholars	\$329.89
Tuition Cyber/Charter School – Elem	Reach Cyber	\$6,991.24
Tuition Cyber/Charter School – Sec	Commonwealth Charter	\$10,925.59
Tuition Cyber/Charter School – Sec	Reach Cyber	\$6,991.23
Special Ed – Daily Grind	MS Coffee Cart	\$63.00
Library – Books & Periodicals – CB	Library Obligation	\$14.00
Custodian/Maintenance OT	Penn State Baseball	\$480.00
Building & Grounds – Supplies – District	Penn State Baseball	\$30.00
Security/Safety Services – Misc.	Penn State Baseball	\$318.00
Technology – Repairs & Maintenance	MS Student Obligations	\$10.00
Technology – Repairs & Maintenance	HS Student Obligations	\$280.00
Athletics – Supplies – Football	Titan Grid Booster	\$2,247.60
Athletics – Misc. Expenditures	Central Catholic	\$600.00

E. Tax Collector's Report

Tax Type	Received From	Amount	Commission
Property Tax – Whitaker	Patty Pasquantonio	\$35,921.58	N/A
Earned Income Tax – West Mifflin	Jordan Tax Service	\$136,297.21	\$1,831.44
Earned Income Tax – Whitaker	Jordan Tax Service	\$7,542.31	\$83.57
Realty Transfer Tax – West Mifflin	V. McDonald Roberts	\$22,323.65	\$446.48
Realty Transfer Tax – Whitaker	V. McDonald Roberts	\$1,405.70	\$28.11
Business Privilege Tax – West Mifflin (Qtr)	Legal Tax Service	\$472,008.36	N/A
Business Privilege Tax – Whitaker (Qtr)	Legal Tax Service	\$250.69	N/A
LST Tax – West Mifflin (Qtr)	Legal Tax Service	\$17,064.76	N/A
Mercantile Tax – West Mifflin (Qtr)	Legal Tax Service	\$165,493.04	N/A
Delinquent Realty Tax – West Mifflin	Legal Tax Service	\$8,501.38	\$4,389.83
Delinquent Realty Tax – Whitaker	Legal Tax Service	\$938.79	\$132.63
Delinquent LST Tax – West Mifflin	Legal Tax Service	\$26.35	\$1.45
Del Mercantile Tax – West Mifflin	Legal Tax Service	\$64.42	\$3.54
Del Bus Privilege Tax – West Mifflin	Legal Tax Service	\$96,373.13	\$5,300.52
Del Realty Tax – Act 20 – West Mifflin	Legal Tax Service	\$1,130.27	N/A
Del Realty Tax – Act 20 – Whitaker	Legal Tax Service	\$260.12	N/A
Del Realty Tax – Civil Action – West Mifflin	Legal Tax Service	\$53,937.18	N/A
Del Realty Tax – Civil Action – Whitaker	Legal Tax Service	\$386.09	N/A

F. Online Sales – October

Football	\$6,993.30
Boys Soccer	\$111.78
Girls Soccer	\$981.18
Volleyball	\$1,136.85
Card Point	\$4,293.45
Intramural Program	\$2,380.50
Titan Shoppe	\$4,210.97
Titan Gear	\$95.22
Total	\$20,203.25

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 Service	WSD-293	Filing Fees	\$469.95
2. Legal Tax Service	WSD-294	Filing, Parking, Notary and Bank Fees, and Postage	\$923.17
3. Andrews and Price	11826, 11831, 11834, 11833, 11835, 11825, 11836, 11832, 11828	October Other Professional Services	\$9,800.00
4. Andrews and Price	11823, 11839, 11818, 11838, 11837, 11824, 11829, 11819, 11820, 11830, 11822, 11821	October Real Estate Related Services	\$1,751.50
5. Andrews and Price	11827	October Monthly Retainer	\$1,000.00

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. Recognize the following additional Booster Group for the 2024-2025 school year. All documentation has been received per Policy #919:

Swim Team Boosters	Wrestling Boosters
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11. SUPERINTENDENT’S REPORTS

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

A. Home & School Visitor’s Report – October 2024

B. Student Activities

ID	Staff/Bldg	Activity/Location	#Students	Grade(s)	Date
1501771	Amanda Monzak/MS	Science Bowl/Carnegie Museum	14	4-5	2/7/25
1504713	Nina Ruffing/MS	Spongebob the Musical/Gargaro Theater, Pgh	50	6	2/27/25
1505245	Stacy Galiyas/MS	Turkey Trot/HS & MS Campus	All who want	4-8	11/27/24
*1506545	Stacy Galiyas/MS	Fundraiser Top Sellers Reward/Dave & Buster’s	85	4-8	11/20/24
1508595	Lucas Krajack/MS	History Bowl/Heinz History Center	4	6-8	12/11/24
1508979	Amanda Monzak/MS	History Bowl/Heinz History Center	4	4-5	12/11/24
1509628	Danielle Busowski/MS	A Christmas Carol/Byham Theater	80	7	12/19/24
1510520	Christine O’Lare/HS	AIU PBIS Student Summit/AIU Waterfront	10	9-12	12/10/24
1512187	Kevin Kocher/HS	A Lyrical Christmas Carol/Gargaro Theater, Pgh	40	6-8	12/18/24

*1514144	Tom Ruffing/HS	Partner Up Networking Event/Best of the Batch Foundation	15	12	11/13/24
1514187	Jennifer Shields/HS	Partner Up Event/PNC Pgh	15	12	1/28/25
1514192	Jennifer Shields/HS	Partner Up Super Day Interviews/Best of the Batch Foundation	10	12	5/6/25
1514321	Jennifer Shields/HS	HS Hiring Event/Marriott City Center, Pgh	10-15	12	4/2/25
*1515578	Shelley Bishop/MS (McCall, Welsh, George)	JA Biztown/Bridgeville	75	4	11/19/24
1515583	Shelley Bishop/MS (Bishop, Hilligsberg, Kameg)	JA Biztown/Bridgeville	75	4	11/25/24
1516154	Jennifer Shields & Melissa Fulmer/HS	NHS students to Hershey Park & Philadelphia	30	11-12	4/12/25 – 4/13/25
1516156	Anna Kudla/HS	Zoology Zoo field trip/ Pittsburgh Zoo	50	9-12	5/8/25
1519754	Ashley Dreistadt/MS	CBI & Drama to A Lyrical Christmas Carol/Gargaro Theater	50	6-8	12/19/24

C. Student Fundraising Activities

ID	Club	Sponsor	Fundraiser	Use of Funds	Date(s)
*1496530	MS Student Activities	Tricia Hopchak	T-shirt sales	Club Activities	10/1-10/4
*1505289	MS Student Activities	Stacy Galiyas	Turkey Trot sponsors	Club Activities	11/20-11/27
*1511493	HS Pop Culture	Anna Kudla	Hoodie Sale	Club Activities	11/1-5/25
1516172	HS National Honor Society	Jennifer Shields & Melissa Fulmer	Parents Holiday Shopping Night Out	Club Activities	Dates in Dec TBD
*1518953	MS Student Activities	Stacy Galiyas	Turkey Trot T-shirts	Club Activities	11/13-11/15

D. Buildings and Grounds

ID	Location	Date(s)/Time	Purpose/Applicant	Amount Paid
*448	HS Wrestling Room	November 4, 6, 7, 12, 13, 14, 18, 19, 20, 21, 25, 26 December 2, 3, 4, 5, 9, 10, 11, 12, 16, 17, 18, 19 January 2, 6, 7, 8, 9, 13, 14, 15, 16, 21, 22, 23, 27, 28, 29, 30 February 3, 4, 5, 6, 10, 11, 12, 13, 18, 19 (6:00 PM – 8:00 PM)	Wrestling Practice/WM Little League Wrestling (Sheri Krysinski)	\$750.00
449	HS Cafeteria, Main Gym	January 10 (8:30 PM – 10:30 PM)	Tournament Set-up/WM Little League Wrestling (Sheri Krysinski)	\$39.75
450	HS Cafeteria, Main Gym	January 11 (8:00 AM – 5:00 PM)	Wrestling Tournament/WM Little League Wrestling (Sheri Krysinski)	\$1,312.50
452	HS Cafeteria, Classroom	December 8 (8:00 AM – 2:00 PM)	Brunch with Santa/Future Homemakers Club (Laura Dolton)	n/a
5248	HS Cafeteria	April 5 (10:00 AM – 1:00 PM)	Senior Citizens Event/WM Community Foundation (Ray Rost)	n/a

E. Conferences

ID	Name/Building	Conference/Location	Date/#Days	Cost	Sub
*1473252	Gina Hilligsberg/MS	2024 MTSS & PBIS Advanced Implementation Forum/Hershey, PA	11/12-11/15 4 days	\$499.68	Yes
*1473426	Michele Kameg/MS	2024 MTSS & PBIS Advanced Implementation Forum/Hershey, PA	11/12-11/15 4 days	\$499.68	Yes
*1473432	April Nicotero/MS	2024 MTSS & PBIS Advanced Implementation Forum/Hershey, PA	11/12-11/15 4 days	\$499.68	Yes
*1473453	Shelley Bishop/MS	2024 MTSS & PBIS Advanced Implementation Forum/Hershey, PA	11/12-11/15 4 days	\$499.68	Yes
*1492725	Jennifer Johnston/HV	Library Media Coordinators Conference/AIU Waterfront	11/6, 1/15, 3/5, 5/14 4 days	\$0	Yes
*1504200	Stephanie Didjunas/HV	Meh to Marvelous/AIU Waterfront	11/18 1 day	\$0	Yes
1504580	Nikki Losteter/MS	PA Approved K-12 Student Assistance Training/UPMC Western Psych	12/3-12/4 2 days	\$345	Yes
1505423	Danielle Onuffer/HV	PBIS Elementary Student Summit/AIU Waterfront	12/18 1 day	\$0	Yes
*1505716	Ellen Deasy/HV	ECRI Foundational Skills/ PaTTAN	10/23-10/24 2 days	\$50.92	Yes
1505826	Mindy McClelland/MS	PBIS Student Summit/AIU Waterfront	12/10 1 day	\$0	Yes
*1506013	Lisa Lyon/MS	ACSCA Fall Workshop/Penn State Greater Allegheny	10/25 1 day	\$0	No
*1506038	Mia Mackulin/HV	Meh to Marvelous/AIU Waterfront	11/18 1 day	\$0	Yes
*1506465	Deana Wallace/HS	TCCAC/AIU Waterfront	11/12 1 day	\$0	Yes
*1506475	Deana Wallace/HS	5 th Annual Advanced Manufacturing Advisory Council/CCAC Allegheny	11/6 1 day	\$16.08	Yes
*1507506	Rick Frisco/HS	5 th Annual Advanced Manufacturing Advisory Council/CCAC Allegheny	11/6 1 day	\$0	Yes
*1507894	Lisa Stillwagon/HV	Advanced Tiers Team Training/AIU Waterfront	10/25, 12/13, 1/7 – 3 days	\$0	No
*1508053	Jessica Fry/HV	Transformed STEM Training/ AIU Waterfront	11/4 1 day	\$0	Yes
1510531	Taylor Bowman/CB	K-12 SAP Training/Virtual	12/3-12/4 2 days	\$345	Yes
1511365	Mychele Westerlund/HS	ELS and Secondary Math/ AIU Waterfront	2/20 1 day	\$0	No
*1514595	Maranda Kotchman/CB	Developing Writing and Academic Language for ELs/ AIU Waterfront	11/13 1 day	\$0	No
*1515229	Sarah Butko/Admin	Fall into Professional Development with PAEOP & Executive Board Meeting/ Mechanicsburg	11/15-11/16 2 days	\$602.50	No
*1516550	Greg Obsincs/MS	EMSSOP Workshop/ Allison Park	11/15 1 day	\$0	Yes

1517320	Nikki Losteter/MS	PBIS Summit/AIU Waterfront	12/10 1 day	\$0	Yes
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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