

Thursday, October 12, 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. TEAR (Trauma Education and Response) Presentation – Mr. Dan Rinkus and Ms. Crystal Castiglione
- B. 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/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. September 14, 2023 – Discussed Personnel and Legal Issues
- b. September 21, 2023 – Discussed Personnel and Legal Issues

2. Approval of Minutes

- a. September 14, 2023 – Work Session
- b. September 21, 2023 – Regular Board Meeting

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

- a. #006 Meetings
- b. #216.1 Supplemental Discipline Records
- c. #251 Students Experiencing Homelessness, Foster Care and Other Educational Instability

B. Finance

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

1. Annual Act 1 mailing to residential property owners notifying them of the existence of the school district's homestead and farmstead exclusion program at an estimated cost of \$1,500, coordinated by Allegheny Intermediate Unit #3

C. Purchasing/Contracting

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

1. Proposal from Mobilcom for 5 HALO sensors at a cost of \$9,637.00
2. Business Subscription with Baldwin EMS for 2024 to provide ambulance services for school district employees at a cost of \$500.00
3. Educational Service Agreement with the Allegheny Intermediate Unit for alternate education services at Community School West and Community School East as presented

7. FINANCIAL REPORTS

Board action to approve Financial Reports, as listed/presented

A. Secretary Receipts - \$13,822,101.75

B. Student Activities - \$143,380.39

C. Treasurer's Report - \$22,815,611.30

D. Refunds Subtracted from Expenditures

Account Description	Received From	Amount
Due To/From Cafeteria	Payroll – August & September	\$16,609.30
Due To/From Cafeteria	Fringe Benefits – July & August	\$12,824.26
Insurance Copay	Pay Date – 09/22/23	\$37,664.88
Insurance Copay	Individuals	\$409.10
Early Retirement Benefits	AMCA	\$7,028.22
Books & Periodicals – Secondary	Student Obligations	\$15.00
One to One Initiative – Technology	CB – Student Obligations	\$1,000.00
One to One Initiative – Technology	HS – Student Obligations	\$1,575.00
One to One Initiative – Technology	MS – Student Obligations	\$255.00
Special Ed Tuition – Cyber/Charter	Reach Cyber & Young Scholars	\$3,860.74
Special Ed – Titan Shoppe	Online Sales	\$16,351.94
Supplies – High School – Pre-K	HS Pre-K	\$420.00
Food – High School – Pre-K	HS Pre-K	\$180.00
Board Services – Judgments	Liberty Mutual	\$42,187.00
Other Legal Services	WM Alumni Assoc	\$602.00
Administrative Services	Liberty Mutual	\$562,493.00
Miscellaneous Expenditures	WM Alumni Assoc	\$565.00
Tech Services – Laptop Insurance	Student Laptop Insurance	\$1,026.00
ROTC – Laundry & Dry Cleaning	US Air Force	\$552.25
Insurance Claim – Deep Freeze Event	Liberty Mutual	\$3,691.75

E. Tax Collector's Report

Tax Type	Received From	Amount	Commission
Property Tax – West Mifflin	Jonathan Hess	\$13,369,468.97	N/A
Property Tax – Whitaker	Patty Pasquantonio	\$173,624.42	N/A
Earned Income Tax – West Mifflin	Jordan Tax Service	\$156,115.15	\$2,562.67
Earned Income Tax – Whitaker	Jordan Tax Service	\$6,606.03	\$78.85
Realty Transfer Tax – West Mifflin	V. McDonald Roberts	\$21,183.50	\$423.68
Realty Transfer Tax – Whitaker	V. McDonald Roberts	\$3,064.00	\$61.28
Delinquent Realty Tax – West Mifflin	Legal Tax Service	\$10,619.42	\$6,494.31
Delinquent Realty Tax – Whitaker	Legal Tax Service	\$625.00	\$56.10
Del Mercantile Tax – West Mifflin	Legal Tax Service	\$275.24	\$15.14
Del Bus Privilege Tax – West Mifflin	Legal Tax Service	\$41,495.14	\$2,282.23
Del Realty Tax – Act 20 – West Mifflin	Legal Tax Service	\$555.75	N/A
Del Realty Tax – Act 20 – Whitaker	Legal Tax Service	\$138.20	N/A
Del Realty Tax – Civil Action – W Mifflin	Legal Tax Service	\$71,113.37	N/A
Del Realty Tax – Civil Action – Whitaker	Legal Tax Service	\$895.25	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-259	4 Title Searches	\$600.00

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

9. DISTRICT OPERATIONS

A. None

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
*1254564	Brian Plichta/TCA	Ohiopyle Guided Tour/Ohiopyle	24	K-12	10/13/23
1257072	Nina Ruffing/MS	Call of the Wild/Benedum	50	6	1/19/24
1258291	Brian Aufman/HS	World Master Competition/Franklin Regional HS	5	9-12	11/13/23
1258318	Brian Aufman/HS	Calculus Math Competition/ Franklin Regional HS	5	9-12	12/18/23
1258322	Brian Aufman/HS	Art Expo Competition/Gateway HS	5	9-12	3/8/24
1258339	Brian Aufman/HS	Chess Competition/Plum HS	5	9-12	3/22/24
1258934	Justin Sickles/HS	Perryman Co Site Tour & Career Talk/Houston PA	20	11-12	12/7/23
1259128	Michael Miller/HS	Faraday Lecture/Soldiers & Sailors Memorial Hall	40	10-12	11/14/23
1261149	Thomas Weir/HS	Duquesne University ROTC Visit/Duquesne University	55	9-12	11/1/23
1261963	Jennifer Shields/HS	Partner Up Networking Event/Homestead	20	12	11/2/23
1263248	Bradley Mitchell/HS	NBA Game/Cleveland	45	10-12	3/29/24
1263842	Brian Aufman/HS	Geography Bowl/Hempfield HS	5	9-12	2/2/24

1263845	Gina Hilligsberg & Shelley Bishop/MS	Kindness Club Trick or Treat/Locust Grove	70	4-5	10/31/23
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B. Student Fundraising Activities

Club	Sponsor	Fundraiser	Use of Funds	Date(s)
*MS Kindness	Gina Hilligsberg & Shelley Bishop	Fill the Pink Boot	Cancer Fundraiser	10/9/23 - 10/13/23
MS Kindness	Gina Hilligsberg & Shelley Bishop	Smencil Halloween Sale	Club Activities	10/23/23 - 10/31/23
HS NHS	Jennifer Shields	Dues	Club Activities	10/23/23 - 2/1/24
HV Kindness	Danielle Onuffer & Ashley Green	Kindness Club Shirt Day - \$2 donation by staff	Club Activities	11/8, 12/13, 1/10, 2/14, 3/14, 4/11, 5/9

C. Buildings and Grounds

ID	Location	Date(s)/Time	Purpose/Applicant
209	MS Gym	January 3, 10, 17, 24, 31 February 7, 14, 21, 28; March 6, 13, 20, 26; April 3, 10, 17, 24 (8:00 PM – 10:00 PM)	Winter Basketball/Bettis Winter Basketball League (Robert Kozar)
*210	HS Gym, Weight Room	September 25; October 2, 3, 4, 5, 9, 10, 11, 12, 16, 17, 18, 19, 23, 24, 25, 26, 20, 31; November 6, 7, 8, 9, 13, 14, 15, 16 (3:00 PM – 6:00 PM)	Conditioning/HS Boys Basketball (Scott Stephenson)
2438	HS Main Lobby	December 9 (9:00 AM – 3:00 PM)	Mattress Fundraiser/HS Titan Marching Band (Jeff Kesser)
2439	ST Turf Field	November 21 (6:00 PM – 10:00 PM)	Powder Puff Game/TLC (Ray Rost)
2440	HS Auditorium	October 23 (6:00 PM – 7:30 PM)	National Honor Society Induction Ceremony/HS NHS (Jennifer Shields)

D. Conferences

ID	Name/Building	Conference/Location	Date/#Days	Cost	Sub
1251896	Tiffany Kosht/MS	ELA Symposium/AIU-Waterfront	1/23/24 1 day	\$0	Yes
1252248	Amanda Monzak/CB	South Hills Area Gifted Consortium/Mt. Lebanon	11/9/23 1 day	\$0	Yes
*1253907	Stacee Rutherford/HS	Steps to a Language-Rich, Interactive Classroom/AIU-Waterfront	10/19/23 1 day	\$0	Yes
1254765	Danielle Onuffer/HV	2023 PAPBS Network and MTSS Implementer's Forum/Hershey	11/1/23 - 11/3/23 3 days	\$1084.18+meals	Yes
1254881	Deana Wallace/HS	Using Transition Assessment to Inform the IEP Process/PaTTAN	11/2/23 1 day	\$15.72	No
1255595	Sarah Bromley/HV	2023 PAPBS Network and MTSS Implementer's Forum/Hershey	11/1/23 - 11/3/23 3 days	\$85.00 +meals	Yes
1256077	Cathy Graham/HV	2023 PAPBS Network and MTSS Implementer's Forum/Hershey	11/1/23 - 11/3/23 3 days	\$1084.18+meals	Yes

1256137	Sharna Baker/HV	2023 PAPBS Network and MTSS Implementer's Forum/Hershey	11/1/23 - 11/3/23 3 days	\$300	No
1258801	Nina Ruffing/MS	Utilizing Trauma Responsive Practices in the Classroom/AIU-Waterfront	2/15/24 2/22/24 2 days	\$6.41	Yes
1258806	Nina Ruffing/MS	Functional Behavior Assessment to Positive Behavior Support Plans/AIU-Waterfront	1/16/24 2/13/24 3/13/24 3 days	\$6.41	Yes
1258925	Justin Sickles/HS	SciTech Days/Carnegie Science Center	2/16/24 1 day	\$0	Yes
*1259719	Dina Fouser/MS	Science of Reading Educator Summit/West Jefferson Hills HS	10/9/23 1 day	\$0	No
*1260273	April Nicotero/MS	Science of Reading Educator Summit/West Jefferson Hills HS	10/9/23 1 day	\$0	Yes
1261057	Deana Wallace/HS	Career Ready Re-Boot Camp/AIU-Waterfront	10/31/23 1 day	\$0	No
*1262208	Kennedy Figas/MS	Steps to a Language-Rich, Interactive Classroom/AIU-Waterfront	10/19/23 1 day	\$0	Yes

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