

Thursday, October 19, 2023
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. 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. 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

4. Ricardo Lizarraga, Julia Lazar, and Mia Noone (alternate) as Student Board Representatives for the 2023-2024 School Year
5. Appointment of Mrs. Meg Arbasak as Board Secretary effective October 19, 2023, in accordance with the written description of job responsibilities at a stipend of \$5,000.
6. Appointment of Mrs. Sarah Butko as Assistant Board Secretary effective October 19, 2023, in accordance with the written description of job responsibilities at a stipend of \$5,000.

7. DIRECTOR OF FINANCE AND OPERATIONS' REPORT

A. 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.
2. September and October real estate tax refunds due for 2022 and 2023 to specified property owners of West Mifflin Borough and Whitaker Borough in the amount of \$75,665.04, as presented by the respective tax collectors. The refunds are the result of changes in real estate tax assessment values established by Allegheny County.
3. Consultant Agreement with Joseph Esper to provide services related to financial management and budget preparation on an as-needed basis as determined by the District's Director of Finance and Operations at the rate of \$75 per hour at a sum not to exceed \$2,000.

B. 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.
4. Quote from PEMCO Educational & Contract Furniture for 13 cafeteria tables at Homeville Elementary, 13 cafeteria tables at Clara Barton Elementary, 45 cafeteria tables at the Middle School and 43 cafeteria tables at the High School at a cost of \$207,921.75 through the COSTARS purchasing program. Payable from the Cafeteria Fund.
5. Quote from A.G. Mauro Company for a pair of metal doors for the High School Fitness Center at a cost of \$8,780.00.
6. Quote from A.G. Mauro Company for a metal door for the School Store at the High School at a cost of \$1,375.00.
7. Agreement renewal with ENEL X North America, Inc. to reduce electricity usage in the district during periods of high system-wide demand. This agreement is at no cost to the district and runs from June 1, 2024, through May 31, 2029.

8. Agreement with Siemens Industry, Inc. for three years of fire alarm system testing and monitoring at a total cost of \$92,982.00. This agreement runs from November 1, 2023, through October 31, 2026.

8. 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

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-259	4 Title Searches	\$600.00

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. Proposal for the High School’s 2024 Spring Musical Production “Mean Girls” to be performed February 29 and March 1, 2, and 3, 2024, as presented.
- B. Proposal for the Middle School’s 2024 Spring Musical Production “Beauty and the Beast, Jr.” to be performed April 4, 5, and 6, 2024, as presented.
- C. Proposal for the 2024 Extended School Year (ESY) program and the posting of positions, as presented.
- D. Deny the grievance filed by the WMFT and dated October 6, 2023, and direct the Administration to communicate the same to the WMFT.

11. SUPERINTENDENT’S REPORTS

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

- A. Home & School Visitor’s Report – August/September 2023
- B. 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

1266017	Deana Wallace/HS	CVS Pharmacy Workforce Innovation & Talent Center Tour/Ebenezer Baptist Church	15	9-12	12/7/23
1266029	Deana Wallace/HS	UPMC Pathways for Students Career Fair/Peterson Event Center	20	11-12	12/6/23
1266824	Kyra Reinheimer/MS	October CBI/Homestead Library	25	4-8	10/25/23

C. 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
HS Sophomore Class	Bradley Mitchell	Pittsburgh Popcorn	Cleveland Trip	11/1/23 – 12/1/23
HS Tri-M	Melissa Prutz	Halloween Concert	Donations to The Caring Bridge and Amy Zlokas Nursing Scholarship Fund	10/26/23

D. 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)
213	HV Gym	January 3, 8, 10, 17, 22, 24, 29, 31 February 5, 7, 12, 14, 21, 26, 28 March 4, 6, 11, 18, 25, 27 April 3, 8, 10, 15, 17, 22, 24, 29 May 1, 6, 8, 13, 15, 20, 22 (5:00 PM – 8:00 PM)	Basketball League/ Pittsburgh Buckets (Justin Walther)
*216	HV Auditorium, Gym, Cafeteria	October 16, 17, 18, 19, 20 (9:00 AM – 3:00 PM)	Book Fair/Homeville PTA (Renna Malanoski)
*217	HV Auditorium, Gym, Cafeteria	October 18 (5:00 PM – 8:30 PM)	Book Fair/Homeville PTA (Renna Malanoski)
218	HS Pool	June 19, 26; July 3, 10 (9:00 AM – 12:00 PM)	Extended School Year/WMASD ESY (Dr. Sikora)
219	HS Gym, Aux Gym, Cafeteria	December 28, 29 (6:00 AM – 5:00 PM)	Wrestling Tournament/HS Wrestling Boosters (Monica Wills)
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)

2531	MS Cafeteria	October 31 (2:45 PM – 3:00 PM)	Cosplay Holiday Party/MS Anime Manga Club (Anna Kudla)
2532	HS Patio	October 26 (2:30 PM – 8:00 PM)	Haunted Walkway/MS Anime Manga Club (Anna Kudla)
2539	HS Aux Gym	October 30 (2:30 PM – 5:00 PM)	Halloween Party/Activity Night/HS JROTC (Sgt. DiCerbo)
2540	HS Cafeteria	October 30 (2:30 PM – 7:00 PM)	Halloween Party/Activity Night/HS JROTC (Sgt. DiCerbo)

E. 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
*1259567	Bethany Canavan/HV	Science of Reading Educator Summit/West Jefferson Hills HS	10/9/23 1 day	\$0	No
*1259578	Lisa Mariano/HV	Science of Reading Educator Summit/West Jefferson Hills HS	10/9/23 1 day	\$0	No
*1259719	Dina Fouser/MS	Science of Reading Educator Summit/West Jefferson Hills HS	10/9/23 1 day	\$0	No
*1259745	Heather Vidic/CB	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

*1260554	Danielle Onuffer/HV	Science of Reading Educator Summit/West Jefferson Hills HS	10/9/23 1 day	\$0	No
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

12. PROFESSIONAL PERSONNEL

Board Action to approve/ratify items under Professional Personnel, as listed.*

A. Leaves of Absence

1. Employee #3590, beginning Tuesday, December 5, 2023, through Monday, April 1, 2024, using all sick and PTO days, with remaining days unpaid.
2. *Employee #1060, beginning Monday, October 2, 2023, through Friday, October 13, 2023, under the provisions of the Family Medical Leave Act (FMLA), with dates to be determined as needed.
3. Employee #815, Sabbatical leave of absence beginning Friday, October 27, 2023, through Monday, March 18, 2024

B. Other

1. Graduate Credit Reimbursement, as per the Act 93 Agreement:

Mark Bonacci	Fifteen Credits	Summer/Fall 2022, Spring 2023	\$8102.70
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13. NON-CERTIFIED PERSONNEL

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

A. Leaves of Absence

1. *Employee #3709, unpaid day on Thursday, September 28, 2023

B. Resignations

1. Christina Parrish, Class I Custodian at the High School Stadium, variable shift, effective Friday, October 6, 2023

C. Hires/Transfers

1. *Nadine Cook, transfer from Class I Custodian at the Middle School to the posted position of Class II-A Head Custodian at the High School, effective Monday, October 16, 2023. Ms. Cook was the senior qualified bidder for the position.
2. *Maura McKinney, Class I Custodian at the Middle School on the 11:00 PM – 7:00 AM shift, effective Sunday, October 1, 2023

14. ATHLETIC PERSONNEL

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

A. Resignations

1. Chuck Helbig, Middle School Head Cross Country Coach, effective the conclusion of the 2023 season

B. Hires

1. Nolan Stephenson, High School 2nd Assistant Boys Basketball Coach, effective Friday, October 20, 2023

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