

Thursday, September 14, 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. Student Board Representative Report (Regular Board Meeting)
- B. Alicia Henry – PNC Capital Markets

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. Per the guidelines of Act 39 of 2018, the Safe Drinking Water Act, the West Mifflin Area School District performed lead testing in Drinking Water on August 9 and 11, 2023 throughout the district. All locations tested were below the Pennsylvania Department of Environmental Protection Agency's recommended requirement of 15 ppb (parts per billion.)

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. August 3, 2023 – Discussed Personnel and Legal Issues
 - b. August 10, 2023 – Discussed Personnel and Legal Issues
 - 2. Approval of Minutes
 - a. August 3, 2023 – Work Session
 - b. August 10, 2023 – Regular Board Meeting
 - 3. Updates to the following policies, Second reading and approval:
 - a. #200 Enrollment of Students
 - b. #246 School Wellness

- c. #304 Employment of District Staff
- d. #918.1 Title I Parental/Family Engagement Policy – Clara Barton & Homeville Elementary

- 4. Updates to the following policies, First reading:
 - 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. *Transfer of \$20,000 from the General Fund to the Athletic Fund.
- 2. June real estate tax refunds due for 2022 and 2023 to specified property owners of West Mifflin and Whitaker Borough in the amount of \$13,024.07 as presented by the respective tax collectors. The refunds are the result of changes in real estate tax assessment values established by Allegheny County.

C. Purchasing/Contracting

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

- 1. Agreement with Southwood Psychiatric Hospital from August 23, 2023 to June 6, 2024 for homebound instruction at a daily rate of \$90.00.
- 2. Final year of a three-year agreement with Connectivity Communications, Inc. for Managed Broadband Services provided by ERate Cat 2 FRN#-2399018854 at an annual cost of \$10,999 of which \$1,649.85 will be the responsibility of the district after E-Rate Award.
- 3. Final year of a three-year agreement with Connectivity Communications, Inc. for Network Equipment Basic Maintenance of Internal Connections provided by ERate Cat 2 FRN#-2399018871 at an annual cost of \$13,185 of which \$1,977.75 will be the responsibility of the district after E-Rate Award.
- 4. Agreement with Connectivity Communications, Inc. for Wireless Access Points License Renewals in the district provided by ERate Cat 2 FRN#-2399056102 at a cost of \$8,052 of which \$1,207.80 will be the responsibility of the district after E-Rate Award.
- 5. Agreement with Connectivity Communications, Inc. for a one-year Firewall License renewal in the district provided by ERate Cat 2 FRN#-2399056577 at a cost of \$29,802 of which \$16,268.64 will be the responsibility of the district after E-Rate Award.
- 6. Dual enrollment agreement with Point Park University from September 6, 2023 through September 5, 2028, as presented.

7. FINANCIAL REPORTS

Board action to approve Financial Reports, as listed/presented

- A. Secretary Receipts - \$9,531,003.41
- B. Student Activities - \$100,824.46
- C. Treasurer's Report - \$14,406,863.59

D. Refunds Subtracted from Expenditures

Account Description	Received From	Amount
Due To/From Cafeteria	Payroll – July	\$7,569.08
Due To/From Cafeteria	Year End Close Out	\$122,141.21
Insurance Copay	Pay Date – 07/28/23	\$36,198.99
Insurance Copay	Pay Date – 08/25/23	\$36,198.99
Insurance Copay	Individuals	\$530.54
Early Retirement Benefits	AMCA	\$7,028.22
Tuition Cyber/Charter	Young Scholars	\$1,218.89
Supplies – HS – Music	Quaver Ed	\$5,400.00
One to One Initiative – Technology	HS – Student Obligations	\$150.00
Regular Programs – Retail Production	Close Out 2022-2023	\$49,379.70
Special Ed – IU Services	Duquesne SD	\$1,126.72
Special Ed – Misc. – ESY	West Mifflin Borough	\$25.00
Special Ed – Titan Shoppe	Merchant CD	\$4,741.64
Tuition – Steel Center	Duquesne SD	\$34,103.81
Steel Center – Admin	Duquesne SD	\$1,920.62
Tech Services – Laptop Insurance	Student Laptop Payments	\$25.00

E. Tax Collector's Report

Tax Type	Received From	Amount	Commission
Property Tax – West Mifflin	Jonathan Hess	\$3,984,918.04	N/A
Property Tax – Whitaker	Patty Pasquantonio	\$286,928.34	N/A
Earned Income Tax – West Mifflin	Jordan Tax Service	\$362,232.75	\$5,928.76
Earned Income Tax – Whitaker	Jordan Tax Service	\$18,278.23	315.43
Realty Transfer Tax – West Mifflin	V. McDonald Roberts	\$27,248.18	\$544.96
Realty Transfer Tax – Whitaker	V. McDonald Roberts	\$695.00	\$13.90
Delinquent Realty Tax – West Mifflin	Legal Tax Service	\$12,803.77	\$3,910.47
Delinquent Realty Tax – Whitaker	Legal Tax Service	\$383.26	\$372.69
Del Mercantile Tax – West Mifflin	Legal Tax Service	\$10,638.90	\$585.14
Del Bus Privilege Tax – West Mifflin	Legal Tax Service	\$31,808.61	\$1,749.47
Del Realty Tax – Act 20 – West Mifflin	Legal Tax Service	\$645.01	N/A
Del Realty Tax – Act 20 – Whitaker	Legal Tax Service	\$1.64	N/A
Del Realty Tax – Civil Action – WM	Legal Tax Service	\$45,539.22	N/A
Del Realty Tax – Civil Action – Whitaker	Legal Tax Service	\$3,562.83	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-255	Filing Fees	\$1,178.17
2. Legal Tax Service	WSD-256	Filing, Bank, Notary Fees and Postage	\$1,195.45
3. Jonathan R. Hess		1 st Installment Fee	\$2,196.00

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

9. DISTRICT OPERATIONS

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

A. Additional Handbooks for the 2023-2024 school year, as presented:

Attendance Handbook	Special Education Handbook
MTSS Handbook	Diploma Retrieval Handbook

B. Recognize the following Booster Groups/PTAs for the 2023-2024 school year. All documentation has been received per Policy #919.

Band Boosters	Volleyball Boosters
Baseball Boosters	Homeville PTA
Boys Soccer Boosters	High School PTSA
Girls Soccer Boosters	

C. Creation of The Titan Troop Club at the High School, as presented.

D. 2023 High School National Thespian Society Fall Play Production, as presented

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
1232136	Sgt. DiCerbo/HS	Camp Guyasuta Field Trip/Sharpsburg	75	9-12	9/25/2023
1235712	Tim Milko/CB	Schooltime Learning/Pittsburgh Symphony	107	K-1	11/15/2023
1236239 1236241 1236245 1236246 1236248	Justin Sickles/HS	CHS Chem Labs 1-5/Pitt	4	11-12	11/21/2023 12/12/2023 3/12/2024 4/25/2024 4/30/2024
1236249	Justin Sickles/HS	CHS Chemistry Final/Pitt	4	11-12	5/15/2024
*1237334	Jeffrey Kesser/HS	Band Festival/South Fayette HS	90	9-12	7/23/2023
*1237337	Jeffrey Kessesr/HS	Band Festival/South Allegheny HS	90	9-12	7/30/2023
1239987	Sgt. DiCerbo/HS	Fishing Trip/River Road (Mon Valley)	40	9-12	10/5/2023
1244459	Deana Wallace/HS	Build on '23 Careers in the Building and Construction Industry/Convention Center	20	10-12	11/17/2023

B. Student Fundraising Activities

Club	Sponsor	Fundraiser	Use of Funds	Date(s)
MS Student Activities	Stacy Galiyas	Chocolate Covered Pretzels	Club Activities	October-December
*MS Student Activities	Stacy Galiyas	Cookie Dough	Club Activities	September
MS WIRC Reading	Janet Parson	Chick-fil-A Spirit Night	Club Activities	10/19/2023 1/18/2024
HS Art	Lauren Rowe	Ice cream, Apparel, Yard signs	Club Activities	2023-2024 school year
HS SAVE Promise	Lauren Rowe	Ice Cream	Club Activities	2023-2024 school year

HS AFJROTC	Sgt. DiCerbo	Anchor Hoagies	Club Activities	2023-2024 school year
HS AFJROTC	Sgt. DiCerbo	Concession Stand Sales (Dodgeball Tournament and Boys Basketball Games)	Club Activities	2023-2024 school year
HS Art	Lauren Rowe	Texas Roadhouse Gift Cards	Club Activities	10/1/2023 – 10/14/2023
HS SADD	Amanda Murphy	Halloween Candy Grams	Club Activities	10/17/2023 – 10/24/2023

C. Buildings and Grounds

ID	Location	Date(s)/Time	Purpose/Applicant
*182	HS Band Room	August 22, September 5, 14 October 12, 17 (5:30 PM – 8:30 PM)	Chamber Strings Practice/WM Alumni Chamber Strings (Fred Danchenko)
*184	FH Soccer Field	August 28, 29, 30, 31 September 5, 6, 7, 11, 12, 13, 14, 18, 19, 20, 21, 25, 26, 27, 28 October 2, 3, 4, 5, 9, 10, 11, 12, 16, 17, 18, 19, 23, 24, 25, 26, 30 (5:30 PM – 7:30 PM)	Practice/WM Soccer Club (Eric Zablocki)
185	ST Turf Field	September 17 (12:30 PM – 2:30 PM)	Youth Soccer Games/WM Soccer Club (Eric Zablocki)
*186	MS Cafeteria	September 6, October 2, November 8, January 8, February 7, March 11, April 3, May 6 (6:30 PM – 7:30 PM)	PTSA Meeting/MS PTSA (Amy Roth)
187	MS Library	September 22 (3:00 PM – 6:30 PM)	Book Fair Set Up/MS PTSA (Amy Roth)
188	MS Library	September 25, 26, 27, 28, 29 February 12, 13, 14, 15 16 May 13, 14, 15, 16, 17 (7:00 AM – 3:00 PM)	Book Fair/MS PTSA (Amy Roth)
189	ST Turf Field	October 15, 29 (11:00 AM – 2:30 PM)	Youth Soccer Games/WM Soccer Club (Eric Zablocki)
*191	HS Auxiliary Gym, Cafeteria	September 20 (2:30 PM – 7:30 PM)	Movie & Activity Night/HS JROTC (Sgt. DiCerbo)
192	HS Auditorium, Cafeteria	December 20 (3:00 PM – 8:00 PM)	Talent Show & Holiday Dinner/HS JROTC (Sgt. DiCerbo)
*193	HV Cafeteria	September 7, October 12, November 13, December 12 (7:00 PM – 8:45 PM)	PTA Meetings/Homeville PTA (Jessica Parsons)
194	HS Auxiliary Gym, Cafeteria	December 2 (7:00 AM – 3:00 PM)	Dodgeball Tournament/HS JROTC (Sgt. DiCerbo)
195	HS Swimming Pool	November 9, 16, 21, 30 December 7 (5:00 PM – 8:30 PM)	Swim Lessons/WM Pool & Aquatics (Laura Dolton)
196	HS Swimming Pool	September 25, 27; October 2, 4, 9, 11, 16, 18, 23, 25, 30; November 1, 6, 8, 13, 15, 20, 29 (6:30 PM – 7:30 PM)	Zumba Classes/WM Pool & Aquatics (Laura Dolton)
197	HS Swimming Pool	September 25, 27; October 2, 4, 9, 11, 16, 18, 23, 25, 30; November 1, 6, 8, 13, 15, 20, 29 (7:30 PM – 9:00 PM)	Open or Adult Swim/WM Pool & Aquatics (Laura Dolton)
198	HS Swimming Pool	October 3, 17, 24; November 14, 28 (5:30 PM – 8:30 PM)	Open Swim or Family Night/WM Pool & Aquatics (Laura Dolton)

*199	HS Auxiliary Gym	September 11, 18, 25; October 10, 17; November 6, 7, 8, 9, 13, 14, 15, 16 (5:00 PM – 7:00 PM)	Conditioning/HS Girls Basketball (Loren Jones)
200	HS Main Gym	September 13, 20, 27; October 5, 24, 25, 26, 31; November 1, 2 (5:00 PM – 7:00 PM)	Conditioning/HS Girls Basketball (Loren Jones)
*202	HV Gym	September 11, 12, 14, 18, 19, 21, 25, 26, 28; October 2, 3, 5, 9, 10, 12, 16, 17, 19, 30, 31; November 2, 6, 7, 9, 13, 14, 16, 20, 21, 23, 27, 28, 30; December 4, 5, 7, 11, 12, 14 (5:00 PM – 8:00 PM)	Practice/Pittsburgh Buckets (Justin Walther)
203	HS Cafeteria	November 14; December 12; January 9; February 13; March 12 (6:30 PM – 8:00 PM)	Meeting/HS Baseball Boosters (Monica Wills)
204	HS Auditorium, Auditorium Lobby	May 8, 10 (3:00 PM – 10:00 PM)	Dance Rehearsal/ABC Dance Studio (JoAnn Missig)
205	HS Auditorium, Auditorium Lobby	May 11 (3:00 PM – 10:00 PM)	Dance Recital/ABC Dance Studio (JoAnn Missig)
2042	MS Library	February 12 (5:00 PM – 9:00 PM)	Book Fair Family Night/MS PTSA (Amy Roth)
2043	ST Turf Field	October 8 (12:00 PM – 2:00 PM)	Youth Soccer Games/WM Soccer Club (Eric Zablocki)
*2046	HS Cafeteria	September 11 (7:00 PM – 8:30 PM)	Meeting/WM Community Foundation (Ray Rost)
2052	HS Auditorium	November 10 (8:00 AM – 11:00 AM)	Annual Veteran's Day Ceremony/HS JROTC (Sgt. DiCerbo)
2059	HV Parking Lot	September 23 (10:00 AM – 2:00 PM)	Fundraiser Distribution/Homeville PTA (Jessica Parsons)
2211	HS Cafeteria	October 17 (3:30 PM – 6:00 PM)	Fundraiser Pickup/HS Titan Band Boosters (Bill Bennett)
2224	HS Cafeteria	November 7 (3:30 PM – 6:00 PM)	Fundraiser Pickup/HS Titan Band Boosters (Bill Bennett)
2225	HS Cafeteria	November 21 (3:00 PM – 6:00 PM)	Fundraiser Pickup/HS Titan Band Boosters (Bill Bennett)

D. Conferences

ID	Name/Building	Conference/Location	Date/#Days	Cost	Sub
*1219916	John Grzyb/HS	Boiler Safety Program/North Allegheny	9/21/2023 1 day	\$30.13	No
*1237588	Todd Kinavey/HS	America and the Holocaust/AIU-Waterfront	9/13/2023 1 day	\$0	Yes
1237597	Todd Kinavey	First Amendment: Free Speech/AIU-Waterfront	10/20/2023 1 day	\$0	Yes
*1237606	Scott Mizener/HS	Jostens Yearbooks New Advisor Workshop/Pittsburgh	9/21/2023 1 day	\$0	Yes
*1238444	Amanda Monzak/CB	South Hills Area Gifted Consortium/Mt. Lebanon	9/20/2023 1 day	\$0	No
1239983	Dayna Sikora/Admin	National Association of School Psychologists Annual Convention/New Orleans	2/14/2023- 2/17/2023 4 days	\$1515	No
1242122	Deana Wallace/HS	Modernizing Training for an Ever Changing Economy/Pgh	9/22/2023 1 day	\$6.35	No
1242260	Kevin Kocher/HS	Stock Market Game Workshop/Butler County Community College	9/26/2023 1 day	\$0	Yes

*1243292	Nikki Losteter/MS	Jostens Yearbooks New Advisor Workshop/Pittsburgh	9/21/2023 1 day	\$0	Yes
1243405	Gina Hilligsberg/MS	PBIS Educator Self Care Day/AIU-Waterfront	4/15/2024 1 day	\$0	Yes
1243407	Michele Kameg/MS	PBIS Educator Self Care Day/AIU-Waterfront	4/15/2024 1 day	\$0	Yes
1243539	Shelley Bishop/MS	PBIS Educator Self Care Day/AIU-Waterfront	4/15/2024 1 day	\$0	Yes
1243754	Michele Kameg/MS	2023 PAPBS Network and MTSS Implementer's Forum/Hershey	11/1/2023- 11/3/2023 3 days	\$85	Yes
1244998	Justin Sickles/HS	Pa Science Teachers Association Conference 2023/ Lancaster PA	10/8/2023- 10/9/2023 2 days	\$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