

**Thursday, September 12, 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. Congratulations to Mr. Matthew Blazeovich and Mrs. Gina Englert for being recognized by the Pennsylvania School Board Association for achieving 5 years of service on our local school board. The Honor Roll of School Board Service is the Association's way of saying *thank you* to those individuals who exemplify leadership and statesmanship, giving unselfishly of their time and talents for the future of our public schools, and putting something back into their local communities through the guidance of the education of youth.

**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. 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 6, 2024 throughout the district. All locations tested for drinking water were below the Pennsylvania Department of Environmental Protection Agency's recommended requirement of 15 ppb (parts per billion.)

**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. August 1, 2024 – Discussed Personnel and Legal Issues
- b. August 8, 2024 – Discussed Personnel and Legal Issues

2. Approval of Minutes

- a. August 1, 2024 – Work Session
- b. August 8, 2024 – Regular Board Meeting

3. Updates to the following policies, Second reading and approval:
  - a. #146.1 Trauma-Informed Approach
  - b. #218 Student Discipline
  - c. #218.1 Weapons
  - d. #218.2 Terroristic Threats
  - e. #249 Bullying/Cyberbullying
  - f. #801 Public Records
  - g. #803 School Calendar
  - h. #805 Emergency Preparedness and Response
  - i. #805.1 Relations with Law Enforcement Agencies
  - j. #805.2 School Security Personnel
  - k. #806 Child Abuse
  - l. #904 Public Attendance at School Events
  - m. #909 Municipal Government Relations
  
4. Authorization for the Board Secretary to cast the following votes for the PSBA Officer Elections:
  - a. President-Elect – Sabrina Backer
  - b. Vice-President – Matt Vannoy
  - c. Western Zone Representative – Kristy Bolte
  - d. Insurance Board Trustees – Nathan Mains, Richard Frerichs, William LaCoff

**7. DIRECTOR OF FINANCE AND OPERATIONS' REPORT**

A. 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. September real estate tax refunds due for 2022 and 2023 to specified property owners of West Mifflin and Whitaker Boroughs in the amount of \$3,861.99 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. Authorize the Solicitor's office to settle the tax appeal docketed at BV-24-187 at an assessed value amount of \$1,714,500 for 2022 and 2023 and \$1,651,000 for 2024 and 2025.

B. Purchasing/Contracting

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

1. Modified bid from Bowser Subaru for three (3) 2025 Subaru Ascent 8-Passenger SUVs at a cost of \$111,000.00, which will be paid through the BSCA grant. The modification to the bid was made necessary because the 2024 model originally quoted is no longer available and the substitute 2025 model is still the lowest responsible bid received; the District's bid specifications did not specify a model year.

**8. FINANCIAL REPORTS**

*Board action to approve Financial Reports, as listed/presented*

- A. Secretary Receipts - \$8,142,043.72
  
- B. Student Activities - \$174,981.66
  
- C. Treasurer's Report - \$9,015,280.40

D. Refunds Subtracted from Expenditures

Account Description	Received From	Amount
Insurance Copay	Pay Date – 07/26/24	\$37,595.38
Insurance Copay	Pay Date – 08/23/24	\$37,651.26
Insurance Copay	Individuals	\$1,275.90
Retirees – Other Benefits	TSA Consulting	\$28,000.00
Early Retirement Benefits	AMCA	\$18,097.12
Tuition – Higher Education	University of Pittsburgh	\$300.00
Supplies – HM	Early Childhood Study	\$300.00
Supplies – MS	Student Obligation	\$10.00
Special Ed – Titan Shoppe	Merchant CD	\$15,832.43
Miscellaneous Expenditures	WM Alumni Association	\$565.00
Technology – Repairs & Maintenance	Student Obligations – MS	\$500.00
Other Property – District	E-Rate Reimbursement	\$2,773.98
Athletics – Supplies – District	Student Obligations	\$30.00

E. Tax Collector's Report

Tax Type	Received From	Amount	Commission
Property Tax – West Mifflin	Jonathan Hess	\$1,545,149.76	N/A
Property Tax – Whitaker	Patty Pasquantonio	\$52,855.05	N/A
Earned Income Tax – West Mifflin	Jordan Tax Service	\$355,825.81	\$5,094.02
Earned Income Tax – Whitaker	Jordan Tax Service	\$16,975.87	\$247.02
Realty Transfer Tax – West Mifflin	V. McDonald Roberts	\$24,869.03	\$497.39
Realty Transfer Tax – Whitaker	V. McDonald Roberts	\$5.00	\$.10
Business Privilege Tax – West Mifflin	Legal Tax Service	\$117,433.24	N/A
Business Privilege Tax – Whitaker	Legal Tax Service	\$431.63	N/A
LST Tax – West Mifflin	Legal Tax Service	\$16,014.63	N/A
Mercantile Tax – West Mifflin	Legal Tax Service	\$180,178.08	N/A
Delinquent Realty Tax – West Mifflin	Legal Tax Service	\$20,209.61	\$8,163.85
Delinquent Realty Tax – Whitaker	Legal Tax Service	\$436.40	\$453.76
Delinquent LST Tax – West Mifflin	Legal Tax Service	\$44.48	\$2.45
Del Mercantile Tax – West Mifflin	Legal Tax Service	\$10,695.80	\$588.27
Del Bus Privilege Tax – West Mifflin	Legal Tax Service	\$317.35	\$17.45
Del Realty Tax – Act 20 – West Mifflin	Legal Tax Service	\$437.99	N/A
Del Realty Tax – Act 20 – Whitaker	Legal Tax Service	\$276.69	N/A
Del Realty Tax – Civil Action – WM	Legal Tax Service	\$94,850.28	N/A
Del Realty Tax – Civil Action – Whitaker	Legal Tax Service	\$2,476.91	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-287	Filing Fees for Tax Liens	\$2,520.00
2. Legal Tax Service	WSD-288	Filing Fees	\$188.11
3. Legal Tax Service	WSD-289	Postage, Parking, Notary, Filing and Bank Fees	\$844.87
4. Andrews and Price	11042	August Monthly Retainer	\$1,000.00
5. Andrews and Price	11041, 11043, 11049, 11048, 11045, 11040, 11047, 11052, 11044	August Other Professional Services	\$5,152.00

6. Andrews and Price	11050, 11039, 11046, 11055, 11031, 11054, 11053, 11038, 11051, 11036, 11035, 11033, 11032, 11034, 11037	August Real Estate Related Services	\$3,663.00
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B. All Bills and Cash Disbursement Reports for Public Safety, LLC.

C. 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. Additional Handbooks for the 2024-2025 school year, as presented:

Attendance Handbook	Faculty Handbook
Band Handbook	Special Education Handbook
Band Auxiliary Handbook	Transition Plan
Diploma Retrieval Handbook	

B. Recognize the following Booster Groups/PTAs for the 2024-2025 school year. All documentation has been received per Policy #919.

Band Boosters	Volleyball Boosters
Baseball Boosters	Clara Barton PTA
Football Boosters	Homeville PTA
Boys Soccer Boosters	Middle School PTSA
Girls Soccer Boosters	High School PTSA

C. 2024 High School National Thespian Society Fall Play Production, as presented.

**11. 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
*1454816	Jayson Monroe/HS	Band Performance at Kennywood/West Mifflin	120	9-12	8/18/2024
*1469380	Deana Wallace/HS	Space Camp/CCAC Allegheny	20	9-12	9/12/2024
*1469696	Justin Sickles/HS	Experience Elastomers Outreach Program/David Lawrence Convention Center	25	10-12	9/12/2024
1471206	Jayson Monroe/HS	Pittsburgh Veteran's Day Parade/Pittsburgh	88	9-12	11/11/2024
1471439	Thomas Weir/HS	Camp Guyasuta/Sharpsburg	75	9-12	10/15/2024
1476832	Lauren Rowe/HS	Eradicate Hate Conference/David Lawrence Convention Center	10	9-12	10/22/2024
1477166	Amanda Monzak/MS	Future Problem Solving learning session/Thomas Jefferson HS	12	5	10/17/2024
1482038	Alexis Zywan/HS	PASC State Convention/Midland	5	11-12	11/1/2024

B. Student Fundraising Activities

ID	Club	Sponsor	Fundraiser	Use of Funds	Date(s)
*09092024	MS Kindness	Shelley Bishop & Gina Hilligsberg	Shirt sale for breast cancer awareness	Club Activities	9/9/2024 – 9/15/2024

C. Buildings and Grounds

ID	Location	Date(s)/Time	Purpose/Applicant	Amount Paid
390 401	MS Band Rooms, Auditorium, Cafeteria, Chorus Room, Main Lobby, Gym, Café Parking Lot	October 23 (2:45 PM – 10:00 PM)	Tri-M Halloween Concert/ WMASD Music Department (Devon Smeal)	n/a
393 394	MS Band Rooms, Auditorium, Cafeteria, Chorus Room, Classroom	November 19, 20, 22 (2:45 PM – 10:00 PM)	HS Drama Fall Play/WMASD Music Department (Devon Smeal)	n/a
*406	HS Band Room	September 10, 24 October 8, 22 (5:30 PM – 8:30 PM)	Music Rehearsal/WM Alumni Chamber Strings (Fred Danchenko)	n/a
408	HV Auditorium, Cafeteria, Gym	September 26 (5:30 PM – 8:00 PM)	Family STEM Night/Homeville PTA (Katelynn Surmick)	n/a
413	MS Band Room, Auditorium	October 11 (6:00 PM – 10:00 PM)	Talent Show/MS Drama Club (Nina Ruffing)	n/a
418	MS Auditorium; Band, Chorus, Orchestra Rooms	April 11 (5:00 PM – 10:00 PM)	Musical Performance/MS Drama Club (Nina Ruffing)	n/a
419	MS Auditorium; Band, Chorus, Orchestra Rooms	April 12 (10:00 AM – 10:00 PM)	Musical Performance/MS Drama Club (Nina Ruffing)	n/a
421	HS LGI Room	February 25; March 4, 18; April 1, 15 (7:00 PM – 9:00 PM)	HS Umpires Meetings/ McKeesport Umpires Association (Paul Miller)	n/a

D. Conferences

ID	Name/Building	Conference/Location	Date/#Days	Cost	Sub
1466150	Amanda Monzak/CB	GIEP Goals Clinic/Online	10/10/2024 1 day	\$0	No
1466161	Amanda Monzak/CB	Gifted Boot Camp/AIU Waterfront	10/11/2024 1 day	\$0	Yes
*1466635	Terry Whalen/CB	Trauma Informed Professional Learning Community/Steel Valley Family Center	9/12/2024 1 day	\$5	No
1467371	Lucas Krajack/MS	GIEP Goals/Online and AIU Waterfront	10/10/2024- 10/11/2024 2 days	\$0	Yes
*1469729	Jennifer Shields/HS	Partner Up Educator Kick Off/Pittsburgh	8/30/2024 1 day	\$0	No
1470542	Stacey Rutherford/HS	Title III Professional Development/AIU Waterfront	10/24/2024, 11/13/2024, 2/20/2025, 4/10/2025 4 days	\$0	Yes
1471401	Amanda Monzak/CB	South Hills Area Gifted Consortium Meeting/Upper St Clair HS	9/25/2024 1 day	\$0	Yes
1471583	Deana Wallace/HS	TCCAC/AIU Waterfront	9/24/2024 1 day	\$0	Yes

1473769	Maranda Kotchman/CB	Title III Professional Development Session/AIU Waterfront	10/24/2024 1 day	\$0	No
1474091	Heather Vidic/CB	ECRI Intensification Training/PaTTAN West	12/11/2024 1 day	\$19.82	Yes
1478981	Justin Sickles/HS	IMAT 2024/Cleveland, OH	9/30/2024-10/2/2024 3 days	\$0	Yes
1480741	Kevin Kocher/HS	Stock Market Game Workshop/Butler Co. Community College	9/24/2024 1 day	\$0	Yes
1481268	Alexa Pantuso/HV	ECRI Foundational Skills Training/PaTTAN	10/23/2024-10/24/2024 2 days	\$14.07	Yes

**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**