

**Thursday, March 26, 2020
Regular Board Meeting
Agenda**

The West Mifflin Area School District Regular Board Meeting on Thursday, March 26, 2020 is being held virtually via Zoom. Meeting begins at 7:00 p.m.

1. OPENING EXERCISES

- A. Pledge to the Flag
- B. Roll Call

2. RESOLUTION #2020-01

- Temporary suspension of Board Polices governing rules and regulations of meetings of the Board of School Directors

3. PRESENTATIONS

- A. Homeville Elementary School is recognizing positive behavior by awarding students caught being good with a bee as part of their PBIS (Positive Behavior Intervention and Supports) program. Congratulations to the top winners in each grade level, earning the title of King or Queen bee for the month of February:

Kindergarten
Michael Shuba

Grade 2
Aubrie Andzeliak
Kendra Feschuk
Johnny Grove

Grade 1
Niomi Robinson

Grade 3
Troy Bonner

- B. Clara Barton Elementary School is recognizing outstanding students in both social and academic settings through the Terrific Titan Award. The Terrific Titan award is a grade level award voted upon by the Clara Barton staff for students who have displayed the utmost respect, responsibility, and readiness to learn each month. The three qualities are characteristics developed through their Positive Behavior Intervention Support Program (PBIS). Congratulations to the Terrific Titans for the month of February:

Wyatt Earliwine (Kindergarten)
Riley Gombos (Grade 1)
Jenna Jakub (Grade 2)
Roselyn Ross (Grade 3)

- C. Congratulations to Middle School Grades 4-5 Students of the Month for the months December through February. A total of 20 students are selected each month and receive a lunch courtesy of Buffalo Wild Wings. The following students were chosen as the top students for the months of December-February:

Matthew Kolas (December)
Abby Jakubovic (January)

Josh Lazar (January)
Noah Krek (February)

- D. Congratulations to Middle School Grades 6-8 Students of the Month for March. A total of 21 students are selected each month and receive a lunch courtesy of Buffalo Wild Wings. The following students were chosen as the top three students for March:

Allison Black (Grade 6)
Caleigh Ignat (Grade 7)
Emily Seech (Grade 8)

4. HEARING OF CITIZENS

- A. **Public Comment – To be made by 12:00 PM on Thursday, March 26, 2020 via email sent to public-comment@wmasd.org – NO COMMENTS WERE RECEIVED**

In Order to provide comment through the District's website, the following must be met:

- Must include your name and home address in the email
- Must be a West Mifflin, Whitaker, or Duquesne Resident
- Matter must have been discussed through the proper education channels
- Direct email comments to the Board President and/or Superintendent

5. INFORMATION ITEMS

- A. The District received notification from the PA Department of Education that the Single Audit Report for fiscal year ended June 30, 2019 is approved as being substantially in compliance with relevant federal and Commonwealth policy.

6. BOARD SECRETARY/BUSINESS MANAGER'S REPORT

A. Board of Directors

- 1) It is recommended the Board approve Resolution #2020-02 calling for the General Assembly to enact meaningful charter school funding reform by the Board of Directors of the West Mifflin Area School District.
- 2) It is recommended the Board approve Resolution #2020-03 authorizing the Board Secretary to execute and deliver to the Plan Administrator one or more counterparts of the amended 403(b) Plan effective January 1, 2010 as required per IRS Revenue Procedure 2013-22 and 2017-18.
- 3) It is recommended the Board cast a vote for Jamie Evans to serve as the School Board Director from the Southeastern Region on the Allegheny County Schools Health Insurance Consortium Board of Trustees for a two-year period effective March 31, 2020.

B. Finance

- 1) It is recommended the Board approve the presented list of real estate tax refunds due for 2018 and 2019 to specified property owners of West Mifflin and Whitaker Borough in the amount of \$2,864.62 for the month of February as presented by the respective tax collectors. The refunds are the result of changes in real estate tax assessment values established by Allegheny County. Payable from *General Fund*.
- 2) It is recommended the Board accept the following grant from the Pennsylvania Commission on Crime and Delinquency.
 - a. School Safety and Security Grant \$40,000.00

C. Purchasing/Contracting

- 1) It is recommended the Board approve the proposed 2020/2021 Allegheny Intermediate Unit Program of Services Budget in the amount of \$2,202,973.00 as presented. The Allegheny County (AIU3) school district's total contribution to the budget is \$1,811,545.00. The West Mifflin Area School District's expected contribution to the Program of Services budget is estimated to be \$28,793.04 and will be determined by PDE according to the District Aid Ratio and Weighted Average Daily Membership (WADM). Payable from *General Fund*.
- 2) It is recommended that the Board approve an agreement with IssueTrak for the period from April 28, 2020 to April 27, 2021 at a cost of \$4,752.00 for a Buildings & Grounds Work Order Software system as per budget as presented. Payable from *General Fund*.
- 3) It is recommended the Board authorize Sandra Wells to notify Chem-Aqua that the school district will continue to engage them for chemical water treatment of the chilled water closed loop systems of the High School on quarterly basis at the rate of \$722.50 paid in advance as per budget as presented. This arrangement will be terminated at the point the closed loop systems are removed and the district will receive a pro-rated refund if applicable for unused services. Payable from *General Fund*.
- 4) It is recommended the Board reject all bids from the RFP for school district mowing and trimming.
- 5) It is recommended the Board approve the following Allegheny County Schools Health Insurance Consortium (ACSHIC) standard medical premium (monthly) rates for 2020-2021:

	<u>Individual</u>	<u>Parent & Child</u>	<u>Parent & Children</u>	<u>Husband & Wife</u>	<u>Family</u>
Community Blue Flex PPO	\$629.77	\$1,411.96	\$1,553.15	\$1,710.81	\$1,778.77
Community Blue Flex EPO	\$588.31	\$1,319.60	\$1,451.54	\$1,598.22	\$1,661.81

- 6) It is recommended the Board approve the following Allegheny County Schools Health Insurance Consortium (ACSHIC) standard dental and vision premium (monthly) rates for 2020-2021:

Dental	Employee Only	\$28.87
	Employee & Dependents	\$94.94
Vision	Employee Only	\$5.59
	Employee & Dependents	\$13.64

D. Minutes

- 1) "The reading of the following minutes be dispensed with providing there are no objections, additions or corrections and be approved as read."
 - a. Thursday February 13, 2020 Work Session Minutes
 - b. Thursday February 20, 2020 Regular Board Meeting Minutes

E. Reports

- 1) Tax Collectors Report
 - a. February 2020 – Approve/Ratify

Tax Type/Received	Received From	Amount Received	Commission Withheld
Realty Transfer WM – January	Dept. of Real Estate	\$17,486.22	\$349.72
Realty Transfer Whitaker – January	Dept. of Real Estate	\$507.50	\$10.15
Delinquent Real Estate Tax WM – February	Legal Tax Service	\$41,415.36	\$11,405.31

Delinquent Real Estate Tax Whitaker – February	Legal Tax Service	\$4,254.35	\$1,214.87
Delinquent Wage Tax – February	Legal Tax Service	\$276.00	\$15.18
Delinquent LST Tax – February	Legal Tax Service	\$150.57	\$8.28
Delinquent Mercantile Tax – February	Legal Tax Service	\$44.69	\$2.48
Delinquent Business Privilege Tax – February	Legal Tax Service	\$9,215.72	\$506.86
Earned Income Tax – WM – February	SWATCD (Jordan)	\$338,348.74	\$6,161.38
Earned Income Tax – Whitaker – February	SWATCD (Jordan)	\$18,710.96	\$339.29
Act 20 Costs (School Portion)	Legal Tax Service	\$14,050.18	N/A

2) Treasurer’s Report

- a. February 2020 – Ratify book balance - \$ 1,734,133.39

3) Secretary’s Receipts

- a. February 2020 – Ratify action of secretary in depositing in the General Fund receipts totaling \$3,827,067.97

4) Student Activities Account

- a. February 2020 – Ratify book balance - \$150,931.47

5) Attendance Officer’s Report

- a. February 2020

F. Refunds Subtracted From Expenditures

1) February 2020

REVENUE ACCOUNT NUMBER	DESCRIPTION	AMOUNT
1110-291 - AMCA System	Retirees Remit	\$1,551.55
3320-582 – JROTC – Student Travel	JROTC	\$2,795.41
0132-051 – Due To/From Cafeteria	Fresh Fruits & Veges	\$3,975.00
0132-051 - Due To/From Cafeteria	Lunch Hi/Lo	\$123,236.01
0132-051 – Due To/From Cafeteria	Reg/Ndy/Breakfast	\$37,063.15
0132-051 – Due To/From Cafeteria	NFS – Lunch	\$5,839.26
0132-051 – Due To/From Cafeteria	FNS – Breakfast	\$1,985.80
0132-051 – Due To/From Cafeteria	Payroll	\$31,607.78
0132-051 – Due To/From Cafeteria	Payroll	\$18,510.38
0132-051 – Due To/From Cafeteria	Payroll	\$31,755.38
2270-240-000-30-00-00 – Tuition Reimbursement	White	\$560.00
1100-211-000-00-00-00 – Insurance Copay	Bartolomeo	\$42.06
1100-211-000-00-00-00 – Insurance Copay	Sweeney	\$48.21
1100-211-000-00-00-00 – Insurance Copay	Vargo	\$21.03
1110-610-000-30-07-01 – Obligation – MS	Broken Screen/Battery	\$220.00
2330-525 – Bonds – Personnel	Hess	\$449.12
2310-890 – Misc – Administration	Esper	\$102.50
6920-000-000-00-00-01 – Sample West Mifflin	Calvary Baptist Church	\$100.00
6920-000-000-00-00-01 – Sample West Mifflin	WM Baseball Boosters	\$25.00
6920-000-000-00-00-01 – Sample West Mifflin	Ray Schon Insurance	\$100.00
6920-000-000-00-00-01 – Sample West Mifflin	Dollar Bank	\$100.00
6920-000-000-00-00-01 – Sample West Mifflin	CCAC	\$100.00

6920-000-000-00-00-01 – Sample West Mifflin	Century Heritage CU	\$250.00
6920-000-000-00-00-01 – Sample West Mifflin	Jenco Law Group	\$500.00
6920-000-000-00-00-01 – Sample West Mifflin	ABM Industries	\$1,000.00
6920-000-000-00-00-01 – Sample West Mifflin	Tri Boro FCU	\$500.00
6920-000-000-00-00-01 – Sample West Mifflin	Fagan Sanitary Supply	\$1,000.00
6920-000-000-00-00-01 – Sample West Mifflin	Pgh Inst of Aeronautics	\$100.00
6920-000-000-00-00-01 – Sample West Mifflin	Brierly Heights	\$25.00
6920-000-000-00-00-01 – Sample West Mifflin	Virginia Ascencio	\$25.00
6920-000-000-00-00-01 – Sample West Mifflin	WM Lions Club	\$100.00
6920-000-000-00-00-01 – Sample West Mifflin	Kennywood	\$500.00
6920-000-000-00-00-01 – Sample West Mifflin	Carnegie Library	\$25.00
6920-000-000-00-00-01 – Sample West Mifflin	Playmore Lanes	\$25.00
6920-000-000-00-00-01 – Sample West Mifflin	Urban League	\$100.00
6920-000-000-00-00-01 – Sample West Mifflin	Friends of Bob Macey	\$100.00
2620-180-000-30-05 – Custodian Fee	Kennywood	\$60.00
2620-610-000-30-05 – Supplies	Kennywood	\$30.00
1110-890-000-30-05 -86 – Brian Mann	T-Shirts	\$4,437.50
2310-890 – Misc Expenditures	Stripe Transfer	\$220.36
TOTAL		\$269,185.50

G. Invoices

1) General Fund Invoices – Approve/Ratify*

- a. Legal Tax Service, Inc. – Filing Fees & Costs
Invoice #WSD-140 \$579.80
- b. Legal Tax Service, Inc. – Postage, Filing Fees & Service Fees
Invoice #WSD-139 \$638.54
- c. Dodaro, Matta & Cambest, PC – Professional Services February 2020
Invoice #16565..... \$9,000.00
- d. MaherDuessel – Professional Services
Invoice #478284..... \$3,900.00
- e. Civil & Environmental Consultants, Inc. – Professional Fees
Invoice #246352..... \$4,410.27
- f. Civil & Environmental Consultants, Inc. – Professional Fees
Invoice #247474..... \$517.50
- g. AMCA – Mailing of 1095C
Invoice #4074..... \$428.40
- h. Legal Tax Service, Inc. –
LST/BP/Merc Commissions..... \$7,573.79
- i. Personnel Staffers – Administration of Secretaries Test
Invoice #3266..... \$535.00

2) GESA Fund Invoices – Approve/Ratify*

- a. ABM Building Solutions Pittsburgh – GESA Project (Application #11)
Invoice #14927308..... \$351,532.00

3) Construction Fund 2019 – Approve/Ratify*

- a. ABM Building Solutions Pittsburgh – GESA Project Phase 2 (Application #7)
Invoice #14927310..... \$432,032.00

- 4) Expense Reports – Approve/Ratify*
 - a. Michael Mazzaresse / Track and Field Coach / Indoor State Track Championship
Penn State University / March 1st
Registration \$26.00 / Misc. \$15.00
Lodging \$462.87 / Food \$307.01
Car Rental (P card)- 239.01 / Gas \$40.00 / Parking \$.75
Advance check for expenses in the amount of \$921.00
Refund due School District of \$69.37 was paid
 - b. Justin Sickles / Teacher
February 24th – 26th, 2020
PETE&C Conference – David L. Lawrence Convention Center
Registration - \$285.00 / Parking - \$39.00 / Refund to Mr. Sickles = \$324.00

5) Bills Payable

Motion to approve all bills, P Card and Cash Disbursement Reports, properly approved/ratified for the months of February 2020 be paid.

H. Requisitions/Other

a. Requisitions

Motion to approve all requisitions properly approved/ratified for the months of February 2020

b. Executive Sessions

	Date	Matters Discussed
a.	February 13, 2020	Personnel and Legal
b.	February 20, 2020	Personnel and Legal

7. DISTRICT OPERATIONS

- A.** It is recommended the Board approve/ratify the proposal for our qualifying track athlete and coaches to attend the State Track Championship at Penn State University from Saturday, February 29, through Sunday, March 1, 2020, at a cost of approximately \$1,118.03, as presented.
- B.** It is recommended the Board approve the proposal for a Computer Science/Programming Club at the High School, as presented.
- C.** It is recommended the Board approve the Summer 2020 Music Program Proposal for the period from June 15, 2020 to July 16, 2020 at a total budgeted cost of \$6,247.50 as presented.
- D.** It is recommended the Board approve the 2020-2021 High School Course Book, as presented
- E.** It is recommended the Board approve the elimination of one (1) Title I Paraeducator position at Homeville Elementary.
- F.** It is recommended the Board approve the creation of one (1) District Paraeducator position.

8. SUPERINTENDENT’S REPORT

A. Student Services

- 1) Motion to settle a special education due process complaint at ASD – 21755-1819AS in the amount of \$20,000.00.

B. Student Activities

1) It is recommended the Board approve/ratify the following student activities, as presented.

ID	Name	Sch	Grade	#students	#Chap	Activity	Location	Date	Sub	Perm	Cost	PTA	Trans
13298F	Glenn Gougler	MS	8	80	4	French and Indian War Trip	Uniontown, Ligonier	5/16/2020	No	Yes	\$60	No	No
13306F	Nina Ruffing	MS	6-8	22	6	CBI-Fun Slides	Fun Slides Carpet Park	5/26/2020	No	Yes	\$13	No	Yes
13321P	Anita Smith	HM	3	110	5	Field Trip-PNC Park	PNC Park	5/6/2020	No	Yes	\$7	Yes	Yes
13347R	Molly Harbst	HS	9-10	100	4	Steel Center AVTS Tour	Steel Center	3/11/2020	No	Yes	\$0	No	Yes
13355D	Lauren Rowe	HS	9-12	40	4	Field Trip-Warhol/Mattress Factory Museum	Warhol Museum, Mattress Factory, Eat n Park	4/15/2020	Yes	Yes	\$15	No	Yes

2) It is recommended the Board approve/ratify the following student fundraising activities, as presented.

CLUB	SPONSOR	FUNDRAISER	USE OF FUNDS	DATE
Student Council	Michele Capaccio	Snack Fundraiser	Raise funds for Titans for Troops Care Packages	March 2-April 30

C. Buildings and Grounds

1) It is recommended the Board approve/ratify the list of building permits, as presented.

ID	SCHOOL	DATES	REASON	ORGANIZATION
	HIGH SCHOOL			
	None			
	MIDDLE SCHOOL			
2661	Gym	April 14, 15, 16, 21, 22, 23, 29, 30 May 5, 6, 7, 12, 13, 14, 19, 20, 21, 26, 27, 28 (6:00 PM – 9:30 PM)	SLAAM Basketball	SLAAM Basketball (Bob Perry)
	ATHLETIC COMPLEX			
	None			
	CLARA BARTON			
	None			
	HOMEVILLE			
2659	Gym	April 14, 15 (5:00 PM – 9:00 PM)	Pittsburgh Buckets Basketball	Pittsburgh Buckets (Justin Walther)

9. BOARD PRESIDENT'S CORRESPONDENCE

10. PROFESSIONAL PERSONNEL

A. Leaves of Absence

1) It is recommended the Board approve the request for a leave of absence for Susan Fontanese, Special Education teacher at the High School, beginning Tuesday, April 21, 2020 through Friday, June 5, 2020.

B. Resignations

- 1) None

C. Retirements

- 1) It is recommended the Board approve the retirement of Dr. Mark Hoover, Acting Superintendent/ Assistant Superintendent, effective June 30, 2020. Dr. Hoover’s retirement would include all the benefits associated with his contract agreement and the Act 93 Compensation Plan.

D. Hirings

- 1) None

E. Other

- 1) It is recommended the Board approve the following additional student activity/club sponsor for the 2019-2020 school year:

ELEMENTARY SCHOOL CLUBS

Homeville

TITLE	NAME
Kindness Club	Danielle Onuffer (co) Stephanie Didjunas (co)

- 2) It is recommended the Board approve the following Graduate Credit Reimbursements, as per the WMFT Collective Bargaining Agreement or Act 93 Agreement:

Desiree Cherepko	Six Credits	Fall 2019	\$1,500.00
Alexa Gierling-Anderson	Six Credits	Fall 2019	\$1,500.00
Christopher Hanna	Ten Credits	Fall 2019, Winter 2019	\$6,350.00
Jeffrey Solomon	Nine Credits	Fall 2019, Winter 2019	\$6,168.60
Elizabeth Takach	Nine Credits	Summer 2019, Fall 2019	\$2,250.00

11. NON-CERTIFIED PERSONNEL

A. Leaves of Absence

- 1) It is recommended the Board approve/ratify the request for a leave of absence for Janet Maha, High School Guidance Secretary, beginning Friday, February 28, 2020 through Friday, March 27, 2020.

B. Resignations

- 1) It is recommended the Board approve/ratify the resignation of Jazmine Taylor, District Highly Qualified Part-Time Paraeducator, effective Friday, March 13, 2020.
- 2) It is recommended the Board approve/ratify the resignation/termination of Erias Blackwell, District Highly Qualified Part-Time Paraeducator. Mr. Blackwell rescinded his acceptance of the position.

C. Retirements

- 1) It is recommended the Board approve the retirement of Leslie Holoman, Class I Cafeteria Worker at Homeville, effective Wednesday, April 1, 2020.

D. Hirings/Transfers

- 1) It is recommended the Board approve/ratify Sharon Hicks-Ward to the position of Class I Cafeteria Worker at the Middle School, 10:30 a.m.-1:30 p.m. shift, Monday through Friday, 3 hours a day, 5 days per week, effective Monday, March 9, 2020.

E. Other

- 1) It is recommended the Board accept the settlement agreement as presented for case number 2:19-cv-00614 for an amount to be paid for by the District's insurance.
- 2) It is recommended the Board approve the termination of Employee #3463 per Article 7B1 of the current SEIU Collective Bargaining Agreement effective March 26, 2020.

12. ATHLETIC PERSONNEL

A. Leaves of Absence

- 1) None

B. Resignations

- 1) None

C. Hirings

- 1) It is recommended the Board approve/ratify Robert Yeschenko to the position of High School 2nd Assistant Softball Coach, effective Monday, March 2, 2020.

13. SUBSTITUTES

A. Non-Instructional Applications

Accept/Ratify Non-Instructional applications, received from the following and order filed for future reference:

- 1) Substitute Cafeteria Date Applied
- 2) Substitute Custodial Date Applied
Carla Kirkwood 03/05/2020

14. CONFERENCES

A. It is recommended the Board approve/ratify the following conference requests, as presented:

Request ID	Staff Name	School	Conference Name	Location	Date	Sub	# of Days	Conference Fees	Est Exp	Total # Conf this year	Total YTD Costs
13287B	Jodie Lyons	MS	ASCSA Conference	PIA	3/13/2020	No	1	\$0	\$0	2	\$0
13344T	Christopher Hanna	HM	NISL Course 1	IU3-IU27-IU7	7/7-8/2020, 8/12-13/2020, 11/9-10/2020, 12/14-15/2020	No	8	\$0	\$0	1	\$0
13345D	Christopher Hanna	HM	NISL Course 2	IU3-IU27-IU7-IU1	3/9-10/2021, 4/14-15/2021, 5/12-13/2021, 6/14-15/2021	No	8	\$0	\$0	1	\$0

15. EXECUTIVE SESSION DISCUSSION

16. BOARD REPORTS

A. Committees

B. Steel Center

17. SOLICITOR'S REPORT

18. OLD BUSINESS

19. NEW BUSINESS

20. ADJOURNMENT