

**WEST ALLEGHENY SCHOOL DISTRICT**  
**MINUTES OF THE REGULAR MEETING**  
**OF THE BOARD OF SCHOOL DIRECTORS**

**January 22, 2025**

**1. Call to Order / Pledge of Allegiance**

The West Allegheny Board of School Directors met in regular session on Wednesday, January 22, 2025, in the District Office Board Room located at Wilson Elementary School. The President, Mr. Robert Ostrander, presided. The meeting was called to order at 7:02 p.m., followed by the Pledge of Allegiance.

**2. Roll Call of Directors**

Present -	Robert Ostrander – President	Tracy Pustover – Vice President
	George Bartha	Vicki Bozic
	Todd Kosenina	Debbie Mirich
	Steven Pons	Steve Psomas
	Seth Tomei	

Also Present -	Mr. William Andrews, Solicitor
	Dr. Jerri Lynn Lippert, Superintendent
	Dr. Chris Shattuck, Assistant Superintendent
	Dr. Shana Nelson, Assistant to the Superintendent
	Dr. Lynn Utchell, Assistant to the Superintendent
	Mr. George Safin, Director of Finance
	Mrs. Alyssa Athanas, Board Secretary

Mr. Ostrander announced that the Board met in executive session on January 15, and prior to tonight's meeting in regards to student and legal matters.

**3. Public Comment**

No comment.

**4. Approval of Minutes**

- 4.1 The board secretary previously distributed copies of the minutes from the December 4, and December 11, 2024, meetings to the Board. On a motion by Mrs. Pustover, seconded by Mrs. Mirich, and unanimously carried, it was moved to approve the minutes as distributed.

**5. Treasurer's Report**

The treasurer's report from last month was read by Mr. George Safin, Business Manager, and accepted by the board indicating a balance on December 31, 2024, of \$59,167,699.72.

**6. Communications**

No communications this month.

**7. Acknowledgements/Distinguished Achievement Award**

Dr. Lippert recognized the Board during Board Appreciation Month. She also recognized Amy Krek and Kateri Meinert with the Distinguished Achievement Award.

**8. Reports of Superintendent and Administrators**

Dr. Lippert reported on the following items:

- Renae Castelluci won the Presidential Award for Excellence. She is one of three teachers in the state of Pennsylvania.
- Basketball games
- Black History Month - elementary challenge

**9. President's Report**

No report.

**10. Unfinished Business**

No comments.

**11. Solicitor's Report**

No report.

On a motion by Mrs. Mirich, seconded by Mr. Pons, and unanimously carried, it was moved to approve all items on the agenda.

**12. Personnel**

- 12.1 Approving an intermittent family medical leave of absence for Monica Heyl, high school clerk, effective December 3, 2024, not to exceed 60 days.
- 12.2 Approving the promotion of Gina Hendrick to a Class III paraeducator assigned to the high school effective January 23, 2025. Salary \$24.11/hour.
- 12.3 Approving hiring Abigail Wensell for the Grade 2 position at McKee Elementary effective January 23, 2025. Salary - first step of the Bachelor's Scale - \$54,215 (prorated).
- 12.4 Approving the following student interns at a cost of \$11/hour effective through the end of the 2024-25 school year: Special Education - Samantha Brandyberry, Emily Burns, Jackson Danzik, Ella Gardner, Lena Marsh, Mack Santoro Sports Medicine - Aidan Boyle-Wilk and Brooke Sheppard

- 12.5 Approving a salary adjustment for Megan Bruno from Master's +30 (\$114,875) to Master's +45 (\$115,875), effective December 17, 2024.
- 12.6 Approving a salary adjustment for Trevor Kerr from Master's (\$58,775) to PhD/National Board Certification (\$63,755), effective December 7, 2024.
- 12.7 Approving a salary adjustment for Elana Ragan from Master's (\$60,025) to PhD/National Board Certification (\$65,025), effective December 7, 2024.

### **13. Property & Supply**

- 13.1 Approving Change Order GC-059 with the Hudson Group for additional framing and drywall to add four (4) additional bulkheads in phase 5 classrooms, rebuild the interior entry wall at the gymnasium, and add axiom trim at the southeast corner of the cafeteria at a total cost of \$8,353.00.
- 13.2 Approving Change Order GC-060 with the Hudson Group for framing and drywall associated with the removal of the existing wall at the kitchen office for the walk-in cooler installation including additional ceramic tile, to re-frame and re-hang drywall on both sides of the new main entrance vestibule and for installation of two (2) additional bulkheads in corridor HB-202 at a total cost of \$10,713.36.
- 13.3 Approving Change Order GC-061 with the Hudson Group to delete Acrovyn wall coverings throughout the building, contractor to provide level 5 drywall finishing and primer paint the walls to receive new wall graphics as determined by the owner with a total deduct of (\$18,993.00).
- 13.4 Approving Change Order HC-009 with Lugaila Mechanical Inc., to rework existing hard duct connections to flex duct and replace all supply and return diffusers in the kitchen prep area at a total cost of \$7,766.92.
- 13.5 Approving Change Order HC-010 with Lugaila Mechanical Inc., to provide controls, wiring, and programming for new JCI controls to the existing VAV box in the MDF room at a total Cost of \$7,151.20.
- 13.6 Approving Change Order HC-011 with Lugaila Mechanical Inc., to modify ductwork, install a new inline exhaust fan for faculty restroom area and provide credit for elimination of transfer damper at a total cost of \$1,113.28.

### **14. Finance**

- 14.1 Approving the payment of bills from the General Fund as per list presented to the Board Members.
- 14.2 Approving the Construction Fund and Construction Treasurer's reports as presented to the Board Members.
- 14.3 Approving the Cafeteria Report as presented to the Board Members.
- 14.4 Accepting December Activity Reports as presented to the Board Members.

- 14.5 Approving Resolution 2025-1 that guarantees the Board will not exceed its PDE established Act 1 index of 4.0% when adopting its millage rate for the 2025-2026 General Fund Budget.
- 14.6 Approving a real estate tax assessment appeal with Skyview Business I, LLC, for commercial property in Findlay Township as recommended by the solicitor.
- 14.7 Approving a real estate tax assessment appeal with Skyview Business II, LLC, for commercial property in Findlay Township as recommended by the solicitor.
- 14.8 Approving a real estate tax assessment appeal with ET Findlay I, LLC, for commercial property in Findlay Township as recommended by the solicitor.
- 14.9 Motion to authorize the West Allegheny School District to join and participate in the Insulin Pricing Mass Action litigation at MDL No. 3080 at no cost to the District. The proper board officers may sign all necessary legal documents to join in this action.

## **15. Policy & Programs**

- 15.1 Approving the West Allegheny High School Program of Studies for the 2025-2026 school year.
- 15.2 Approving Policies 304, 304.1, 601- 626.1 of Sections 300 and 600 of the updated policy manual. This represents the second of two required readings.
  - Policy 304 - Employment of District Staff
  - Policy 304.1 - Nepotism
  - Policy 601 – Fiscal Objectives
  - Policy 602 – Budget Planning
  - Policy 603 – Budget Preparation
  - Policy 604 – Budget Adoption
  - Policy 605 – Tax Levy
  - Policy 606 – Tax Collection
  - Policy 608 – Bank Accounts
  - Policy 609 – Investment of District Funds
  - Policy 610 – Purchases Subject to Bid/Quotation
  - Policy 611 – Purchases Budgeted
  - Policy 612 – Purchases Not Budgeted
  - Policy 618 – Student Activity Funds
  - Policy 619 – District Audit
  - Policy 622 – GASB Statement 34
  - Policy 625 – District Credit Cards
  - Policy 626 – Federal Fiscal Compliance
  - Policy 626.1 – Travel Reimbursement – Federal Programs
- 15.3 Approving Policies 701, 702, 702.1, 704, 707, 716 and 718 of Section 700 of the updated policy manual. This represents the first of two required readings.
  - Policy 701 Facilities Planning
  - Policy 702 Gifts and Donations
  - Policy 702.1 Crowdfunding
  - Policy 704 Maintenance
  - Policy 707 Use of School Facilities

Policy 716 Integrated Pest Management  
Policy 718 Service Animals in School

- 15.4 Approving a Memorandum of Agreement with Seton Hill University for a new partnership in the Early College in High School Academy program.
- 15.5 Approving the adoption of SRA by McGraw Hill K-5 Connecting Math Concepts as a Mathematics intervention for students receiving specialized special education programming.

**16. Athletics & Activities**

- 16.1 Approving hiring the following volleyball coaches for the 2025 season (all clearance requirements have been met):  
3rd Assistant (MS Head) - Sean Cleary - \$4,683.36  
4th Assistant (MS Asst.) – Karen Horwatt - \$4,257.59
- 16.2 Approving Esports as a club sport at the middle school and high school beginning with the spring 2025 season with the following coaches:  
High School - Austin Schoppe  
Middle School - Carrie Morgan
- 16.3 Approving a request from Jim Hamilton for the Indoor Track Team to attend the Spire Institute in Geneva, Ohio, on February 1, 2025. Cost to the district is \$593 for transportation.
- 16.4 Approving a request from TJ Fox for one student and chaperone to attend the PMEA Regional Orchestra in Johnstown, PA from February 20-22, 2025, at a cost to the District of \$1,037.

**17. Federal Programs & Legislation**

Dr. Utchell gave an update on the Unified Bocce team.

**18. Student Representatives**

No report this month.

**19. Library**

Mrs. Pustover reported on the following activities:

- Valentine's Day – donate in honor of or in memory of
- Tax services
- New library director needed

Please visit the Library and their website for more information  
[www.westernallegHENYlibrary.org](http://www.westernallegHENYlibrary.org).

**20. Parkway West CTC**

Mrs. Mirich reported on a \$450,000 grant secured to help construct an outdoor welding lab.

**21. SHASDA**

Mr. Bartha reported that the next meeting is scheduled for February 20.

**22. West Allegheny Athletic Hall of Fame**

No report.

**23. West Allegheny Foundation**

Mrs. Mirich announced that the Teacher's Cup will be held on March 7.

**24. Wellness and Safe Schools Committee**

No report.

**25. New Business**

No new business.

**26. Open Forum**

No public comment.

**27. Adjournment**

On a motion by Mrs. Mirich, seconded by Mrs. Pustover, and unanimously carried, it was moved to adjourn the meeting at 7:19 p.m.

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Robert Ostrander, Board President

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Alyssa Athanas, Board Secretary