



MINUTES
Joint Operating Committee Regular Meeting
Tuesday, June 3, 2025
Mon Valley School – Media Center

1. Call to order

The meeting was called to order by President Giglione at 7:52pm at Mon Valley School.

1.1. Roll Call

Brentwood	Mr. David Schaap
Clairton	Mr. Roger Tachoir
Duquesne	Mrs. Calvin Harris
Elizabeth Forward	Mr. Travis Stoffer
South Allegheny	Mrs. Lauren DiBeneditto Huey - ABSENT
South Park	Mr. Wayne Perry
Steel Valley	Mrs. Cara Karstetter
West Jefferson Hills	Mrs. Suzanne Downer
West Mifflin Area	Mr. Mark Donahoe - ABSENT
Baldwin-Whitehall	Mr. Pete Giglione

The President declared a quorum.

Others Present:

Dr. Randal Lutz, Superintendent of Record
Jocelyn Kramer, Weiss Burkardt Kramer
Dr. Richard Dowell, Mon Valley School Principal
David Matzie, Facilities Manager, Sp. Ed. AIU3
Gail Hoppe, Bethel Park SD
Alexandre Downer, West Jefferson Hills SD
Burt Comensky, Duquesne City SD

Steel Center Staff:

Kevin Rice, Executive Director
Scott Kane, Assistant Director/Principal
Patrice Allison, Asst. Business Manager
Kaitlyn Youngstead, Assistant Principal
Tom Bernick, Supervisor of Building & Grounds
Tricia Cousino, Board Secretary
Jay Cherep, Technology Specialist

2. Board Member Comments & Visitor Comments on Agenda Items

The agenda was posted on the Steel Center website by 6:00 PM on June 2, 2025. The meeting is open to the public to attend in-person.

3. President Remarks

An executive session was not held prior to tonight's meeting.

Mr. Giglione thanked all those who attended Mon Valley's graduation ceremony and stated that the student speaker did a phenomenal job. Mrs. Downer also commented that Dr. Dowell's speech was very moving.

4. Minutes

4.1. A motion was made by Mr. Schaap, seconded by Mrs. Karstetter, and carried by an aye vote to approve the minutes from May 6, 2025.

5. Financial ACTION ITEMS

A motion was made by Mr. Schaap, seconded by Mrs. Downer, carried by a roll call vote of 8-0 to approve Finance items 5.1 to 5.3 as presented.

5.1. Treasurer's Report ending April 30, 2025

5.2. Bills to be Approved

5.2.1 SEASS Administrative Fund Check Register – Payments May 2025

5.2.2 SEASS Administrative Fund Checks to Approve – Future Payments

5.3. Payment of June and July Invoices

Because there is no meeting scheduled in July, the Board authorized the Administration to pay invoices when received so that they may be paid out of the correct school year. All invoice payments will be ratified at the August meeting.

6. Principal's Report

Dr. Dowell stated graduation, which took place on June 2nd, was a great success with 14 graduates. He distributed copies of the Mon Valley School yearbook to all board members.

7. Facilities ACTION ITEMS

A motion was made by Mr. Schaap, seconded by Mr. Perry, carried by a roll call vote of 8-0 to approve Facilities action item 7.1 as presented.

7.1. Tridium Open Protocol BAS Front End Upgrade

- Ratified the BAS Front End Upgrade by Siemens Industry, Inc. at an approximate cost of **\$30,250**.

8. Allegheny Intermediate Unit Report – NONE

9. Superintendent of Record Report

Dr. Lutz, along with other administrators, will be meeting with Jefferson Hills Police Department on July 14, 2025, to discuss the campus driveway, bus congestion and traffic patterns.

10. Solicitor's Report – NONE

11. Information Items

11.1. Facility Feasibility Study Follow Up Discussion

Dr. Lutz reviewed the handout that was created in conjunction with input from HHSDR in the 2018 feasibility study. He outlined the following factors:

- Improvements to the building are more complex and additional byproduct work would need to be done regarding HVAC repairs.
- Estimated cost breakdown figures are from 2018 and would need adjusted by 30% increase.

12. Other Business – Joint Operating Committee Business

12.1. Board Treasurer

- A motion was made by Mr. Perry, seconded by Mrs. Downer, carried by an aye vote to elect **David Schaap** as Board Treasurer for a term of one year beginning July 1, 2025 through June 30, 2026. Mr. Schaap accepted the position.

12.2. Board Secretary

- A motion was made by Mrs. Karstetter, seconded by Mr. Schaap, carried by an aye vote to reappoint **Tricia Cousino** as Board Secretary for a term of four years beginning July 1, 2025 through June 30, 2029.

13. Visitor Comments

Mr. Comensky spoke in agreement regarding the cost increases for repairs discussed by Dr. Lutz and added these increases would be regardless even if construction products were not needed from overseas companies.

14. Adjournment

There being no further business, a motion was made by Mr. Schaap, seconded by Mrs. Karstetter, carried by an aye vote to adjourn the meeting at 8:10pm.

NEXT MEETING: Tuesday, August 5, 2025 at Mon Valley School – Media Center

Respectfully submitted,

Tricia Cousino

Tricia Cousino, Board Secretary