



MINUTES
Joint Operating Committee Meeting
Tuesday, August 5, 2025

1. Call to order

The meeting was called to order by President Giglione at 7:43pm at Mon Valley School.

1.1. Roll Call

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

Steel Center Staff:

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

2. Board Member Comments & Visitor Comments on Agenda Items

The agenda was posted on the Steel Center website by 6:00 PM on August 4, 2025. The meeting is open to the public to attend in-person.

3. President Remarks

An executive session was held prior to tonight's meeting for purposes of discussing legal matters.

4. Minutes

4.1. A motion was made by Mr. Schaap, seconded by Mrs. Harris, and carried by an aye vote to approve the minutes from June 3, 2025.

5. Financial ACTION ITEMS

A motion was made by Mrs. Karstetter, seconded by Mr. Schaap, carried by a roll call vote of 10-0 to approve Finance items 5.1 to 5.3.3 as presented.

5.1. Treasurer's Report ending May 31, 2025

5.2. Treasurer's Report ending June 30, 2025

5.3. Bills to be Approved

5.3.1 SEASS Administrative Fund Check Register – Payments June 2025

5.3.2 SEASS Administrative Fund Check Register – Payments July 2025

5.3.3 SEASS Administrative Fund Checks to Approve – Future Payments

6. Principal's Report

Dr. Dowell shared the following:

- Mon Valley School staff will return on August 18 and August 20, 2025, and students will return on August 26, 2025.

7. Facilities ACTION ITEMS – NONE

8. Allegheny Intermediate Unit Report – NONE

9. Superintendent of Record Report

Dr. Lutz gave an update on the new traffic procedure for bus/van parking and student drop-off for Mon Valley School. Processes and patterns are being implemented to help alleviate line of sight concerns and safety, and to help larger buses navigate more efficiently.

10. Solicitor's Report - NONE

11. Information Items – NONE

12. Other Business – Joint Operating Committee Business Action Item:

A motion was made by Mr. Schaap, seconded by Mrs. Karstetter, carried by a roll call vote of 10-0 to approve Business item 12.1 as presented.

12.1. Mon Valley Lease Extension

- Approved a two-month lease extension with the Allegheny Intermediate Unit (AIU) for the Mon Valley School with the requirement that the AIU pay for the two months' rent retroactively at the rate negotiated in the new agreement subject to final terms and conditions approved by the Solicitor.

13. Visitor Comments – NONE

14. Adjournment

There being no further business, a motion was made by Mr. Schaap, seconded by Mr. Perry, carried by an aye vote to adjourn the meeting at 7:57pm.

NEXT MEETING: Tuesday, September 2, 2025, at Mon Valley School – Media Center

Respectfully submitted,

Tricia Cousino

Tricia Cousino, Board Secretary