



**AGENDA**  
**Joint Operating Committee Meeting**  
**Tuesday, March 1, 2022**  
**Steel Center, Conference Room B**

**6:30 PM – Executive Session**  
**7:00 PM – Regular Meeting**

Mr. David Schaap, President – Brentwood  
Mrs. Calvina Harris, Vice President – Duquesne City

Mr. Pete Giglione – Baldwin Whitehall  
Mrs. Gail Hoppe – Bethel Park  
Mr. Roger Tachoir – Clairton City  
Mr. Travis Stoffer – Elizabeth Forward  
Mrs. Lauren DiBeneditto Huey – South Allegheny

Mr. Wayne Perry – South Park  
Mrs. Cara Karstetter – Steel Valley  
Mrs. Suzanne Downer – West Jefferson Hills  
Mrs. Debra Kostelnik – West Mifflin Area

**1. Call to order**

- 1.1. Flag Salute
- 1.2. Roll Call

**2. Board Member Comments & Visitor Comments on Agenda Items**

The agenda was posted on the Steel Center website by 5:00 PM on February 28, 2022. 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 personnel matters.

**4. Student Representative – SkillsUSA Update**

**5. Presentations**

- 5.1. Audit Report by Maher Duessel

## 6. Minutes

- 6.1. Approval of Minutes from February 1, 2022

## 7. Financial ACTION ITEMS

The Administration recommends the approval of the finance items 7.1 to 7.4 as presented (enclosed and website attachment):

- 7.1. Treasurer's Report Ending January 31, 2022

### 7.2. Bills to Be Approved

- 7.2.1 General Fund Check Register – Payments February 2022

- 7.2.2 General Fund Contracted Services to be Ratified – Over \$1,000 (Included in Check Register listing)

- 7.2.3 General Fund Purchase Orders to be Ratified —Over \$1,000 – Future Payments

- 7.2.4 Administrative Fund Check Register – Payments February 2022

- 7.2.5 Administrative Fund Checks to Approve – Future Payments

- 7.3 Ratify Student Activity Report for January 2022

- 7.4 Accept the Audit Reports prepared by MaherDuessel Certified Public Accountants for the Steel Center Administrative Budget, Customer Service Account, Student Activity Account and the Annual Financial Report (PDE 2057) for the fiscal year ended June 30, 2021.

## 8. Administrative ACTION ITEMS

The Administration recommends the approval of the Operations, Personnel and Conferences, Seminars & Competitions items as presented.

### 8.1. Operations

#### 8.1.1 Southwestern PA CTE Professional Development Day

- Approve the Steel Center staff to participate in the **2022 Southwestern PA CTE Professional Development Day** on August 17, 2022 along with the faculty and staff from seven other Career and Technical Education schools, at an approximate cost of **\$2,500**.

#### 8.1.2 Steel Center Health & Safety Plan

- Approve the 2021-2022 Steel Center Health and Safety Plan Revisions (enclosed and website attachment).

## 8.2 Personnel

### 8.2.1 Instructional Aide Resignation

- Accept the resignation of Sekerra Staples as Cosmetology Instructional Aide for the 2021-2022 school year, effective February 10, 2022.

### 8.2.2 Instructional Aide Position

- Authorize Executive Director to make a binding offer between board meetings for an Instructional Aide to be ratified at the April JOC meeting.

### 8.2.3 Substitute Instructor

- Approve hiring the following **Substitute Instructor for the 2021-2022 School Year at a rate of \$125 per day:**
  - Sekerra Staples

## 8.3 Conferences, Seminars & Competitions

### 8.3.1 Legislative Workshop

- Approve **Kevin Rice** to attend the **Legislative Workshop** in Harrisburg, PA at on April 25-26, 2022 as part of the Leadership Pittsburgh Program at an approximate cost of **\$400**.

### 8.3.2 SkillsUSA State Leadership Conference

- Approve Skills USA Advisors, **Scott Kane** and **Maria Inks**, along with **12 Steel Center SkillsUSA students** to attend the **SkillsUSA State Leadership Conference** in Hershey, PA on April 6-8, 2022 at an approximate cost of \$9,435.50 (enclosed and website attachment –Lenzer Coach Lines invoice will be shared with Forbes Road CTC).

## 9. Facilities ACTION ITEMS

### 9.1. LED Sign Purchase

- The Administration recommends approving the quote of **\$27,914.73** from **Image 360** (COSTARS Purchasing Program Vendor #538 188) for the purchase and installation of a 8' x 3' Double Sided 9mm Display Sign to replace the middle portion of the existing display sign along North Lewis Run Road. Six quotes were received (enclosed and website attachment).

## 10. Superintendent of Record Report

## 11. Solicitor's Report

**12. Information Items**

- 12.1. JOC Brief (enclosed and website attachment).**

**13. Other Business**

**14. Visitor Comments**

**15. Adjournment**

**NEXT MEETING: Tuesday, April 5, 2022**