



AGENDA
Joint Operating Committee Meeting
Tuesday, March 7, 2023
Steel Center, Conference Room B

6:15 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 6:00 PM on March 6, 2023. 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 and legal matters.

4. Student Representatives

5. Presentations

6. Minutes

- 6.1. Approval of Minutes from February 7, 2023.

7. Financial ACTION ITEMS

The Administration recommends the approval of the Finance items 7.1 to 7.6 as presented (enclosed and website attachment):

7.1. Treasurer's Report ending January 31, 2023

7.2. Bills to Be Approved

7.2.1 General Fund Check Register – February 2023

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 – February 2023

7.2.5 Administrative Fund Checks to Approve – Future Payments

7.2.6 Renovation Fund Expenses to be Ratified – Future Payments

7.3 Ratify Student Activity Report for January 2023

7.4 Renovation Fund Treasurer's Report Ending January 31, 2023

7.5 Approve to assign the \$1,683,769 in unearned revenue as of 6/30/2021 to future capital projects.

7.6 Approve to assign any excess revenue at the end of fiscal year 2021-22 to future capital projects.

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 Educational Technology Management Services Agreement

- Approve the Educational Technology Management Services Renewal Proposal from Questeq (enclosed and website attachment).

8.1.2 Memorandum of Understanding - ABC

- Approve the MOU between the Associated Builders & Contractors of Western PA (ABC) and Steel Center(enclosed and website attachment).

8.1.3 Storage Containers

- Approve the purchase of three storage containers from **Sealine Containers** at an approximate total cost of **\$7,860** (enclosed and website attachment).

8.1.4 Warehouse Lease Agreement

- Approve the lease agreement with GCB Enterprise LLC for warehouse space at a cost of \$1,250/month for 36 months. (enclosed and website attachment).

8.1.5 Memorandum of Understanding - Bureau of Career and Technical Education

- Approve the 2023-2024 MOU between Steel Center and the Bureau of Career and Technical Education for participation in the BCTE Technical Assistance Program (enclosed and website attachment).

8.1.6 Occupational Advisory Committee Members 2022-2023

- Approve **Kayla Linton** to serve on the Medical Professions program OAC for 2022-2023.

8.1.7 Surplus Equipment

- Declare four Lincoln Precision 275 Welders as surplus equipment.

8.1.8 Vehicle Donation

- Accept donation of a 2009 Chevrolet Malibu from **Brianna Seaman** valued at \$2,866.

8.1.9 Phone Lease Agreement

- Approve the agreement with **Full Service Network** for phone services at an approximate cost of \$830/month for 60 months, plus activation and labor fees (enclosed and website attachment).

8.2 Personnel**8.2.1 Advertising & Design**

- Ratify the hiring of **Erin Heltion** for the Advertising & Design Instructor position for the 2022-2023 school year. Her salary will be Lane 1, Step 2 at \$50,842 plus benefits as stated in the Professional Employee Contract (enclosed and website attachment).

8.2.2 Computer Technology

- Ratify the hiring of **Kurt Blanock** for the Computer Technology Instructor position for the 2022-2023 school year. His salary will be Lane 4, Step 13 at \$69,634 plus benefits as stated in the Professional Employee Contract (enclosed and website attachment).

8.2.3 Substitute Employees

- Approve hiring the following Substitute Employees for the 2022-2023 School Year at the approved daily substitute rate as per classification of assignment.
 - James Gamret, Substitute Custodian

8.2.4 Retirement

- Accept the retirement of **Robin White**, Assistant Director/Principal for the 2022-2023 school year, effective June 30, 2023 (enclosed and website attachment).

8.3 Conferences, Seminars & Competitions**8.3.1 SkillsUSA State Leadership Conference**

- Approve Skills USA Advisors, **Rick Heltion** and **Maria Inks**, along with **16 Steel Center SkillsUSA students** to attend the SkillsUSA State Competition in Hershey, PA on April 12-14, 2023, at an approximate cost of **\$14,466.90** (enclosed and website attachment).

8.3.2 Pennsylvania Association of School Nurses and Practitioners Conference

- Approve **Jennifer Kastronis** and **Gina Abbott** to attend the PASNAP Annual Conference in Hershey, PA on April 1-2, 2023, at an approximate cost of **\$3,800** to be paid for by the Covid-19 Public Health Workforce Supplemental Funding Grant (enclosed and website attachment).

8.3.3 Penn State Meeting

- Approve Executive Director **Kevin Rice** to attend a meeting between the PACTA State officers, PDE, and the Professional Development Centers of Indiana, PA, Penn State, and Temple University on April 18, 2023 at the Penn Stater Hotel and Conference Center at an approximate cost of **\$300**.

8.3.4 Legislative Visits and Technical School Education Day

- Approve Executive Director **Kevin Rice** to attend PACTA legislative visits on April 24, 2023, and to the Technical School Education Day in Harrisburg, PA on April 25, 2023 this event in Harrisburg, PA at an approximate cost of **\$600**.

8.3.5 Technical School Education Day

- Approve **Shannon Hinkle** and **Stacey Caudill** to accompany **the following students** to the State Capitol in Harrisburg, PA for Technical School Education Day on April 25, 2023 at an approximate cost of **\$1800**.
 - Emma Ciaramella, South Park - Collision Repair & Refinishing
 - Jayden Colorado, West Mifflin – Carpentry

- Sajan Dangal, Baldwin-Whitehall – Culinary Arts
- Ke’Vionna Jones, Clairton – Culinary Arts
- Jaida Walker, Clairton – Health Assistants

9. Facilities ACTION ITEMS

9.1. Service Proposal

- Approve the one-year **Pneumatic Service Contract** with **O.Z. Enterprises, Inc.** at an approximate cost of **\$7,000** (enclosed and website attachment).

10. Architect’s Report

11. Superintendent of Record Report

12. Solicitor’s Report

13. Information Items

13.1. JOC Brief (enclosed and website attachment).

13.2. Policy Revisions

- Second read of amended Policy 103 Non-Discrimination/Title IX Sexual Harassment Affecting Students (enclosed and website attachment).
- Second read of amended Policy 104 Non-Discrimination/Title IX Sexual Harassment Affecting Staff (enclosed and website attachment).

14. Other Business – JOC Action Items

14.1. Policy Revisions

- Approve amended Policy 103 Non-Discrimination/Title IX Sexual Harassment Affecting Students
- Approve amended Policy 104 Non-Discrimination/Title IX Sexual Harassment Affecting Students

15. Visitor Comments

16. Adjournment

NEXT MEETING: Tuesday, April 4, 2023