



**AGENDA**  
**Joint Operating Committee Meeting**  
**Tuesday, June 3, 2025**  
**Mon Valley School – Media Center**

**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  
Mr. Mark Donahoe – 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 June 2, 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 personnel and legal matters.

**4. Student Presentations – Leadership CTE**

**5. Other Presentations – Student Services Year-End Report**

## 6. Minutes

- 6.1. Approval of minutes from May 6, 2025.

## 7. Financial ACTION ITEMS

The Administration recommends the approval of the Finance items 7.1 to 7.5 as presented (enclosed and website attachment):

### 7.1. Treasurer's Report Ending April 30, 2025

### 7.2. Bills to be Approved

#### 7.2.1 General Fund Check Register – Payments May 2025

#### 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 May 2025

#### 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 April 2025

### 7.4. Renovation Fund Treasurer's Report Ending April 30, 2025

### 7.5. Payment of June and July Invoices

- Because there is no meeting scheduled in July, it is recommended that the Board authorize 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.

## 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 Workers Compensation Insurance Renewal

- Approve the renewal with **Henderson Brothers, Inc.** for the workers compensation insurance through UPMC for the 2025-2026 school year at a cost of **\$12,293** (enclosed and website attachment).

#### 8.1.2 Commercial Package Insurance Renewal

- Approve the renewal with **Henderson Brothers, Inc.** for the insurance policies through Utica Mutual Insurance for the 2025-2026 school year at a cost of **\$85,565** (enclosed and website attachment).

**8.1.3 Cyber Security Insurance Renewal**

- Approve the renewal with **Henderson Brothers, Inc.** for the insurance policy through CRC for the 2025-2026 school year at a cost of **\$5,797** (enclosed and website attachment).

**8.1.4 Donations**

- Accept the donations from the following individuals as presented (enclosed and website attachment):
  - A-Tech Heating, Cooling, & Refrigeration, items valued at \$4797.01
  - 3 Stone Merchant, item valued at \$2,100
  - AVETS, items valued at \$2,344.74

**8.1.5 Obsolete and/or Surplus Equipment**

- Declare obsolete and/or surplus the equipment listed with all items of potential value being sent to auction as presented (enclosed and website attachment).

**8.2 Personnel****8.2.1 Vacant Positions**

- Authorize the Executive Director to make binding offers of employment to fill vacant positions in the 2025-2026 school year to be ratified at the subsequent board meeting.

**8.2.2 Unpaid Employee Leave**

- Approve intermittent unpaid leave in accordance with the Family and Medical Leave Act (FMLA) for Employee #10006235 effective date May 25, 2025.

**8.2.3 Supplemental Contracts**

- Approve the following individuals for supplemental contracts for the 2025-2026 school year with a stipend of \$1,230 per assignment:
  - HOSA – Future Health Professionals: **Jennifer Kastronis, Samantha Brinkman**
  - NAHB (National Association of Home Builders) Student Chapter: **Theodore Pavlack, Michelle Thiry**
  - SkillsUSA Advisors: **Richard Heltion, Erin Heltion, Amanda Kate Gorring, Stacey Caudill, Maria Inks**
  - Lead SkillsUSA: **Maria Inks**
  - NTHS (National Technical Honor Society): **Stacey Caudill, Michelle Thiry**
  - Leadership CTE: **Laura Montecalvo**

**8.2.4 Teacher Supplemental Hours**

- Approve the following professional bargaining unit employees to be paid the supplemental rate of \$28 per hour for up to the amount of time designated to each for program curriculum work during the summer 2025:
  - Kenneth Wimer, 120 hours

**8.2.5 Summer Maintenance Positions**

- Approve the following for Summer 2025 maintenance positions at a rate of \$15/hour:
  - Andre Boone
  - Amanda Bisignano
  - Erica Evans

**8.3 Conferences, Seminars & Competitions****8.3.1 ACTE Best Practices Conference**

- Approve **Scott Kane**, Assistant Director/Principal, to attend the 2025 ACTE Best Practices and Innovations Conference on September 24-26, 2025, at the Hilton St. Louis at the Ballpark in St. Louis MO at an approximate cost of **\$2,000**.

**8.3.2 ACTE VISION Conference**

- Approve **Kaitlyn Youngstead**, Assistant Principal, to attend the 2025 ACTE CareerTech VISION Conference on December 9-12, 2025, at the Gaylord Resort & Convention Center in Nashville, TN at an approximate cost of **\$2,400**.

**8.3.3 PWDA Workforce Leaders Symposium**

- Approve **Kevin Rice**, Executive Director, to attend the 2025 PWDA Workforce Leaders Symposium on September 24-25, 2025, at the Hilton Scranton & Conference Center in Scranton, PA at an approximate cost of **\$1,000**.

**8.3.4 Eastern Pennsylvania CTE Visits**

- Approve **Kevin Rice**, Executive Director, to conduct CTE program exploration visits to Eastern Center for Arts and Technology and North Montco Technical Career Center both in Montgomery County, and Bucks County Technical High School in Bucks County at an approximate cost of **\$600**.

**9. Facilities ACTION ITEMS**

**10. Renovation Update – ACTION ITEMS**

The Administration recommends the approval of action items 10.1 as presented.

**10.1. Educational Furniture**

- Approve the purchase of furniture as part of the renovation from P.E.M.Co/W.B. Mason in the total amount of **\$222,729.41** as presented (enclosed and website attachment).

**11. Superintendent of Record Report**

**12. Solicitor’s Report**

**13. Information Items**

**13.1. JOC Brief** (enclosed and website attachment).

**13.2. Discussion of Welding Program Expansion** (enclosed and website attachment).

**14. Other Business – Joint Operating Committee Business ACTION ITEMS**

**14.1. Board Treasurer**

- Elect a Board Treasurer for a term of one year beginning July 1, 2025 through June 30, 2026.

**14.2. Board Secretary**

- Approve to reappoint **Tricia Cousino** as **Board Secretary** for a term of four years beginning July 1, 2025 through June 30, 2029.

**15. Visitor Comments**

**16. Adjournment**

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