



MINUTES
Joint Operating Committee Regular Meeting
Tuesday, November 12, 2024
Mon Valley School – Media Center

1. Call to order

The meeting was called to order by Vice President Harris at 7:00pm at Mon Valley School.

- 1.1. Flag Salute**
- 1.2. Roll Call**

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

The President declared a quorum.

Others Present:

- Dr. Randal Lutz, Superintendent of Record
- Annemarie Harr, Weiss Burkardt Kramer
- Dr. Richard Dowell, Mon Valley School Principal
- David Matzie, Facilities Manager, Sp. Ed. AIU3
- Gracie Gonzalez, student
- Jackson Lubosh, student
- Logan Sanutelli, student
- Nevaeh O’Leary, student
- Daytona Hissong, student
- Tamar Conner, student

- Steel Center Staff:**
- Scott Kane, Assistant Director/Principal
 - Patrice Allison, Asst. Business Manager
 - Tom Bernick, Supervisor of Building & Grounds
 - Kaitlyn Youngstead, Assistant Principal
 - Tricia Cousino, Board Secretary
 - Jay Cherep, Technology Specialist
 - Maria Inks, SkillsUSA Lead Advisor

2. Board Member Comments & Visitor Comments on Agenda Items

The agenda was posted on the Steel Center website by 6:00 PM on November 11, 2024. 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 – SkillsUSA

SkillsUSA student representatives shared the following information from the SkillsUSA Fall Leadership Conference:

- The Steel Center team scored 100% on their Knowledge test
- The Steel Center students won the Banner contest
- They attended several workshops that were full of knowledge and information, including a Money Management workshop.
- They gained knowledge about post-graduate opportunities, problem solving, and valuable new skills.

5. Other Presentations – Mr. Scott Kane, Germany Education Tour

Mr. Kane distributed a detailed handout and shared an overview of his tour and experiences highlighting the following:

- Companies were an intricate part of vocational education
- Schools were well funded
- In addition to schools, other areas of the visit included: Teacher Training Center, IHK Chamber of Industry and Commerce, and the Training House
- Ideas to best apply this knowledge and experience to impact the success of Steel Center CTE

6. Minutes

6.1. A motion was made by Mrs. DiBeneditto, seconded by Mr. Giglione, carried by an aye vote to approve the minutes from October 1, 2024.

7. Financial ACTION ITEMS

A motion was made by Mrs. Karstetter, seconded by Mr. Perry, carried by a 7-0 vote to approve Finance items 7.1 to 7.4 as presented.

7.1. Treasurer's Report Ending September 30, 2024

7.2. Bills to be Approved

7.2.1 General Fund Check Register – Payments October 2024

- 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 October 2024
- 7.2.5** Administrative Fund Checks to Approve – Future Payments
- 7.2.6** Renovation Fund Expenses to be Ratified – Future Payments
- 7.3.** Ratified Student Activity Report for September 2024
- 7.4.** Renovation Fund Treasurer’s Report Ending September 30, 2024

8. Administrative ACTION ITEMS

A motion was made by Mr. Perry, seconded by Mrs. DiBeneditto, carried by a 7-0 vote to approve the Operations, Personnel and Conferences, Seminars & Competitions items as presented.

8.1 Operations

8.1.1 Occupational Advisory Committee Members

- Approved the following individuals to serve on the designated program area’s Occupational Advisory Committee (OAC) for the 2024-2025 school year:
 - Medical Professions: David Dorko, Jefferson Hospital Pharmacy Manager

8.1.2 Donations

- Accepted the donations from the following for materials used in the designated program area:
 - Bowser Collision Center: PPG water-base tints valued at \$13,755.25 (Collision Repair & Refinishing)

8.1.3 AIU Joint Purchasing Resolution

- Approved the Resolution authorizing Steel Center to participate in the Allegheny Intermediate Unit Joint Purchasing Program for the 2025-2026 school year and to appoint Chris Hamilton as primary representative.

8.1.4 2025 JOC Board Meeting Calendar Dates

- Approved the schedule of dates the Joint Operating Committee will meet during the 2025 calendar year.

8.2 Personnel

8.2.1 Student Employment

- Approved the hiring of the following Steel Center students for cooperative education employment during the 2024-2025 school year at the rate of \$10.00 per hour:

- Anthony Springel, Cybersecurity & Networking Technology
- Matthew Yee, Cybersecurity & Networking Technology
- Jayla Thorn, Advertising & Design
- Parker Franks, Advertising & Design

8.3 Conferences, Seminars & Competitions

- 8.3.1** Approved a field trip to Pierpont Community and Technical College in Fairmont WV for the Veterinary Assistant Program on March 6, 2025.

9. Facilities ACTION ITEMS – NONE

10. Renovation Update – NONE

11. Superintendent of Record Report – NONE

12. Solicitor’s Report – NONE

13. Information Items

13.1. JOC Brief

Mr. Kane gave the following updates:

- Electric Vehicle Automotive Technician Registered Apprenticeship Program partnership
- Challenge Program
- CTSO activities including fundraising, recruiting, and a Pie-in-the Face contest being held on Nov. 19, 2024.

14. Other Business – NONE

15. Visitor Comments – NONE

16. Adjournment

There being no further business, a motion was made by Mrs. Karstetter, seconded by Mr. Perry, carried by an aye vote to adjourn the meeting at 7:24pm.

NEXT MEETING: December 10, 2024 at Mon Valley School – Media Center

Respectfully submitted,

Tricia Cousino

Tricia Cousino, Board Secretary