



MINUTES
Joint Operating Committee Regular Meeting
Tuesday, May 2, 2023

1. Call to order

The meeting was called to order by President Schaap at 7:42pm at Steel Center.

1.1. Flag Salute

1.2. Roll Call

Baldwin-Whitehall
Bethel Park
Clairton
Duquesne
Elizabeth Forward
South Allegheny
South Park
Steel Valley
West Jefferson Hills
West Mifflin Area
Brentwood

Mr. Pete Giglione
Mrs. Gail Hoppe
Mr. Roger Tachoir
Mrs. Calvina Harris
Mr. Travis Stoffer
Mrs. Lauren DiBeneditto
Mr. Wayne Perry - ABSENT
Mrs. Cara Karstetter
Mrs. Suzanne Downer
Mrs. Debra Kostelnik
Mr. David Schaap

The President declared a quorum.

Others Present:

Dr. Randal Lutz, Superintendent of Record
Jocelyn Kramer, Weiss Burkardt Kramer
Timothy Fabrizi, Mon Valley School Asst. Principal
Melissa Wood, Baldwin-Whitehall alternate
Dr. James Palmiero, AIU Asst. Exec. Dir. Special Educ
Mark Turnley, MCT CPA
Jaida Walker, Student
Katie Clouston, Student
Nick Miller, Student
Julianna Welsh, Student

Steel Center Staff:

Kevin Rice, Executive Director
Patrice Allison, Asst. Business Manager
David Hall, Supervisor of Building and Grounds
Chris Hamilton, Business Manager
Scott Kane, Assistant Principal
Tricia Cousino, Board Secretary
Jay Cherep, Technology Specialist
Samantha Brinkman, SkillsUSA Advisor
Stacey Caudill, NTHS Advisor

2. Board Member Comments & Visitor Comments on Agenda Items

The agenda was posted on the Steel Center website by 6:00 PM on May 1, 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 – SkillsUSA and National Technical Honor Society

SkillsUSA State Competition medal winners Julianna Welsh, Katie Clouston, and Nick Miller shared information regarding their respective competitive events. Each expressed they had a positive and enjoyable experience at the State Competition recently held in Hershey, PA. They presented the Board with a card expressing their gratitude for the opportunity and continued support.

NTHS AM President, Jaida Walker, gave a PowerPoint presentation covering the recent trip to Harrisburg, PA for Technical School Education Day. Jaida was joined by Mr. Hinkle: School Counselor, Mrs. Caudill: NTHS Advisor and Work-Based Learning Coordinator, and fellow students Maikhil Poindexter, Sajan Dangal, Jordan Colorado, Ke'Vionna Jones, and Emma Ciaramella. She thoroughly enjoyed the opportunity and shared many memorable experiences from the trip. Ms. Walker also extended an invitation to the Board members to attend the NTHS Induction Ceremony on May 9, 2023.

5. Presentation – Audit Report, Mark Turnley CPA

Mr. Turnley provided an overview of the audit report for the Steel Center Combined Budget, for the fiscal year ended June 30, 2022, along with a five-year history analysis.

6. Minutes

6.1. A motion was made by Mrs. Hoppe, seconded by Mrs. DiBeneditto, carried by an aye vote to approve the minutes from April 4, 2023.

7. Financial ACTION ITEMS

A motion was made by Mr. Tachoir, seconded by Mrs. Hoppe, carried by a 10-0 vote to approve Finance items 7.1 to 7.6 as presented.

7.1. Treasurer's Report ending March 31, 2023

7.2. Bills to Be Approved**7.2.1** General Fund Check Register – April 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 – April 2023**7.2.5** Administrative Fund Checks to Approve – Future Payments**7.3** Ratified Student Activity Report for March 2023**7.4** Renovation Fund Treasurer's Report Ending March 31, 2023

A motion was made by Mrs. Kostelnik, seconded by Mrs. Harris, carried by a 10-0 vote to approve the **2023-2024 Steel Center Combined Budget items** 7.5 to 7.6 as presented.

7.5 Approved the Steel Center 2023-2024 **General Operating Budget** in the total amount of \$7,266,729 as presented.

7.6 Approved the Steel Center 2023-2024 **Administrative Budget** in the total amount of \$219,282 as presented.

8. Administrative ACTION ITEMS

A motion was made by Mr. Tachoir, seconded by Mrs. Karstetter, carried by a 10-0 vote to approve the Operations, Personnel and Conferences, Seminars & Competitions items as presented with a typographical correction to 8.1.3 to reflect the correct year as 2022.

8.1 Operations**8.1.1 2023-2024 School Calendar**

- Approved the 2023-2024 Calendar as presented.

8.1.2 Occupational Advisory Committee Members 2022-2023

- Approved **the following** to serve on the Medical Professions program OAC for 2022-2023:
 - Danielle Jackson, RN
 - Karen Davis
 - Dr. Mindy Mckee
 - Chad Fulton
 - Brad Worls
 - Craig Blanock
 - Bailey Anderson
 - Fred Britvich
 - Craig Kushner

8.1.3 Donation

- Approved the amended donation of Veterinary equipment from **Pierpont Community and Technical College** correcting item 8.1.3 from the JOC regular board meeting on June 7, 2022, from two (2) stainless steel wet prep/scrub bathing tables to one (1) bathing table. Total donation valued at **\$6,600**.

8.1.4 Obsolete and/or Surplus Equipment

- Declared obsolete and/or surplus, the equipment listed with all items of potential value being sent to auction as presented.

8.1.5 Equipment Auction

- Approved hiring Hostetter Auctioneers, Beaver Falls, PA for an online auction of obsolete and/or surplus equipment of potential value as presented.

8.1.6 Storage Containers

- Approved the purchase of three storage containers from **USED CONEX** at an approximate total cost of **\$8,175.81** and rescind item 8.1.3 from the JOC regular board meeting on March 7, 2023, due to that company no longer being in business.

8.1.7 Computer Technology Curriculum Change

- Approved the adoption of CIP code 11.0901 **Computer System Networking and Telecommunications** with the new course title **Cybersecurity and Networking Technology** to replace the CIP code 15.1202 Computer Technology/Computer/Systems Technology for the current Computer Technology Program.

8.1.8 Central Susquehanna Intermediate Unit (CSIU) Agreement

- Approved to renew the Agreement with CSIU for **Student Information System Software Including GURU Boards and On-Line Registration** for the 2023-2024 School Year at an approximate cost of **\$15,393**.
- Approved to renew the Agreement with CSIU for the following **Financial Software Applications: Fund Accounting, Payroll, and Personnel** for the 2023-2024. The total cost will be approximately **\$13,897**.

8.1.9 Cooperation Agreement

- Authorized the appropriate JOC officers to accept the RACP grant proceeds from the Redevelopment Authority of Allegheny County, enter into the Cooperation Agreement required by the Redevelopment Authority, and pay the Redevelopment Authority a 3% administrative fee for administering the grant program.

8.2 Personnel

8.2.1 Summer Teacher Supplemental Rate

- Approved the following professional bargaining unit employees to be paid the supplemental rate of \$26 per hour for up to the amount of time designated to each for program curriculum work:
 - Jennifer Kastronis, 30 hours
 - Heather Kusbit, 40 hours
 - Tanya Busch, 40 hours
 - Kurt Blanock, 40 hours
 - Robert Weaver, 40 hours
 - Amanda Kate Kutrufis, 80 hours
 - Erin Heltion, 80 hours
 - Bob Eagleson, 80 hours
 - Nichole Zeigler, 120 hours
 - Nicholas Rivituso, 160 hours

8.2.2 Summer Per Diem Rate

- Approved the following professional bargaining unit employees to be paid their respective per diem rate for up the amount of time designated to each for work during the summer months of 2023:
 - Stacey Caudill, 10 days
 - Shannon Hinkle, 10 days
 - Laura Montecalvo, 10 days
 - Fiona Sutton, 5 days
 - Angela Eberhart, 5 days

8.2.3 Summer Maintenance Positions

- Approved the following for Summer 2023 maintenance positions at a rate of \$15/hour:
 - Andre Boone
 - Amanda Bisignano
 - William Hipkiss

8.3 Conferences, Seminars & Competitions

8.3.1 National Leadership and Skills Conference 2023

- Approved Steel Center teachers, **Rick Heltion** and **Erin Heltion**, and student **Emma Brooks**, Cornerstone Academy, Advertising & Design, T-Shirt Design, 1st Place Winner and NLSC Qualifier to attend the National SkillsUSA Conference held June 19-23, 2023, in Atlanta Georgia at an approximate cost of **\$6,000**.

8.3.2 PACTA Summer Leadership Conference

- Approved **Kevin Rice, Scott Kane, and the new Assistant Director/Principal** (to be determined) to attend the **PACTA Summer Leadership Conference** at Penn State on July 25 through July 27, 2023, at an approximate cost of **\$2,000**.

8.3.3 National Registry of EMT Exam for Certification

- Approved **Nichole Zeigler**, Public Safety teacher, along with **12 Public Safety students**, to travel to **West Virginia Northern Community College** in Wheeling, WV on May 3, 2023, for the students to take the National Registry of EMT written examination for certification. All attendees will travel via a contracted bus company.

9. Facilities ACTION ITEMS - NONE

10. Architect's Report - NONE

11. Superintendent of Record Report – NONE

12. Solicitor's Report - NONE

13. Information Items

13.1. JOC Brief

Mr. Rice shared the following updates:

- The bid advertisement was slightly delayed but bid opening will take place at the end of June.
- Teacher Appreciation was held at Steel Center the week of May 1-5th with a luncheon in honor of all staff being held on May 4th.
- Follow Steel Center on social media to stay up to date and find out more about events like the Teen Expo and Career Signing Day at PNC Park.
- Continue to reach out to your legislators regarding the priorities for Career and Technical Education.

14. Other Business

Mr. Schaap commented about the great event, Career Signing Day at PNC Park, with so many CTE students and families in attendance. He also thanked Mr. Rice for his work into this event.

15. Visitor Comments – NONE

16. Adjournment

There being no further business, a motion was made by Mrs. Hoppe, seconded by Mrs. DiBeneditto, carried by an aye vote to adjourn the meeting at 8:27pm.

NEXT MEETING: Tuesday, June 6, 2023

Respectfully submitted,

Tricia Cousino

Tricia Cousino, Board Secretary