



MINUTES
Joint Operating Committee Regular Meeting
Tuesday, May 7, 2024
Mon Valley School – Media Center

1. Call to order

The meeting was called to order by President Schaap at 7:24pm at Mon Valley School.

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 - ABSENT
Mrs. Lauren DiBeneditto
Mr. Wayne Perry - ABSENT
Mrs. Cara Karstetter
Mrs. Suzanne Downer
Mr. Mark Donahoe
Mr. David Schaap

The President declared a quorum.

Others Present:

Dr. Randal Lutz, Superintendent of Record
Jocelyn Kramer, Weiss Burkardt Kramer
Dr. Richard Dowell, Mon Valley School Principal
Katherine Clouston, student
Kylie Lewis, student
Sydney Bagnell, student
Gracie Gonzalez, student
Anthony Medved, student

Steel Center Staff:

Kevin Rice, Executive Director
Patrice Allison, Asst. Business Manager
Tom Bernick, Supervisor of Building & Grounds
Scott Kane, Assistant Director/Principal
Tricia Cousino, Board Secretary
Jay Cherep, Technology Specialist
Samantha Brinkman, SkillsUSA 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 6, 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.

Mr. Schaap attended the NTHS Induction Ceremony and spoke highly of all the participants and the event itself.

4. Student Presentations – SkillsUSA

Student officers of SkillsUSA shared the following updates:

- On April 15th SkillsUSA students took part in the Better Money Habits Workshop sponsored by the Challenge Program.
- New officer applications are currently being accepted for the 2024-2025 school year.
- The Snack Shack's last day will be May 15, 2024.
- An end-of-the-year event will take place on May 22, 2024, for all SkillsUSA students.
- Katherine Clouston also shared the highlights of her trip to Harrisburg, PA for Technical School Education Day. She was one of 6 students, along with three staff members from Steel Center that participated in the event.

5. Other Presentations – NONE

6. Minutes

- 6.1. A motion was made by Mrs. Karstetter, seconded by Mrs. Harris, carried by an aye vote to approve the minutes from April 2, 2024.

7. Financial ACTION ITEMS

A motion was made by Mr. Giglione, seconded by Mrs. Hoppe, carried by a 9-0 vote to approve Finance items 7.1 to 7.4 as presented.

7.1. Treasurer's Report Ending March 31, 2024

7.2. Bills to be Approved

7.2.1 General Fund Check Register – Payments April 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 April 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 March 2024
- 7.4.** Renovation Fund Treasurer’s Report Ending March 31, 2024

A motion was made by Mr. Giglione, seconded by Mrs. DiBeneditto, carried by a 9-0 vote to approve the **2024-2025 Steel Center Combined Budget items** 7.5 to 7.6 as presented.

- 7.5.** Approved the Steel Center 2024-2025 **General Operating Budget** in the total amount of \$7,578,699 as presented.
- 7.6.** Approved the Steel Center 2024-2025 **Administrative Budget** in the total amount of \$220,282 as presented.

8. Administrative ACTION ITEMS

A motion was made by Mrs. Karstetter, seconded by Mrs. Harris, carried by a 9-0 vote to approve the Operations items 8.1.1 to 8.1.5 as presented.

8.1 Operations

8.1.1 2024-2025 School Calendar

- Approved the 2024-2025 Calendar as presented.

8.1.2 Occupational Advisory Committee Members 2023-2024

- Approved Chelsea Klingman, RN, to serve on the Medical Professions Occupational Advisory Committee (OAC) for 2023-2024.

8.1.3 Vehicle and Equipment Donations

- Accepted the donations from the following for vehicles and equipment used in the applicable program area as presented.
 - Dean Honda, materials in the amount of \$7,000.
 - Nicholas Rivotuso, vehicle in the amount of \$2,700.
 - Tracy Ford-Epperson, vehicle in the amount of \$8,400.
 - Janet Roberto, vehicle in the amount of \$2,400.

8.1.4 Student Discipline Agreement

- Approved the Student Discipline Agreement pertinent to student #24066 as presented.

8.1.5 Student Discipline Agreement

- Approved the Student Discipline Agreement pertinent to student #25051 as presented.

A motion was made by Mrs. DiBeneditto, seconded by Mr. Giglione, carried by a 9-0 vote to approve the Personnel and Conferences, Seminars & Competitions items 8.2.1 to 8.3.2 as presented.

8.2 Personnel

8.2.1 Supervisor of Building & Grounds Position

- Approved the hiring of **Thomas Bernick** as Supervisor of Building & Grounds with salary and benefits consistent with the Act 93 Agreement, as presented.

8.2.2 Summer Teacher Supplemental Rate

- Approved 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:
 - Rachel Arovits, 80 hours
 - Kurt Blanock, 35 hours
 - Zachary Campbell, 100 hours
 - Bob Eagleson, 50 hours
 - Amanda Kate (Kutrufis) Gorring, 100 hours
 - Michael Guckes, 100 hours
 - Erin Heltion, 100 hours
 - Rick Heltion, 60 hours
 - Nathan Horrell, 100 hours
 - Jennifer Kastronis, 20 hours
 - Heather Kusbit, 40 hours
 - Sandra Knight, 80 hours
 - Joseph Pace, 100 hours
 - Nicholas Rivituso, 80 hours
 - Nichole Zeigler, 80 hours

8.2.3 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:
 - Stacey Caudill, 10 days
 - Shannon Hinkle, 10 days
 - Laura Montecalvo, 10 days
 - Angela Eberhart, 5 days
 - Fiona Sutton, 5 days

8.3 Conferences, Seminars & Competitions

8.3.1 PACTA Summer Leadership Conference

- Approved **Kevin Rice, Scott Kane, and Kaitlyn Youngstead** to attend the **PACTA Summer Leadership Conference** at the Penn Stater Conference Center in State College, PA on July 23 through July 25, 2024, at an approximate cost of **\$2,500**.

8.3.2 National Registry of EMT Exam for Certification

- Approved **Nichole Zeigler**, Public Safety teacher, along with **10 Public Safety students**, to travel to **West Virginia Northern Community College** in Wheeling, WV on May 9, 2024, for the students to take the National Registry of Emergency Medical Technicians written examination for certification. All attendees will travel via a contracted bus company.

9. Facilities ACTION ITEMS – NONE

10. Renovation Update

11. Superintendent of Record Report – NONE

12. Solicitor's Report – NONE

13. Information Items

13.1. JOC Brief

Mr. Rice gave the following updates:

- In reference to agenda item 8.1.3, Steel Center continues to be fortunate to receive donations that continue to support the programs and the students' education.
- Enrollment update: 589 applications have been processed which include 418 new and placed students and 171 wait-listed students. In addition, 525 students will be returning to continue their studies in the fall.
- The Harrisburg trip for Technical School Education Day was a great success.
- On May 19th at 9:00am, *5K For A Cure* will be held at the South Park Harbor Pavilion to support Steel Center student Cassidy Hummer, a senior from West Jefferson Hills School District, who is battling brain cancer.
- The 2nd annual Signing Day was held at PNC Park on April 23, 2024.
- The PACTA CTE Construction Summit was held on May 1, 2024, at Greater Johnstown Career and Technology Center. Several members of Steel Center's Renovation team as well as Mr. Schaap participated in the Summit.

Mr. Schaap shared his recent experiences during an extensive trip to Germany funded by the PSBA Trust for Leadership and Research Institute to gain insight on their approach to career and technical education. A formal report will be given at a later date.

14. Other Business

A reminder that Steel Center's Senior Recognition will be held on May 21, 2024 at 7pm at CCAC South, Building G. All board members are encouraged to attend. Please arrive by 6:30pm.

15. Visitor Comments – NONE

16. Adjournment

There being no further business, a motion was made by Mrs. Karstetter, seconded by Mrs. Harris, carried by an aye vote to adjourn the meeting at 7:53pm.

NEXT MEETING: June 4, 2024 at Mon Valley School – Media Center

Respectfully submitted,

Tricia Cousino

Tricia Cousino, Board Secretary