



MINUTES
Joint Operating Committee Regular Meeting
Tuesday, September 3, 2024
Mon Valley School – Media Center

1. Call to order

The meeting was called to order by President Schaap at 7:03pm 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. Calvin Harris
Mr. Travis Stoffer
Mrs. Lauren DiBeneditto
Mr. Wayne Perry - ABSENT
Mrs. Cara Karstetter - ABSENT
Mrs. Suzanne Downer - ABSENT
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
David Matzie, Facilities Manager, Sp. Ed. AIU3
John Pulver, Executive Director, PACTA
Lori Bell, Operations Manager, PACTA

Steel Center Staff:

Kevin Rice, Executive Director
Patrice Allison, Asst. Business Manager
Tom Bernick, Supervisor of Building & Grounds
Scott Kane, Assistant Director/Principal
Kaitlyn Youngstead, Assistant Principal
Jay Cherep, Technology Specialist

2. Board Member Comments & Visitor Comments on Agenda Items

The agenda was posted on the Steel Center website by 6:00 PM on September 2, 2024. The meeting is open to the public to attend in-person.

A motion was made by Mr. Giglione, Seconded by Mrs. Hoppe, carried by an aye vote to appoint Ms. Patrice Allison as temporary board secretary in the absence of Ms. Tricia Cousino.

Mr. John Pulver, Executive Director of PACTA and Mrs. Lori Bell, Operations Manager of PACTA presented Mr. Kevin Rice with 2024 Jacqueline L. Cullen Distinguished CTE Leadership Award.

3. President Remarks

An executive session was held prior to tonight's meeting for purposes of discussing personnel and legal matters.

4. Student Presentations – NONE

5. Other Presentations – Opening of the 2024-2025 school year

Assistant Director/Principal, Mr. Kane and Assistant Principal, Mrs. Youngstead shared the following information:

- Though the start to the new school year was challenging amid the renovation activities, the Administration worked hard to create a team atmosphere.
- First days went smoothly with great energy from the students.
- Even though some programs are misplaced from their original classroom spaces, the students are thriving.

6. Minutes

6.1. A motion was made by Mr. Giglione, seconded by Mrs. DiBeneditto, carried by an aye vote to approve the minutes from August 6, 2024.

7. Financial ACTION ITEMS

A motion was made by Mr. Giglione, seconded by Mr. Donahue, carried by an aye vote to approve Finance items 7.1 as presented.

7.1. Treasurer's Report Ending July 31, 2024

A motion was made by Mr. Tachoir, seconded by Mrs. Harris, carried by a 8-0 vote to approve Finance items 7.1 to 7.4 as presented.

7.2. Bills to be Approved

7.2.1 General Fund Check Register – Payments August 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 August 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 July 2024

7.4. Renovation Fund Treasurer's Report Ending July 31, 2024

8. Administrative ACTION ITEMS

A motion was made by Mrs. Hoppe, seconded by Mrs. DiBeneditto, carried by a 8-0 vote to approve the Personnel and Conferences, Seminars & Competitions items as presented with a correction made to item 8.2.5 to reflect an ending date of June 30, 2025.

8.1 Operations - NONE

8.2 Personnel

8.2.1 Supplemental Contracts

- Approved the following individuals for supplemental contracts for the 2024-2025 school year with a stipend of \$1,230 per assignment:
 - Mentor Teacher: **Robert Eagleson**
 - HOSA – Future Health Professionals: **Nicholas Rivituso (Bagua)**

8.2.2 Maintenance Technician

- Ratified the hiring of **Richard Ulanowicz** for the Maintenance Technician position for the 2024-2025 school year, contingent upon Steel Center's receipt of required documentation prior to the first day of employment, at a probationary rate of **\$18.00** per hour and moving on day 61 to Step 1 salary of **\$53,846.70** plus benefits as stated in the Classified Employee Contract.

8.2.3 Findings of Fact, Conclusions of Law, and Adjudication

- Approved the Findings of Fact, Conclusions of Law, and Adjudication regarding employee #7317 as presented.

8.2.4 Dismissal Resolution

- Approved the Dismissal Resolution for employee #7317 as presented.

8.2.5 Executive Director Compensation Plan

- Approved the Executive Director Compensation Plan July 1, 2024 to June 30, 2029, as presented.

8.2.6 Instructional Aide Resignation

- Accepted the resignation of **Christine Pickering**, Cosmetology Instructional Aide for the 2024-2025 school year, effective September 11, 2024.

8.3 Conferences, Seminars & Competitions

8.3.1 Approved **Shannon Hinkle** and **Laura Montecalvo** to attend the **PACTA CTE School Counselors Fall Workshop** on October 3-4, 2024, at the Penn Stater Hotel & Conference Center at an approximate cost of \$800.00.

8.3.2 Approved **Stacey Caudill** to attend the **PACTA Cooperative Education Conference** October 17-18, 2024, at the Penn Stater Hotel & Conference Center at an approximate cost of \$400.00.

8.3.3 Approved **Tom Bernick** to attend the **PACTA Facilities Director Fall Workshop** on October 3-4, 2024, at the Penn Stater Hotel & Conference Center at an approximate cost of \$400.00.

8.3.4 Approved **Scott Kane** to attend the **Goethe-Institut Transatlantic Outreach Program Tour** in Germany October 12-19, 2024. All expenses will be paid through the Goethe-Institut's Transatlantic Outreach Program.

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. Rice gave the following updates:

- Current enrollment is at 950 students though scheduling adjustments continue to be made each day.
- Updated renovation phasing plan is included in the brief and tours of the school are available for those interested.
- A digital copy of the student handbook is available on the Steel Center website.
- On the website as well is the draft of the 2024-2027 Comprehensive Plan.

14. Other Business – NONE

15. Visitor Comments – NONE

16. Adjournment

There being no further business, a motion was made by Mr. Giglione, seconded by Mrs. Hoppe, carried by an aye vote to adjourn the meeting at 7:19pm.

NEXT MEETING: October 1, 2024 at Mon Valley School – Media Center

Respectfully submitted,

Patrice Allison

Patrice Allison, Temporary Board Secretary