



MINUTES
Steel Center for Career & Technical Education
Joint Operating Committee Regular Meeting
Tuesday, February 1, 2022

1. Call to order

The meeting was called to order by President Schaap at 7:23p.m. at Steel Center.

1.1. Flag Salute

1.2. Roll Call

Baldwin-Whitehall	Mr. Pete Giglione
Bethel Park	Mrs. Gail Hoppe
Brentwood	Mr. David Schaap
Clairton	Mr. Roger Tachoir
Duquesne	Mrs. Calvina Harris - ZOOM
Elizabeth Forward	Mr. Travis Stoffer
South Allegheny	Mrs. Lauren DiBeneditto Huey
South Park	Mr. Wayne Perry - ZOOM
Steel Valley	Mrs. Cara Karstetter
West Jefferson Hills	Mrs. Suzanne Downer
West Mifflin Area	Mrs. Debra Kostelnik

The President declared a quorum present.

Other individuals present:

Janet Burkhardt, Weiss Burkhardt Kramer
Dr. Richard Dowell, Mon Valley School
Dr. Robert Scherrer, AIU - ZOOM
Melissa Wood, Baldwin-Whitehall Alt. Rep.
Anabel Franzmann, SkillsUSA President

Steel Center Staff:

Kevin Rice, Executive Director
Patrice Allison, Asst. Business Manager
Robin White, Asst. Director/Principal
Shelley Ricci, Data Specialist
Samantha Brinkman, SkillsUSA Advisor
Tricia Cousino, Board Secretary

2. Board Member Comments & Visitor Comments on Agenda Items

The agenda was posted on the Steel Center website by 5:00 PM on January 31, 2022. The meeting is open to the public to attend in-person.

3. President Remarks

For the purpose of the minutes, Mr. Schaap announced that an executive session was held prior to tonight's meeting for purposes of discussing personnel matters.

Mr. Schaap introduced and welcomed the two newest Board members to their first meeting, Mrs. Gail Hoppe, Bethel Park Board member and Mrs. Cara Karstetter, Steel Valley Board member.

4. Student Representative – SkillsUSA Update

Anabel Franzmann, SkillsUSA President and 12th grade Bethel Park student in the Advertising & Design program at Steel Center, gave an informative update on projects and events for Skills USA.

December 2021:

- 1,000 "Lifesaver" postcards were created and distributed to Steel Center member district high schools.
- Over 30 Candy Cane Grams were delivered to Steel Center students and staff.
- Tuesday, December 21st, Skills USA hosted a fun and festive Christmas Party for their members.

Upcoming Events:

- February 21, 2022, SkillsUSA student competitions will be held at Steel Center CTE, Parkway West CTE, Rosedale Technical and the Carpenter's Training Center. Steel Center will be represented by 41 competitors.
- February 2022: Coin Wars. This is a voluntary contest students may participate in by donating coins to compete against other classrooms. All proceeds will benefit the Ronald McDonald House charities.
- February 7-11, 2022: Spirit Week. Students are encouraged to participate in a different theme for each day.

Mr. Schaap praised Steel Center for having such an active SkillsUSA chapter.

5. Presentations

5.1. Steel Center Educator of Distinction

Each year Steel Center recognizes an Educator of Distinction, one that stands out and exemplifies the mission and vision of career and technical education. This year's recipient is Baking and Pastry Arts Teacher **Chef Stacey Caudill**. Mr. Kevin Rice provided a presentation showcasing her talent and work. Chef Caudill has been a teacher at Steel Center since 2013 providing students with high quality learning experiences, promoting high standards for student achievement, and earning outside recognition from business, industry and community partners. Chef Caudill has served as an Advisor of both SKILLSUSA and the National Technical Honor Society. She is a champion of community and charitable service with efforts including blood drives and various dinners for Veterans, First Responders and Senior Citizens. Most recently, Chef Caudill was featured on KDKA news for enlisting the Baking and Pastry Arts class in support of the annual Baldwin-Whitehall School District Holiday Cookies for Seniors Program.

5.2. PA Department of Education Steel Center Approved Program Evaluation Final Report

Mrs. Robin White, Assistant Director/Principal and Mrs. Shelley Ricci, Data Specialist provided a summary of Steel Center's Approved Program Evaluation conducted by the Pennsylvania Department of Education on December 15, 16, and 17, 2021. Steel Center was evaluated on over 500 data points across four categories and received only 6 corrections. In addition 23 Commendations, which are areas that a school goes above and beyond expectations, were awarded. Some of the Commendations were Steel Center's Virtual Job Fair, catered events and community outreach, the Chill Project which supports mental health for students and staff, and virtual tours for all 18 Steel Center programs.

Mr. Giglione congratulated Steel Center on a great evaluation and asked if any of the corrections affected operation. Mrs. White responded there would be no interruption in the operation of Steel Center and its programs.

5.3. Proposed Renovation Plan Presentation

Mr. Rice provided a power point and video presentation "Strengthening the Pathway to Success" covering the success of Steel Center in its high standards of education across 18 programs of study, Work Based Learning opportunities, strong Labor and Industry Partnerships and the competitive advantage for the students. However, in order to continue this success there are challenges ahead, failing infrastructure systems, and the

need to address renovating the current facility. Information also included details from HHSDR Architects and financing options outlined by PFM Financial Advisors LLC. Those seeking additional resource information such as reports, videos and other documents were directed to the designated Proposed Renovation page on the Steel Center website.

Mr. Giglione asked if each Board would be asked for approval. Mr. Rice explained Board approval decisions will be needed by May 3, 2022 by all sending school districts.

Mr. Schaap inquired if the Steel Center JOC Board would need to take future action. Mr. Rice confirmed that a final approval from the Steel Center Board would be needed to begin implementing the renovation stages.

Mr. Schaap wants the full Renovation presented, not pieces of it and reiterated this must be a unanimous approval from all 11 sending district school boards. He urged Steel Center Board members to remain active, engaged and supportive.

6. Minutes

6.1. A motion was made by Mrs. Kostelnik, seconded by Mrs. Downer, and carried by an aye vote to approve the Minutes from December 14, 2021.

7. Financial ACTION ITEMS

A motion was made by Mr. Giglione, seconded by Mr. Tachoir, and carried by a roll call vote, 11-0 to approve Financial Items 7.1 through 7.4 as presented.

7.1. Treasurer's Report Ending November 30, 2021

7.2. Treasurer's Report Ending December 31, 2021

7.3. Bills to Be Approved

7.3.1 General Fund Check Register – Payments December 2021 - January 2022

7.3.2 General Fund Contracted Services to be Ratified – Over \$1,000 (Included in Check Register listing)

7.3.3 General Fund Purchase Orders to be Ratified —Over \$1,000 – Future Payments

7.3.4 Administrative Fund Check Register – Payments December 2021 – January 2022

7.3.5 Administrative Fund Checks to Approve – Future Payments

7.4 Ratify Student Activity Report for November - December 2021

8. Administrative ACTION ITEMS

A motion was made by Mrs. Downer, seconded by Mr. Tachoir, and carried by a roll call vote, 11-0 to approve The Administration Action Item 8.1.1 Resolution as presented.

Mr. Schaap appreciated the full support of the Board to approve this resolution.

8.1. Operations

8.1.1 Resolution

- Authorized the Presentation of a Renovation Plan to Member District

A motion was made by Mr. Giglione, seconded by Mrs. Downer, and carried by a roll call vote, 11-0, to approve The Administration Action Items 8.1.2 through 8.3 covering Operations, Personnel and Conferences, Seminars & Competitions as presented.

8.1.2 Steel Center Health & Safety Plan

- Approved the 2021-2022 Steel Center Health and Safety Plan Revisions

8.1.3 Occupational Advisory Committee Additional Members 2021-2022

- Approved the following individuals to serve on the listed program areas OAC for 2021-2022:
 - Carpentry: **Alexander Johnson**, EAS Carpenter's Union Apprentice, Steel Center Graduate 2021
 - Carpentry: **Shaine Flannagan**, EAS Carpenter's Union Apprentice, Steel Center Graduate 2021
 - Sports Medicine/Rehabilitation: **Dr. Brian McDonough**, Physician Pain Management
 - Sports Medicine/Rehabilitation: **Carol McDonough**, Physician Pain Management

8.1.4 Obsolete/Surplus Equipment

- Ratified three Savin MP C6501 copier units declared obsolete/surplus.

8.1.5 Donations Received

- Accepted the donations from the following individual for materials used in the HVAC-R program as presented:
Luke Cipriani: Heating/Air Conditioning Equipment valued at \$1,200.00

8.2 Personnel—None

8.3 Conferences, Seminars & Competitions – NONE

9. Facilities ACTION ITEMS

A motion was made by Mr. Giglione, seconded by Mrs. Hoppe, and carried by a roll call vote, 11-0, to approve Facilities Action Item 9.1 and ratify Item 9.2 as presented.

9.1. Dishwasher Installation Project

- Approved the quote from **MAS Plumbing** for Dishwasher Installation Project in Baking & Pastry Arts program at a cost of **\$12,300.00**

9.2 Sewer Line Repair

- Ratified the emergency repair on the damaged sewer line by **CTS Construction** at a cost of **\$10,840.00**

10. Superintendent of Record Report – NONE

Mr. Schaap informed all attendees that Dr. Lutz had to leave after the Executive Session concluded and was unable to attend the regular Board meeting.

11. Solicitor's Report – NONE

12. Information Items

12.1. JOC Brief

Mr. Rice highlighted the following items from the February 2022 JOC Brief:

- Covid cases across the country and the county are up, but Steel Center has been able to remain in-person since the start of the 2021-2022 school year.
- The Veterinary Assistant Program is now accepting pets for basic services. Services are currently limited to Steel Center staff and JOC Board members.
- SkillsUSA sent out 1,000 "Lifesaver" thank you cards to our sending district high schools.
- Steel Center is now entering the budget cycle. A committee of no more than 5 volunteers will be needed and the draft budget review will take place by that committee on March 17, 2022.

- The Steel Center BUZZ is supplied to each Board member with the reverse side focused on student awards and recognition individualized for each sending district.

13. Other Business – NONE

14. Visitor Comments – NONE

15. Adjournment

There being no further business, a motion was made by Mrs. Downer, seconded by Mrs. Kostelnik, and carried by an aye vote to adjourn the meeting at 8:37p.m.

NEXT MEETING: Tuesday, March 1, 2022

Respectfully submitted,

Tricia Cousino

Tricia Cousino, Board Secretary