



MINUTES
Steel Center for Career & Technical Education
Joint Operating Committee Regular Meeting
Virtual Meeting Via Zoom
Tuesday, May 5, 2020

1. Call to order

The meeting was called to order by President Ruhl at 8:00 p.m. during a virtual Zoom session.

1.1. Flag Salute

1.2. Roll Call

Baldwin-Whitehall	Mr. Gerald Pantone
Bethel Park	Mrs. Connie Ruhl
Brentwood	Mr. David Schaap
Clairton	Mr. Roger Tachoir
Duquesne	Mrs. Calvina Harris
Elizabeth Forward	Mr. Travis Stoffer
South Allegheny	Ms. Amy Moranelli-Johnson -- Absent
South Park	Mr. Wayne Perry
Steel Valley	Ms. Kathleen Ligeros
West Jefferson Hills	Mrs. Suzanne Downer
West Mifflin Area	Mr. Nicholas Alexandroff

The President declared a quorum present.

Other individuals present:

Dr. Randal Lutz	Lisa Colautti	Robin White
Kevin Rice	David Hall	Dr. James Palmiero
Dr. Richard Dowell	Elaine Frombach	Jasmine Upshaw

2. Board Member Comments & Visitor Comments on Agenda Items

Public comment for this virtual meeting was accepted by phone/email with instructions on the School's website. The public agenda was made available and by the 3 pm deadline today there were no comments submitted.

Between the executive session held earlier and this legislative meeting, the agenda was updated with the new items. Public comments from those viewing the meeting via live stream on YouTube were invited to submit public comments to the newly added items which were placed on the screen during a 15-minute recess after the Executive Session. There were no public comments received.

The following items were added to the Personal Section of the agenda (8.2):

8.2.3 Resolution to Eliminate an Administrative Position

- It is recommended that the Board approve Resolution 01 of 2020 of the Joint Operating Committee of the Steel Center for Career & Technical Education eliminating the administrative position of assistant director for curriculum and technology for the 2020-2021 school year.

8.2.4 Resolution to Furlough an Administrative Employee

- It is recommended that the Board approve Resolution 02 of 2020 of the Joint Operating Committee of the Steel Center for Career & Technical Education suspending (as that term is used in the Pennsylvania Public School Code) Robert Frioni, an administrative employee, due to the restructuring of administrative positions for the 2020-2021 school year.

8.2.5 Resolution to Appoint an Administrative Employee

- It is recommended that the Board approve Resolution 03 of 2020 of the Joint Operating Committee of the Steel Center for Career & Technical Education appointing Robin White, an administrative employee, to the position of assistant director/principal due to the restructuring of administrative positions for the 2020-2021 school year.

8.2.6 Educational Technology Management Agreement

- It is recommended that the Board approve a three-year Educational Technology Management Service Agreement Contract with Questeq Inc. beginning July 1, 2020 through June 30, 2023.

8.2.7 School Security Services

- It is recommended that the Board authorize the Executive Director to seek proposals from School Security Providers to develop a contracted service agreement for the 2020-2021 school year.

8.2.8 Mental Health Services

- It is recommended that the Board authorize the Executive Director to seek proposals from Mental Health Providers to develop a contracted service agreement for the 2020-2021 school year.

3. President Remarks

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

She also thanked the entire staff for their work during distance learning and being so flexible and responsive to the needs of the students. She also wanted to especially recognize the staff during "Teacher Appreciation Day".

4. Presentations – None

5. Student Representative Reports – None

6. Minutes

6.1. A motion was made by Mr. Schaap, seconded by Mr. Alexandroff, and carried by an aye vote to approve the Minutes of March 3, 2020.

7. Financial Report

A motion was made by Mr. Schaap, seconded by Mr. Alexandroff, and carried by a roll call vote, 10 – 0, to approve the Financial Items 7.1 through 7.6 as presented.

7.1. Approve the payment of necessary bills and make necessary expenditures to be ratified at the next available meeting, due to coronavirus emergency

7.2. Program Funds

7.3. Ratify Payment of Invoices – Administrative Budget

7.4. Approve Payment of Bills and Purchase Orders – Operating, Workforce & Perkins Budgets

7.5. Ratify Customer Service Report for March

7.6. Ratify Student Activity Report for March

- 7.7.** A motion was made by Mr. Schaap, seconded by Mr. Alexandroff, and carried by a roll call vote, 10 – 0, to approve the Steel Center 2020-2021 **Administrative Budget** in the total amount of \$207,044 as presented.
- 7.8.** Approved the Steel Center 2020-2021 A motion was made by Mr. Schaap, seconded by Mr. Alexandroff, and carried by a roll call vote, 10 – 0, to approve the Steel Center 2020-2021 **Operating Budget** in the total amount of \$5,917,442 as presented.
- 7.9.** A motion was made by Mr. Schaap, seconded by Mr. Alexandroff, and carried by a roll call vote, 10 – 0, to approve the Steel Center 2020-2021 **Perkins Budget** in the total amount of \$355,172 as presented.
- 7.10.** A motion was made by Mr. Schaap, seconded by Mr. Alexandroff, and carried by a roll call vote, 10 – 0, to approve the Steel Center 2020-2021 **Workforce Development Budget** in the total amount of \$116,500 as presented.

8. Executive Director’s Report – ACTION ITEMS

A motion was made by Mr. Schaap, seconded by Mr. Alexandroff, and carried by a roll call vote, 10 – 0, to approve the Executive Director’s Report items 8.1.1 through 8.2.2 covering Operations and Personnel as presented.

8.1 Operations

8.1.1. 2019-2020 School Calendar Revision

- Approved the change to the **2019-2020 Calendar** adjusting dates to accommodate school closure due to Covid-19 and distance learning.

8.1.2 2020-2021 School Calendar

- Approved the **2020-2021 Calendar** as presented.

8.1.3 Virtual JOC Meetings

- Approved suspension of Policy 006 and Policy 903 to the extent necessary to **permit virtual JOC meetings and virtual public comment**, due to the coronavirus emergency. Administration is authorized to take necessary steps, including advertisement, and making available alternative means for public comment at virtual meetings.

8.1.4 2019-2020 Continuity of Education Plan

- Approved the **2019-2020 Continuity of Education Plan**, to be submitted to PDE and displayed on District website, due to coronavirus emergency.

8.1.5 Delay Steel Center Program Additions until 2021-2022 School Year

- Approved delaying the new **Veterinary/Animal Health Technology/ Technician/Veterinary Assistant Program** (PA Career Cluster: Health Science Cluster/Local Title TBD/CIP 51.0808) until the 2021-2022 school year due to the Covid-19 school closures.
- Approved delaying the new **Rehabilitation Aide Program** (PA Career Cluster: Health Science Cluster/Local Title TBD/CIP 51.2604) until the 2021-2022 school year due to the Covid-19 school closures.
- Approved delaying the new **Healthcare Technology Program** (PA Career Cluster: Health Science Cluster/Local Title TBD/CIP 51.9999) until the 2021-2022 school year due to the Covid-19 school closures.

8.1.6 New Electric Contract

- Approved the electric supplier selected by the Western Pennsylvania Electric Consortium to provide electric services beginning January 2021, depending on favorable pricing received, which is expected to be about May 6th.

8.2. Personnel

8.2.1. Instructor Resignation Date Change

- Accepted the **revised resignation date of Mr. Robert Immel**, Diesel Technology Instructor, **effective June 9, 2020** to allow him to continue distance learning instruction through the end of the school year.

8.2.2 Memo of Understanding between Steel Center and SC Federation of Teachers

- Accepted the **Memo of Understanding** between Steel Center and the SC Federation of Teachers, **effective April 7, 2020**, to provide distance education due to the Covid-19 Pennsylvania state of emergency and school closure.

8.2.3 Eliminate an Administrative Position

- A motion was made by Mr. Schaap, seconded by Mr. Alexandroff, and carried by a roll call vote, 10 – 0, to approve Resolution 01 of 2020 of the Joint Operating Committee of the Steel Center for Career & Technical Education **eliminating the administrative position of assistant director for curriculum and technology** for the 2020-2021 school year.

8.2.4 Furlough an Administrative Employee

- A motion was made by Mr. Schaap, seconded by Mr. Alexandroff, and carried by a roll call vote, 10 – 0, to approve Resolution 02 of 2020 of the Joint Operating Committee of the Steel Center for Career & Technical Education

suspending (as that term is used in the Pennsylvania Public School Code) **Robert Frioni, an administrative employee**, due to the restructuring of administrative positions for the 2020-2021 school year.

8.2.5 Appoint an Administrative Employee

- A motion was made by Mr. Schaap, seconded by Mr. Alexandroff, and carried by a roll call vote, 10 – 0, to approve Resolution 03 of 2020 of the Joint Operating Committee of the Steel Center for Career & Technical Education **appointing Robin White**, an administrative employee to the position of **assistant director/principal** due to the restructuring of administrative positions for the 2020-2021 school year.

A motion was made by Mr. Schaap, seconded by Mr. Alexandroff, and carried by a roll call vote, 10 – 0, to approve the Personnel Items 8.2.6 through 8.2.8 as presented.

8.2.6 Educational Technology Management Agreement

- Approved a three-year Educational Technology Management Service Agreement Contract with Questeq Inc. beginning July 1, 2020 through June 30, 2023.

8.2.7 School Security Services

- Authorized the Executive Director to seek proposals from School Security Providers to develop a contracted service agreement for the 2020-2021 school year.

8.2.8 Mental Health Services

- Authorized the Executive Director to seek proposals from Mental Health Providers to develop a contracted service agreement for the 2020-2021 school year.

8.3 Conferences, Seminars & Competitions – None

9. Buildings & Grounds Report

Mr. Hall provided the following updates:

9.1. Chiller Repairs

- Repairs are completed. Big chiller did not need extra charges since valves held. Small chiller needed extra expenses since it lost 270 lbs. of Freon at a cost of \$2,700.00

9.2. New Program Renovations

- Although we are postponing new programs until 2021-22 school year, the renovations were started we have decided to continue them and complete by end of May or early June.

9.3. Summer Cleaning

- Since there are no programs in the building, we have started summer cleaning.

9.4. Cooling Tower

- Work has begun and should be completed around May 1st.

9.5. Parking Lot Lights

- The lights have been delivered by the contractor has been shut down due to mandates. When they are cleared to begin working, we will schedule the project.

10. Architect's Report

Mr. Rice reported that he has scheduled a meeting in mid-May with HHS DR to review the needed repairs to the school and provide a plan once the Covid-19 restrictions are lifted.

11. Superintendent of Record Report

Dr. Lutz acknowledged that the board was faced with some tough motions today and thanked them for their deliberations and support. The last six weeks have been a challenge and he wanted to recognize the Steel Center staff for meeting those challenges. He wished all a Happy Teacher's Appreciation Day.

12. Solicitor's Report

Ms. Colautti thanked the administration for their flexibility for making sure the Sunshine Laws were adhered to during these difficult times with virtual meetings.

13. Information Items

13.1. JOC Brief

In addition to his brief, Mr. Rice wanted to thank the Board and Dr. Lutz for their support during the budget and reorganization process. He thanked Dr. Frioni for all his work over the last five years. He also thanked the entire staff from teachers, instructional aides, maintenance, secretaries, guidance counselor, learning facilitators, work based coordinator and administrative staff for everything they have done to make distance learning as successful as possible. He especially thanked Maria Inks for social media support and Scott Kane and Samantha Brinkman for their work on the virtual senior recognition, which will be held on June 4th. In addition, he appreciates the support and input from the district superintendents.

Mr. Rice also wanted to acknowledge that our students are earning certificates and being hired as essential workers during this time.

Enrollment for 2020-2021 is 141 behind where we were this time last year, but the staff is following up as it has been difficult to contact the students regarding next year during this disruption in classes.

Grading policy for the 4th quarter has been updated so no student receives below 70. The policy is on the Steel Center website.

13.2. Assistant Director: Principal Report

13.3. Assistant Director: Curriculum and Technology Report

14. Other Business – Joint Operating Committee Business Items

14.1. Election of Board Treasurer

- A motion was made by Mr. Schaap, seconded by Mr. Alexandroff, and carried by a roll call vote, 10 – 0, to elect Mr. Gerald Pantone as Board Treasurer for a term of one year beginning July 1, 2020 through June 30, 2021.

14.2. Election of Assistant Board Treasurer

- A motion was made by Mr. Schaap, seconded by Mr. Alexandroff, and carried by a roll call vote, 10 – 0, to elect the Allegheny Intermediate Unit 3 as Assistant Treasurer for a term of one year beginning July 1, 2020 through June 30, 2021.

15. Visitor Comments

16. Adjournment

There being no further business, a motion was made by Mr. Schaap, seconded by Mr. Alexandroff, and carried by an aye vote to adjourn the meeting at 8:32 p.m.

NEXT MEETING: Tuesday, June 2, 2020

Respectfully submitted,

Elaine Frombach, Board Secretary