



**MINUTES**  
**Joint Operating Committee Regular Meeting**  
**Tuesday, November 12, 2024**

**1. Call to order**

The meeting was called to order by President Giglione at 7:25pm at Mon Valley School.

**1.1. Roll Call**

Brentwood	Mr. David Schaap - ABSENT
Clairton	Mr. Roger Tachoir – ABSENT
Clairton	Mr. Richard Livingston
Duquesne	Mrs. Calvina Harris
Elizabeth Forward	Mr. Travis Stoffer - ABSENT
South Allegheny	Mrs. Lauren DiBeneditto Huey
South Park	Mr. Wayne Perry
Steel Valley	Mrs. Cara Karstetter
West Jefferson Hills	Mrs. Suzanne Downer - ABSENT
West Mifflin Area	Mr. Mark Donahoe
Baldwin-Whitehall	Mr. Pete Giglione

The President declared a quorum.

**Others Present:**

Dr. Randal Lutz, Superintendent of Record  
 Annemarie Harr, Weiss Burkardt Kramer  
 Dr. Richard Dowell, Mon Valley School Principal  
 David Matzie, Facilities Manager, Sp. Ed. AIU3

**Steel Center Staff:**

Scott Kane, Assistant Director/Principal  
 Patrice Allison, Asst. Business Manager  
 Tom Bernick, Supervisor of Building & Grounds  
 Kaitlyn Youngstead, Assistant Principal  
 Tricia Cousino, Board Secretary  
 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 November 11, 2024. The meeting is open to the public to attend in-person.

**3. President Remarks**

An executive session was not held prior to tonight's meeting.

**4. Minutes**

**4.1.** A motion was made by Mrs. Karstetter, seconded by Mr. Donahoe, and carried by an aye vote to approve the minutes from October 1, 2024.

**5. Financial ACTION ITEMS**

A motion was made by Mr. Donahoe, seconded by Mr. Perry, carried by a roll call vote of 7-0 to approve Finance items 5.1 to 5.2.2 as presented.

**5.1.** Treasurer's Report ending September 30, 2024

**5.2.** Bills to be Approved

**5.2.1** SEASS Administrative Fund Check Register – Payments October 2024

**5.2.2** SEASS Administrative Fund Checks to Approve – Future Payments

**6. Principal's Report – NONE**

**7. Facilities ACTION ITEMS - NONE**

**8. Allegheny Intermediate Unit Report – NONE**

**9. Superintendent of Record Report – NONE**

**10. Solicitor's Report – NONE**

**11. Information Items – NONE**

**12. Other Business – NONE**

**13. Visitor Comments – NONE**

**14. Adjournment**

There being no further business, a motion was made by Mr. Donahoe, seconded by Mr. Perry, carried by an aye vote to adjourn the meeting at 7:27pm.

**NEXT MEETING: Tuesday, December 10, 2024 at Mon Valley School – Media Center**

Respectfully submitted,

*Tricia Cousino*

Tricia Cousino, Board Secretary