



Minutes
Joint Operating Committee Meeting
Tuesday, September 2, 2025

1. Call to order

The meeting was called to order by President Giglione at 7:58pm at Mon Valley School.

Ms. Patrice Allison acted as temporary board secretary in Ms. Tricia Cousino's absence.

1.1. Roll Call

Brentwood	Mr. David Schaap
Clairton	Mr. Roger Tachoir
Duquesne	Mrs. Calvina Harris - ABSENT
Elizabeth Forward	Mr. Travis Stoffer - ABSENT
South Allegheny	Mrs. Lauren DiBeneditto Huey
South Park	Mr. Wayne Perry – virtual via telephone
Steel Valley	Mrs. Cara Karstetter - ABSENT
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
Megan Turnbull, Weiss Burkardt Kramer
Dr. Richard Dowell, Mon Valley School Principal
David Matzie, Facilities Manager, Sp. Ed. AIU3

Steel Center Staff:

Kevin Rice, Executive Director
Scott Kane, Assistant Director/Principal
Kaitlyn Youngstead, Assistant Principal
Patrice Allison, Asst. Business Manager
Tom Bernick, Supervisor of Building & Grounds
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 August 29, 2025. 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 legal matters.

4. Minutes

4.1. A motion was made by Mr. Schaap, seconded by Mr. Donahoe, and carried by an aye vote to approve the minutes from June 3, 2025.

5. Financial ACTION ITEMS

A motion was made by Mr. Schaap, seconded by Mrs. DiBeneditto, carried by a roll call vote of 6-0 to approve Finance items 5.1 to 5.2.2 as presented.

5.1. Treasurer's Report ending July 31, 2025

5.2. Bills to be Approved

5.2.1 SEASS Administrative Fund Check Register – Payments August 2025

5.2.2 SEASS Administrative Fund Checks to Approve – Future Payments

6. Principal's Report

Mon Valley School's first day of classes for the 2025-2026 school year was on August 26, 2025. They will be hosting a spaghetti dinner on September 23, 2025, and all board members are invited. Dr. Dowell requested the parking lot expansion be tabled until early summer.

7. Facilities ACTION ITEMS

No action items at this time.

Mr. Matzie gave the following information updates:

- Siemens will be completing their work this week.
- Mon Valley School received an Honorable Mention in the Healthy School program from the Women for a Healthy Environment.

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. Schaap, seconded by Mr. Donahoe carried by an aye vote to adjourn the meeting at 8:05pm.

15. NEXT MEETING: Tuesday, October 7, 2025 at Mon Valley School – Media Center

Respectfully submitted,

Patrice Allison

Patrice Allison, Temporary Board Secretary