



AGENDA
Joint Operating Committee Meeting
Tuesday, December 13, 2022
Steel Center, Conference Room B

6:15 PM – Executive Session

7:00 PM – Regular Meeting

Mr. David Schaap, President – Brentwood
Mrs. Calvina Harris, Vice President – Duquesne City

Mr. Pete Giglione – Baldwin Whitehall
Mrs. Gail Hoppe – Bethel Park
Mr. Roger Tachoir – Clairton City
Mr. Travis Stoffer – Elizabeth Forward
Mrs. Lauren DiBeneditto Huey – South Allegheny

Mr. Wayne Perry – South Park
Mrs. Cara Karstetter – Steel Valley
Mrs. Suzanne Downer – West Jefferson Hills
Mrs. Debra Kostelnik – West Mifflin Area

1. Call to order

- 1.1. Flag Salute
- 1.2. Roll Call

2. Board Member Comments & Visitor Comments on Agenda Items

The agenda was posted on the Steel Center website by 6:00 PM on December 12, 2022.
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 personnel and legal matters.

4. Nominations for President and Vice President

- 4.1. Nomination for President
- 4.2. Nomination for Vice President

5. Student Representatives**6. Minutes**

- 6.1.** Approval of Minutes from November 1, 2022.

7. Financial ACTION ITEMS

The Administration recommends the approval of the Finance items 7.1 to 7.5 as presented (enclosed and website attachment):

7.1. Treasurer's Report Ending October 31, 2022

7.2. Bills to Be Approved

7.2.1 General Fund Check Register – Payments November 2022

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 November 2022

7.2.5 Administrative Fund Checks to Approve – Future Payments

7.3 Ratify Student Activity Report for October 2022

7.4 Renovation Fund Treasurer's Report Ending November 30, 2022

7.5 Authorize the Administration to pay invoices when received and ratify them at the February 7, 2023 JOC meeting since there is no meeting in January.

8. Administrative ACTION ITEMS

The Administration recommends the approval of the Operations, Personnel and Conferences, Seminars & Competitions items as presented.

8.1 Operations

8.1.1 Occupational Advisory Committee Members 2022-2023

- Approve the following individuals to serve on the respective program areas OAC for 2022-2023:
 - Kim Hinkle, Health Assistants
 - Kasey Hinkle, Health Assistants
 - Angelise Hinkle, Health Assistants
 - Denise Stewart, Sports Medicine
 - Jacob Chornak, Computer Technology
 - Brian Graper, Medical Professions

8.1.2 Reappointment of Solicitor

- Approve the reappointment of **Weiss Burkardt Kramer LLC as solicitor for 2023**, with a retainer of \$500 per month and hourly billing rate of \$145 per hour.

8.1.3 Functional Data Proposal

- Approve the proposal by **US Employee Benefits Services Group** to provide ACA Reporting at a cost of **\$1,500/annually** (enclosed and website attachment).

8.2 Personnel**8.2.1 Employee Resignation**

- Accept the resignation of Chelsea Gooden, Instructional Aide for Cosmetology program effective November 28, 2022.

8.2.2 Vacant Position

- Authorize Executive Director to make a binding offer of employment between board meetings to fill the Baking & Pastry Chef Instructor position to be ratified at the subsequent JOC board meeting.

8.2.3 Instructional Aide

- Approve the hiring of **Lori Gricar** as 10-Month Instructional Aides at a 60-day probationary rate of \$15.00 per hour and moving on day 61 to Step 1 salary of \$22,766.40 plus benefits as stated in the Classified Employee Contract (enclosed and website attachment).

8.2.4 Restructuring Administrative Functions

- Approve the Proposal for Restructuring Administrative Functions (enclosed and website attachment).

8.2.5 Supplemental Contract

- Approve the following individual for a supplemental contract for the 2022-2023 school year with a stipend of \$1,230 per assignment:
 - Lead SkillsUSA: Maria Inks

8.2.6 School Counselor

- Ratify the hiring of **Laura Montecalvo** for the School Counselor position for the 2022-2023 school year. Her salary will be Lane 4, Step 9 at \$63,087 plus benefits as stated in the Professional Employee Contract (enclosed and website attachment).

8.3 Conferences, Seminars & Competitions

8.3.1 Pathways to Career Readiness Conference

- Approve **Executive Director, Kevin Rice** to attend the PACTA State Officers and Executive Committee Meetings on February 8, 2023 and the PACTA Pathways to Career Readiness Conference February 9 & 10, 2023 in Hershey, PA at an approximate cost of \$700.00.

9. Facilities ACTION ITEMS

9.1. Chiller Maintenance and Inspection

- Approve the quote from **Tobey Karg** for Chiller Preventative Maintenance Services at a cost of **\$3,640.00** which is shared with SEASS (enclosed and website attachment).

10. Architect's Report

11. Superintendent of Record Report

12. Solicitor's Report

13. Information Items

13.1. JOC Brief (enclosed and website attachment).

14. Other Business

15. Visitor Comments

16. Adjournment

NEXT MEETING: Tuesday, February 7, 2023

No meeting in January