



AGENDA
Joint Operating Committee Meeting
Tuesday, September 5, 2023
Steel Center, Conference Room B

6:30 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 September 1, 2023. 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. Student Representative – NONE

5. Presentation

6. Minutes

- 6.1. Approval of minutes from June 6, 2023.
- 6.2. Approval of minutes from August 1, 2023.

7. Financial ACTION ITEMS

The Administration recommends the approval of the Finance items 7.1 to 7.4 as presented (enclosed and website attachment):

- 7.1. Treasurer's Report Ending July 31, 2023
- 7.2. Bills to be Approved
 - 7.2.1 General Fund Check Register – Payments August 2023
 - 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 August 2023
 - 7.2.5 Administrative Fund Checks to Approve – Future Payments
- 7.3 Ratify Student Activity Report for July 2023
- 7.4 Renovation Fund Treasurer's Report Ending July 31, 2023

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 Obsolete and/or Surplus Equipment

- Declare obsolete and/or surplus the equipment listed with all items of potential value being sent to auction as presented (enclosed and website attachment).

8.1.2 Equipment Auction

- Approve the auction agreement with **Hartland Machinery Company, Inc.** for an auction of obsolete and/or surplus equipment of potential value as presented (enclosed and website attachment).

8.1.3 Steel Center Health & Safety Plan

- Approve the Steel Center Health and Safety Plan for 2023-2024 School Year (enclosed and website attachment).

8.1.4 Automotive Electrical Training Equipment

- Approve the purchases of one **Consulab Classroom Set of Ohm's Law Trainers** at a cost of **\$37,534** and one **Consulab Classroom Set of Electromagnetism Trainers** at a cost of **\$47,874** from **Allegheny Educational Systems**. These single source items are being purchased for the Automotive Technology program and will be purchased with state supplemental equipment grant funds (enclosed and website attachment).

8.2 Personnel**8.2.1 Employee Resignation**

- Accept the resignation of **Lori Gricar**, Instructional Aide for the 2022-2023 school year, effective August 4, 2023.

8.2.2 Automotive Technology Instructor

- Ratify the hiring of **Michael Guckes** for the Automotive Technology Instructor position for the 2023-2024 school year, contingent upon Steel Center's receipt of required documentation prior to the first day of employment. His salary will be Lane 1, Step 3 at \$52,143 plus benefits as stated in the Professional Employee Contract (enclosed and website attachment).

8.2.3 Instructional Aides

- Ratify the hiring of **Taylor Dober** as a 10-Month Instructional Aide for the 2023-2024 school year, contingent upon Steel Center's receipt of required documentation prior to the first day of employment, at a probationary rate of **\$15.00** per hour and moving on day 61 to Step 1 salary of **\$23,335.56** plus benefits as stated in the Classified Employee Contract (enclosed and website attachment).
- Ratify the hiring of **Christine Pickering** as a 10-Month Instructional Aide for the 2023-2024 school year, contingent upon Steel Center's receipt of required documentation prior to the first day of employment, at a probationary rate of **\$15.00** per hour and moving on day 61 to Step 1 salary of **\$23,335.56** plus benefits as stated in the Classified Employee Contract (enclosed and website attachment).

8.2.4 Service Employee

- Ratify the hiring of **Carla Mastracci** as a 12-Month Service Employee for the 2023-2024 school year, contingent upon Steel Center's receipt of required documentation prior to the first day of employment, at a probationary rate of

\$15.00 per hour and moving on day 61 to Step 1 salary of **\$32,436.78** plus benefits as stated in the Classified Employee Contract (enclosed and website attachment).

8.2.5 Supplemental Contract

- Approve **Jennifer Kastronis** as a Mentor Teacher for the 2023-2024 school year with a stipend of \$1,230.

8.3 Conferences, Seminars & Competitions

8.3.1 Approve **Kevin Rice** to attend the **PACTA State Officers Executive Committee Meeting** on September 12-13, 2023, at the Toftrees Conference Center at an **approximate cost of \$300.00**.

8.3.2 Approve **Patrice Allison** to attend the **PACTA CTE Business Administrators Fall Workshop** on October 17-18, 2023, at the Penn Stater Hotel & Conference Center at an **approximate cost of \$400.00**.

8.3.3 Approve **Scott Kane** to attend the **PACTA CTE Assistant Directors, Principals, and Supervisors Fall Workshop** on October 10-11, 2023, at the Penn Stater Hotel & Conference Center at an **approximate cost of \$400.00**.

8.3.4 Approve **Shannon Hinkle** and **Laura Montecalvo** to attend the **PACTA CTE School Counselors Fall Workshop** on October 10-11, 2023, at the Penn Stater Hotel & Conference Center at an **approximate cost of \$800.00**.

8.3.5 Approve **Stacey Caudill** to attend the **PACTA Cooperative Education Conference** October 19-20, 2023, at the Penn Stater Hotel & Conference Center at an **approximate cost of \$400.00**.

9. Facilities ACTION ITEMS

9.1. Preventive Maintenance Service Agreement

- Approve the Preventive Maintenance Service Agreement with **Combustion Service & Equipment Co.** for the boilers and BMC Panel at a cost of **\$5,880** shared with SEASS, subject to final terms and conditions approved by the solicitor (enclosed and website attachment).

10. Architect's Report

11. Construction Manager Report

12. Superintendent of Record Report

13. Solicitor's Report

14. Information Items

14.1. JOC Brief (enclosed and website attachment).

15. Other Business – ACTION ITEM

15.1. PSBA Officers – Steel Center is eligible to cast one vote for each officer to be submitted electronically by the Board Secretary by October 27, 2023. The nominees are (enclosed and website attachment with biographies or visit PSBA website directly):

- 2024 President Elect (1 Year Term)
 - Allison Mathis, North Hills School District
- 2024 Vice President (1 Year Term)
 - Sabrina Backer, Franklin Area School District
- 2024-2026 Treasurer (3 Year Term)
 - Karen Beck Pooley, Bethlehem Area School District
- 2024-2026 Western Zone Representative (3 Year Term)
 - Marsha Pleta, Washington School District
- 2024-2025 Section W3 Advisor (2 Year Term)
 - Erik Meredith, East Allegheny School District
- PSBA Insurance Trustees (3 Year Term, ending December 31, 2026) – Vote for up to 2 candidates:
 - Marianne Neel
 - Michael Faccinetto

16. Visitor Comments

17. Adjournment

NEXT MEETING: Tuesday, October 3, 2023