



MINUTES
Joint Operating Committee Regular Meeting
Tuesday, October 3, 2023

1. Call to order

The meeting was called to order by President Schaap at 8:10pm at Steel Center.

1.1. Flag Salute

1.2. Roll Call

Baldwin-Whitehall
Bethel Park
Clairton
Duquesne
Elizabeth Forward
South Allegheny
South Park
Steel Valley
West Jefferson Hills
West Mifflin Area
Brentwood

Mr. Pete Giglione
Mrs. Gail Hoppe
Mr. Roger Tachoir
Mrs. Calvina Harris
Mr. Travis Stoffer
Mrs. Lauren DiBeneditto
Mr. Wayne Perry
Mrs. Cara Karstetter - ABSENT
Mrs. Suzanne Downer
Mrs. Debra Kostelnik
Mr. David Schaap

The President declared a quorum.

Others Present:

Dr. Randal Lutz, Superintendent of Record
Ira Weiss, Weiss Burkardt Kramer (ZOOM)
Dr. Richard Dowell, Mon Valley School Principal
Melissa Wood, Baldwin-Whitehall alternate
Katie Clouston, Student
Kylie Lewis, Student

Steel Center Staff:

Kevin Rice, Executive Director
Patrice Allison, Asst. Business Manager
David Hall, Supervisor of Building and Grounds
Scott Kane, Assistant Principal
Tom Bernick, Maintenance
Tricia Cousino, Board Secretary
Jay Cherep, Technology Specialist
Dennis Erolina, Instructional Aide
Samantha Brinkman, SkillsUSA Advisor

2. Board Member Comments & Visitor Comments on Agenda Items

The agenda was posted on the Steel Center website by 6:00 PM on October 2, 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 - SkillsUSA

Katie Clouston, Chapter President, and Kylie Lewis, PM Secretary/Treasurer gave the following updates:

- All SkillsUSA officers were announced, including their program of study and their home high school affiliation.
- The Membership Drive is currently on-going through October.
- The Snack Shack reopened for students and is available 3 days a week.
- Preparations are underway for the Fall Leadership Conference.

5. Presentation – NONE

6. Minutes

6.1. A motion was made by Mr. Tachoir, seconded by Mr. Perry, carried by an aye vote to approve the minutes from September 5, 2023.

7. Financial ACTION ITEMS

A motion was made by Mr. Perry, seconded by Mrs. Harris, carried by a 10-0 vote to approve Finance items 7.1 to 7.4 as presented.

7.1. Treasurer's Report Ending August 31, 2023

7.2. Bills to be Approved

7.2.1 General Fund Check Register – Payments September 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 September 2023

7.2.5 Administrative Fund Checks to Approve – Future Payments

7.3 Ratified Student Activity Report for August 2023

7.4 Renovation Fund Treasurer's Report Ending August 31, 2023

8. Administrative ACTION ITEMS

A motion was made by Mrs. Hoppe, seconded by Mrs. DiBeneditto, carried by a 10-0 vote to approve the Operations items 8.1.1 to 8.1.5 as presented.

8.1 Operations

8.1.1 Occupational Advisory Committee Members 2023-2024

- Approved the individuals to serve on the various program area's Occupational Advisory Committee (OAC) for 2023-2024 as presented.

8.1.2 Donations

- Accepted the donations from the following for materials used in the designated program area as presented:
 - PPG Paint Division, Collision Repair & Refinishing program, valued at
 - Colours, Inc, Collision Repair & Refinishing program, valued at
 - A-Tech Heating, Cooling & Refrigeration, HVAC program, valued at \$3,000.
 - Calfo Heating and Cooling, HVAC program, valued at \$2,000.
 - Phillips Respironics, HVAC program, valued at \$6,100.

8.1.3 Executive Advisory Council Members 2023-2024

- Approved the updated list of individuals to serve on the Executive Advisory Council (EAC) for 2023-2024 as presented.

8.1.4 Change Order Threshold

- Authorized the Executive Director to approve construction change orders during the Renovation project not to exceed a threshold of **\$50,000**.

8.1.5 E-Rate Services Proposal

- Approved the Category 1 and Category 2 E-Rate Services Proposal with **Questeq** as presented subject to final terms and conditions approved by the Solicitor.

A motion was made by Mrs. Hoppe, seconded by Mr. Perry, carried by a 10-0 vote to table items 8.2.4 and 8.2.5 and move these items to the November 14, 2023 agenda.

A motion was made by Mrs. DiBeneditto, seconded by Mrs. Harris, carried by a 10-0 vote to approve the Personnel items 8.2.1 to 8.2.3 and 8.2.6, and Conferences, Seminars & Competitions items 8.3.1 to 8.3.3 as presented.

8.2 Personnel

8.2.1 SCAFT Professional Unit Contract

- Approved the agreement between Steel Center Joint Operating Committee and the Steel Center Federation of Teachers as presented.

8.2.2 Supplemental Contracts

- Approved **Theodore Pavlack** as a BAMP Advisor (Builders Association of Metropolitan Pittsburgh) for the 2023-2024 school year with a stipend of **\$1,230**.
- Accepted the resignation of **Robert Eagleson** from his appointment as a SkillsUSA Advisor for the 2023-2024 school year with forfeiture of the previously approved stipend of \$1,230.

8.2.3 Assistant Director/Principal Position

- Approved the hiring of **Scott Kane** as Assistant Director/Principal with salary and benefits consistent with the Act 93 Agreement, as presented.

8.2.4 Salary Increase for Executive Director

- Tabled this agenda item until November 14, 2023.

8.2.5 Salary Increase for Executive Assistant

- Tabled this agenda item until November 14, 2023.

8.2.6 Student Employment

- Approved the hiring of the following Steel Center students for cooperative education employment during the fall 2023 at the rate of \$12.00 per hour, to be paid with funds from the Business Education Partnership grant:
 - Shane Rudberg
 - Alexandra Santelli
 - Carnell Simms
 - Aedan Haglund
 - Anthony Raygoza
 - Cory Garback
 - Dylan Saffer
 - Collin McCorkle
 - Alexis Palucis
 - Emma Brooks

8.3 Conferences, Seminars & Competitions

- 8.3.1** Approved **Fiona Sutton and Angela Eberhart** to attend the **Conference on Integrated Learning** on November 8-10, 2023, at the Penn Stater Hotel & Conference Center at an **approximate cost of \$1,500.**
- 8.3.2** Approved **Tricia Cousino** to attend the **School Board Secretaries Conference** on November 17, 2023, at the PSBA Headquarters in Mechanicsburg, PA at an **approximate cost of \$600.00.**
- 8.3.3** Approved 20 SkillsUSA student officers/leaders and 2 faculty advisors to attend **SkillsUSA Leadership Conference** on November 8-10, 2023, at Seven Springs Mountain Resort at an approximate cost of **\$11,100** for registrations, lodging fees, and transportation.

9. Facilities ACTION ITEMS – NONE

10. Architect Report

Mr. Rice announced that on future agendas, the Architect Report and the Construction Manager Report will be combined and become **Renovation Update**. He then gave the following updates regarding the Renovation project:

- Reports were distributed to the board detailing the scope of work that has taken place to date or is on-going as of September 22, 2023, the number of hours crews have worked throughout the month, and pictorial examples of recent work.
- Mr. Rice along with HHSDR and the Construction Manager, have agreed on changes to the phasing plan, redesigning the automotive space, and minor alterations in the culinary program space. A revised version will be available for the November meeting.
- More information regarding the floor and metal panel alternate bids will be available for the November meeting as well.

11. Construction Manager Report

(see above)

12. Superintendent of Record Report – NONE

13. Solicitor's Report – NONE

14. Information Items - Mr. Rice gave updates for the following items:

14.1. JOC Brief

- An outline of the certification process for CTE teachers and substitutes

14.2. Auction Update

- The auction resulted in an approximate total of \$20,000 after applicable auction fees.

14.3. National Association of Home Builders Student Competition February 26-28 in Las Vegas, Nevada

- Basic information was shared regarding the potential of our NAHB student chapter participating in this national competition. More information will follow.

14.4. Policy 103.1 Nondiscrimination – Qualified Students With Disabilities

- First read of amended policy 103.1 Nondiscrimination – Qualified Students With Disabilities.

Mr. Rice also shared that the Pennsylvania House of Representatives is looking to change the primary election voting date. Should this be approved, adjustments will need to be made and approved for the school calendar.

15. Other Business

Mr. Schapp stated he was pleased the board approved the updated SCAFT contract for our distinguished staff. Mr. Tachoir thanked Dr. Lutz for his work on the contract.

Mrs. Hoppe thanked the list of donors for their generous donations of equipment and supplies for our various programs.

16. Visitor Comments – NONE

17. Adjournment

There being no further business, a motion was made by Mrs. Harris seconded by Mrs. Kostelnik, carried by an aye vote to adjourn the meeting at 8:32pm.

NEXT MEETING: Tuesday, November 14, 2023

Respectfully submitted,

Tricia Cousino

Tricia Cousino, Board Secretary