



MINUTES
Joint Operating Committee Regular Meeting
Tuesday, October 4, 2022

1. Call to order

The meeting was called to order by President Schaap at 7:22 pm at Steel Center.

1.1. Flag Salute

1.2. Roll Call

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

Mr. Giglione
Mrs. Hoppe
Mr. Roger Tachoir
Mrs. Calvina Harris
Mr. Travis Stoffer – ABSENT
Mrs. Dorothy Wycoff, alternate
Mrs. Lauren DiBeneditto Huey
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
Jocelyn Kramer, Weiss Burkardt Kramer
Melissa Wood, Baldwin-Whitehall Alternate
Katie Clouston, student
Cami Santoriello, student
Katelyn Korbe, student
Abigail Horwat, student
Julie Welsh, student
Kiernan Banks, student
Kylie Lewis, student

Steel Center Staff:

Kevin Rice, Executive Director
Patrice Allison, Asst. Business Manager
Tricia Cousino, Board Secretary
Jay Cherep, Technology Specialist
Samantha Brinkman, Skills Advisor
Dennis Erolina, Instructional Aide

2. Board Member Comments & Visitor Comments on Agenda Items

The agenda was posted on the Steel Center website by 6:00 PM on October 3, 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.

Mr. Schaap thanked the Steel Center Culinary Arts and Baking/Pastry Chef students for another exceptional dinner.

4. Student Representative – Skills USA

The following newly elected SkillsUSA officers introduced themselves as follows:

Chapter President: Katie Clouson, Medical Professions, Bethel Park
Promotional Chair: Cami Santoriello, Advertising & Design, Bethel Park
AM President: Katelyn Korbe, Advertising & Design, Brentwood
AM Treasurer: Abigail Horwat, Baking, South Allegheny
PM President: Julie Welsh, Health Assistants, Elizabeth Forward
PM Vice President: Kiernan Banks, Veterinary Assistant, Bethel Park
PM Secretary: Kylie Lewis, Collision Repair & Refinishing, Bethel Park

The following officers were unable to attend this evening:

AM Vice President: Makayla Freund, Medical Professions, Brentwood
AM Secretary: Jennifer Nguyen, Health Assistants, Brentwood
PM Treasurer: Jaidyn Balogh, Medical Professions, South Park

The officers shared with those in attendance they had a successful annual membership drive resulting in a total of 93 members. On October 26-28, 2022, 20 SkillsUSA student officers/leaders and 2 faculty members will be attending the SkillsUSA Leadership Conference at Seven Springs Mountain Resort.

5. Presentations – NONE

6. Minutes

6.1. A motion was made by Mrs. Kostelnik, seconded by Mr. Perry, carried by an aye vote to approve the minutes from September 6, 2022.

7. Financial ACTION ITEMS

A motion was made by Mr. Tachoir, seconded by Mrs. Wycoff, carried by a roll call vote 10-0, to approve Finance items 7.1 to 7.3 as presented.

7.1. Treasurer's Report Ending August 31, 2022

7.2. Bills to Be Approved

7.2.1 General Fund Check Register – Payments September 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 September 2022

7.2.5 Administrative Fund Checks to Approve – Future Payments

7.3 Ratified Student Activity Report for August 2022

8. Administrative ACTION ITEMS

A motion was made by Mr. Perry, seconded by Mrs. DiBeneditto Huey, carried by a roll call vote 10-0, to approve Operations items 8.1.1 to 8.1.6 as presented.

8.1 Operations

8.1.1 Obsolete/Surplus Equipment

- Declared obsolete and surplus the technology and miscellaneous items as presented.

8.1.2 Obsolete Equipment Auction

- Approved hiring Hostetter Auctioneers, Beaver Falls, PA for an online auction of the technology devices declared obsolete in item 8.1.1 as presented.

8.1.3 E-Rate Services Proposal

- Approved the Category1 and Category 2 E-rate Services Proposal with **Questeq** as presented.

8.1.4 Occupational Advisory Committee Members 2022-2023

- Approved the individuals to serve on the various program areas OAC for 2022-2023 as presented.

8.1.5 Executive Advisory Council Members 2022-2023

- Approved the individuals to serve on the EAC for 2022-2023 as presented.

8.1.6 Vehicle Donation

- Accepted the donation of a 2003 Nissan Frontier pick-up truck from **Mark Mariani** valued at \$4,300.

A motion was made by Mrs. Hoppe, seconded by Mrs. Wycoff, carried by a roll call vote 10-0, to approve Personnel and Conferences, Seminars & Competition items 8.2.1 to 8.3.1 as presented.

8.2 Personnel

8.2.1 Student Services Personnel

- Authorized Executive Director to make a binding offer of employment between board meetings for the following positions to be ratified at the subsequent JOC board meeting.
 - School Counselor
 - Special Education Learning Facilitator
 - Student Services Secretary
 - Work-Based Learning Coordinator

8.2.2 Welding Instructor

- Authorized Executive Director to make a binding offer of employment between board meetings to fill the position of Welding Instructor to be ratified at the subsequent JOC board meeting.

8.2.3 Instructional Aide Position

- Ratified the hiring of **Amanda Bisignano**, 10-Month Instructional Aide, 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.

8.2.4 Instructional Aide Position

- Ratified the hiring of **Darlene Seibel**, 10-Month Instructional Aide, 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.

8.2.5 Recall of Professional Employee from June 7, 2022

- Approved to rescind the recall of **Sheila Parker**, professional employee furloughed on May 1, 2018, for the position of Work-Based Learning Coordinator for the 2022-2023 school year.

8.2.6 Substitute Employees

- Approved hiring the following Substitute Employees for the 2022-2023 School Year at the approved daily substitute rate per classification of assignment.
 - **Patrick Milko**, Substitute Teacher and Substitute Instructional Aide
 - **Cheryl Rice**, Substitute Teacher and Substitute Classified
 - **Caroline Rice**, Substitute Classified

8.2.7 Advertising and Design Student Intern

- Approved hiring **Katelyn Korbe**, a senior from Brentwood High School, as the Advertising and Design Student Intern at a rate of \$7.50 per hour as part of Steel Center's Work-Based Learning Program.

8.3 Conferences, Seminars & Competitions

- 8.3.1** Approved 20 SkillsUSA student officers/leaders and 2 faculty members to attend **SkillsUSA Leadership Conference** on October 26-28, 2022, at Seven Springs Mountain Resort at an approximate cost of **\$11,000** for registrations, lodging fees, and transportation.

9. Facilities ACTION ITEMS - NONE

10. Superintendent of Record Report

Dr. Lutz thanked the Mariani family for their donation and Mr. Rice and the staff for a good start to the year even with the challenges at the time.

11. Solicitor's Report

Ms. Kramer is proud to serve Steel Center once again as solicitor and also thanked the students for a wonderful meal.

12. Information Items

12.1. JOC Brief

Mr. Rice commended everyone for their support of the renovation project and reenactment of the Steel Valley School Authority. He thanked the board members and their colleagues for their efforts in reaching out to Legislators for RACP support on behalf of Steel Center. In addition, he shared with those in attendance that the current enrollment is 861, showing a net increase of more than 100 students since 2020.

12.2. Policy 718 Animals in School

- Second read of amended Policy 718 Animals in School
- A motion was made by Mr. Perry seconded by Mrs. Kostelnik, carried by a roll call vote 10-0, to approve the amended Policy 718 Animals in School as presented.

13. Other Business

Mr. Giglione brought attention to the 90-day outstanding accounts. Ms. Allison detailed her communication with these accounts and the subsequent payments received since the printing of the report.

14. Visitor Comments - NONE

15. Adjournment

There being no further business, a motion was made by Mr. Perry seconded by Mrs. Downer, carried by an aye vote to adjourn the meeting at 7:38 pm.

NEXT MEETING: Tuesday, November 1, 2022

Respectfully submitted,

Tricia Cousino

Tricia Cousino, Board Secretary