



MINUTES
Joint Operating Committee Regular Meeting
Tuesday, November 14, 2023

1. Call to order

The meeting was called to order by President Schaap at 7:10 pm at Steel Center.

1.1. Flag Salute

1.2. Roll Call

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

West Mifflin Area
Brentwood

Mr. Pete Giglione
Mrs. Gail Hoppe - ABSENT
Mr. Roger Tachoir – ABSENT
Mr. Richard Livingston
Mrs. Calvina Harris
Mr. Travis Stoffer
Mrs. Lauren DiBeneditto
Mr. Wayne Perry
Mrs. Cara Karstetter
Mrs. Suzanne Downer – ABSENT for meeting
-present for Executive Session only.
Mrs. Debra Kostelnik
Mr. David Schaap

The President declared a quorum.

Others Present:

Dr. Randal Lutz, Superintendent of Record
Annemarie K. Harr Eagle, Weiss Burkardt Kramer
Mark Donahoe, West Mifflin
Matt Fusco, Construction Manager

Dr. Richard Dowell, Mon Valley School Principal
Melissa Wood, Baldwin-Whitehall alternate
Matt Franz, HHSDR

Steel Center Staff:

Scott Kane, Assistant Director/Principal
Patrice Allison, Asst. Business Manager
David Hall, Supervisor of Building and Grounds
Tom Bernick, Maintenance
Tricia Cousino, Board Secretary
Jay Cherep, Technology Specialist

Stacey Caudill, NTHS Advisor
Michelle Thiry, NTHS Advisor
Samantha Brinkman, SkillsUSA Advisor
Dennis Erolina, Instructional Aide
Theodore Pavlack, NAHB Advisor

Steel Center Students:

Katie Clouston, SkillsUSA/NTHS
 Kieren Banks, SkillsUSA
 Gracie Gonzales, SkillsUSA
 Ariauna Eichler, SkillsUSA
 Jayden Colorado, NTHS
 Ke'Vionna Jones, NTHS

Kylie Lewis, SkillsUSA
 Abby Horwat, SkillsUSA
 Emma Brooks, SkillsUSA
 Lily Hurst, NTHS
 Erica Keely, NTHS
 Maikhil Poindexter, NTHS

2. Board Member Comments & Visitor Comments on Agenda Items

The agenda was posted on the Steel Center website by 6:00 PM on November 13, 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 Presentations

- **SkillsUSA**

Seven officers representing SkillsUSA gave the following updates:

- The Fall Leadership Conference at Seven Springs was attended by 17 members and great skills were gained throughout the conference.
- A fundraising drive for the PA State Officer Initiative was kicked off during Open House. The drive supports Brave Gowns, a charity that provides fun and unique hospital gowns for children and others receiving medical treatment.
- SkillsUSA will be hosting a Holiday Door Decorating Contest in December.
- 79 members have expressed interest in participating in the upcoming competition in January 2024.

- **National Technical Honor Society**

Six officers distributed a newsletter to the attendees and gave the following updates:

- Annual Sarris Candy fundraiser has begun.
- The Vitalant blood drive on September 21st was a great success.
- Bracelets were sold in the month of October for breast cancer awareness. Proceeds were donated to Hair Peace Charities.
- The Steel Center chapter of NTHS received the Silver Star of Excellence last spring and are working to achieve this award once again. An area of

focus is their new project for November and December called Zack Packs. These are embroidered backpacks filled with specific necessities and given to families staying in the hospital with their medically fragile child.

5. Other Presentations

- **Steel Center student chapter of the National Association of Home Builders, Mr. Ted Pavlack, Carpentry teacher**

Mr. Pavlack gave the following information:

- Steel Center will have a student chapter of the National Association of Home Builders (NAHB). This national organization is more applicable to the students and offers more opportunities for them. Mr. Pavlack is in the process of registering all of the construction programs with NAHB. He also shared the history and background of the NAHB.
- Steel Center, with the board's approval, will be entering a team in the NAHB National Competition for the Architecture Track in Las Vegas, NV in February 2024. The student chapter has raised \$4,500 in scholarship funds toward this competition.

6. Minutes

- 6.1.** A motion was made by Mrs. Kostelnik, seconded by Mrs. Harris, carried by an aye vote to approve the minutes from October 3, 2023.

7. Financial ACTION ITEMS

A motion was made by Mrs. DiBeneditto, seconded by Mr. Perry, carried by a 9-0 vote to approve Finance items 7.1 to 7.4 as presented.

7.1. Treasurer's Report Ending September 30, 2023

7.2. Bills to be Approved

- 7.2.1** General Fund Check Register – Payments October 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 October 2023
- 7.2.5** Administrative Fund Checks to Approve – Future Payments
- 7.2.6** Renovation Fund Expenses to be Ratified – Future Payments

7.3 Ratified Student Activity Report for September 2023

7.4 Renovation Fund Treasurer's Report Ending September 30, 2023

8. Administrative ACTION ITEMS

A motion was made by Mr. Perry, seconded by Mrs. Karstetter, carried by a 9-0 vote to approve the Operations, Personnel and Conferences, Seminars & Competitions items 8.1.1 to 8.3.1 as presented.

8.1 Operations

8.1.1 Occupational Advisory Committee Members 2023-2024

- Approved the following individuals to serve on the designated program area's Occupational Advisory Committee (OAC) for 2023-2024:
 - Joseph Shaffer, Sports Medicine & Rehabilitation Services

8.1.2 Donations

- Accepted the donations from the following for materials used in HVAC program area as presented:
 - Habegggers
 - A-Tech Heating, Cooling & Refrigeration

8.1.3 2024 JOC Board Meeting Calendar Dates

- Approved the schedule of dates the Joint Operating Committee will meet during the 2024 calendar year.

8.1.4 RACP Resolution

- Approved the RACP Resolution 2324-001 as presented.

8.2 Personnel

8.2.1 Assistant Principal Position

- Ratified the hiring of **Kaitlyn Youngstead** as Assistant Principal with salary and benefits consistent with the Act 93 Agreement, as presented.

8.2.2 Salary Increase for Executive Assistant

- Approved the salary increase for **Executive Assistant, Ms. Tricia Cousino** retroactive to July 1, 2023, as presented.

8.3 Conferences, Seminars & Competitions

8.3.1 National Association of Home Builders Student Competition

- Approved **Steel Center staff (2) and students (5)**, as listed below, to attend the **National Association of Home Builders 2024 International Builders' Show** February 26-28, 2024, in Las Vegas, Nevada at an approximate cost of **\$8,000**.

Funding in the amount of **\$3,500** has been awarded through the National Housing Endowment, Travel Scholarship Program for the International Builders' Show (IBS), and **\$1,000** by the Builders Association of Metropolitan Pittsburgh (BAMP):

- Theodore Pavlack, Carpentry teacher
- Michelle Thiry, Student Services Secretary
- Amara Pandocchi, South Allegheny
- Conner Garden, Thomas Jefferson
- Billy Kelly, Baldwin-Whitehall
- Ethan Boyle, Elizabeth Forward
- Jayden Colorado, West Mifflin

9. Facilities ACTION ITEMS – NONE

10. Renovation Update

Matt Franz, HHSDR, shared a summary and cost breakdown of alternate bids received that were resubmitted due to errors in the original bid. These alternate bids pertain to exterior metal panels, floor installation at brick paver locations, and lab space for HVAC and the former Diesel area.

11. Superintendent of Record Report – NONE

12. Solicitor's Report – NONE

13. Information Items

13.1. JOC Brief

Assistant Director/Principal, Scott Kane, gave the following updates:

- Six of Steel Center's programs took part in the Veterans Dinner this evening and it was a success.
- On November 2nd, Work-Based Learning Coordinator Stacey Caudill took 34 students to visit the Western Pennsylvania Operating Engineers Joint Apprenticeship & Training Program.
- Also on November 2nd, Steel Center hosted the West Jefferson Hills Chamber of Commerce "Breakfast Roundtable".
- November 15th will be the annual College and Career Fair.
- November 17th Steel Center will be hosting the Greater Pittsburgh Regional Open Forum with teachers and students from 20 Career & Technical Schools meeting with the new PDE Director of the Bureau of Career and Technical Education, John Pittman.

13.2. Policy 103.1 Nondiscrimination – Qualified Students With Disabilities

- Second read of amended Policy 103.1 Nondiscrimination – Qualified Students With Disabilities.
- A motion was made by Mrs. Harris, seconded by Mrs. DiBeneditto, carried by an aye vote to approve the amended Policy 103.1 Nondiscrimination – Qualified Students With Disabilities.

14. Other Business

Mr. Schaap thanked Mrs. Kostelnik for her years of service to the board and appreciates all the contributions she has made over the years.

He also shared the following 2023 PSBA Pennsylvania Education Innovation Awards:

- Innovative School Board Award: Baldwin-Whitehall School District
- Innovative School Leader Award: Dr. Randal Lutz, Superintendent, Baldwin-Whitehall School District

15. Visitor Comments – NONE

16. Adjournment

There being no further business, a motion was made by Mrs. Kostelnik, seconded by Mrs. Harris, carried by an aye vote to adjourn the meeting at 8:02pm.

NEXT MEETING: Tuesday, December 12, 2023

Respectfully submitted,

Tricia Cousino

Tricia Cousino, Board Secretary