



MINUTES
Joint Operating Committee Regular Meeting
Tuesday, December 10, 2024
Mon Valley School – Media Center

1. Call to order

The meeting was called to order by President Schaap at 7:25 at Mon Valley School.

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 - ABSENT
Mr. Roger Tachoir
Mrs. Calvina Harris
Mr. Travis Stoffer
Mrs. Lauren DiBeneditto
Mr. Wayne Perry
Mrs. Cara Karstetter - ABSENT
Mrs. Suzanne Downer
Mr. Mark Donahoe
Mr. David Schaap

The President declared a quorum.

Others Present:

Dr. Randal Lutz, Superintendent of Record
Jocelyn Kramer, Weiss Burkardt Kramer
Dr. Richard Dowell, Mon Valley School Principal
Melissa Wood, Baldwin-Whitehall School District
Sonya Gooden, Duquesne City School District
Mark Turnley, CPA

Steel Center Staff:

Kevin Rice, Executive Director
Patrice Allison, Asst. Business Manager
Tom Bernick, Supervisor of Building & Grounds
Scott Kane, Assistant Director/Principal
Kaitlyn Youngstead, Assistant Principal
Tricia Cousino, Board Secretary
Jay Cherep, Technology Specialist
Chris Hamilton, Business Manager

2. Board Member Comments & Visitor Comments on Agenda Items

The agenda was posted on the Steel Center website by 6:00 PM on December 9, 2024. 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.

On behalf of the board, Mr. Schaap praised the students and teachers of the Culinary Arts and Baking/Pastry Chef programs for the wonderful holiday dinner.

4. Nominations for President and Vice President

Ms. Kramer opened the floor for nominations.

4.1. Nomination for President

A motion was made by Mrs. Harris, seconded by Mrs. DiBeneditto to nominate Mr. Schaap for the position of President. A motion was made by Mr. Giglione, seconded by Mr. Donahoe to close nominations and appoint Mr. Schaap as President. This motion was carried by an aye vote.

4.2. Nominations for Vice President

A motion was made by Mr. Giglione, seconded by Mrs. DiBeneditto to nominate Mrs. Harris for the position of Vice President. A motion was made by Mr. Perry, seconded by Mrs. DiBeneditto to close nominations and appoint Mrs. Harris as Vice President. This motion was carried by an aye vote.

5. Student Presentations – NONE

6. Other Presentations – Audit Report for Steel Center and SEASS, Mark Turnley CPA

Mr. Turnley provided an overview of the audit report for the Steel Center Combined Budget and the SEASS Administrative Budget, for the fiscal year ending June 30, 2024, along with a five-year history analysis for each.

7. Minutes

7.1. A motion was made by Mrs. DiBeneditto, seconded by Mrs. Harris, carried by an aye vote to approve the minutes from November 12, 2024.

8. Financial ACTION ITEMS

A motion was made by Mr. Giglione, seconded by Mr. Perry, carried by a 9-0 vote to approve Finance items 8.1 to 8.5 as presented.

8.1. Treasurer's Report Ending October 31, 2024

8.2. Bills to be Approved

8.2.1 General Fund Check Register – Payments November 2024

8.2.2 General Fund Contracted Services to be Ratified – Over \$1,000 (Included in Check Register listing)

8.2.3 General Fund Purchase Orders to be Ratified —Over \$1,000 – Future Payments

8.2.4 Administrative Fund Check Register – Payments November 2024

8.2.5 Administrative Fund Checks to Approve – Future Payments

8.2.6 Renovation Fund Expenses to be Ratified – Future Payments

8.3. Ratified Student Activity Report for October 2024

8.4. Renovation Fund Treasurer's Report Ending October 31, 2024

8.5. Authorized the Administration to pay invoices when received and ratify them at the February 4, 2025 JOC meeting if necessary.

9. Administrative ACTION ITEMS

A motion was made by Mr. Giglione, seconded by Mr. Donahoe, carried by a 9-0 vote to approve the Operations item 9.1.1 as presented.

9.1 Operations

9.1.1 Reappointment of Solicitor

- Approved the reappointment of **Weiss Burkardt Kramer LLC** as solicitor for 2025, with a retainer of \$500 per month and hourly billing rate of \$160 per hour.

A motion was made by Mr. Perry, seconded by Mrs. DiBeneditto, carried by a 9-0 vote to approve the Operations, Personnel and Conferences, Seminars & Competitions items 9.1.2 to 9.2.2 as presented.

9.1.2 Snow Removal Contract Extension

- Approve the two-year contract extension with Haines Landscaping for snow removal through the school year 2026-2027 as presented. This cost is shared with Mon Valley School.

9.1.3 Executive Advisory Council 2024-2025

- Approved **Rebecca Bloom**, Labor & Employee Relations Director with US Steel Mon Valley Works to serve on the EAC for 2024-2025 school year.

9.2 Personnel

9.2.1 Tenth Agreement – Classified Employees Unit

- Ratified the agreement between Steel Center for Career and Technical Education and Steel Center Vo-Tech Federation of Teachers AFT Local 3621, AFT-CIO (Classified Employees Unit) effective July 1, 2025 to June 30, 2030 as presented, subject to the Superintendent of Record to prepare the final agreement consistent with Article XVIII, Paragraph f.

9.2.2 Employee Discipline Resolution

- Approved discipline resolution for employee #7330 as presented.

9.3 Conferences, Seminars & Competitions – NONE

10. Facilities ACTION ITEMS – NONE

11. Renovation Update – ACTION ITEM

A motion was made by Mr. Perry, seconded by Mr. Tachoir, carried by a 9-0 vote to approve item 11.1 as presented.

- 11.1.** Ratified Change Order GC-6 with DiMarco Construction Co. in the amount of **\$35,245.99.**

12. Superintendent of Record Report – NONE

13. Solicitor's Report – NONE

14. Information Items

14.1. JOC Brief

Mr. Rice shared the following updates:

- The renovation rephasing plan was updated with a anticipated end date of November 19, 2025.
- The Collision Repair & Refinishing program received a \$5,000 grant from the Collision Repair Education Foundation to purchase tools and equipment.
- In the upcoming months we will be reaching out to our State Legislators to schedule visits and tours of Steel Center and see the progress of the renovation.

15. Other Business – NONE

16. Visitor Comments – NONE

Mr. Schaap announced since there would be no upcoming renovation action items to address, the meeting scheduled for January 7, 2025, is hereby canceled.

17. Adjournment

There being no further business, a motion was made by Mr. Perry, seconded by Mrs. Harris, carried by an aye vote to adjourn the meeting at 8:06pm.

NEXT MEETING: February 4, 2025, at Mon Valley School – Media Center

Respectfully submitted,

Tricia Cousino

Tricia Cousino, Board Secretary