



MINUTES
Joint Operating Committee Regular Meeting
Tuesday, March 4, 2025
Mon Valley School – Media Center

1. Call to order

The meeting was called to order by President Schaap at 7:06pm 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
Mr. Roger Tachoir
Mrs. Calvina Harris
Mr. Travis Stoffer
Mrs. Lauren DiBeneditto - ABSENT
Mr. Wayne Perry
Mrs. Cara Karstetter
Mrs. Suzanne Downer
Mr. Mark Donahoe
Mr. David Schaap

The President declared a quorum.

Others Present:

Jocelyn Kramer, Weiss Burkardt Kramer
Dr. Richard Dowell, Mon Valley School Principal
David Matzie, Facilities Manager, Sp. Ed. AIU3
Rozalin Manz, student
Michael Bauernfeind, student
Austin Shane, student
Annabelle Deleel, student

Steel Center Staff:

Kevin Rice, Executive Director
Scott Kane, Assistant Director/Principal
Patrice Allison, Asst. Business Manager
Kaitlyn Youngstead, Assistant Principal
Tom Bernick, Supervisor of Building & Grounds
Tricia Cousino, Board Secretary
Jay Cherep, Technology Specialist
Rick Heltion, HVAC Instructor
Ted Pavlack, NAHBSC Advisor

2. Board Member Comments & Visitor Comments on Agenda Items

The agenda was posted on the Steel Center website by 6:00 PM on March 3, 2025. 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 legal matters.

On behalf of the Joint Operating Committee, Mr. Schaap congratulated Mrs. Harris for being named the 2025 Legacy Heritage Award recipient by the Rankin/Mon Valley/Pittsburgh NCNW. She will be honored at a ceremony later this month.

4. Student Presentations – National Association of Home Builders Student Chapter

Four Steel Center student members of the NAHBSC and their Advisor Mr. Pavlack shared a PowerPoint presentation on Mental Health in the Construction Workplace. The presentation covered topics such as suicide statistics, contributing factors, and available resources. The student chapter is offering free posters to area construction companies to help raise awareness.

5. Other Presentations – Educator of Distinction

Executive Director Kevin Rice recognized and awarded Mr. Richard Heltion, HVAC-R Teacher, the 2025 Educator of Distinction Award. This prestigious award is bestowed annually upon a faculty member who exemplifies excellence, dedication to students, and outstanding teamwork while surpassing their job expectations to bring outside recognition from the public school system and/or business and industry to their program and our school.

6. Minutes

6.1. A motion was made by Mrs. Hoppe, seconded by Mr. Perry, carried by an aye vote to approve the minutes from February 4, 2025.

7. Financial ACTION ITEMS

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

7.1. Treasurer's Report Ending January 31, 2025

7.2. Bills to be Approved

7.2.1 General Fund Check Register – Payments February 2025

- 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 February 2025
- 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 January 2025
- 7.4.** Renovation Fund Treasurer’s Report Ending January 31, 2025

8. Administrative ACTION ITEMS

A motion was made by Mr. Tachoir, seconded by Mrs. Hoppe, carried by a 10-0 vote to approve the Operations, Personnel and Conferences, Seminars & Competitions items as presented.

8.1 Operations

8.1.1 K-12 Guidance Plan

- Approved the Steel Center for Career & Technical Education K-12 Guidance Plan 2025-2028.

8.1.2 Obsolete and/or Surplus Equipment

- Declared obsolete and/or surplus the equipment listed as presented.

8.2 Personnel – NONE

8.3 Conferences, Seminars & Competitions

8.3.1 SkillsUSA State Leadership Conference

- Approved SkillsUSA Advisors **Maria Inks, Amand Kate Gorrington, and Rick Heltion**, along with **18 Steel Center SkillsUSA students** to attend the SkillsUSA State Leadership Conference and Competition in Hershey, PA on April 2-4, 2025, at an approximate cost of **\$16,000**.

8.3.2 Technical School Education Day

- Approved Assistant Director **Scott Kane** and School Counselor **Laura Montecalvo** to accompany **6 students** to the State Capitol in Harrisburg, PA for Legislative visits and Career & Technical Education Day on April 1-2, 2025, at an approximate cost of **\$2,500**.

8.3.3 PENN HOSA-Future Health Professionals Conference

- Approved Health Assistant Instructor **Jennifer Kastronis** and Instructional Aide **Taylor Dober** along with **14 Steel Center HOSA students** to attend the PENN

HOSA 2025 State Leadership Conference on March 26-28, 2025, in Lancaster, PA at an approximate cost of **\$9,350.**

9. Facilities ACTION ITEMS – NONE

10. Renovation Update – ACTION ITEMS

A motion was made by Mr. Perry, seconded by Mr. Donahoe, carried by a 10-0 vote to approve items 10.1 to 10.4 as presented.

- 10.1.** Approved Change Order GC-7 with DiMarco Construction Co. Inc. in the amount of **\$63,670.07.**
- 10.2.** Approved Change Order EC-2 with Merit Electrical Group Inc. in the amount of **\$143,610.46.**
- 10.3.** Approved Change Order PC-3 with First American Industries, Inc. in the amount of **\$4,679.23.**
- 10.4.** Approved Change Order HC-3 with First American Industries, Inc. in the amount of **\$76,980.50.**

11. Superintendent of Record Report – NONE

12. Solicitor's Report – NONE

13. Information Items

13.1. JOC Brief

Mr. Rice gave the following updates:

- Administration has vetted three furniture supply vendors and will present a proposal to the board for approval at an upcoming board meeting.
- Mr. Rice will be visiting with Legislators on Capitol Hill on March 18, 2025, in conjunction with the ACTE National Policy Seminar.

13.2. Allegheny County Proclamation

Steel Center for Career and Technical Education was recently named, along with other career and technical schools, on an official proclamation designating February as Career and Technical Education (CTE) Month in Allegheny County.

14. Other Business – NONE

15. Visitor Comments – NONE

16. Adjournment

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

NEXT MEETING: April 1, 2025, at Mon Valley School – Media Center.

Respectfully submitted,

Tricia Cousino

Tricia Cousino, Board Secretary