



MINUTES
Joint Operating Committee Regular Meeting
Tuesday, April 1, 2025
Mon Valley School – Media Center

1. Call to order

The meeting was called to order by President Schaap at 7:02pm at Mon Valley School.

1.1. Flag Salute

1.2. Roll Call

Baldwin-Whitehall
Bethel Park
Clairton
Duquesne
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 – ABSENT
Mr. Burt Comensky
Mr. Travis Stoffer - ABSENT
Mrs. Lauren DiBeneditto
Mr. Wayne Perry
Mrs. Cara Karstetter
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
David Matzie, Facilities Manager, Sp. Ed. AIU3
Isabelle Bracco, Student
Lilly Kohnen, Student
Steve Kastronis

Steel Center Staff:

Kevin Rice, Executive Director
Chris Hamilton, Business Manager
Patrice Allison, Asst. Business Manager
Kaitlyn Youngstead, Assistant Principal
Tom Bernick, Supervisor of Building & Grounds
Tricia Cousino, Board Secretary
Jay Cherep, Technology Specialist
Jennifer Kastronis, HOSA 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 31, 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.

4. Student Presentations – HOSA

Mrs. Kastronis along with two student representatives, gave the following updates:

- Twelve student participants from Steel Center attended the State Leadership Conference in Lancaster, PA and earned five gold medals and one silver medal. Next, they will move onto the International Conference in June in Nashville, TN.
- The student delegates felt the conference was challenging and a great learning experience.

5. Other Presentations – 2025-2026 Proposed Budgets, Chris Hamilton

Mr. Hamilton presented the 2025-2026 proposed Combined Budget for Steel Center and for Southeastern Area Special Schools (SEASS). A discussion followed regarding the budgeted increase for health benefits.

6. Minutes

- 6.1.** A motion was made by Mr. Perry seconded by Mr. Donahoe, carried by an aye vote to approve the minutes from March 4, 2025.

7. Financial ACTION ITEMS

A motion was made by Mrs. Karstetter, seconded by Mrs. DiBeneditto, carried by a 9-0 vote and one (1) abstention to approve Finance items 7.1 to 7.4 as presented.

7.1. Treasurer's Report Ending February 28, 2025

7.2. Bills to be Approved

7.2.1 General Fund Check Register – Payments March 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 March 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 February 2025****7.4. Renovation Fund Treasurer's Report Ending February 28, 2025****8. Administrative ACTION ITEMS**

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

8.1 Operations**8.1.1 Occupational Advisory Committee Member**

- Approved the following individual to serve on Cybersecurity & Networking technology's OAC for the 2024-2025 school year:
 - Mitchell Holmes, System Engineer at Advent Communications

8.1.2 Cyber Services Agreement

- Approved the Cyber Services Agreement with Seneca Valley School District for five (5) years from the 2025-2026 school year through the 2029-2030 school year subject to final terms and conditions approved by the Solicitor.

8.2 Personnel**8.2.1 Instructional Aide**

- Ratified the hiring of **Erica Evans** as a 10-Month Instructional Aide for the 2024-2025 school year, contingent upon Steel Center's receipt of required documentation prior to the first day of employment, at a probationary rate of **\$15.00** per hour and then to Step 1 pay scale plus benefits as stated in the Classified Employee Contract.

8.2.2 Service Employee – Custodian

- Ratified the hiring of **Brian Ratay** as a 12-Month Service Employee for the 2024-2025 school year, contingent upon Steel Center's receipt of required documentation prior to the first day of employment, at a probationary rate of **\$15.00** per hour and then to Step 1 pay scale plus benefits as stated in the Classified Employee Contract.

8.3 Conferences, Seminars & Competitions – NONE**9. Facilities ACTION ITEMS – NONE****10. Renovation Update – ACTION ITEMS – NONE**

11. Superintendent of Record Report

Refer to item 14.1

12. Solicitor's Report – NONE

13. Information Items

13.1. JOC Brief

Mr. Rice gave the following updates:

- Renovation:
 - In determining furniture needs, items have been broken down into 2 groups – student furniture and auxiliary furniture. Expect an item to be presented for approval at the May meeting.
 - Review of possible arbitrage fees related to bond interest.
- Advocacy: ACTE National Seminar in Washington DC provided some insight on possible impacts of funding for CTE.
- Community Relations: Mr. Rice attended the National Council of Negro Women's Spring Awards Banquet where Mrs. Harris was honored with a Legacy Award.

14. Other Business

14.1. Discussion of joint ownership of equipment and/or district usage of Steel Center owned equipment.

Mr. Schaap recently attended the Legislative Meeting held at the AIU on March 27, 2025, which was wonderfully catered by Steel center's Culinary and Baking & Pastry programs.

15. Visitor Comments – NONE

16. Adjournment

There being no further business, a motion was made by Mrs. Hoppe, seconded by Mrs. DiBeneditto, carried by an aye vote to adjourn the meeting at 7:43pm.

NEXT MEETING: May 6, 2025, at Mon Valley School – Media Center.

Respectfully submitted,

Tricia Cousino

Tricia Cousino, Board Secretary