



**MINUTES**  
**Joint Operating Committee Regular Meeting**  
**Tuesday, April 2, 2024**  
**Mon Valley School – Media Center**

**1. Call to order**

The meeting was called to order by President Schaap at 7:07pm at Steel Center.

**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 - ABSENT  
Mr. Travis Stoffer  
Mrs. Lauren DiBeneditto  
Mr. Wayne Perry - ABSENT  
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  
Delia Ghimie, Student  
Katherine Clouston, Student  
Jayden Colorado, Student  
KeVionna Jones, Student

**Steel Center Staff:**

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

## **2. Board Member Comments & Visitor Comments on Agenda Items**

The agenda was posted on the Steel Center website by 7:00 PM on March 28, 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.

## **4. Student Presentations – National Technical Honor Society**

Four student members of the Steel Center chapter of NTHS distributed a newsletter and provided the following updates:

- April 30, 2024, will be the final blood drive for this school year.
- The Sarris Candy Fundraiser is currently underway.
- Thursday, May 2, 2024, will be NTHS Induction ceremony with 59 new members.
- Annual picnic will be held at Round Hill Park and Exhibition Center.
- The service project Zack Packs was a huge success and Steel Center NTHS students met their goal of \$1,800 and filled 75 packs.

## **5. Other Presentations – NONE**

## **6. Minutes**

- 6.1.** A motion was made by Mrs. Hoppe, seconded by Mrs. DiBeneditto, carried by an aye vote to approve of minutes from March 5, 2024.

## **7. Financial ACTION ITEMS**

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

### **7.1. Treasurer's Report Ending February 29, 2024**

### **7.2. Bills to be Approved**

#### **7.2.1 General Fund Check Register – Payments March 2024**

#### **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 2024**

#### **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 2024**

### **7.4. Renovation Fund Treasurer's Report Ending February 29, 2024**

## 8. Administrative ACTION ITEMS

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

### 8.1 Operations

#### 8.1.1 PSDLAF Resolution

- Approved the resolution to open a financial account with Pennsylvania School District Liquid Asset Fund (PSDLAF), as presented subject to final terms and conditions approved by the Solicitor.

#### 8.1.2 Central Susquehanna Intermediate Unit (CSIU) Agreement

- Approved to renew the Agreement with CSIU for **Student Information System Software** for the 2024-2025 School Year at an approximate cost of **\$18,475**.
- Approved to renew the Agreement with CSIU for the following **Financial Software Applications** for the 2024-2025. The total cost will be approximately **\$16,328**.

#### 8.1.3 2023-2024 School Calendar - Revised

- Approved the revised 2023-2024 Calendar as presented.

### 8.2 Personnel

#### 8.2.1 Summer Maintenance Positions

- Approved the following for Summer 2024 maintenance positions at a rate of \$15/hour:
  - Andre Boone
  - Amanda Bisignano

### 8.3 Conferences, Seminars & Competitions – NONE

## 9. Facilities ACTION ITEMS – NONE

## 10. Renovation Update

- Mr. Rice outlined the two financial reports in the board packet and what they respectively represent.
- Further investigation is ongoing regarding a possible asbestos concern related to floor glue in 10 areas of the building. Continued updates will be provided.

**11. Superintendent of Record Report – NONE**

**12. Solicitor's Report – NONE**

**13. Information Items**

**13.1. JOC Brief**

- Mr. Rice shared the following updates:
  - Ninth grade tours that took place at Steel Center in the winter months.
  - There are currently 545 new student applications for the 2024-2025 school year.
  - Detailed Phasing Plan document showing when and where programs transition throughout the renovation.
  - Board Member Workshop
  - The Opengate weapons detection system will be delivered and implemented in the upcoming weeks.
  - PNC Park Signing Day is on Tuesday, April 23, 2024.

**13.2. JOC Meeting Location**

- JOC Board meetings will be held at the Media Center at Mon Valley School until the conclusion of the renovation. Appropriate notices will continue to be posted in the Post Gazette and at the Steel Center Main Office entrance.

**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. DiBeneditto, carried by an aye vote to adjourn the meeting at 7:30pm.

**NEXT MEETING: April 2, 2024**

Respectfully submitted,

*Tricia Cousino*

Tricia Cousino, Board Secretary