



MINUTES
Joint Operating Committee Regular Meeting
Tuesday, August 2, 2022

1. Call to order

The meeting was called to order by President Schaap at 7:43 p.m. 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. Giglione
Mrs. Hoppe - ABSENT
Mr. Roger Tachoir
Mrs. Calvina Harris - ABSENT
Mr. Travis Stoffer - ABSENT
Mrs. Lauren DiBeneditto Huey
Mr. Wayne Perry - ABSENT
Mrs. Cara Karstetter
Mrs. Suzanne Downer
Mrs. Debra Kostelnik
Mr. David Schaap

The President declared a quorum.

Other individuals present:

Aimee Zundel, Weiss Burkardt Kramer
Dr. Richard Dowell, Mon Valley School

Steel Center Staff:

Kevin Rice, Executive Director
David Hall, Supervisor of Buildings and Grounds
Tricia Cousino, Board Secretary
Jay Cherep, Technology Specialist
Rachel Freeman, Chill Program
Roz Korai, Chill Program

2. Board Member Comments & Visitor Comments on Agenda Items

The agenda was posted on the Steel Center website by 5:00 PM on August 1, 2022. 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 Representative – Skills USA - NONE

5. Presentations – Chill Program

Roz Korai, Behavioral Health Supervisor and Rachel Freeman, Behavioral Health Educator with the Chill Program by Allegheny Health Network shared a power point presentation to outline how this school-based mental health program works at Steel Center. They highlighted the educational sessions that were implemented within the school and classrooms as well as services that were instrumental for both students and staff. Along with them was their special guest, the new therapy dog-in-training, Bodhi.

6. Minutes

- 6.1.** A motion was made by Mrs. Karstetter, seconded by Mr. Tachoir and carried by an aye vote to approve the minutes from June 7, 2022.

7. Financial ACTION ITEMS

A motion was made by Mrs. Kostelnik, seconded by Mr. Tachoir, and carried by a roll call vote, 7-0, to approve Finance items 7.1 to 7.4 as presented.

7.1. Treasurer's Report Ending May 31, 2022

7.2. Treasurer's Report Ending June 30, 2022

7.3. Bills to Be Approved

7.3.1 General Fund Check Register – Payments June 2022

7.3.2 General Fund Check Register – Payments July 2022

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

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

7.3.5 Administrative Fund Check Register – Payments June 2022

7.3.6 Administrative Fund Check Register – Payments July 2022

7.3.7 Administrative Fund Checks to Approve – Future Payments

7.4 Ratified Student Activity Report for June 2022

8. Administrative ACTION ITEMS

A motion was made by Mr. Tachoir, seconded by Mrs. Karstetter, and carried by a roll call vote, 7-0, to approve the Operations items 8.1.1 to 8.1.6 as presented.

8.1 Operations

8.1.1 Obsolete Equipment

- Declared obsolete the technology hardware and electrical items.

8.1.2 Security Services Renewal

- Approved the agreement with **Kellington Protection Services LLC** to provide security officer for the 2022-2023 and 2023-2024 school years.

8.1.3 STAT Staffing Services Agreement

- Approved renewal agreement between Steel Center and STAT Staffing Medical Services, Inc. to provide nursing services and staff for Covid-19 protocol for the 2022-2023 school year, paid with grant funds.

8.1.4 Memorandum of Understanding - Bureau of Career and Technical Education

- Approved the 2022-2023 MOU between Steel Center and the Bureau of Career and Technical Education for participation in the **BCTE Technical Assistance Program**.

8.1.5 Educational Consultant Agreement

- Approved the services agreement between Steel Center and **Kurt Speicher, Educational Consultant**.

8.1.6 Memorandum of Understanding – Jefferson Hills Borough Police Department

- Approved the MOU between Steel Center and the Jefferson Hills Borough PD.

A motion was made by Mrs. DiBeneditto, seconded by Mr. Tachoir, and carried by a roll call vote, 7-0, to approve the Personnel items 8.2.1 to 8.2.11 with a correction to adjust the typo in 8.2.1 so it reflects the new program name Sports Medicine.

8.2 Personnel

8.2.1 Sports Medicine & Rehabilitation Services Instructor

- Approved the hiring of **Lauren Germanowski** for the Sports Medicine and Rehabilitation Services Instructor position for the 2022-2023 school year. Her salary will be Lane 2, Step 3 at \$53,046 plus benefits as stated in the Professional Employee Contract.

8.2.2 HVAC-R Instructor

- Approved the hiring of **Richard Heltion** for the HVAC-R Instructor position for the 2022-2023 school year. His salary will be Lane 2, Step 14 at \$67,951 plus benefits as stated in the Professional Employee Contract.

8.2.3 Computer Technology Instructor – Long-Term Substitute

- Approved the hiring of **Steven Feinberg** for the Computer Technology Long-term Substitute for the 2022-2023 school year at the approved day-to-day substitute. After 45 days, salary and benefits per as outlined in the current Professional Employees Contract regarding long-term substitutes.

8.2.4 Instructional Aide Positions

- Authorized Executive Director to make a binding offer of employment between board meetings for Instructional Aides to be ratified at the subsequent JOC board meeting.

8.2.5 Instructional Aide Resignation

- Accepted the resignation of **Bilal Cook**, Instructional Aide, for the 2022-2023 school year, effective August 1, 2022.

8.2.6 Teacher Resignation

- Accepted the resignation of **Laura Herron**, Special Education Facilitator, submitted August 1, 2022, with final date of employment to be determined.

8.2.7 Summer Teacher Supplemental Rate and Assignments

- Approved **Tanya Busch**, professional bargaining unit employee, to be paid the supplemental rate of \$26 per hour for an additional 15 days for curriculum development.

8.2.8 Approval of Cosmetology Night School

- Approved **Sandra Knight** to hold night school for students who need to obtain additional hours toward their certification to be paid the supplemental rate of \$26.00. Classes to begin September 2022 to December 2022 from 3:00pm to 6:00 pm.

8.2.9 Substitute Employee Rates for 2022-2023 School Year

- Approved an increase in the daily rate to \$150 for day-to-day substitute teachers and the daily rate to \$110 for substitute classified employees (secretaries, instructional aides, and custodians).

8.2.10 Instructor Salary Lane Changes

- Approved salary lane change for **Patrick Canavan to Lane 2 Step 12** for attaining his Vocational II Certificate for a salary of \$64,406 for the 2022-2023 school year.

8.2.11 Substitute Teacher

- Approved hiring the following Substitute Teachers for the 2022-2023 School Year at the approved day-to-day substitute rate:
 - Sekerra Staples
 - Denise Kiss
 - George Owens

A motion was made by Mrs. Kostelnik, seconded by Mrs. Karstetter, and carried by a roll call vote, 7-0, to approve the Conferences, Seminars, & Competition items 8.3.1 to 8.3.3 as presented.

8.3 Conferences, Seminars & Competitions

8.3.1 Approved **Patrice Allison** to attend the **PACTA CTE Business Administrators Fall Workshop** on September 15-16, 2022, at the Penn Stater Hotel & Conference Center at an **approximate cost of \$600.00**.

8.3.2 Approved **Robin White** to attend the **PACTA CTE Assistant Directors, Principals, and Supervisors Fall Workshop** on September 15-16, 2022, at the Penn Stater Hotel & Conference Center at an **approximate cost of \$600.00**.

8.3.3 Approved **Shannon Hinkle** to attend the **PACTA CTE School Counselors Fall Workshop** on September 22-23, 2022, at the Penn Stater Hotel & Conference Center at an **approximate cost of \$600.00**.

9. Facilities ACTION ITEMS – NONE

10. Superintendent of Record Report – NONE

11. Solicitor's Report

The solicitor's report was provided in executive session.

12. Information Items

12.1. JOC Brief

Mr. Rice outlined the following items from the August 2022 JOC Brief:

- Steel Center's request for RACP funding from the state was included in the approved Capital Budget Project Itemization Act of 2021-2022. This is an initial step in a lengthy process that he outlined during the meeting. Updates will continue to be made to the Board throughout the process.
- An initial draft of the new Board Member Resource Binder was introduced, and Mr. Rice is seeking input from the Board as to the scope of information they would want included in this resource. It will be available electronically or in hard copy format to Board members.

13. Other Business

Mr. Schaap, on behalf of all Board members, recognized and thanked former JOC Board member Mrs. Dorothy Wycoff for the wonderful and delicious meal provided prior to the meeting.

14. Visitor Comments – NONE

15. Adjournment

There being no further business, a motion was made by Mrs. Kostelnik, seconded by Mrs. Karstetter, carried by an aye vote to adjourn the meeting at 8:37 p.m.

NEXT MEETING: Tuesday, September 6, 2022

Respectfully submitted,

Tricia Cousino

Tricia Cousino, Board Secretary