



MINUTES
Joint Operating Committee Regular Meeting
Tuesday, August 6, 2024
Mon Valley School – Media Center

1. Call to order

The meeting was called to order by President Schaap at 7:37pm 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 - ABSENT
Mr. Travis Stoffer
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

Steel Center Staff:

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

2. Board Member Comments & Visitor Comments on Agenda Items

The agenda was posted on the Steel Center website by 6:00 PM on August 5, 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.

Mr. Schaap congratulated Executive Director, Kevin Rice, on his honor and award at the recent PACTA Leadership Conference. Mr. Rice received the Jacqueline L. Cullen Distinguished CTE Leadership Award.

4. Student Presentations – NONE

5. Other Presentations – Mr. David Schaap

Mr. Schapp shared a PowerPoint presentation outlining his recent trip to Germany as part of the International Study Group sponsored through the PSBA Trust Institute. Throughout the tour, the group met with educational agencies, schools, and industrial partners. His presentation gave an overview of the German education system as well as Vocational Education Training (VET).

6. Minutes

6.1. A motion was made by Mrs. Karstetter, seconded by Mrs. DiBeneditto, carried by an aye vote to approve the minutes from June 4, 2024.

7. Financial ACTION ITEMS

A motion was made by Mrs. Hoppe, seconded by Mr. Perry, carried by a 10-0 vote to approve Finance items 7.1 to 7.6 as presented.

7.1. Treasurer's Report Ending May 31, 2024

7.2. Treasurer's Report Ending June 30, 2024

7.3. Bills to be Approved

7.3.1 General Fund Check Register – Payments June 2024

7.3.2 General Fund Check Register – Payments July 2024

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 2024

7.3.6 Administrative Fund Check Register – Payments July 2024

- 7.3.7** Administrative Fund Checks to Approve – Future Payments
- 7.3.8** Renovation Fund Expenses to be Ratified – Future Payments
- 7.4.** Ratified Student Activity Report for June 2024
- 7.5.** Renovation Fund Treasurer’s Report Ending May 31, 2024
- 7.6.** Renovation Fund Treasurer’s Report Ending June 30, 2024

8. Administrative ACTION ITEMS

A motion was made by Mr. Tachoir, seconded by Mrs. DiBeneditto, carried by a 10-0 vote to remove Personnel item 8.2.3 and to approve the Operations, Personnel and Conferences, Seminars & Competitions items 8.1.1 through 8.3.4, excluding 8.2.3 as presented.

8.1 Operations

8.1.1 STAT Staffing Services Agreement

- Approved renewal agreement between Steel Center and **STAT Staffing Medical Services, Inc.** to provide nursing services and staff for the 2024-2025 school year, payable with ARP ESSER funds subject to final terms and conditions approved by the Solicitor.

8.1.2 E-Rate Services Proposal

- Approved the Category 1 and Category 2 E-Rate Services Proposal with **Questeq** as presented subject to final terms and conditions approved by the Solicitor.

8.1.3 Executive Advisory Council

- Approved the industry and community individuals to serve on the EAC for 2024-2025 school year as presented.

8.1.4 Jefferson Hills Police Department Memorandum of Understanding

- Approved the MOU between Steel Center and the Jefferson Hills Borough PD subject to final terms and conditions approved by the Solicitor.

8.2 Personnel

8.2.1 Supplemental Contracts

- Approved the following individuals for supplemental contracts for the 2024-2025 school year with a stipend of \$1,230 per assignment:
 - Cosmetology Supervisor: **Sandra Knight**
 - School Nurse: **Jennifer Kastronis**
 - Mentor Teachers: **Richard Heltion, Jennifer Kastronis, Tanya Busch, Kurt Blanock**
 - HOSA – Future Health Professionals: **Jennifer Kastronis, Rachel Arovits**
 - NAHB (National Association of Home Builders) Student Chapter: **Theodore Pavlack, Michelle Thiry**

- SkillsUSA Advisors: **Richard Heltion, Erin Heltion, Amanda Kate Gorrington, Stacey Caudill, Maria Inks**
- Lead SkillsUSA: **Maria Inks**
- NTHS (National Technical Honor Society): **Stacey Caudill, Michelle Thiry**
- Leadership CTE: **Laura Montecalvo**
- Emergency Medical Responder: **Nichole Zeigler**
- Special Event Coordinator: **Nathan Horrell, Amanda Kate Gorrington**
- Veterinary Services Coordinator: **Nicholas Rivituso (Bagua)**
- OSHA Coordinator: **Richard Heltion**

8.2.2 Welding Instructor

- Approved the hiring of **Kenneth Wimer** for the Welding Instructor position for the 2024-2025 school year, contingent upon Steel Center's receipt of required documentation prior to the first day of employment. His salary will be Lane 1, Step 2 at \$51,479.43 plus benefits as stated in the Professional Employee Contract.

8.2.3 Executive Director Compensation Plan

- Removed this agenda item

8.2.2 Act 93 Administrative/Supervisory Compensation Plan

- Approved the Act 93 Administrative/Supervisory Compensation Plan July 1, 2024 to June 30, 2029, as presented.

8.2.4 Executive Assistant Agreement

- Approved the Executive Assistant Employee Agreement July 1, 2024 to June 30, 2029, as presented.

8.3 Conferences, Seminars & Competitions

8.3.1 Approved **Kevin Rice** to attend the PACTA State Officer and Executive Committee Meetings on September 12-13, 2024, at the Toftrees Conference Center in State College, PA at an approximate cost of \$300.00.

8.3.2 Approved **Kevin Rice** to participate in PDE Approved Program Evaluation site visit of Lehigh Career & Technical Institute September 24-26, 2024, Schnecksville, PA. Travel costs will be paid for by the Pennsylvania Department of Education.

8.3.3 Approved **Kevin Rice** to attend the 2024 PASA-PSBA School Leadership Conference October 15-17, 2024, at Kalahari Resorts & Convention Center in Pocono Manor, PA at an approximate cost of \$1,200.

- 8.3.4** Ratified **David Schaap** to attend the PACTA Summer Leadership Conference at the Penn Stater Conference Center in State College, PA on July 23 through July 25, 2024, at an approximate cost of \$500.

9. Facilities ACTION ITEMS – NONE

10. Renovation Update – ACTION ITEMS

A motion was made by Mr. Tachoir, seconded by Mr. Perry, carried by a 10-0 vote to approve action item 10.1 as presented.

- 10.1.** Ratified Change Order GC-5 with DiMarco Construction Co. in the amount of **\$72,972.97.**

11. Superintendent of Record Report – NONE

12. Solicitor's Report – NONE

13. Information Items

13.1. JOC Brief

- Mr. Rice briefly discussed the Renovation Phasing Plan and the Finance Report.

13.2. Steel Center Comprehensive Plan Draft

- This will be distributed at the September meeting

13.3. Steel Center Forecast

- Mr. Rice shared this document that outlines what the Steel Center Leadership Team is currently working on and what is planned for future tasks.
- Mr. Rice also announced that a tour of the facility to show the renovation updates will be held prior to the board meeting on September 3, 2024. The tour will begin at 5:30pm and those interested should meet in the Main Lobby on the upper level at Steel Center.

14. Other Business – NONE

15. Visitor Comments – NONE

16. Adjournment

There being no further business, a motion was made by Mr. Tachoir, seconded by Mrs. Hoppe, carried by an aye vote to adjourn the meeting at 8:27pm.

NEXT MEETING: September 3, 2024 at Mon Valley School – Media Center

Respectfully submitted,

Tricia Cousino

Tricia Cousino, Board Secretary