



MINUTES
Joint Operating Committee Regular Meeting
Tuesday, September 5, 2023

1. Call to order

The meeting was called to order by President Schaap at 7:05pm 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
Mr. Travis Stoffer
Mrs. Lauren DiBeneditto
Mr. Wayne Perry
Mrs. Cara Karstetter - ABSENT
Mrs. Suzanne Downer
Mrs. Debra Kostelnik - ABSENT
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

Steel Center Staff:

Kevin Rice, Executive Director
Patrice Allison, Asst. Business Manager
David Hall, Supervisor of Building and Grounds
Scott Kane, 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 September 1, 2023. 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 – NONE

5. Presentation – NONE

6. Minutes

6.1. A motion was made by Mrs. Hoppe, seconded by Mrs. Harris, carried by an aye vote to approve the minutes from June 6, 2023, and the minutes from August 1, 2023.

7. Financial ACTION ITEMS

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

7.1. Treasurer's Report Ending July 31, 2023

7.2. Bills to be Approved

7.2.1 General Fund Check Register – Payments August 2023

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 August 2023

7.2.5 Administrative Fund Checks to Approve – Future Payments

7.3 Ratified Student Activity Report for July 2023

7.4 Renovation Fund Treasurer's Report Ending July 31, 2023

8. Administrative ACTION ITEMS

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

8.1 Operations

8.1.1 Obsolete and/or Surplus Equipment

- Declared obsolete and/or surplus, the equipment listed with all items of potential value being sent to auction as presented.

8.1.2 Equipment Auction

- Approved the auction agreement with **Hartland Machinery Company, Inc.** for an auction of obsolete and/or surplus equipment of potential value as presented.

8.1.3 Steel Center Health & Safety Plan

- Approved the Steel Center Health and Safety Plan for 2023-2024 School Year.

8.1.4 Automotive Electrical Training Equipment

- Approved the purchases of one **Consulab Classroom Set of Ohm's Law Trainers** at a cost of **\$37,534** and one **Consulab Classroom Set of Electromagnetism Trainers** at a cost of **\$47,874** from **Allegheny Educational Systems**. These single source items are being purchased for the Automotive Technology program and will be purchased with state supplemental equipment grant funds.

8.2 Personnel

8.2.1 Employee Resignation

- Accepted the resignation of **Lori Gricar**, Instructional Aide for the 2022-2023 school year, effective August 4, 2023.

8.2.2 Automotive Technology Instructor

- Ratified the hiring of **Michael Guckes** for the Automotive Technology Instructor position for the 2023-2024 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 3 at \$52,143 plus benefits as stated in the Professional Employee Contract.

8.2.3 Instructional Aides

- Ratified the hiring of **Taylor Dober** as a 10-Month Instructional Aide for the 2023-2024 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 moving on day 61 to Step 1 salary of **\$23,335.56** plus benefits as stated in the Classified Employee Contract.
- Ratified the hiring of **Christine Pickering** as a 10-Month Instructional Aide for the 2023-2024 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 moving on day 61 to Step 1 salary of **\$23,335.56** plus benefits as stated in the Classified Employee Contract.

8.2.4 Service Employee

- Ratified the hiring of **Carla Mastracci** as a 12-Month Service Employee for the 2023-2024 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 moving on day 61 to Step 1 salary of **\$32,436.78** plus benefits as stated in the Classified Employee Contract.

8.2.5 Supplemental Contract

- Approved **Jennifer Kastronis** as a Mentor Teacher for the 2023-2024 school year with a stipend of \$1,230.

8.3 Conferences, Seminars & Competitions

8.3.1 Approved **Kevin Rice** to attend the **PACTA State Officers Executive Committee Meeting** on September 12-13, 2023, at the Toftrees Conference Center at an **approximate cost of \$300.00.**

8.3.2 Approved **Patrice Allison** to attend the **PACTA CTE Business Administrators Fall Workshop** on October 17-18, 2023, at the Penn Stater Hotel & Conference Center at an **approximate cost of \$400.00.**

8.3.3 Approved **Scott Kane** to attend the **PACTA CTE Assistant Directors, Principals, and Supervisors Fall Workshop** on October 10-11, 2023, at the Penn Stater Hotel & Conference Center at an **approximate cost of \$400.00.**

8.3.4 Approved **Shannon Hinkle** and **Laura Montecalvo** to attend the **PACTA CTE School Counselors Fall Workshop** on October 10-11, 2023, at the Penn Stater Hotel & Conference Center at an **approximate cost of \$800.00.**

8.3.5 Approved **Stacey Caudill** to attend the **PACTA Cooperative Education Conference** October 19-20, 2023, at the Penn Stater Hotel & Conference Center at an **approximate cost of \$400.00.**

9. Facilities ACTION ITEMS

A motion was made by Mr. Tachoir, seconded by Mrs. Harris, carried by a 9-0 vote to approve Facilities action item 9.1 as presented.

9.1. Preventive Maintenance Service Agreement

- Approved the Preventive Maintenance Service Agreement with **Combustion Service & Equipment Co.** for the boilers and BMC Panel at a cost of **\$5,880** shared with SEASS, subject to final terms and conditions approved by the solicitor.

10. Architect's Report – NONE

11. Construction Manager Report – NONE

12. Superintendent of Record Report

Dr. Lutz suggested that as Steel Center moves forward with the renovation construction that the JOC put authorization for approval between board meetings in place for change orders not to exceed a specified threshold. Other JOC board members supported this recommendation.

13. Solicitor's Report – NONE

14. Information Items

14.1. JOC Brief (enclosed and website attachment).

Mr. Rice provided the following updates:

- Renovation: The second construction meeting was held today to consider changing the phasing plan now that no additions will be made to HVAC and Diesel areas. This will allow the prime contractors to move forward at a quicker pace.
- Enrollment is around 900. The end of September is the deadline for schedule changes.
- The JOC's attention is directed to several news articles included in the Brief regarding the current state of hiring challenges in education across Pennsylvania.

15. Other Business – ACTION ITEM

A motion was made by Mr. Perry, seconded by Mr. Giglione carried by an aye vote to approve Business action item 15.1 as presented.

15.1. PSBA Officers – Steel Center is eligible to cast one vote for each officer to be submitted electronically by the Board Secretary by October 27, 2023. The nominees:

- 2024 President Elect (1 Year Term)
 - Allison Mathis, North Hills School District
- 2024 Vice President (1 Year Term)
 - Sabrina Backer, Franklin Area School District

- 2024-2026 Treasurer (3 Year Term)
 - Karen Beck Pooley, Bethlehem Area School District
- 2024-2026 Western Zone Representative (3 Year Term)
 - Marsha Pleta, Washington School District
- 2024-2025 Section W3 Advisor (2 Year Term)
 - Erik Meredith, East Allegheny School District
- PSBA Insurance Trustees (3 Year Term, ending December 31, 2026) – Vote for up to 2 candidates:
 - Marianne Neel
 - Michael Faccinetto

16. Visitor Comments – NONE

17. Adjournment

There being no further business, a motion was made by Mrs. Hoppe, seconded by Mr. Perry, carried by an aye vote to adjourn the meeting at 7:17pm.

NEXT MEETING: Tuesday, October 3, 2023

Respectfully submitted,

Tricia Cousino

Tricia Cousino, Board Secretary