



MINUTES
Joint Operating Committee Regular Meeting
Tuesday, February 7, 2023

1. Call to order

The meeting was called to order by President Schaap at 7:20pm pm 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
Mr. Roger Tachoir
Mrs. Calvina Harris - ABSENT
Mr. Travis Stoffer
Mrs. Lauren DiBeneditto Huey - ZOOM
Mr. Wayne Perry
Mrs. Cara Karstetter
Mrs. Suzanne Downer
Mrs. Debra Kostelnik
Mr. David Schaap

The President declared a quorum.

Mr. Schaap asked for a moment of silence for the fallen McKeesport police officer, Sean Sluganski.

Others Present:

Dr. Randal Lutz, Superintendent of Record
Jocelyn Kramer, Weiss Burkardt Kramer
Melissa Wood, Baldwin-Whitehall Alternate
Dr. Richard Dowell, Mon Valley School
Gary Meinen, Willis Towers Watson
Matt Franz, HHSDR
Sean Garin, Dinsmore & Shohl LLP via ZOOM
Jamie Doyle, PFM via ZOOM
Katie Clouston, student

Steel Center Staff:

Kevin Rice, Executive Director
Patrice Allison, Asst. Business Manager
Robin White, Asst. Director/Principal
David Hall, Supervisor of Building and Grounds
Tricia Cousino, Board Secretary
Jay Cherep, Technology Specialist
Scott Kane, Teacher and Skills Advisor
Dennis Eroline, Instructional Aide
Samantha Brinkman, Instr. Aide/Skills Advisor

2. Board Member Comments & Visitor Comments on Agenda Items

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

Mr. Schaap thanked the Baking and Culinary Arts students and staff for an excellent meal.

4. Nominations for President and Vice President

4.1. Nomination for President

A motion was made by Mr. Perry, seconded by Mrs. Hoppe to open the floor for nominations.

A motion was made by Mr. Perry, seconded by Mr. Giglione to nominate **Mr. David Schaap for the position of President.** A motion was made by Mr. Perry, seconded by Mrs. Hoppe to close nominations, which was carried by an aye vote. Mr. Schaap was approved as President by an aye vote.

4.2. Nomination for Vice President

A motion was made by Mr. Perry, seconded by Mrs. Kostelnik to open the floor for nominations.

A motion was made by Mrs. Kostelnik, seconded by Mr. Giglione to nominate **Mrs. Calvina Harris for the position of Vice President.** A motion was made by Mr. Giglione, seconded by Mr. Perry to close nominations, which was carried by an aye vote. Mrs. Harris was approved as Vice President by an aye vote.

5. Student Representatives

Katie Clouston, SkillsUSA President gave the following SkillsUSA updates:

- 31 students competed at Districts. All first place finishers will be advancing to the State Competition along with a team of 3 for a Direct to State Competition, and a student who was the only entrant in his contest at the district level.

- SkillsUSA will be sponsoring a Spirit Days Theme Week February 6-10 in recognition of CTE Month.

6. Presentations

- Construction Insurance: Gary Meinen, Willis Towers Watson, covered the following areas regarding Owner Controlled Insurance Program (OCIP):
 - An overview of the program
 - The types of insurance coverage and benefits
 - Components of coverage
 - Cost rubric

Mr. Schaap asked for further clarification regarding Workers Compensation and how it affects the contractors.

Dr. Lutz asked the following:

- Clarification regarding if delivery trucks caused damage during the project. Gary explained this is handled through that company's auto insurance.
- Does OCIP cover the safety of students? Gary responded that yes, it does.
- What is the length of coverage for contractor negligence? Gary clarified the coverage is for 12 years.
- Renovation Finance Discussion: Jamie Doyle, PFM, and Sean Garin, Dinsmore & Shohl LLP, reviewed the following information:
 - Recap of Steel Valley Area School Authority Financial Report (previously distributed in November 2022)
 - Overview of the Moody Rating
 - Breakout of Member District payment shares
 - Offered congratulations to Steel Center for \$4 million RACP Grant Award

7. Minutes

- 7.1.** A motion was made by Mrs. Kostelnik, seconded by Mr. Giglione, carried by an aye vote to approve the minutes from December 13, 2022.

8. Financial ACTION ITEMS

A motion was made by Mrs. Hoppe, seconded by Mr. Perry, carried by a roll call vote of 10-0 to approve the Finance items 8.1 to 8.5 as presented.

8.1. Treasurer's Report ending November 30, 2022

8.2. Treasurer's Report ending December 31, 2022

8.3. Bills to Be Approved**8.3.1** General Fund Check Register – Payments December 2022 – January 2023**8.3.2** General Fund Contracted Services to be Ratified – Over \$1,000 (Included in Check Register listing)**8.3.3** General Fund Purchase Orders to be Ratified —Over \$1,000 – Future Payments**8.3.4** Administrative Fund Check Register – Payments December 2022 – January 2023**8.3.5** Administrative Fund Checks to Approve – Future Payments**8.4** Ratify Student Activity Report for November - December 2022**8.5** Renovation Fund Treasurer's Report Ending December 30, 2022**9. Administrative ACTION ITEMS**

A motion was made by Mrs. Hoppe, seconded by Mr. Perry, carried by a roll call vote of 10-0 to approve the items Operations, Personnel and Conferences, Seminars & Competitions items 9.1 to 9.3.3 as presented with the exception of item 9.2.5.

A separate motion made by Mr. Perry, seconded by Mr. Giglione, carried by a roll call vote of 10-0 to approve item 9.2.5 with updated language to include "on terms and conditions as determined by Executive Director."

9.1 Operations**9.1.1 Occupational Advisory Committee Members 2022-2023**

- Approved the following to serve on the respective program OAC for 2022-2023
 - Rich Paganie, Carpentry
 - Beverly Brady, Medical Professions

9.1.2 Donations Received

- Accepted the donations from the following individuals for materials used in the programs area as presented.

9.1.3 Obsolete/Surplus Equipment

- Declared obsolete the technology and equipment listed as presented.

9.1.4 Obsolete/Surplus Equipment Auction

- Approved hiring Hostetter Auctioneers, Beaver Falls, PA for an online auction of obsolete/surplus equipment as presented.

9.1.5 Student Discipline Agreement

- Ratified the Student Discipline Agreement pertinent to student #25455 as presented.

9.2 Personnel

9.2.1 Assistant Principal

- Approved the hiring of **Scott Kane** for the Assistant Principal position. His salary will be \$80,000 pro-rated for the 2022-2023 school year plus benefits as stated in the Act 93 Employee Contract.

9.2.2 Vacant Positions

- Authorized Executive Director to make a binding offer of employment between board meetings to fill the following positions to be ratified at the subsequent JOC board meeting:
 - Advertising & Design Instructor
 - Computer Technology
 - Instructional Aide

9.2.3 Baking & Pastry Chef

- Ratified the hiring of **Amanda Kate Kutrufis** for the Baking & Pastry Chef Instructor position for the 2022-2023 school year. Her salary will be Lane 1, Step 3 at \$52,143 plus benefits as stated in the Professional Employee Contract.

9.2.4 Supplemental Contract

- Approved **Rick Heltion** for a supplemental contract for the second semester of the 2022-2023 school year with a stipend of \$1,230 pro-rated for the assignment of SkillsUSA Advisor.

9.2.5 Construction Manager Position

- Approved the proposal to create a **Construction Manager Position** for the Renovation project on terms and conditions as determined by Executive Director.

9.2.6 Student Services Secretary

- Ratified the hiring of **Michelle Thiry** for the Student Services Secretary position for the 2022-2023 school year. Salary will be Step 6 at \$53,830 plus benefits as stated in the Classified Employee Contract.

9.2.7 Employee Discipline

- Approved the Disciplinary Resolution for Employee #7314.

9.3 Conferences, Seminars & Competitions

9.3.1 EMS Update Conference

- Approved **Public Safety Instructor, Nichole Zeigler**, to attend the **EMS UPDATE Conference** on March 22-24, 2023 at Seven Springs Mountain Resort at an approximate cost of \$700.

9.3.2 Pathways to Career Readiness Conference

- Approved **David Schaap** to attend the PACTA Pathways to Career Readiness Conference February 8 & 9, 2023 in Hershey, PA at an approximate cost of \$400.

9.3.3 Eastern Pennsylvania Study Tour

- Approved **Kevin Rice, Stacey Caudill**, and **Scott Kane** to attend the Eastern PA Study Tour from February 27 – March 1, 2023 at an approximate cost of \$1,900.

10. Facilities ACTION ITEMS - NONE

11. Architect's Report

Matt Franz, with HHSDR, shared the following updates:

- The timeline path for the Renovation Project
- Floor plans highlighted to show the degree of updates
- Mall area and outdoor building views
- Projected cost breakdown
- Construction phases with a projected completion date of September 2025

12. Superintendent of Record Report

Dr. Lutz gave his report during Executive Session.

13. Solicitor's Report

Ms. Kramer shared the Commonwealth Court's decision in the school funding lawsuit and that more information would be forthcoming.

14. Information Items

14.1. JOC Brief

Mr. Rice provided the following updates:

- Steel Center is working through the RACP process.
- Positive relationships with industry partners have recently yielded over \$91,000 in donations.
- Collision Repair and Refinishing class earned first place in the annual "Pedal Car Challenge" at this year's World of Wheels Custom Car Show.

- Steel Center's Educator of Distinction is Mr. Nicholas Rivituso.
- JOC President Mr. Schaap will be addressing the PACTA general membership at the 32nd Annual "Pathways to Career Readiness" Education and Workforce Development Symposium.
- "Technical School Education Day" will take place on Tuesday, April 25, 2023, at the Pennsylvania Capitol Building, in Harrisburg. Steel Center will be organizing a team of 3-5 students and chaperones to participate in this special event.
- A "THANK YOU" poster and Steel Center spirit wear items were delivered to Lieutenant Governor Austin Davis as a token of appreciation for his support with the RACP Grant.

14.2. Policy Revisions

- First read of amended Policy 103 Non-Discrimination/Title IX Sexual Harassment Affecting Students (enclosed and website attachment).
- First read of amended Policy 104 Non-Discrimination/Title IX Sexual Harassment Affecting Staff (enclosed and website attachment).

15. Other Business – NONE

16. Visitor Comments – NONE

17. Adjournment

There being no further business, a motion was made by Mrs. Kostelnik, seconded by Mr. Perry, carried by an aye vote to adjourn the meeting at 8:50 pm.

NEXT MEETING: Tuesday, March 7, 2023

Respectfully submitted,

Tricia Cousino

Tricia Cousino, Board Secretary