



AGENDA
Joint Operating Committee Meeting
Tuesday, December 12, 2023
Steel Center, Conference Room B

6:30 PM – Executive Session

7:00 PM – Regular Meeting

Mr. David Schaap, President – Brentwood
Mrs. Calvina Harris, Vice President – Duquesne City

Mr. Pete Giglione – Baldwin Whitehall
Mrs. Gail Hoppe – Bethel Park
Mr. Roger Tachoir – Clairton City
Mr. Travis Stoffer – Elizabeth Forward
Mrs. Lauren DiBeneditto Huey – South Allegheny

Mr. Wayne Perry – South Park
Mrs. Cara Karstetter – Steel Valley
Mrs. Suzanne Downer – West Jefferson Hills
Mr. Mark Donahoe – West Mifflin Area

1. Call to order

- 1.1.** Flag Salute
- 1.2.** Roll Call

2. Board Member Comments & Visitor Comments on Agenda Items

The agenda was posted on the Steel Center website by 6:00 PM on December 11, 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. Nominations for President and Vice President

- 4.1.** Nomination for President
- 4.2.** Nominations for Vice President

5. Student Presentations – NONE

6. Other Presentations – Audit Report for Steel Center and SEASS, Mark Turnley CPA**7. Minutes**

7.1. Approval of minutes from November 14, 2023.

8. Financial ACTION ITEMS

The Administration recommends the approval of the Finance items 8.1 to 8.5 as presented (enclosed and website attachment):

8.1. Treasurer's Report Ending October 31, 2023

8.2. Bills to be Approved

8.2.1 General Fund Check Register – Payments November 2023

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

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

8.2.4 Administrative Fund Check Register – Payments November 2023

8.2.5 Administrative Fund Checks to Approve – Future Payments

8.2.6 Renovation Fund Expenses to be Ratified – Future Payments

8.3. Ratify Student Activity Report for October 2023

8.4. Renovation Fund Treasurer's Report Ending October 31, 2023

8.5. Authorize the Administration to pay invoices when received and ratify them at the February 7, 2024 JOC meeting if necessary.

9. Administrative ACTION ITEMS

The Administration recommends the approval of the Operations, Personnel and Conferences, Seminars & Competitions items as presented.

9.1 Operations**9.1.1 Allegheny Connect RWAN Renewal Resolution**

- Approve the resolution to approve the Service Order Agreement and E-rate Letter of Agency with Allegheny Intermediate Unit for Regional Wide Area Network Services (RWAN) and Internet Access Service as presented subject to final terms and conditions approved by the Solicitor (enclosed and website attachment).

9.1.2 Reappointment of Solicitor

- Approve the reappointment of **Weiss Burkardt Kramer LLC** as solicitor for 2024, with a retainer of \$500 per month and hourly billing rate of \$150 per hour.

9.1.3 Occupational Advisory Committee Members 2023-2024

- Approve the following individuals to serve on the Culinary Arts Occupational Advisory Committee (OAC) for 2023-2024:
 - Frank Ciccanti, Jr
 - Cynthia Long
 - Ben Piper

9.2 Personnel**9.2.1 Business Manager Cooperation Agreement**

- Approve the three-year agreement between **Steel Center for Career & Technical Education and Parkway West Career & Technology Center for shared business manager services of Chris Hamilton** with Steel Center paying Parkway West 50% of total cost of salary, retirement and all outlined benefits effective July 1, 2021 through June 30, 2026 as presented subject to final terms and conditions approved by the Solicitor (enclosed and website attachment).

9.2.2 Retirement

- Accept the retirement of **Dave Hall**, Supervisor of Building and Grounds, effective June 30, 2024.

9.2.3 Salary Increase for Executive Director

- Approve the salary increase for Executive Director, **Mr. Kevin Rice**, retroactive to July 1, 2023, as presented.

9.2.4 Supplemental Contracts

- Approve the following individuals for supplemental contracts for the 2023-2024 school year with a stipend of \$1,230 per assignment:
 - Emergency Medical Responder – Nichole Zeigler
 - Special Event Coordinator – Nathan Horrell and Amanda Kate Kutrufis
 - Veterinary Services Coordinator – Nicholas Rivituso
 - OSHA Coordinator – Richard Heltion

9.2.5 MOU for Temporary Building & Grounds Supervisor

- Approve the Memorandum of Understanding between Steel Center for Career & Technical Education and the Steel Center Federation of Teachers to assign **Tom Bernick** as Acting Supervisor of Building and Grounds as presented subject to final terms and conditions approved by the Solicitor (enclosed and website attachment).

9.2.6 Acting Supervisor of Building & Grounds

- Approve **Tom Bernick** as Acting Supervisor of Building & Grounds retroactive to December 11, 2023, per the Memorandum of Understanding, and other terms and conditions as presented.

9.2.7 Student Employment

- Approve to extend the following Steel Center students for cooperative education employment through May 30, 2024, at the rate of \$12.00 per hour, to be paid with funds from the Business Education Partnership grant:
 - Shane Rudberg
 - Alexandra Santelli
 - Carnell Simms
 - Aedan Haglund
 - Anthony Raygoza
 - Cory Garback
 - Dylan Saffer
 - Collin McCorkle
 - Alexis Palucis
 - Emma Brooks

9.3 Conferences, Seminars & Competitions**9.3.1 Pathways to Career Readiness Conference**

- Approve Executive Director, **Kevin Rice**, to attend the PACTA State Officers and Executive Committee Meetings on February 7, 2024, and the PACTA Pathways to Career Readiness Symposium February 9 & 10, 2024 in Hershey, PA at an approximate cost of \$700.00.

10. Facilities ACTION ITEMS – NONE**11. Renovation Update – ACTION ITEMS**

Administration and HHSDR Architects recommend the approval of Change Order items 11.1 to 11.4 as presented with final terms and conditions approved by the Architect and Solicitor (enclosed and website attachment):

- 11.1.** Approve Change Order GC-1 with DiMarco Construction Co. in the amount of **\$3,608,811.00.**
- 11.2.** Approve Change Order HC-1 with First American Industries, Inc. in the amount of **\$36,244.00.**

- 11.3.** Approve Change Order PC-1 with First American Industries, Inc. in the amount of **\$71,855.00.**
- 11.4.** Approve Change Order EC-1 with Merit Electrical Group, Inc. in the amount of **\$60,219.00.**

12. Superintendent of Record Report

13. Solicitor's Report

14. Information Items

- 14.1.** JOC Brief (enclosed and website attachment).
- 14.2.** Spring Workshop for School Board Members

15. Other Business

16. Visitor Comments

17. Adjournment

***Following the board meeting there will be a tour to view the progress of the renovation project areas to those who are available to stay.**

NEXT MEETING: January 9, 2024 (if necessary for renovation items)