



MINUTES
Joint Operating Committee Meeting
Tuesday, October 7, 2025
Mon Valley School – Media Center

1. Call to order

The meeting was called to order by President Schaap at 7:14pm 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
Mr. Travis Stoffer
Mrs. Lauren DiBeneditto - ABSENT
Mr. Wayne Perry
Mrs. Cara Karstetter - ABSENT
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
Burt Comensky, Duquesne City School District
Daytona Hissong, student
Dominic Fascetti, student
Mark Schnack, student

Steel Center Staff:

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

2. Board Member Comments & Visitor Comments on Agenda Items

The agenda was posted on the Steel Center website by 6:00 PM on October 6, 2025. 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.

A special thank you to Dorothy Wycoff for providing excellent meal for the board meeting.

4. Student Presentations – National Technical Honor Society

Three Steel Center student representatives along with Advisor, Mrs. Caudill, distributed a copy of the NTHS newsletter and provided the following updates:

- NTHS ended the 24-25 school year with their annual picnic at Round Hill Park celebrating current and new members bringing their total to 69 members.
- The Sarris Candy fundraiser is underway and will continue throughout the 25-26 school year.
- The first meeting was held on September 17th.
- On September 24th, they hosted a fundraiser in partnership with Al's Cone Zone.
- The first blood drive took place on September 25th. The afternoon session had to be canceled, and it was rescheduled for October 7th.
- For the third consecutive year, the Steel Center NTHS chapter earned the Silver Star of Excellence and the Core Four of Excellence Award.

5. Other Presentations – NONE

6. Minutes

- 6.1.** A motion was made by Mrs. Downer, seconded by Mrs. Harris, carried by an aye vote to approve the minutes from September 2, 2025.

7. Financial ACTION ITEMS

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

7.1. Treasurer's Report Ending August 31, 2025

7.2. Bills to be Approved

7.2.1 General Fund Check Register – Payments September 2025

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 September 2025
- 7.2.5** Administrative Fund Checks to Approve – Future Payments
- 7.2.6** Renovation Fund Expenses to be Ratified – Future Payments
- 7.3.** Ratified Student Activity Report for August 2025
- 7.4.** Renovation Fund Treasurer’s Report Ending August 31, 2025

8. Administrative ACTION ITEMS

A motion was made by Mr. Tachoir, seconded by Mrs. Harris, carried by a 9-0 vote to approve the Operations, Personnel and Conferences, Seminars & Competitions items 8.1 to 8.3.5 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.

8.2 Personnel

8.2.1 Advertising and Design Instructor

- Ratified the hiring of **Thomas Thompson** for the Advertising & Design Instructor position for the 2025-2026 school year. His salary will be Lane 1, Step 4 at \$54,656.22 plus benefits as stated in the Professional Employee Contract.

8.2.2 Advisor Resignation

- Approved the resignation of **Michelle Thiry** as a National Association of Home Builders Student Chapter Advisor for the 2025-2026 school year.

8.2.3 Supplemental Contract

- Approved **Nolan Bergamasco** for a supplemental contract as NAHB (National Association of Home Builders) Student Chapter Advisor for the 2025-2026 school year with a stipend of \$1,230.

8.3 Conferences, Seminars & Competitions

- 8.3.1** Ratified **Kevin Rice** to attend the **PACTA State Officer and Executive Committee Meetings** on September 29 – October 1, 2025, at the Toftrees Conference Center in State College, PA at an approximate cost of \$50.00. Additional costs were paid by PACTA.

- 8.3.2** Approved **Tricia Cousino** to attend the **School Board Secretaries Conference** on October 30-31, 2025, at the PSBA Headquarters in Mechanicsburg, PA at an approximate cost of \$550. Additional costs are paid by PSBA.

8.3.3 Approved 20 SkillsUSA student officers/leaders and 2 faculty advisors to attend the **SkillsUSA Western Region Fall Leadership Conference** on October 29-31, 2025, at Seven Springs Mountain Resort at an approximate cost of \$12,000 for registrations, lodging, fees, and transportation.

8.3.4 Approved **Nichole Zeigler, Fiona Sutton, and Angela Eberhart** to attend the **Integrated Learning Conference** on November 5-7, 2025, at the Penn Stater Hotel & Conference Center at an approximate cost of \$3,000.

8.3.5 Approved 8 students and 2 instructors, **Joseph Pace and Michael Guckes**, to attend a visit at the University of Northwestern Ohio on November 7, 2025, at an approximate cost of \$600.

9. Facilities ACTION ITEMS – NONE

10. Renovation Update – ACTION ITEMS

A motion was made by Mr. Perry, seconded by Mr. Donahoe, carried by a 9-0 vote to approve item 10.1 as presented.

10.1. Educational Furniture

- Approved the purchase of furniture as part of the renovation from P.E.M.Co/W.B. Mason in the total amount of **\$19,874.94**.

11. Superintendent of Record Report – NONE

12. Solicitor's Report – NONE

13. Information Items

13.1. JOC Brief

Mr. Rice provided the following information:

- Thank you to Mr. Donahoe for his contribution to the favorable newspaper article published by The Valley Independent.
- Update on Steel Center's RACP application.
- On September 29th, Laura Sohinki, Western PA Field Office Director for Governor Josh Shapiro, visited Steel Center to explore possible funding opportunities.
- A meeting is scheduled with Senator Pisciotano for October 9th to discuss the Legislative Budget and Finance Committee Report.
- Steel Center's 2026-2027 Recruitment Plan.
- Upcoming Stakeholder Input Session on November 20th. Any JOC board members interested in attending, please contact Ms. Cousino.
- Steel Center's Open House on November 3rd (flyer distributed).

14. Other Business

A motion was made by Mr. Donahoe, seconded by Mr. Perry, carried by a 9-0 vote to approve item 14.1 with the ballot of names as designated in bold print.

14.1 PSBA Officers – Steel Center shall cast one vote for each officer to be submitted electronically by the Board Secretary by October 15, 2025.

- 2026 President-Elect (1 Year Term)
 - **Holly Arnold**, Tunkhannock Area School District
- 2026 Vice President (1 Year Term)
 - **Matt Vannoy**, Sharon City School District
- 2026-2027 W-3 Sectional Advisor (2 Year Term) – Choose One
 - **Antonio Paris**, Riverview School District
 - ~~Erik Meredith, East Allegheny School District~~ (not selected for ballot)
- PSBA Insurance Trustees (3 Year Term, ending December 31, 2027) – Choose Two
 - **Kathy K. Swope**
 - **Roberta M. Marcus**

15. Visitor Comments – NONE

16. Adjournment

There being no further business, a motion was made by Mrs. Harris, seconded by Mrs. Downer, carried by an aye vote to adjourn the meeting at 7:32pm.

NEXT MEETING: November 11, 2025, at Mon Valley School – Media Center.

Respectfully submitted,

Tricia Cousino

Tricia Cousino, Board Secretary