



MINUTES
Joint Operating Committee Regular Meeting
Tuesday, April 7, 2026
Steel Center – Conference Room B

1. Call to order

The meeting was called to order by President Schaap at 7:16pm at Steel Center.

1.1. Flag Salute

1.2. Roll Call

Baldwin-Whitehall
Bethel Park
Brentwood
Clairton
Duquesne
Elizabeth Forward
South Allegheny
South Park
Steel Valley
West Jefferson Hills
West Mifflin Area

Mr. Pete Giglione – VIA ZOOM
Mrs. Colleen Sokira
Mr. David Schaap
Mr. Roger Tachoir
Mrs. Calvina Harris - ABSENT
Mr. Travis Stoffer - ABSENT
Mrs. Lauren DiBeneditto - ABSENT
Mr. Wayne Perry
Mrs. Cara Karstetter
Mrs. Suzanne Downer
Mr. Mark Donahoe

The President declared a quorum.

Others Present:

Dr. Randal Lutz, Superintendent of Record
Jocelyn Kramer, Weiss Burkardt Kramer
Scott Dadowski, Mon Valley Vice-Principal
David Matzie, Facilities Manager, Sp. Ed. AIU3

Steel Center Staff:

Kevin Rice, Executive Director
Scott Kane, Assistant Director/Principal
Kaitlyn Youngstead, Assistant Principal
Chris Hamilton, Business Manager
Tom Bernick, Supervisor of Building & Grounds
Tricia Cousino, Board Secretary
Jay Cherep, Technology Specialist
Jennifer Kastronis, HOSA Advisor

2. Board Member Comments & Visitor Comments on Agenda Items

The agenda was posted on the Steel Center website by 6:00 PM on April 6, 2026. 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, safety and security, and legal matters.

4. Student Presentations – Health Occupations Students of America (HOSA)

Advisor, Mrs. Kastronis presented on behalf of the students of HOSA. Thirty-four students competed at the conference in Hershey, PA with three students winning medals and two will continue to the international competition. She presented the board with a signed card from the students expressing their gratitude and thankfulness for the educational experience at the conference.

5. Other Presentations – 2026-2027 Proposed Combined Budget, Chris Hamilton

Mr. Hamilton reviewed the 2026-2027 Proposed Combined Budget for Steel Center and for Southeastern Area Special Schools (SEASS), highlighting expenditure and revenue summaries, cost per pupil, and account balances.

6. Minutes

- 6.1.** A motion was made by Mrs. Karstetter, seconded by Mr. Perry, carried by an aye vote to approve the minutes from March 3, 2026.

7. Financial ACTION ITEMS

A motion was made by Mr. Donahoe, seconded by Mr. Perry, carried by an 8-0 vote to approve Finance items 7.1 to 7.4 as presented.

7.1. Treasurer's Report ending February 28, 2026

7.2. Bills to be Approved

7.2.1 General Fund Check Register – Payments March 2026

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 \$2,500 – Future Payments

7.2.4 Administrative Fund Check Register – Payments March 2026

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 February 2026

7.4. Renovation Fund Treasurer's Report ending February 28, 2026

8. Administrative ACTION ITEMS

A motion was made by Mrs. Karstetter, seconded by Mr. Donahoe, carried by an 8-0 vote to approve the Operations, Personnel and Conferences, Seminars & Competitions items 8.1 to 8.3.1 as presented.

8.1 Operations

8.1.1 Central Susquehanna Intermediate Unit (CSIU) Agreement

- Approved to renew the Agreement with CSIU for **Student Information System Software** for the 2026-2027 School Year at an approximate cost of **\$21,535**.
- Approved to renew the Agreement with CSIU for the following **Financial Software Applications** for the 2026-2027. The total cost will be approximately **\$18,151**.

8.1.2 Occupational Advisory Committee Member

- Approved the following individuals to serve on Electrical Construction's OAC for the 2025-2026 school year:
 - Mohammad Faisal Kashifi, Calfo Electrician
 - Jonathan Momper, Calfo Electrician
 - Gary Wright, Calfo Electrician

8.1.3 Auction Agreement

- Approved the agreement with Sherman Hostetter Group LLC (Hostetter Auctioneers) for an auction of obsolete and/or surplus equipment of potential value as presented.

8.1.4 Contract Extension Direct Energy Business, LLC (NRG)

- Approved the three (3) year contract extension with Direct Energy Business, LLC (NRG) for Power Supply Coordination Services (PSC Services) and electrical supply beginning January 2027. The contract will establish pricing for Fixed Adders (capacity, transmission, etc.), consistent with our current agreement. Wholesale electricity purchases will subsequently be made and combined with the Fixed Adder to determine the final price. The contract extension was approved by the Western Pennsylvania Electric Consortium Committee.

8.1.5 GASB 75 Valuation and Related Services Agreement

- Approved the GASB 75 valuation services agreement between Steel Center CTE and Pennsylvania Trust as presented.

8.1.6 Donations

- Accepted the vehicle donation from Colleen Schuetz valued at \$11,940.

8.2 Personnel

8.2.1 Employee Resignation

- Accepted the resignation of Amanda Bisignano, Instructional Aide, effective April 10, 2026.

8.2.2 Employee Retirement

- Accepted the retirement of Cheryl Fischetti, Administration Office Secretary, effective June 30, 2026.

8.3 Conferences, Seminars & Competitions

8.3.1 PACTA Summer Leadership Conference

- Approved **Kevin Rice, Scott Kane, and Kaitlyn Youngstead** to attend the **PACTA Summer Leadership Conference** at the Penn Stater Conference Center in State College, PA on July 28-30, 2026, at an approximate cost of **\$2,700**.

9. Facilities ACTION ITEMS – NONE

10. Renovation Update – ACTION ITEMS

A motion was made by Mr. Perry, seconded by Mrs. Karstetter, carried by an 8-0 vote to approve Renovation items 10.1 to 10.2 as presented.

10.1. Change Order GC-13

- Approved Change Order GC-13 with **DiMarco Construction Co. Inc.** in the amount of **\$197,751** for concrete sidewalk work.

10.2. Change Order HC-6 and Change Order EC-6

- Approved Change Order HC-6 with **First American Industries, Inc.** in the amount of **\$13,893.31** and Change Order EC-6 with **Merit Electrical Group, Inc.** in the amount of **\$3,362.66** for additional exhaust work in Welding lab.

11. Superintendent of Record Report

Dr. Lutz attended the Workforce Development Conference along with Kaitlyn Younstead, Assistant Principal, and Laura Montecalvo, School Counselor. He reported it was a highly productive conference.

12. Solicitor's Report – NONE

13. Information Items

13.1. JOC Brief

Mr. Rice gave the following updates:

- Asbestos was discovered in the boiler house and will be remedied.
- During recent storms, it was discovered a roof drain clogged with debris caused leakage within the building and a water restoration company was called to assist with any resulting issues.

14. Other Business – NONE

15. Visitor Comments – NONE

16. Adjournment

There being no further business, a motion was made by Mr. Perry, seconded by Mrs. Karstetter, carried by an aye vote to adjourn the meeting at 7:43pm.

NEXT MEETING: May 5, 2026, at Steel Center CTE

Respectfully submitted,

Tricia Cousino

Tricia Cousino, Board Secretary