



MINUTES
Joint Operating Committee Regular Meeting
Tuesday, May 5, 2026
Steel Center – Conference Room B

1. Call to order

The meeting was called to order by President Schaap at 7:15pm 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
Mrs. Colleen Sokira
Mr. David Schaap
Mr. Roger Tachoir
Mrs. Calvina Harris
Mr. Travis Stoffer
Mrs. Lauren DiBeneditto
Mr. Wayne Perry
Mrs. Cara Karstetter
Mrs. Suzanne Downer
Mr. Mark Donahoe

The President declared a quorum.

Others Present:

Jocelyn Kramer, Weiss Burkardt Kramer
Scott Dadowski, Mon Valley Vice-Principal
David Matzie, Facilities Manager, Sp. Ed. AIU3
Burt Comensky, Duquesne City SD
Cash Korshlak, student
Paxton McBride, student
Daytona Hissong, student

Steel Center Staff:

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

2. Board Member Comments & Visitor Comments on Agenda Items

The agenda was posted on the Steel Center website by 6:00 PM on May 4, 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 and legal matters.

4. Student Presentations – SkillsUSA

Three SkillsUSA student members gave an update to the board on the recent competition and conference they attended in Hershey, PA. Each of the students placed in their respective category and spoke of their experience during the event. One student was also awarded a scholarship toward further education.

5. Other Presentations – NONE

6. Minutes

6.1. A motion was made by Mr. Donahoe, seconded by Mrs. DiBeneditto, carried by an aye vote to approve the minutes from April 7, 2026.

7. Financial ACTION ITEMS

A motion was made by Mrs. DiBeneditto, seconded by Mr. Perry, carried by an 11-0 vote to approve Finance items 7.1 to 7.4 as presented.

7.1. Treasurer's Report ending March 31, 2026

7.2. Bills to be Approved

7.2.1 General Fund Check Register – Payments April 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 April 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 March 2026

7.4. Renovation Fund Treasurer's Report ending March 31, 2026

A motion was made by Mr. Donahoe, seconded by Mrs. Karstetter, carried by an 11-0 vote to approve Finance items 7.5 to 7.6 as presented.

7.5. Approved the Steel Center 2026-2027 **General Operating Budget** in the total amount of **\$8,517,739** as presented.

7.6. Approved the Steel Center 2026-2027 **Administrative Budget** in the total amount of **\$1,220,782.00** as presented.

8. Administrative ACTION ITEMS

A motion was made by Mrs. DiBeneditto, seconded by Mrs. Karstetter, carried by an 11-0 vote to approve the Operations, Personnel and Conferences, Seminars & Competitions items 8.1.1 to 8.3.1 as presented.

8.1 Operations

8.1.1 2026-2027 School Calendar

- Approved the 2026-2027 Calendar as presented.

8.1.2 Canvas Subscription Renewal Agreement

- Approved the Canvas renewal agreement for 2026-2027 school year with Instructure in the amount of \$15,280.25 subject to final terms and conditions approved by the solicitor.

8.1.3 Occupational Advisory Committee Member

- Approved the following individuals to serve on Business Innovations and Social Media Marketing's OAC for the 2026-2027 school year:
 - Dr. Alexis P. Brown, University of Pittsburgh
 - John Williams, The Clarks
 - Austin Conn, Community College of Allegheny County
 - Megan Erney, Bowser Automotive Group

8.1.4 Donations

- Accepted the vehicle donation from Rohrich valued at **\$10,475**.

8.1.5 Quadient Postage Machine Agreement

- Approved the 60-month lease agreement with Quadient Leasing USA, Inc. for postage equipment in the amount of **\$15,584.40** as presented.

8.1.6 Allegheny Health Network "CHILL" Agreement

- Approved the renewal agreement **between Steel Center and Allegheny Clinic** to provide the Chill Program for the 2026-2027 school year which includes

professional and educational service personnel, at a cost of **\$79,740.00** subject to final terms and conditions approved by the solicitor.

8.1.7 Establishing the Steel Center Police Department

- Approved the proposal for establishing a school police department.

8.2 Personnel

8.2.1 Unpaid Employee Leave

- Approved intermittent unpaid leave in accordance with the Family and Medical Leave Act (FMLA) for Employee #10009561 effective May 5, 2026.

8.2.2 Culinary Arts and Baking & Pastry Chef Summer School

- Approved **Nathan Horrell**, Culinary Instructor, and **Amanda Kate Gorrington**, Baking & Pastry Instructor, to hold summer classes for students from July 6 through July 30, 2026, paid at their respective per diem rate.

8.2.3 Teacher Supplemental Hours

- Approved the following professional bargaining unit employees to be paid the supplemental rate of \$30 per hour for up to the amount of time designated to each for program curriculum work during the summer 2026:
 - Stephanie Anderson 120 hours
 - Kurt Blanock 40 hours
 - Patrick Canavan 80 hours
 - Rachel Castro 40 hours
 - Amanda Kate Gorrington 60 hours
 - Michael Guckes 120 hours
 - Richard Heltion 40 hours
 - Nathan Horrell 80 hours
 - Sandra Knight 80 hours
 - Heather Kusbit 40 hours
 - Joe Pace 120 hours
 - Thomas Thompson 150 hours (includes design work for the school)
 - Kenneth Wimer 120 hours
 - Nichole Zeigler 80 hours

8.2.4 Professional Staff Per Diem Work

- Approved the following professional bargaining unit employees to be paid their respective per diem rate for up the amount of time designated to each for work during the summer 2026:
 - Stacey Caudill 10 days
 - Angela Eberhart 5 days

- Shannon Hinkle 10 days
- Laura Montecalvo 10 days
- Fiona Sutton 5 days

8.3 Conferences, Seminars & Competitions

8.3.1 HOSA International Leadership Conference

- Approved **2 HOSA students** and **1 Staff Advisor**, to attend the HOSA International Leadership Conference on June 17-20, 2026, at the Indianapolis Convention Center, Indianapolis, IN at an approximate cost of **\$5,290**.

9. Facilities ACTION ITEMS – NONE

10. Renovation Update (ACTION ITEMS – NONE)

11. Superintendent of Record Report – NONE

12. Solicitor's Report – provided in Executive session

13. Information Items

13.1. JOC Brief

Mr. Rice provided the following updates:

- National Technical Honor Society held their Induction Ceremony on May 4, 2026, and Dr. Lutz received an Honorary NTHS Membership for his support and efforts in CTE.
- Dr. Lutz was also appointed to the CTE Caucus
- Work has begun on Steel Center's roof.
- Sidewalks, curbs, and hallways will begin around June 15th.
- CTE Advocacy Day
- Local legislator visits to Steel Center
- PACTA Legislative Asks flyer
- Current projected enrollment documents
- August 27, 2026 will be the Ribbon Cutting Ceremony

13.2. Discussion of Grant Funded Equipment Purchases

13.3. First Read of Policies

- Policy 805: Emergency Preparedness and Response
- Policy 805.1: Relations with Law Enforcement Agencies
- Policy 805.2: School Security Personnel

14. Other Business – Joint Operating Committee Business ACTION ITEM

A motion was made by Mr. Giglione, seconded by Mr. Perry, carried by an 11-0 vote to approve action items 14.1 as presented.

14.1. Election of PSBA Voting Delegate – due to PSBA by June 26, 2026

- Elected David Schaap as the voting delegate to the PSBA 2026 Delegate Assembly Meeting to be held in-person only on Saturday, November 7, 2026, at 9:00 a.m. at Cumberland Valley School District's Mountain View auditorium.

15. Visitor Comments

Mr. Comensky shared information from a recent newspaper article regarding scholarships available to the University of Pittsburgh regional campus locations.

Ms. Cousino shared the information on Senior Awards on May 14, 2026 and Senior Recognition on May 19, 2026 as per the flyer distributed at the meeting.

16. Adjournment

There being no further business, a motion was made by Mrs. Karstetter, seconded by Mr. Perry, carried by an aye vote to adjourn the meeting at 7:44pm.

NEXT MEETING: June 2, 2026, at Steel Center CTE

Respectfully submitted,

Tricia Cousino

Tricia Cousino, Board Secretary