



**MINUTES**  
**Joint Operating Committee Regular Meeting**  
**Tuesday, June 2, 2026**  
**at Steel Center – Conference Room B**

**1. Call to order**

The meeting was called to order by President Giglione at 8:17pm at Steel Center.

**1.1. Roll Call**

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

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

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  
Burt Comensky, Duquesne City SD

**Steel Center Staff:**

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

## **2. Board Member Comments & Visitor Comments on Agenda Items**

The agenda was posted on the Steel Center website by 6:00 PM on June 1, 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 legal matters pertaining to the lease agreement.

Mr. Giglione congratulated the Mon Valley School graduates and Mr. Dadowski for a great graduation program.

## **4. Minutes**

**4.1.** A motion was made by Mr. Schaap, seconded by Mr. Perry, and carried by an aye vote to approve the minutes from May 5, 2026.

## **5. Financial ACTION ITEMS**

A motion was made by Mr. Schaap, seconded by Mrs. Downer, carried by a roll call vote of 7-0 to approve Finance items 5.1 to 5.3 as presented.

**5.1.** Treasurer's Report ending April 30, 2026

**5.2.** Bills to be Approved

**5.2.1** SEASS Administrative Fund Check Register – Payments May 2026

**5.2.2** SEASS Administrative Fund Checks to Approve – Future Payments

**5.3.** Payment of June and July Invoices

- Due to no meeting taking place in July, the Board authorized the Administration to pay invoices when received so they may be paid out of the correct school year. All invoice payments will be ratified at the August meeting.

## **6. Principal's Report**

Mr. Dadowski shared the following updates:

- June 1, 2026 graduation had 19 students and 4 returning students.
- Top of the Shop Award: Gavin Fisher
- Extended School Year (ESY) will run from end of June through July with 125 students

## **7. Facilities Update**

Mr. Matzie gave the following updates:

- The retaining wall project is complete.
- Drains in the kitchen area need addressed. Mr. Giglione asked for a copy of the report from the inspection.

Ms. Kramer updated the board that the cost for the paint booth modifications will be a shared expense with the AIU.

## **8. Facilities ACTION ITEMS**

A motion was made by Mr. Schaap, seconded by Mr. Tachoir, carried by a roll call vote of 7-0 to approve Facilities item 8.1 as presented.

### **8.1. Preventative Maintenance Agreement**

- Approved the Quarterly Maintenance Services agreement with Tobey Karg, PA Vendor No. 143359 – Costars Contract 008-E22-843, in the amount of **\$23,580** as presented.

## **9. Allegheny Intermediate Unit Report – NONE**

## **10. Superintendent of Record Report – NONE**

## **11. Solicitor's Report – NONE**

## **12. Information Items – NONE**

## **13. Other Business – Joint Operating Committee Business ACTION ITEMS**

### **13.1. Board Treasurer**

- A motion was made by Mrs. DiBeneditto, seconded by Mr. Perry, carried by an aye vote to elect Mr. Schaap as Board Treasurer for a term of one year beginning July 1, 2026 to June 30, 2027. Mr. Schaap accepted the position.

A motion was made by Mr. Perry, seconded by Mrs. DiBeneditto, carried by a roll call vote of 7-0 to approve item 13.2 as presented.

### **13.2. Superintendent of Record**

- Reappointed **Dr. Randal Lutz** as Superintendent of Record for a two-year term from July 1, 2026 to June 30, 2028, with a yearly salary of \$10,000 due to increased SEASS duties.

**14. Visitor Comments – NONE**

**15. Adjournment**

There being no further business, a motion was made by Mr. Schaap, seconded by Mr. Perry, carried by an aye vote to adjourn the meeting at 8:35pm.

**NEXT MEETING: Tuesday, August 4, 2026 at Steel Center CTE**

Respectfully submitted,

*Tricia Cousino*

Tricia Cousino, Board Secretary