

LIMITED PROCEDURES ENGAGEMENT

Steel Center for Career and Technical Education Allegheny County, Pennsylvania

February 2018



Commonwealth of Pennsylvania
Department of the Auditor General

Eugene A. DePasquale • Auditor General



Commonwealth of Pennsylvania
Department of the Auditor General
Harrisburg, PA 17120-0018
Facebook: Pennsylvania Auditor General
Twitter: @PAAuditorGen
www.PaAuditor.gov

EUGENE A. DePASQUALE
AUDITOR GENERAL

Mr. Kevin E. Rice
Executive Director
Steel Center for Career and Technical Education
565 North Lewis Run Road
Jefferson Hills, Pennsylvania 15025

Ms. Connie Ruhl
Joint Operating Committee Chairperson
Steel Center for Career and Technical Education
565 North Lewis Run Road
Jefferson Hills, Pennsylvania 15025

Dear Mr. Rice and Ms. Ruhl:

We conducted a Limited Procedures Engagement (LPE) of the Steel Center for Career and Technical Education (Center) to determine its compliance with certain relevant state laws, regulations, policies, and administrative procedures (relevant requirements). The LPE covers the period July 1, 2012, through June 30, 2016, except for any areas of compliance that may have required an alternative to this period. The engagement was conducted pursuant to authority derived from Article VIII, Section 10 of the Constitution of the Commonwealth of Pennsylvania and The Fiscal Code (72 P.S. §§ 402 and 403), but was not conducted in accordance with *Government Auditing Standards* issued by the Comptroller General of the United States.

As we conducted our LPE procedures, we sought to determine answers to the following questions, which serve as our LPE objectives:

- Did the Center have documented board policies and administrative procedures related to the following?
 - Internal controls
 - Budgeting practices
 - The Right-to-Know Law
 - The Sunshine Act
- Were the policies and procedures adequate and appropriate, and have they been properly implemented?
- Did the Center comply with the relevant requirements in the Right-to-Know Law and the Sunshine Act?

Our engagement found that the Center properly implemented policies and procedures for the areas mentioned above and complied, in all significant respects, with relevant requirements.

Mr. Kevin E. Rice
Ms. Connie Ruhl
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We appreciate the Center's cooperation during the conduct of the engagement.

Sincerely,

A handwritten signature in black ink, appearing to read "Eugene A. DePasquale". The signature is fluid and cursive, with a long horizontal stroke extending to the right.

Eugene A. DePasquale
Auditor General

January 30, 2018

cc: **STEEL CENTER FOR CAREER AND TECHNICAL EDUCATION**
Joint Operating Committee

Background Information

School Characteristics 2016-17 School Year^A	
County	Allegheny
Full-Time or Part-Time School	Part-time
Secondary Pupils Enrolled	726
Post-Secondary Pupils Enrolled	346
Total Teachers	24
Total Full or Part-Time Support Staff	18
Total Administrators	4
Intermediate Unit Number	3

A - Source: Information provided by the Center administration and is unaudited.

Mission Statement^A

Steel Center will be recognized as a “state of the art” career and technical school which is on the cutting edge of technology. By continuing to raise standards, Steel Center develops self-sufficient, productive citizens to strengthen the infrastructure of our local communities and region. Through collaboration and partnership building with stakeholders, Steel Center will provide quality career and technical education for every secondary student, out-of-school youth and adult for whom career and technical education is appropriate. Through the revitalization occurring in our region, Steel Center will continue to be an integral component in future development.

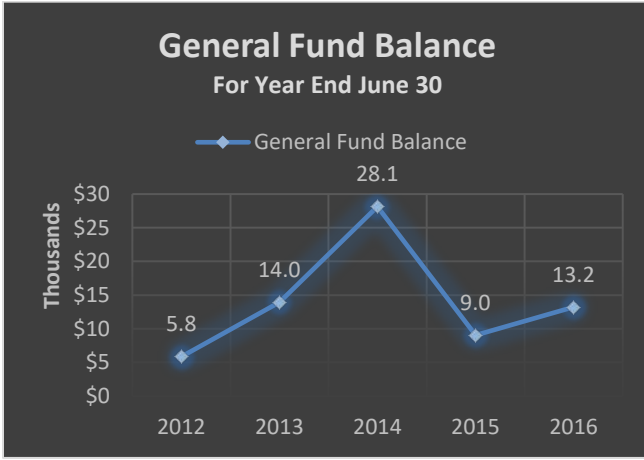
The operation, administration, and management of the Steel Center for Career and Technical Education (Center) are directed by a joint operating committee (JOC), which is comprised of 11 members from the following school districts:

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

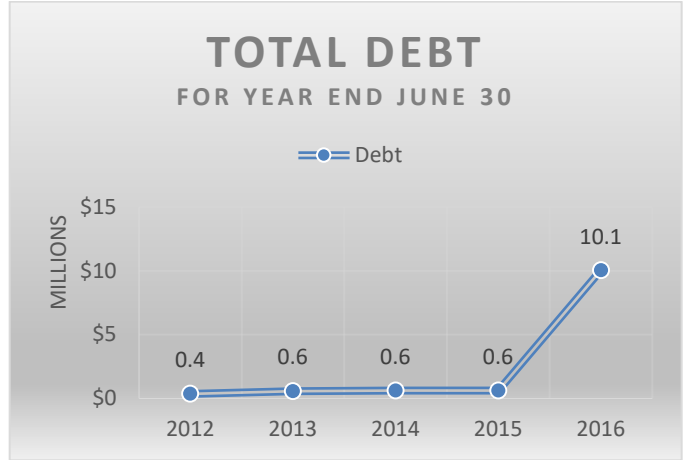
The JOC members are appointed by the individual school boards at the December meeting, each to serve a one-year term.

Financial Information

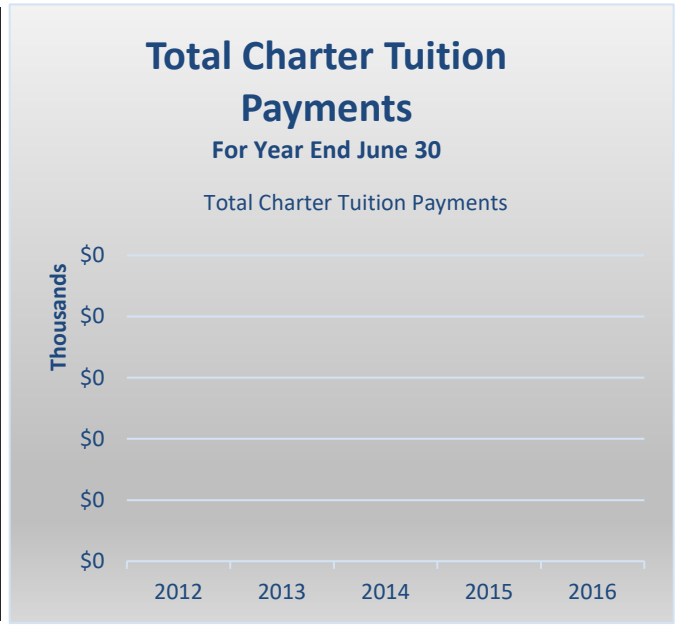
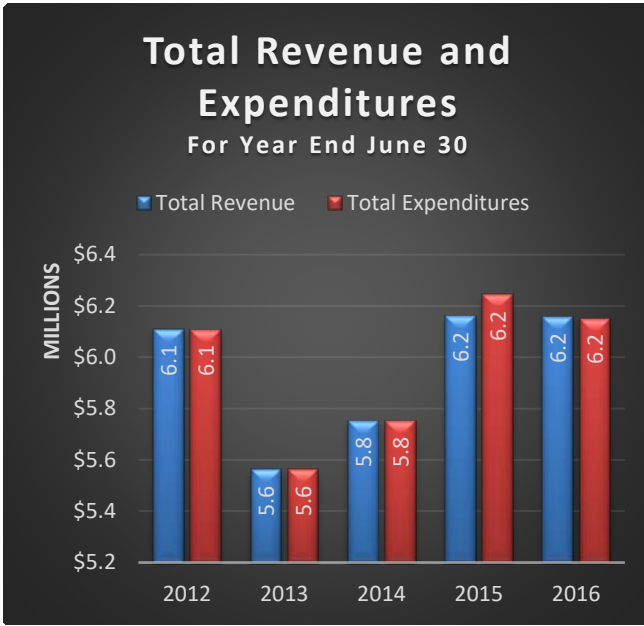
The following pages contain financial information about the Center obtained from annual financial data reported to the Pennsylvania Department of Education (PDE) and available on PDE’s public website. This information was not audited and is presented for **informational purposes only**.



Note: General Fund Balance is comprised of the Center’s Committed, Assigned and Unassigned Fund Balances.

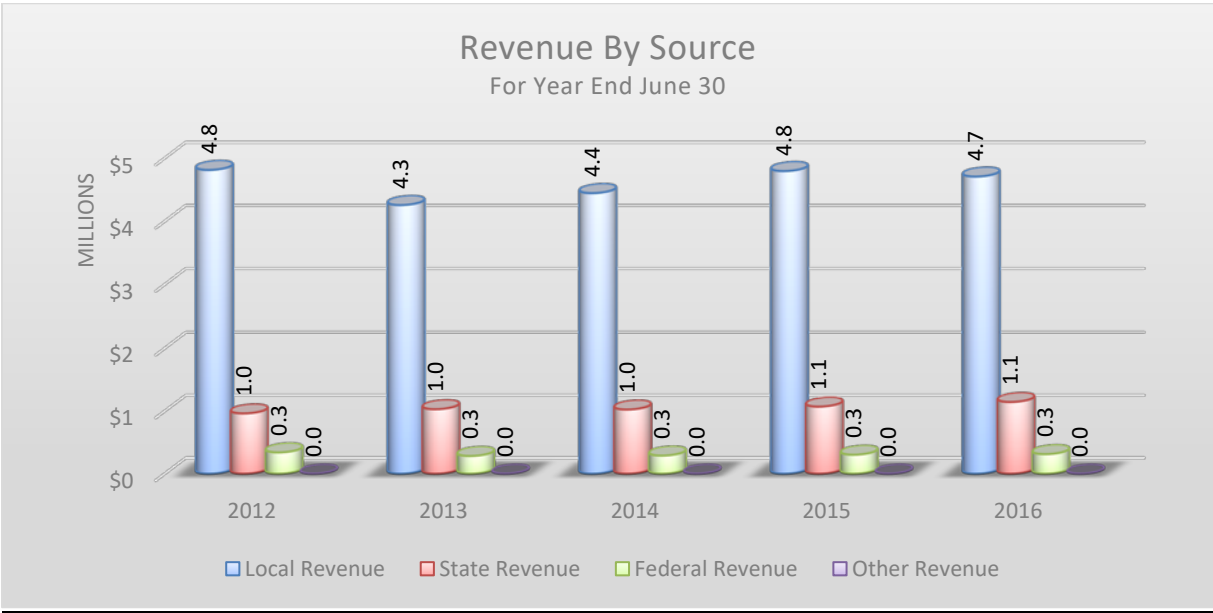


Note: Total Debt is comprised of Short-Term Borrowing, General Obligation Bonds, Authority Building Obligations, Other Long-Term Debt, Other Post-Employment Benefits and Compensated Absences.



Note: Career and technical centers do not make payments to charter schools for tuition. These payments are made by the home district of each student.

Financial Information Continued



Local revenues were primarily obtained from direct payments by the member districts based on the approved budget. Each district’s proportionate share of the operating expenditures was determined by a formula involving average daily membership as specified in the Articles of Agreement.

Academic Information

SPP benchmarks represent the statewide average of all district school buildings in the Commonwealth.¹ PSSA benchmarks and goals are determined by PDE each school year and apply to all public school entities.²

Part-time career and technical centers, such as the Steel Center for Career and Technical Education, do not receive academic scores. Academic instruction in the core content areas occurs in the students' home district and are therefore reported within the scores of the students' home district.³ Full-time comprehensive career and technical centers providing core content receive academic scores.

4 Year Cohort Graduation Rate

Part-time career and technical centers do not report a graduation rate. Each students' graduation rate is reported through the home district for that student. Full-time comprehensive career and technical centers report graduation rates to PDE.

¹ Statewide averages for SPP scores were calculated based on all district school buildings throughout the Commonwealth, excluding charter and cyber charter schools.

² PSSA benchmarks apply to all district school buildings, charters, and cyber charters. In the 2011-12 school year, the state benchmarks reflect the Adequate Yearly Progress targets established under No Child Left Behind. In the 2012-13 and 2013-14 school years, the state benchmarks reflect the statewide goals based on annual measurable objectives established by PDE.

³ <http://paschoolperformance.org/FAQ>.

Status of Prior Audit Findings and Observations

Our prior audit of the Steel Center for Career and Technical Education resulted in no findings or observations.

Distribution List

This letter was initially distributed to the Executive Director of the Center, the Joint Operating Committee, and the following stakeholders:

The Honorable Tom W. Wolf

Governor
Commonwealth of Pennsylvania
Harrisburg, PA 17120

The Honorable Pedro A. Rivera

Secretary of Education
1010 Harristown Building #2
333 Market Street
Harrisburg, PA 17126

The Honorable Joe Torsella

State Treasurer
Room 129 - Finance Building
Harrisburg, PA 17120

Mrs. Danielle Mariano

Director
Bureau of Budget and Fiscal Management
Pennsylvania Department of Education
4th Floor, 333 Market Street
Harrisburg, PA 17126

Dr. David Wazeter

Research Manager
Pennsylvania State Education Association
400 North Third Street - Box 1724
Harrisburg, PA 17105

Mr. Nathan Mains

Executive Director
Pennsylvania School Boards Association
400 Bent Creek Boulevard
Mechanicsburg, PA 17050

This letter is a matter of public record and is available online at www.PaAuditor.gov. Media questions about the letter can be directed to the Pennsylvania Department of the Auditor General, Office of Communications, 229 Finance Building, Harrisburg, PA 17120; via email to: News@PaAuditor.gov.