

**MINUTES**  
**SOUTHEAST AREA SPECIAL SCHOOL**  
**Joint Operating Committee Regular Meeting**  
**Virtual Meeting Via Zoom**  
**Tuesday, May 5, 2020**

**1. Call to order**

The meeting was called to order by President Schaap at 8:32 p.m. via virtual Zoom meeting.

**1.1. Roll Call**

Baldwin-Whitehall	Mr. Gerald Pantone
Brentwood	Mr. David Schaap
Clairton	Mr. Roger Tachoir
Duquesne	Mrs. Calvina Harris
Elizabeth Forward	Mr. Travis Stoffer
South Allegheny	Ms. Amy Moranelli-Johnson -- Absent
South Park	Mr. Wayne Perry
Steel Valley	Ms. Kathleen Ligeros
West Jefferson Hills	Mrs. Suzanne Downer
West Mifflin Area	Mr. Nicholas Alexandroff

The President declared a quorum present.

Other individuals present:

Dr. Randal Lutz	Lisa Colautti	Dr. James Palmerio
Kevin Rice	David Hall	Robin White
Dr. Richard Dowell	Elaine Frombach	Jasmine Upshaw

**2. Board Member Comments & Visitor Comments on Agenda Items – None**

**3. President Remarks**

Mr. Schaap thanked Dr. Dowell, the teachers and staff at Mon Valley School for their exceptional work all year long and especially during the school shut down and distance learning. He asked Dr. Dowell to thank the teachers on behalf of the board.

#### 4. Minutes

- 4.1. A motion was made by Mr. Alexandroff, seconded by Mr. Perry, and carried by an aye vote to approve the Minutes of March 3, 2020.

#### 5. Financial Report

A motion was made by Mr. Alexandroff, seconded by Mr. Perry, and carried by a roll call vote, 9 – 0, to approve the Financial Items 5.1 through 5.3 as presented.

- 5.1. Approved the payment of necessary bills and make necessary expenditures to be ratified at the next available meeting, due to coronavirus emergency.

5.2. Program Funds

5.3. Ratify Payment of Invoices – Administrative Budget

- 5.4. A motion was made by Mr. Alexandroff, seconded by Mr. Perry, and carried by a roll call vote, 9 – 0, to approve the **Southeast Area Special School's 2020-2021 Administrative Budget** in the total amount of **\$297,348** as presented.

#### 6. Principal's Report

##### 6.1. Virtual JOC Meetings

- A motion was made by Mr. Alexandroff, seconded by Mr. Perry, and carried by a roll call vote, 9 – 0, to approve suspension of requirements to the extent necessary to **permit virtual JOC meetings and virtual public comment**, due to the coronavirus emergency. Administration is authorized to take necessary steps, including advertisement, and making available alternative means for public comment at virtual meetings.

Dr. Dowell reported that after getting word to close school, he and the staff worked very quickly to build an online platform and begin teaching remotely. He really appreciated the efforts of the teachers and support staff to make this happen. Approximately 80% of their students are engaged electronically while the remainder are receiving paper packets.

Dr. Dowell also reported that they are not printing a year book this year and will not need the \$1,500 stipend for the project. The yearbook will be produced electronically only.

#### 7. Buildings & Grounds Report

Mr. Hall reported on the following:

**7.1. Chiller Repairs**

- Repairs are completed. Big chiller did not need extra charges since valves held. Small chiller needed extra expenses since it lost 270 lbs. of Freon at a cost of \$2,700.00.

**7.2. Cooling Tower**

- Work has begun and should be completed in early May.

**7.3. Condensate Pump**

- Condensate Pumps have been installed and working well.

In addition, Mr. Hall reported that he received a call from Ground EffeX, the company that has the contract to cut the hillside along Lewis Run Road. Their 3-year contract is expiring. The contract is for quarterly service at approximately \$1,200 per year. The board authorized Mr. Hall to contact them and ask they to submit another 3-year contract for this work.

**8. Architect's Report – None****9. Allegheny Intermediate Unit Report**

Dr. Palmerio reported he was very proud of the delivery models that the three Special Schools have been able to develop to support the students with distance learning. He said Mon Valley teachers are using a variety of tools including telephone support, remote classes in real time as well as archived for later viewing. They are providing new instruction not just review or enrichment and making sure they are complying with IEP needs. They are also working on plans for their summer sessions, which will be held remotely.

Dr. Dowell also reported that Mon Valley had a virtual prom via Zoom. To make it manageable, it was open to graduating class and next year's graduates with about 15 students attending. They enjoyed it because they miss their friends, which is one of the most difficult things during these days of isolation.

**10. Superintendent of Record Report**

Dr. Lutz expressed his thanks to the teachers and staff at Mon Valley and asked Dr. Dowell to make sure they are aware of how much he and the board appreciates the work they are doing under difficult circumstances.

**11. Solicitor's Report – None**

## **12. Information Items – None**

## **13. Other Business**

### **13.1. Election of Board Treasurer**

- A motion was made by Mr. Alexandroff, seconded by Mr. Perry, and carried by a roll call vote, 9 – 0, to elect Mr. Wayne Perry as Board Treasurer for a term of one year beginning July 1, 2020 through June 30, 2021.

### **13.2. Election of Assistant Board Treasurer**

- A motion was made by Mr. Alexandroff, seconded by Mr. Perry, and carried by a roll call vote, 9 – 0, to elect the Allegheny Intermediate Unit 3 as Assistant Treasurer for a term of one year beginning July 1, 2020 through June 30, 2021.

## **14. Visitor Comments**

Mr. Schaap thanked everyone for meeting through Zoom, which makes the meetings more challenging. He misses meeting in person and hoped that we can begin meeting that way in the near future.

## **15. Adjournment**

There being no further business, a motion was made by Mr. Alexandroff, seconded by Mr. Perry, and carried by an aye vote to adjourn the meeting at 8:54 p.m.

**NEXT MEETING: Tuesday, June 2, 2020**

Respectfully submitted,

Elaine Frombach, Board Secretary