

**MINUTES**  
**SOUTHEAST AREA SPECIAL SCHOOL**  
**Joint Operating Committee Regular Meeting**  
**In Person and Virtual Meeting Via Zoom**  
**Tuesday, October 5, 2021**

**1. Call to order**

The meeting was called to order by President Schaap at 7:57 p.m. at Steel Center.

**1.1. Roll Call**

Baldwin-Whitehall	Mr. Pete Giglione
Brentwood	Mr. David Schaap
Clairton	Mr. Roger Tachoir
Duquesne	Mrs. Calvina Harris
Elizabeth Forward	Mr. Travis Stoffer
South Allegheny	Mr. Ed Stetz – Absent
South Park	Mr. Wayne Perry
Steel Valley	Ms. Kathleen Ligeros
West Jefferson Hills	Mrs. Suzanne Downer
West Mifflin Area	Mrs. Debra Kostelnik

The President declared a quorum present.

Other individuals present:

Dr. Randal Lutz, Superintendent of Record  
 Aimee Zundel, Weiss Burkardt Kramer  
 Dr. Richard Dowell, Mon Valley School  
 Joseph Shaulis, AIU – Zoom

**Steel Center Staff:**

Kevin Rice, Executive Director  
 David Hall, Facilities Supervisor  
 Patrice Allison, Asst. Business Manager  
 Elaine Frombach, Board Secretary  
 Tricia Cousino, Executive Assistant

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

The agenda was posted on the Steel Center website by 5:00 PM on October 4<sup>th</sup>. The meeting is open to the public to attend in-person.

### **3. President Remarks**

Mr. Schaap recognized and thanked former board member Mrs. Dorothy Wycoff for providing such a wonderful Oktoberfest dinner prior to the meeting.

### **4. Minutes**

**4.1.** A motion was made by Mr. Giglione, seconded by Mrs. Harris, and carried by an aye vote to approve the Minutes of September 7, 2021.

### **5. Financial ACTION ITEMS:**

A motion was made by Mr. Giglione, seconded by Mr. Perry, and carried by a roll call vote, 9 – 0, to approve the Financial Items 5.1 through 5.2 as presented.

**5.1.** Treasurer's Report for Period Ending August 31, 2021

**5.2.** Bills to Be Approved

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

Dr. Dowell reported that Mon Valley has had a major outbreak of Covid-19 in staff and students and have gone to a 10-day fully remote model. In-person classes will resume the week of October 11<sup>th</sup>.

### **7. Facilities ACTION ITEM**

#### **7.1. Boiler Room Back Flow & Valve Replacement**

- A motion was made by Mr. Giglione, seconded by Mr. Perry, and carried by a roll call vote, 9 – 0, to approve the quote from Lia Mechanical LLC to replace the main valve and back flow device in the boiler room at a cost of \$5,145.00 for labor and materials, which is a shared expense with Steel Center. NOTE: Other quotes were solicited but the vendors declined.

### **8. Allegheny Intermediate Unit Report – None**

### **9. Superintendent of Record Report – None**

### **10. Solicitor's Report – None**

**11. Information Items – None**

**12. Other Business – None**

**13. Visitor Comments – None**

**14. Adjournment**

There being no further business, a motion was made by Mrs. Kostelnik, seconded by Mr. Perry, and carried by an aye vote to adjourn the meeting at 8:03 p.m.

**Executive Session**

An executive session was held after the regular Southeast Area Special Schools JOC Meeting to discuss leases of real property owned by the SEASS. Executive Session concluded at 9:00 pm.

**NEXT MEETING: Tuesday, November 9, 2021**

Respectfully submitted,

*Elaine Frombach*

Elaine Frombach, Board Secretary