



SOUTHEASTERN AREA SPECIAL SCHOOL

MINUTES

**Joint Operating Committee Regular Meeting
Tuesday, December 13, 2022**

1. Call to order

The meeting was called to order by board director Mrs. Harris at 7:46 pm at Steel Center.

1.1. Roll Call

Brentwood	Mr. David Schaap - ABSENT
Brentwood, alternate	Mr. Robert Kircher
Clairton	Mr. Roger Tachoir
Duquesne	Mrs. Calvina Harris
Elizabeth Forward	Mr. Travis Stoffer
South Allegheny	Mrs. Lauren DiBeneditto Huey - ABSENT
South Park	Mr. Wayne Perry - ABSENT
Steel Valley	Mrs. Cara Karstetter
West Jefferson Hills	Mrs. Suzanne Downer
West Mifflin Area	Mrs. Debra Kostelnik
Baldwin-Whitehall	Mr. Pete Giglione - ABSENT
Baldwin-Whitehall, alternate	Ms. Melissa Wood

Mrs. Harris declared a quorum.

Others Present:

Jocelyn Kramer, Weiss Burkardt Kramer
Sonya Gooden, Duquesne City S.D.
Joseph Esper, West Mifflin Area S.D.
Dorothy Wycoff, Elizabeth Forward S.D.
Dr. Richard Dowell, Mon Valley School
Jill Fleming-Salopek, Baldwin-Whitehall S.D.

Steel Center Staff:

Kevin Rice, Executive Director
Patrice Allison, Asst. Business Manager
Chris Hamilton, Business Manager
David Hall, Supervisor of Building and 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 December 12, 2022.
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.

4. Nominations for President and Vice President

A motion was made by Mrs. Downer, seconded by Mr. Tachoir, carried by an aye vote to table the nominations until the February 7, 2023 JOC board meeting.

4.1. Nomination for President

4.2. Nomination for Vice President

5. Minutes

5.1. A motion was made by Mr. Tachoir seconded by Mrs. Downer, carried by an aye vote to approve the minutes from November 1, 2022.

6. Financial ACTION ITEMS

A motion was made by Mr. Tachoir, seconded by Mrs. Downer, carried by a roll call vote of 8-0 to approve Finance items 6.1 to 6.3 as presented.

6.1. Treasurer's Report Ending October 31, 2022

6.2. Bills to be Approved

6.2.1 SEASS Administrative Fund Check Register – Payments November 2022

6.2.2 SEASS Administrative Fund Checks to Approve – Future Payments

6.3 Authorized the Administration to pay invoices when received and ratify them at the February 7, 2023 JOC Meeting since there is no meeting in January.

7. Principal's Report

Dr. Dowell thanked Steel Center's Culinary Arts and Baking & Pastry Chef students and staff for an excellent holiday dinner.

8. Facilities ACTION ITEMS

A motion was made by Mr. Tachoir, seconded by Mrs. Downer, carried by a roll call vote of 8-0 to approve Facilities action item 8.1 as presented.

8.1. Chiller Maintenance and Inspection

- Approved the quote from **Tobey Karg** for Chiller Preventative Maintenance Services at a cost of **\$3,640.00** which is shared with Steel Center (enclosed and website attachment).

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

A motion was made by Mr. Tachoir, seconded by Mrs. Kostelnik, carried by a roll call vote of 8-0 to approve Business Action item 13.1 as presented.

13.1. Reappointment of Solicitor

- Approved the reappointment of **Weiss Burkardt Kramer LLC as solicitor for 2023**, with a retainer of \$500 per month and an hourly billing rate of \$145 per hour.

14. Visitor Comments - NONE

15. Adjournment

There being no further business, a motion was made by Mr. Tachoir, seconded by Mrs. Downer, carried by an aye vote to adjourn the meeting at 7:51 pm.

NEXT MEETING: Tuesday, February 7, 2023

No meeting in January

Respectfully submitted,

Tricia Cousino

Tricia Cousino, Board Secretary