



SOUTHEASTERN AREA SPECIAL SCHOOL

MINUTES

**Joint Operating Committee Regular Meeting
Tuesday, February 6, 2024**

1. Call to order

The meeting was called to order by President Giglione at 7:51pm at Steel Center.

1.1. Roll Call

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|----------------------|---------------------------------------|
| Brentwood | Mr. David Schaap |
| Clairton | Mr. Roger Tachoir |
| Duquesne | Mrs. Calvina Harris |
| Elizabeth Forward | Mr. Travis Stoffer - ABSENT |
| South Allegheny | Mrs. Lauren DiBeneditto Huey - ABSENT |
| South Park | Mr. Wayne Perry |
| Steel Valley | Mrs. Cara Karstetter |
| West Jefferson Hills | Mrs. Suzanne Downer |
| West Mifflin Area | Mr. Mark Donahoe |
| Baldwin-Whitehall | Mr. Pete Giglione |

The President declared a quorum.

Others Present:

Dr. Randal Lutz, Superintendent of Record
Jocelyn Kramer, Weiss Burkardt Kramer
Dr. Richard Dowell, Mon Valley School Principal
Melissa Wood, Baldwin-Whitehall alternate
Candice Butler-Davis, Duquesne alternate

Steel Center Staff:

Kevin Rice, Executive Director
Patrice Allison, Asst. Business Manager
Tom Bernick, Supervisor of Building & Grounds
Scott Kane, Assistant Director/Principal
Kaitlyn Youngstead, Assistant Principal
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 February 5, 2024. The meeting is open to the public to attend in-person.

3. President Remarks

An executive session was not necessary nor held prior to tonight's meeting.

4. Minutes

4.1. A motion was made by Mr. Schaap, seconded by Mrs. Karstetter, and carried by an aye vote to approve the minutes from December 12, 2023.

5. Financial ACTION ITEMS

A motion was made by Mr. Schaap, seconded by Mr. Perry, carried by a roll call vote of 8-0 to approve Finance items 5.1 to 5.3.2 as presented.

5.1. Treasurer's Report ending November 30, 2023

5.2. Treasurer's Report ending December 31, 2023

5.3. Bills to be Approved

5.3.1 SEASS Administrative Fund Check Register – Payments December 2023 – January 2024

5.3.2 SEASS Administrative Fund Checks to Approve – Future Payments

6. Principal's Report

Dr. Dowell share the following updates:

- Mr. Platt from the AIU is working on a proposal for an intercom system for Mon Valley. A walk through was done on February 5, 2024, to gain more information on specifications. More discussion with be forthcoming.

7. Facilities ACTION ITEMS

A motion was made by Mr. Schaap, seconded by Mrs. Karstetter, carried by a roll call vote of 8-0 to approve Facilities items 7.1 as presented.

7.1. Condensate Piping

- Approved the quote to install condensate piping by **Tobey Karg** at an approximate cost of **\$5,850**.

8. Allegheny Intermediate Unit Report – NONE

9. Superintendent of Record Report – NONE

10. Solicitor's Report – NONE

11. Information Items – NONE

12. Other Business

Mr. Schaap thanked Dr. Dowell for the recent tour given to several School Directors of Mon Valley School and its programs.

13. Visitor Comments – NONE

14. Adjournment

There being no further business, a motion was made by Mr. Schaap, seconded by Mrs. Harris, carried by an aye vote to adjourn the meeting at 8:02pm.

NEXT MEETING: Tuesday, March 5, 2024

Respectfully submitted,

Tricia Cousino

Tricia Cousino, Board Secretary