



**SOUTHEASTERN AREA SPECIAL SCHOOL**

**MINUTES**

**Joint Operating Committee Regular Meeting  
Tuesday, March 5, 2024**

**1. Call to order**

The meeting was called to order by President Giglione at 7:39pm at Steel Center.

**1.1. Roll Call**

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

Mr. David Schaap  
Mr. Roger Tachoir  
Mrs. Calvina Harris  
Mr. Travis Stoffer  
Mrs. Lauren DiBeneditto Huey  
Mr. Wayne Perry  
Mrs. Cara Karstetter  
Mrs. Suzanne Downer  
Mr. Mark Donahoe  
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

**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 March 4, 2024. The meeting is open to the public to attend in-person.

## **3. President Remarks**

An executive session was not held prior to tonight's meeting.

## **4. Minutes**

**4.1.** A motion was made by Mr. Schaap, seconded by Mr. Perry, and carried by an aye vote to approve the minutes from February 6, 2024.

## **5. Financial ACTION ITEMS**

A motion was made by Mr. Schaap, seconded by Mrs. DiBeneditto, carried by a roll call vote of 10-0 to approve Finance items 5.1 to 5.2.2 as presented.

**5.1.** Treasurer's Report ending January 31, 2024

**5.2.** Bills to be Approved

**5.2.1** SEASS Administrative Fund Check Register – Payments February 2024

**5.2.2** SEASS Administrative Fund Checks to Approve – Future Payments

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

Dr. Dowell gave the following updates for Mon Valley School:

- The Annual Talent Show was held on Friday, March 1, 2024, with 44 acts and 90 students participating either in the acts or as part of the stage crew.
- Top of the Shop for the 1<sup>st</sup> semester was announced mid-February.
- There are no new updates on the intercom system.

## **7. Facilities ACTION ITEMS – NONE**

## **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 inquired if HHSDR had recently provided a report on the needed repairs and updates to Mon Valley School facility. Dr. Lutz confirmed the last update given was that a renovation would cost a projected \$14-\$17 million dollars.

**13. Visitor Comments – NONE**

**14. Adjournment**

There being no further business, a motion was made by Mr. Schaap, seconded by Mr. Perry, carried by an aye vote to adjourn the meeting at 7:46pm.

**NEXT MEETING: Tuesday, April 2, 2024**

Respectfully submitted,

*Tricia Cousino*

Tricia Cousino, Board Secretary