



**SOUTHEASTERN AREA SPECIAL SCHOOL**

**MINUTES**

**Joint Operating Committee Regular Meeting  
Tuesday, September 5, 2023**

**1. Call to order**

The meeting was called to order by President Giglione at 7:17pm at Steel Center.

**1.1. Roll Call**

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

**Steel Center Staff:**

Kevin Rice, Executive Director  
Patrice Allison, Asst. Business Manager  
David Hall, Supervisor of Building and Grounds  
Scott Kane, Assistant Principal  
Jay Cherup, Technology Specialist  
Tricia Cousino, Board Secretary

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

The agenda was posted on the Steel Center website by 6:00 PM on September 1, 2023. 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. 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 August 1, 2023.

## **5. Financial ACTION ITEMS**

A motion was made by Mr. Schaap, seconded by Mrs. DiBeneditto, carried by a roll call vote of 8-0 to approve Finance items 5.1 to 5.2.2 as presented.

**5.1.** Treasurer's Report ending July 31, 2023

**5.2.** Bills to be Approved

**5.2.1** SEASS Administrative Fund Check Register – Payments August 2023

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

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

Dr. Dowell gave the following updates:

- Mr. Scott Dadowski, new Assistant Principal, has joined the Mon Valley School staff.
- Enrollment for the new school year is 154 full-time students and 80 vocational students.

## **7. Facilities ACTION ITEMS**

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

**7.1. Preventive Maintenance Service Agreement**

- Approved the Preventive Maintenance Service Agreement with **Combustion Service & Equipment Co.** for the boilers and BMC Panel at a cost of **\$5,880** shared with Steel Center for CTE, subject to final terms and conditions approved by the solicitor.

**8. Allegheny Intermediate Unit Report – NONE**

**9. Superintendent of Record Report – NONE**

**10. Solicitor's Report**

The finalized lease agreement with the Allegheny Intermediate Unit was approved on August 28, 2023, and we are just awaiting a fully executed copy.

**11. Information Items – NONE**

**12. Other Business – NONE**

**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 7:21pm.

**NEXT MEETING: Tuesday, October 3, 2023**

Respectfully submitted,

*Tricia Cousino*

Tricia Cousino, Board Secretary