

SOUTHEAST AREA SPECIAL SCHOOL

MINUTES

Joint Operating Committee Regular Meeting Tuesday, June 7, 2022

1. Call to order

The meeting was called to order by President Giglione at 8:17 pm at Steel Center.

1.1. Roll Call

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

The President declared a quorum.

Others:

Dr. Randal Lutz, Superintendent of Record
Aimee Zundel, Weiss Burkhardt Kramer
Joseph Shaulis, AIU
Dr. Richard Dowell, Mon Valley School
Melissa Wood, Baldwin-Whitehall Alternate

Steel Center Staff:
Kevin Rice, Executive Director
Robin White, Assistant Director/Principal
David Hall, Supervisor of Buildings and Grounds
Tricia Cousino, Board Secretary

2. Board Member Comments & Visitor Comments on Agenda Items

The agenda was posted on the Steel Center website by 5:00 PM on June 6, 2022. The meeting is open to the public to attend in-person.

3. President Remarks – NONE

4. Minutes

- 4.1.** A motion was made by Mr. Schaap, seconded by Mr. Tachoir, carried by an aye vote to approve the minutes from May 3, 2022.

5. Financial ACTION ITEMS

A motion was made by Mr. Schaap seconded by Mr. Perry, carried by a roll call vote 9-0, to approve finance items 5.1 to 5.3 as presented:

5.1. Treasurer's Report for Period Ending April 30, 2022

5.2. Bills to be Approved

5.2.1 SEASS Administrative Fund Check Register – Payments for May 2022

5.2.2 SEASS Administrative Fund Checks to Approve – Future Payments

5.3. Payment of June and July Invoices

Because there is no meeting scheduled in July, it is recommended that the Board authorize the Administration to pay invoices when received so that they may be paid out of the correct school year. All invoice payments will be ratified at the August meeting.

6. Principal's Report

6.1. Scout Event

Dr. Dowell updated the Board that all necessary paperwork was being finalized and the date was yet to be determined but would take place in July on a Thursday evening.

In addition, Dr. Dowell reminded and invited the Board to the Mon valley Graduation on June 8, 2022 at 7:00pm.

7. Facilities ACTION ITEMS - NONE

8. Allegheny Intermediate Unit Report – NONE

9. Superintendent of Record Report

Dr. Lutz had high praises for the Advertising & Design program and encouraged members to utilize their services. He further stated the need to further explore how Senate Bill No. 915 may impact the cost of the projected renovation.

10. Solicitor's Report – NONE

11. Information Items – NONE

12. Other Business – Joint Operating Committee Business ACTION ITEMS

A motion was made by Mr. Schaap, seconded by Mr. Perry, and carried by a roll call vote of 9-0, to approve item 12.1 as presented.

12.1. Superintendent of Record Renewal

- It is recommended that the Board reappoint **Dr. Randal Lutz** as Superintendent of Record for a two-year term from July 1, 2022 to June 30, 2024 with an annual salary of **\$1,000**, to be paid monthly.

A motion was made by Mr. Schaap, seconded by Mr. Tachoir, to name Mr. Perry as SEASS Treasurer and carried by a roll call vote of 9-0 as presented in item 12.2.

12.2. Election of Board Treasurer

- Elect a Board Treasurer for a term of one year beginning July 1, 2022 through June 30, 2023.

A motion was made by Mr. Schaap, seconded by Mr. Perry, and carried by a roll call vote of 9-0 to approve item 12.3 as presented.

12.3 Auditor Services

- Approve the proposal for auditing services by Certified Public Accounting Firm, Mark C. Turnley CPA, with an annual fee of **\$5,000** for the years ending June 30, 2022, 2023, and 2024.

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 8:29 pm.

NEXT MEETING: August 2, 2022

Respectfully submitted,

Tricia Cousino

Tricia Cousino, Board Secretary