

MINUTES, September 27, 2023

MINUTES of September 27, 2023, MIDWESTERN INTERMEDIATE UNIT IV BOARD OF DIRECTORS

453 Maple Street, Grove City, PA 16127

Members Present: Rodney Bobby, Merle Glass, Karen Houk, Debra Miller, Renee Pitrelli, Deborah Roberson, Richard Rossi, Gary Shingleton, Patty Wilson, and Dr. Wayde Killmeyer, Executive Director.

Others Present: Donna Volpe, Brenda Marino, Melissa Wyllie, Maureen Werwie, Chuck Sapienza, Steve Sheirer, Teena Sipos, Erin Bowser

The meeting was called to order by the President.

II. Roll call by the Secretary showed nine members present.

III. The President called for an Executive Session beginning at 6:36 p.m. and ending at 6:45 p.m. for the discussion of a contract issue..

IV. Minutes of the August 9, 2023, meeting, held at Midwestern Intermediate Unit IV, 453 Maple Street, Grove City, PA 16127 was approved on a motion by Mrs. Houk seconded by Mr. Bobby with all members present voting in favor.

V. On a motion by Ms. Pitrelli, seconded by Mrs. Roberson with all members present voting in favor, the agenda was approved with the following:

ADDITION: Voluntary Transfer-Nicky McCall

VI. PUBLIC PARTICIPATION

The President asked if there were any questions or comments from the public.

VII. OLD BUSINESS

Jason Williams, Director of Technology gave the board an update on the ongoing Central Office building renovations.

President

Secretary

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VIII. NEW BUSINESS

A1. Financial Statements and Bills

On a motion by Ms. Pitrelli, seconded by Mrs. Wilson with all members present voting in favor, the following financial statements and bills for the various IU Budgets were approved.

FINANCIAL STATEMENTS July 1, 2023, through July 31, 2023

1.	State and Federal Programs (Fund 10)	\$ 19,472,598.60
2.	Special Education (Fund 20)	\$ 13,770,082.00
3.	Capital Projects (Fund 30)	\$ 547,000.00
4.	Nonpublic Schools (Fund 10)	\$ 2,326,725.00
5.	IU General Fund (Fund 10)	\$ 3,829,304.00
6.	Internal Service Fund – UC/WC (Fund 70)	\$ 188,950.00
7.	Internal Service Fund – OPEB (Fund 71)	\$ 0.00
8.	OPEB Trust (Fund 73)	\$ 330,000.00
	TOTAL	\$ 40,464,659.60

BILLS July 1, 2023, through July 31, 2023

1.	General Fund (Fund 10)	\$ 2,405,842.05
	• State and Federal Programs	
	• Nonpublic School Services	
	• General Fund	
2.	Special Education (Fund 20)	\$ 919,445.38
	TOTAL	\$ 3,325,287.23

President

Secretary

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VIII. NEW BUSINESS (continued)

A2. Financial Statements and Bills

On a motion by Ms. Pitrelli, seconded by Mrs. Houk with all members present voting in favor, the following financial statements and bills for the various IU Budgets were approved.

FINANCIAL STATEMENTS August 1, 2023 through August 31, 2023

1.	State and Federal Programs (Fund 10)	\$ 19,472,598.60
2.	Special Education (Fund 20)	\$ 13,770,082.00
3.	Capital Projects (Fund 30)	\$ 547,000.00
4.	Nonpublic Schools (Fund 10)	\$ 2,326,725.00
5.	IU General Fund (Fund 10)	\$ 3,829,304.00
6.	Internal Service Fund – UC/WC (Fund 70)	\$ 188,950.00
7.	Internal Service Fund – OPEB (Fund 71)	\$ 0.00
8.	OPEB Trust (Fund 73)	\$ 330,000.00
	TOTAL	\$ 40,464,659.60

BILLS August 1, 2023, through August 31, 2023

1.	General Fund (Fund 10)	\$ 1,945,369.91
	• State and Federal Programs	
	• Nonpublic School Services	
	• General Fund	
2.	Special Education (Fund 20)	\$ 673,156.44
	TOTAL	\$ 2,618,526.35

B. Program Budget

On a motion by Mrs. Houk, seconded by Mr. Bobby with all members present voting in favor, the following Program Budgets were approved.

<u>Budget</u>	<u>Amount</u>
ELECT Teen Parenting 2023-24 (<i>revised</i>)	\$ 501,619
IDEA Component 1 2023-24 (<i>revised</i>)	\$ 1,041,155
E.I. Access Budget 2023-24 (<i>revised</i>)	\$ 1,450,331
E.I. Budget 2023-24 (<i>revised</i>)	\$ 7,942,879

President

Secretary

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VIII. NEW BUSINESS (continued)

C. Updated Listing of Credit Card Corporations and Authorized Employees

On a motion by Ms. Pitrelli seconded by Mrs. Houk with all members present voting in favor, The attached updated listing of credit cards and authorized employees as shown in compliance with MIU IV Policy #610.1 – Credit Cards. Each authorized employee will sign the credit card employee usage agreement and it will be made part of the employee’s personnel file maintained in Human Resources.

D. Request for Contract Authorization

On a motion by Mr. Bobby, seconded by Ms. Pitrelli with all members present voting in favor, the following was approved. In order to comply with PA Public School Code Section 508, approval is requested for Midwestern Intermediate Unit IV to enter into contracts in excess of one hundred dollars (\$100) with service providers as indicated on the attached listing.

E. Resignations

On a motion by Mr. Bobby, seconded by Mrs. Miller, with all members present voting in favor, the following resignations were approved:

Special Education

Jason Kummer, LPN/Paraprofessional, effective August 11, 2023.

Brittany Milliren, Secretary/Clerk, effective the close of work on August 15, 2023.

Crystal McFeely, Secretary to the Director of Special Education, effective the close of work on June 28, 2024, due to retirement.

Communications

Daniel Bell, Graphic Reproduction Operator, effective the close of work on September 9, 2023.

Homeless Program

Erin Stonebraker, Outreach Specialist, the close of work on September 8, 2023.

President

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VIII. NEW BUSINESS (continued)

F. Employment

On a motion by Ms. Pitrelli, seconded by Mr. Bobby with all members present voting in favor, the following employments were approved.

Special Education

Alisa Whyson, Teacher of the Deaf and Hard of Hearing, effective August 28, 2023 due to the retirement of Amy Hayes. Her salary will be based upon Step 3, Masters, on the 2023-2024 PSEA salary schedule. She will be issued a Temporary Professional Contract.

Shari VanSickle, LPN/Paraprofessional, effective September 11, 2023 due to Jason Kummer's resignation. Her salary will be based on Associate's level, LPN/Paraprofessional, on the 2023-2024 ESPA salary schedule. Continued employment will be contingent upon successful completion of the probationary period.

RaeLynn Genareo, Secretary/Clerk, effective October 16, 2023 due to the resignation of Brittany Milliren. Her salary will be based upon bachelor's level, Secretary/Clerk, on the 2023-2024 ESPA salary schedule. Continued employment is based upon successful completion of the probationary period.

Technology Services

Douglas Thomas, Intermediate Unit Technician (Riverview Intermediate Unit 6), effective September 28, 2023 to fill the position created by Henry Houghtaling's resignation. His salary will be based on Associate level, IU Technician, on the 2023-2024 ESPA salary schedule. Continued employment is based upon successful completion of the probationary period.

General Operating Budget

Stacey DeFiore, Secretary/Clerk, effective October 2, 2023 due to the retirement of Gail Myers. Her salary will be based upon Associate's level, Secretary/Clerk, on the 2023-2024 ESPA salary schedule. Continued employment is based upon successful completion of the probationary period.

President

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VIII. NEW BUSINESS (continued)

G. Increase in Days

On a motion by Mr. Bobby, seconded by Mrs. Miller with all members present voting in favor, the following was approved.

It is recommended that we increase the days for Jaclyn Underwood, Secretary/Clerk, from a 210-day secretary/clerk position to a 260-day secretary/clerk position effective September 28, 2023, due to an increase in caseload and to assist with fingerprinting/reception duties along with other duties in the summer months.

H. Voluntary Transfers

On a motion by Ms. Pitrelli, seconded by Ms. Houk with all members present voting in favor, the following was approved:

It is recommended that Kelly Whiting be voluntarily transferred from a Nonpublic School Resource Teacher to an Educational Consultant effective October 30, 2023. Her pay and benefits will remain the same.

It is recommended that Nicky McCall be transferred from a Secretary/Clerk position to a Non-Act 93 Secretary to the Director of Special Education position effective January 2, 2024 due to the retirement of Crystal McFeely. Her salary will be based upon \$46,000 with all benefits under the Non-Act 93 agreement.

I. Leave

On a motion by Ms. Pitrelli, seconded by Mr. Bobby with all members present voting in favor, the following was approved:

Haley Fuller, Speech Language Therapist, an unpaid leave from October 24, 2023 through February 5, 2024 with MIU IV coverage of all health benefits as provided by MIU IV Policy 435, Family and Medical Leave.

Lee Ann Wisman, Nonpublic School Services School Counselor, an unpaid leave from September 8, 2023 through December 7, 2023 with MIU IV coverage of all health benefits as provided by MIU IV Policy 435, Family and Medical Leave.

President

Secretary

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VIII. NEW BUSINESS (continued)

J. 2023-2024 Substitutes

On a motion by Ms. Pitrelli, seconded by Mr. Bobby with all members present voting in favor, the attached list of substitutes for the 2023-2024 school year was approved.

K. Field Experience

On a motion by Mr. Bobby, seconded by Ms. Pitrelli with all members present voting in favor, the following was approved.

It is recommended that the following **Slippery Rock University** students are recommended for approval for Field Placement in Occupational Therapy.

Student Name	Time Frame	MIU IV Staff
Natalie Zasada	10/18/2023 – 11/29/2023	Gretchen Gross-Kralj
Kristina Armstrong	09/09/2023 – 10/11/2023	Erin Moser

L. Policy Review

On a motion by Ms. Pitrelli, seconded by Mrs. Wilson with all members present voting, the following polices were given first read and tentative approval. MIU IV Policies **Pupils**, #207,209 212,218.1,218.2,219,221,224,231.

M. Permission to Advertise for Bids

On a motion by Mr. Bobby, seconded by Mrs. Miller with all members present voting in favor the following was approved:

Permission to advertise for bids is requested for the use of facilities for the 2024 State Parent Advisory Council Annual Conference

N. Bid Awards- Summit Academy ARP ESSR N&D Grant

On a motion by Mrs. Houk, seconded by Mr. Bobby with all members present voting in favor, the following was approved:

Bids were reviewed following the advertised bid opening on September 12, 2023 It is recommended that the total bid awards be made as follows: Shick Contracting, LLC for windows, Reno Bros., Inc. for Air Handler and Boiler.

President

Secretary

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VIII. NEW BUSINESS (continued)

O. Voting for Statewide PSBA Officers for 2024

At the request of PSBA, school districts and intermediate units are to conduct voting for PSBA Officers at their local meetings and have the majority vote cast electronically by the entity's Board Secretary during the voting window of **September 11– October 27, 2023, at 5:00 p.m.**

Candidate for PSBA 2024 President-elect: (one year term)

Mr. Rossi nominated *Allsion Mathis*. A motion was made to close nominations by Mr. Bobby, seconded by Ms. Pitrelli.

Candidate for PSBA 2024 Vice President: (one year term)

Ms. Pitrelli nominated *Sabrina Becker*. A motion was made to close nominations by Mrs. Houk, seconded by Mr. Bobby.

Candidate for 2024-2026 PSBA Treasurer (three-year term)

Mrs. Houk nominated *Karen Beck Pooley*. A motion was made to close nominations by Ms. Pitrelli, seconded by Mr. Bobby.

Candidate for PSBA 2024-2026 Western Zone Representative (three-year term)

Ms. Pitrelli nominated *Marsha Pleta*. A motion was made to close nominations by Mrs. Houk, seconded by Mrs. Wilson.

Candidate for Section W3 Advisor (two-year term)

Ms. Pitrelli nominated *Erik Meredith*. A motion was made to close nominations by Mr. Bobby, seconded by Mrs. Miller.

Candidates for 2023-2026 PSBA Insurance Trust Trustees: (three-year term)

Mrs. Houk nominated *Marianne Neel* and *Michael Faccinetto*. A motion was made to close nominations by Ms. Pitrelli, seconded by Mr. Bobby.

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VIII. NEW BUSINESS (continued)

Voting for Statewide PSBA Officers for 2024 (continued)

Candidates for 2024-2025 Forum Steering Committee: (two-year term)

Mrs. Houk nominated Betsy Gates and JaimeLynn Zimerofsky, Ms. Pitrelli nominated Jennifer Davidson. A motion was made to close nominations by Ms. Pitrelli, seconded by Mr. Bobby.

On a motion by Mr. Bobby, seconded by Mrs. Houk with all members voting in favor, it is approved that the persons named below were voted for in PSBA's electronic election for 2024 by the Board Secretary on behalf of Midwestern Intermediate Unit IV.

Election of 2024 PSBA Officers as determined by those named.

PSBA President-elect: Allison Mathis

PSBA Vice President: Sabrina Backer

PSBA Treasurer: Karen Beck Pooley

PSBA Western Zone Representative: Marsha Pleta

PSBA Section W3 Advisor: Erik Meredith

PSBA Insurance Trustees: (term ending December 31, 2026)

1. Marianne Neel
2. Michael Faccinetto

Forum Steering Committee (term ending December 31, 2025):

1. Betsy Gates
2. JaimeLynn Zimerofsky
3. Jennifer Davidson

X. ADJOURNMENT

On a motion by Ms. Pitrelli, seconded by Mrs. Wilson with all members present voting in favor the meeting was adjourned.

President

Secretary