

**MINUTES of April 24, 2019**  
**MIDWESTERN INTERMEDIATE UNIT IV BOARD OF DIRECTORS**  
453 Maple Street, Grove City, PA 16127

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Members Present: Charles Branca, Matthew Cimbala, Eric DiTullio, J. Dayle Ferguson, Merle Glass, William Halle, Karen Houk, Renee Pitrelli, Richard Rossi, John Tucker, and Dr. Wayde Killmeyer, Executive Director.

Others Present: Charles Sapienza (Solicitor), Brenda Marino, Melissa Wyllie, Patricia Connolly, Donna Volpe, Teena Sipos, Steven Shierer, Crystal McFeely, John Wyllie

- I. The meeting was called to order by the Vice President.
- II. Roll call by the Secretary showed ten members present.
- III. The Vice President called for an Executive Session beginning at 9:20 p.m. and ending at 10:30. for discussion of personnel issues.
- IV. Minutes of the February 27, 2019 meeting, held at Midwestern Intermediate Unit IV, 453 Maple Street, Grove City, PA 16127 were approved on a motion by Ms. Pitrelli seconded by Mr. DiTullio with all members present voting in favor.
- V. On a motion by Mrs. Houk, seconded by Ms. Pitrelli with all members present voting in favor, the Agenda was approved with the following:
  1. ADDITION: Program Budget - School Climate Leadership Grant (18-19)
  2. ADDITION: Program Budget - Safe Schools Grant (18-19)
  3. ADDITION: Program Budget - HEAT Smart Grant Budget (19-20)

**VI. PUBLIC PARTICIPATION**

The Vice President asked if there were any questions or comments from the public. There were none.

**VII. OLD BUSINESS**

There was no old business discussed.

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President

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Secretary

## VIII. NEW BUSINESS

### A. Financial Statements and Bills

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

#### FINANCIAL STATEMENTS February 1, 2019 through February 28, 2019

1.	State and Federal Programs (Fund 10)	\$ 20,546,544.00
2.	Special Education (Fund 20)	\$ 6,993,822.00
3.	Capital Projects (Fund 30)	\$ 139,000.00
4.	Nonpublic Schools (Fund 10)	\$ 1,968,433.00
5.	IU General Fund (Fund 10)	\$ 4,006,073.00
6.	Internal Service Fund – UC/WC (Fund 70)	\$ 409,192.00
7.	Internal Service Fund – OPEB (Fund 71)	\$ 0.00
8.	OPEB Trust (Fund 73)	\$ 135,000.00
	TOTAL	\$ 34,198,064.00

#### BILLS February 1, 2019 through February 28, 2019

1.	General Fund (Fund 10)	\$ 1,130,211.52
	• State and Federal Programs	
	• Nonpublic School Services	
	• General Fund	
2.	Special Education (Fund 20)	\$ 692,419.73
3.	UC/WC (Fund 70)	\$ 30,009.29
	TOTAL	\$ 1,852,640.54

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President

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Secretary

**VIII. NEW BUSINESS** (continued)

FINANCIAL STATEMENTS    March 1, 2019 through March 31, 2019

1.	State and Federal Programs (Fund 10)	\$ 20,546,544.00
2.	Special Education (Fund 20)	\$ 6,993,822.00
3.	Capital Projects (Fund 30)	\$ 139,000.00
4.	Nonpublic Schools (Fund 10)	\$ 1,968,433.00
5.	IU General Fund (Fund 10)	\$ 4,006,073.00
6.	Internal Service Fund – UC/WC (Fund 70)	\$ 409,192.00
7.	Internal Service Fund – OPEB (Fund 71)	\$ 0.00
8.	OPEB Trust (Fund 73)	\$ 135,000.00
	TOTAL	\$ 34,198,064.00

BILLS    March 1, 2019 through March 31, 2019

1.	General Fund (Fund 10)	\$ 1,965,828.31
	• State and Federal Programs	
	• Nonpublic School Services	
	• General Fund	
2.	Special Education (Fund 20)	\$ 1,419,288.02
	TOTAL	\$ 3,385,116.33

**B. Program Budget**

On a motion by Mr. DiTullio, seconded by Mrs. Houk, with all members present voting in favor, the following attached program budgets were approved.

<u>Budget</u>	<u>Amount</u>
Title 1 (18-19)	\$ 4,603,446
Title 11 (18-19)	\$ 513,380
Effective Standards Based Inst. (18-19) - State	\$ 42,000
Effective Standards Based Inst. (18-19)- Federal	\$ 14,000
Technology Technicians (19-20)	\$ 167,167
Technology Coordinators (19-20)	\$ 90,840
Elect (18-19) Revised (4-19)	\$ 482,703

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President

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Secretary

**VIII. NEW BUSINESS (continued)**

**C. Resignations**

On a motion by Ms. Pitrelli, seconded by Mrs. Houk, with all members present voting in favor, the following resignations were accepted:

Special Education

1. Sharon Cascavilla, 401 Florence Avenue, New Castle, Pa 16101, Paraprofessional/LPN, effective the close of work on June 14, 2019 due to retirement.
2. Brenda McAdams, 4200 Morefield Road, Hermitage, Pa 16148, Paraprofessional/LPN, effective the close of work on June 30, 2019 due to retirement.
3. Amber Litwiler, 12326 Walnut Drive, Conneaut Lake, Pa 16316, Speech Language Therapist, effective 60 days from March 11, 2019 which was the date of the written resignation or upon the hire date of her replacement whichever is earlier.

**D. Leave Request**

On a motion by Ms. Pitrelli seconded by Mr. DiTullio, with all members present voting in favor, the following leave request was accepted:

Special Education

1. Rachel Patterson, 2654 Leesburg Volant Road, Volant, Pa 16156, Secretary/Clerk, an intermittent unpaid leave from April 1, 2019 through June 24, 2019 with MIU IV coverage of all health benefits as provided by MIU IV Policy 535, Family and Medical Leaves.
2. Jaclyn Underwood, 130 Shields Road, Slippery Rock, Pa 16057, Secretary/Clerk, an intermittent unpaid leave from April 2, 2019 through June 24, 2019 with MIU IV coverage of all health benefits as provided by MIU IV Policy 535, Family and Medical Leaves

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President

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Secretary

**VIII. NEW BUSINESS (continued)**

**E. Employment**

On a motion by Mrs. Houk, seconded by Ms. Pitrelli, with all members present voting in favor, the following persons were employed in the positions as indicated below:

IU

1. Sandra Seltzer, 18 Tall Trees Court, New Castle, Pa 16105, Secretary/Clerk, effective March 25, 2019, due to the retirement of Pamela Burchfield. Her salary will be based on ESPA 2018-19, Bachelor's Degree, Secretary/Clerk. Continued employment is contingent upon successful completion of the 60-work-day probation.

Special Education

2. Kathryn Earls, 4 Masimore Road, New Freedom, Pa 17349, Speech Language Therapist, effective upon her release from her current employer due to the resignation of Amber Litwiler. Employment is contingent upon receiving all applicable certifications and credentials. Her salary will be set at Step 1, Masters, on the 2018-19 PSEA salary schedule. She will be issued a Temporary Professional Contract.

**F. Tenure**

On a motion by Ms. Pitrelli, seconded by Mr. Rossi, with all members present voting in favor, the following person was granted Tenure

Carly Weaver (Special Education Teacher)

**G. 2019-20 Calendar**

On a motion by Ms. Pitrelli, seconded by Mrs. Houk, with all members present voting in favor, the attached 2019-20 Calendar for MIU IV Early Intervention was approved.

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President

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Secretary

**VIII. NEW BUSINESS (continued)**

**H. Request for Contract Authorization**

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

**I. Updated Listing of Credit Card Corporations and Authorized Employees**

On a motion by Mrs. DiTullio, seconded by Ms. Pitrelli, with all members present voting in favor, the attached updated listing of credit cards and authorized employees as shown, was approved 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.

**J. Permission to Advertise for Bids**

On a motion by Mr. Halle, seconded by Mr. Tucker, with all members present voting in favor, permission was granted to advertise for bids regarding the following:

**Hazardous Waste Management** -- bid proposals will be sought for a comprehensive hazardous waste management program for local educational agencies in Butler, Lawrence, and Mercer Counties for a period from June 1, 2019 through September 30, 2019.

**K. 2019 Joint Purchasing Bid Awards**

Bids were reviewed following the bid openings for Art Supplies, Athletic Supplies, Copier Paper, Incentives, Lighting, Maintenance Supplies, Nursing Supplies, and School Supplies, as part of the Joint Purchasing Cooperative. Bids closed on March 1 at 3:30 p.m. On a motion by Mr. DiTullio, seconded by Ms. Pitrelli, with all members present voting in favor, permission was granted to advertise for bids regarding the following:

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President

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Secretary

**IX. NEW BUSINESS (continued)**

**L. 2019-20 General Operating Budget**

On a motion by Ms. Pitrelli, seconded by Mrs. Houk, with all members present voting in favor, it was approved that the April minutes show the following results of how MIU IV's local school boards voting independently, with a total proportionate vote of 538, approved the 2019-20 MIU IV General Operating Budget:

	<b>Individual Board Member Votes</b>	<b>Districts</b>
*Not reported yet	36	4
Approved	181	23
Disapproved	1	0
Abstain	0	
Absent	25	
Total	243	27

\* Grove City, Jamestown, Mercer, New Castle

**M. Employee Relations Committee**

On a motion by Mr. Branca, seconded by Mrs. Houk, with all members present voting in favor, the board requested the MIU IV Administration recirculate the correspondence with the guidelines of the Employee Relations Committee to all MIU IV staff at their annual in-service as well as including it as part of the new employee onboarding packet.

**X. ADJOURNMENT**

On a motion by Mrs. Ferguson seconded by Mr. Ditullio with all members present voting in favor, the meeting was adjourned.

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President

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Secretary