

**MINUTES of November 14, 2018**  
**MIDWESTERN INTERMEDIATE UNIT IV BOARD OF DIRECTORS**  
453 Maple Street, Grove City, PA 16127

---

Members Present: Charles Branca, Eric DiTullio, J. Dayle Ferguson, Lynn Foltz, Merle Glass, William Halle, Karen Houk, Anna Pascarella, Renee Pitrelli, and Dr. Wayde Killmeyer, Executive Director.

Others Present: Charles Sapienza (Solicitor), Laura Urbach, Brenda Marino, Melissa Wyllie, Patricia Connolly, Donna Volpe, Teena Sipos (PSEA), Jenna Magee, Jason Williams and Laura Hess (Conrad Seigel)

- I. The meeting was called to order by the Vice President.
- II. Roll call by the Secretary showed nine members present.
- III. The Vice President called for an Executive Session beginning at 7:44 p.m. and ending at 8:33 p.m. for the discussion of negotiations, and personnel issues.
- IV. Minutes of the October 24, 2018 meeting, held at Midwestern Intermediate Unit IV, 453 Maple Street, Grove City, PA 16127 were approved on a motion by Mrs. Houk, seconded by Mr. Branca, with all members present voting in favor.
- V. On a motion by Mr. DiTullio seconded by Ms. Pascarella, with all members present voting in favor, the Agenda was approved.

**VI. PUBLIC PARTICIPATION**

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

---

President

---

Secretary



**MINUTES, November 14, 2018**

**VIII. NEW BUSINESS (continued)**

**B. Resignation**

On a motion by Ms. Foltz, seconded by Mr. Branca, with all members present voting in favor, the following resignation was accepted:

Special Education

1. Cynthia McMillin-Houston, 1022 Brandy Way, New Castle, PA 16105, Speech Language Therapist, effective at the close of work on December 7, 2018.

**C.1 Elimination of Staff Position**

BE IT RESOLVED, that upon recommendation of the Executive Director, on a motion by Mr. DiTullio, seconded by Ms. Pitrelli, with all members present voting in favor, the Board of Directors of Midwestern Intermediate Unit IV, eliminated the following position effective October 30, 2018, due to declining student enrollment, and in order to reallocate the resources of the Intermediate Unit.

- (1) Interpreter

**C.2 Support Staff Layoff**

BE IT RESOLVED, that on a motion by Mrs. Houk, seconded by Ms. Pascarella, with all members present voting in favor, the Board of Directors of Midwestern Intermediate Unit IV, laid off the following ESPA employee effective October 30, 2018, due to student moving from school district. She will be placed on the recall list until June 30, 2019.

- Maureen Lewis, (Interpreter)

---

President

---

Secretary

**MINUTES, November 14, 2018**

**VIII. NEW BUSINESS (continued)**

**D. Leave Request**

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

Special Education

1. Elizabeth Rearigh, 677 North Water Street, Kittanning, PA 16201, Speech Language Therapist, an unpaid leave from December 17, 2018 through March 12, 2019 with MIU IV coverage of all health benefits as provided by MIU IV Policy 435, Family and Medical Leaves.

**E. Employment**

On a motion by Mr. Halle, seconded by Mrs. Houk, with all members present voting in favor, the following person was approved for employment in the position as indicated below:

Special Education

1. Erin Lunn, 231 Winters Road, Butler, PA 16002, Speech Language Therapist, effective January 2, 2019. 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. Job Description - Revision**

On a motion by Mrs. Houk, seconded by Ms. Pascarella, with all members present voting in favor, the attached job description revision for Business/HR Specialist was approved.

**G. Job Description - Revision**

On a motion by Ms. Pitrelli, seconded by Mr. DiTullio, with all members present voting in favor, the attached job description revision for Fiscal Manager was approved.

---

President

---

Secretary

**MINUTES, November 14, 2018**

**VIII. NEW BUSINESS (continued)**

**H. Job Description - New**

On a motion by Ms. Foltz, seconded by Mr. Branca, with all members present voting in favor, the attached job description for Teacher of Hearing Impaired was approved.

**I. Job Description - New**

On a motion by Mr. DiTuillo, seconded by Mrs. Houk, with all members present voting in favor, the attached job description for Teacher of the Blind and Visually Impaired was approved.

**J. Job Description - New**

On a motion by Mr. Halle, seconded by Ms. Pascarella, with all members present voting in favor, the attached job description for Coordinator of Business Services was approved.

**K. Job Description - New**

On a motion by Ms. Foltz, seconded by Mrs. Houk, with all members present voting in favor, the attached job description for Executive Secretary was approved.

**L. Transfers**

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

IU

1. April Kisamore, 22 Airport Road, Grove City, PA 16127 from 260-day Business/ HR Specialist position to 260-day Fiscal Manager position effective November 15, 2018. Her salary will be based on \$47,000 in accordance with the Board approved Act 93 Nonbargaining Unit Compensation Agreement with all benefits provided in the Board approved Act 93 Nonbargaining Unit Agreement.

---

President

---

Secretary

**MINUTES, November 14, 2018**

**VIII. NEW BUSINESS (continued)**

**L. Transfers (continued)**

IU (continued)

2. Dawn Book, 1331 Harbor Edinburg Road, Edinburg, PA 16116 from 260-day Staff Accountant position to 260-day Coordinator of Business Services position effective November 15, 2018. Her salary will be based on \$64,337 in accordance with the Board approved Act 93 Nonbargaining Unit Compensation Agreement with all benefits provided in the Board approved Act 93 Nonbargaining Unit Agreement.
3. Donna Volpe, 121 Fairway Drive, New Castle, PA 16105, from 260-day Secretary to the Directors of Business Services and Human Resources position to 260-day Executive Secretary position effective January 2, 2019. Her salary will be based on \$47,000 in accordance with the Board approved Non-Act 93 Nonbargaining Unit Compensation Agreement with all benefits provided in the Board approved Non-Act 93 Nonbargaining Unit Agreement.

**M. Nominations for Board Secretary:**

Due to the resignation of Laura Urbach, Board Secretary, effective at the close of work on January 4, 2019, a nomination for a replacement Board Secretary with a prorated annual stipend of \$2,500 was needed for the period of January 5, 2019 through June 30, 2019.

Mr. Glass called for nominations for Board Secretary

Mrs. Ferguson nominated Donna Volpe.

Mr. Halle made a motion to close nominations, seconded by Mrs. Houk, with all members present voting in favor.

On a motion by Mrs. Houk, seconded by Ms. Pascarella, with all members present and voting in favor on roll call, Donna Volpe was accepted as the elected Board Secretary to the Midwestern Intermediate Unit IV Board of Directors for the period of January 5, 2019, through June 30, 2019.

---

President

---

Secretary

**MINUTES, November 14, 2018**

**VIII. NEW BUSINESS (continued)**

**N. Additional Salary**

On a motion by Mrs. Houk, seconded by Ms. Pitrelli, with all members present voting in favor except for Mrs. Ferguson who voted against it was approved that the following Act 93 and Non-Act 93 staff members receive additional compensation to their base salaries in order to compensate for extra duties and assignments as a result of realignment of staff and increase in student caseload effective November 15, 2018.

<b>Name</b>	<b>Title</b>	<b>Current Salary</b>	<b>Additional Compensation</b>	<b>Total Salary</b>
Crystal McFeely	Secretary to the Director of Special Education	\$47,515	\$2,500	\$50,015
Alec Gawne	Fiscal Specialist	\$35,958	\$2,500	\$38,458
Tracy Bellis	Special Education Supervisor (260-days)	\$75,850	\$5,000	\$80,850
Amber Fassinger	Special Education Supervisor (220-days)	\$83,538	\$1,000	\$84,538
Richael Fertig	Special Education Supervisor (210-days)	\$80,382	\$1,500	\$81,882
Kelly Kushich	Special Education Supervisor (210-days)	\$78,925	\$1,000	\$79,925
Michelle Schwartz	Special Education (210-days)	\$67,241	\$1,500	\$68,741

---

President

---

Secretary

**MINUTES, November 14, 2018**

**VIII. NEW BUSINESS (continued)**

**O. Bid Award – Transportation**

Bids were reviewed following the bid deadline on October 31, 2018 at 10:00 a.m. for transportation services for students with disabilities in Butler, Lawrence, and Mercer Counties as needed for the time period of January 1, 2019 through August 31, 2020. On a motion by Mr. DiTullio, seconded by Mr. Branca, with all members present voting in favor, the following bid awards were approved:

- Watson’s for Mercer High School and Union High School CBVT and Sharon EI for 2018-19 and 2019-20
- Valley Lines for Butler to Easter Seals for 2018-19 and 2019-2020.

**P. Request for Contract Authorization**

In order to comply with PA Public School Code Section 508, a motion was made by Ms. Pitrelli, seconded by Mr. DiTullio, 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.

**Q. 2018-19 Bus Drivers**

On a motion by Mrs. Houk, seconded by Ms. Pitrelli, with all members present voting in favor, the following bus drivers for the 2018-19 school year were approved:

<u>Valley Lines</u>	<u>Watson’s</u>
Lisa Jo Hoffman	Kimberly Davis
Kayla Jean Moore	Nancy Gassner
Kevin Prady	Linda Gibbs
Kenneth McCurdy	Margaret Grande
Megan Erickson	Geraldine Knight
Jennifer Coates	Vicki Rhodes
Judy Voelker	Edward Stranger
William Wehr	Judy Trott
Vikki Jo Fleske	Michael Vasil
Patricia Space	Barry Walker
Craig A. Church-Van	Brenda Watson
Jason Fennel-Van	
Ashley Conway-Van	

---

President

---

Secretary



**MINUTES, November 14, 2018**

**IX. ADJOURNMENT**

On a motion by Mr. Branca, seconded by Ms. Foltz, with all members present voting in favor, the meeting was adjourned.

---

President

---

Secretary