

**MINUTES of October 24, 2018**  
**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, Lynn Foltz, Merle Glass, William Halle, Karen Houk, Anna Pascarella, Renee Pitrelli, Richard Rossi, John Tucker, and Dr. Wayde Killmeyer, Executive Director.

Others Present: Charles Sapienza (Solicitor), Laura Urbach, Brenda Marino, Melissa Wyllie, and Patricia Connolly.

- I. The meeting was called to order by the Vice President.
- II. Roll call by the Secretary showed twelve members present.
- III. The Vice President called for an Executive Session beginning at 7:28 p.m. and ending at 7:42 p.m. for the discussion of negotiations, and personnel issues.
- IV. Minutes of the September 26, 2018 meeting, held at Midwestern Intermediate Unit IV, 453 Maple Street, Grove City, PA 16127 were approved on a motion by Mr. Tucker seconded by Mrs. Houk, with all members present voting in favor.
- V. On a motion by Mr. DiTullio seconded by Mr. Branca, with all members present voting in favor, the Agenda was approved with the following:
  1. ADDITION: Resignation – Jill Phenicie
  2. ADDITION: Employment – Autumn Booths

**VI. PUBLIC PARTICIPATION**

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

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President

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Secretary

**MINUTES, October 24, 2018**

**VII. OLD BUSINESS**

**A. Martha Street Property:**

- Mr. Halle commented that the corporation paperwork LLEAP (Life Long Enrichment Activities Partnership) has been file, still waiting on 501(c)(3) approval.

**VIII. NEW BUSINESS**

**A. Financial Statements and Bills**

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

FINANCIAL STATEMENTS September 1, 2018 through September 30, 2018

1.	State and Federal Programs (Fund 10)	\$ 20,531,364.00
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	\$ 34,182,884.00

BILLS September 1, 2018 through September 30, 2018

1.	General Fund (Fund 10)	\$ 3,372,739.13
	• State and Federal Programs	
	• Nonpublic School Services	
	• General Fund	
2.	Special Education (Fund 20)	\$ 605,839.04
	TOTAL	\$ 4,104,952.17

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President

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Secretary

**MINUTES, October 24, 2018**

**VIII. NEW BUSINESS (continued)**

**B. Resignations**

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

Special Education

1. Marykatherine Sternthal, 141 South 13<sup>th</sup> Street, Sharpsville, PA 16150, Fiscal Manager, effective at the close of work on October 23, 2018.
2. Jill Phenicie, 684 Niles Road, Franklin, PA 16323, Special Education Teacher, effective at the close of work on October 24, 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 November 1, 2018, due to declining student enrollment, declining district contracts and in order to reallocate the resources of the Intermediate Unit.

- (1) District Technician

**C.2 Support Staff Layoff**

BE IT RESOLVED, that on a motion by Mr. DiTullio, seconded by Mr. Halle, with all members present voting in favor, the Board of Directors of Midwestern Intermediate Unit IV, laid off the following ESPA employee effective November 1, 2018, due to declining student enrollment, declining district contracts and in order to reallocate the resources of the Intermediate Unit.

- Jason Burcker (District Technician)

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President

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Secretary

**MINUTES, October 24, 2018**

**VIII. NEW BUSINESS (continued)**

**D. Employment**

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

Special Education

1. Autumn Booths, 1508 Meadow Brook Lane, Butler, PA 16001, Special Education Teacher (Visually Impaired), effective upon release of current employer to fill the vacancy created by Jill Phenicie's resignation. Her salary will be set at Step 1, Bachelor's on the 2018-19 PSEA salary schedule. She will be issued a Temporary Professional Contract.

**E. Job Description - Revision**

On a motion by Ms. Pitrelli, seconded by Mr. DiTullio, with all members present voting in favor, the attached job description for Coordinator of Educational Services was approved for revision to Principal of Educational Services.

**F. 2018-19 Substitutes**

On a motion by Mr. DiTullio, seconded by Ms. Pitrelli, with all members present voting in favor, the attached list of substitutes for the 2018-19 school year was approved.

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

On a motion by Ms. Pitrelli, seconded by Ms. Pascarella, 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.

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President

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Secretary

**MINUTES, October 24, 2018**

**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 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.

**I. Permission to Advertise for Bids – Joint Purchasing**

On a motion by Ms. Pitrelli, seconded by Ms. Pascarella, with all members present voting in favor, permission was granted to advertise for bids for the 2019 Joint Purchasing Program which includes school supplies, athletic supplies, maintenance supplies, medical supplies, and copier paper.

**J. Permission to Sell IU Van**

On a motion by Mrs. Houk, seconded by Mr. Halle, with all members present voting in favor, authorization was granted to sell one (1) IU van that is no longer needed:

- MIU IV Van # 6 (2004 Chevy Van - VIN 1GCGG25U641169053)

The van has a bad frame, brakes need to be replaced, and it is currently not inspected. The estimated repair bill is \$1,568.00. There are other problems with this van, but these issues are the most costly and keep it from being roadworthy. The repair exceeds the current value.

**IX. 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