

MINUTES of September 26, 2018
MIDWESTERN INTERMEDIATE UNIT IV BOARD OF DIRECTORS
453 Maple Street, Grove City, PA 16127

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

Others Present: Charles Sapienza (Solicitor), Laura Urbach, Brenda Marino, Melissa Wyllie, Patricia Connolly, Jason Williams, Dr. David Zupsic, Teena Sipos (PSEA), and Mark Wassell (Solicitor).

- I. The meeting was called to order by the Vice President.
- II. Roll call by the Secretary showed eleven members present.
- III. The Vice President called for an Executive Session beginning at 7:03 p.m. and ending at 8:39 p.m. for the discussion of negotiations, and personnel issues.
- IV. Minutes of the August 8, 2018 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 Mr. DiTullio, with all members present voting in favor, the Agenda was approved with the following:
 1. CHANGE: Program Budget – Entrepreneurship Academy
 2. CHANGE: Resignation – Dr. Ramon Milke’s effective date
 3. ADDITION: Resignation – Laura Urbach
 4. ADDITION: Employment – Sally Johnston
 5. ADDITION: Contract for Approval – Western PA School for the Deaf
 6. DELETION: Executive Director Travel

VI. PUBLIC PARTICIPATION

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

President

Secretary

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VII. OLD BUSINESS

A. Martha Street Property:

- Mr. Halle commented that the 501(c)(3) paperwork for LLEAP (Life Long Enrichment Activities Partnership) has been filed.
- Three more days of work have been done cleaning out the building.

B. Parking Lot Repair: Update

- Patricia Connolly, Director of Business Services commented on the successful completion of the parking lot repairs.
- Total cost less than \$135,000.

C. Strategic Planning: Update

- Dr. David Zupsic, Coordinator of Curriculum & Instruction explained that there is good participation with the committees working on strategic plan.
- Cost/benefits analyses are being done.
- Committees are planning to be done with process by October 31st.
- Final draft to be presented to the Board in November with adoption in December.

D. Special Education Classrooms: Update

- Melissa Wyllie, Director of Special Education provided information on tuition rate, number of students and revenue generated and the impact those have on potential draw from the fund balance.
- The IU has been receiving thank you e-mails from principals and other district staff regarding IU staff.

President

Secretary

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VIII. NEW BUSINESS

A. Financial Statements and Bills

On a motion by Mrs. Houk, 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 August 1, 2018 through August 31, 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 August 1, 2018 through August 31, 2018

| | | |
|----|------------------------------|-----------------|
| 1. | General Fund (Fund 10) | \$ 1,868,861.61 |
| | • State and Federal Programs | |
| | • Nonpublic School Services | |
| | • General Fund | |
| 2. | Special Education (Fund 20) | \$ 656,276.50 |
| | TOTAL | \$ 2,525,138.11 |

President

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VIII. NEW BUSINESS (continued)

B. Program Budget

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

| <u>Budget</u> | <u>Amount</u> |
|----------------------------------|--------------------------------|
| Entrepreneurship Academy (18-19) | \$ 15,179 \$ 32,050 |

C. Resignations

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

Special Education

1. Elisabeth Kingsley, 2589 Leesburg Grove City Road, Volant, PA 16156, School Nurse, effective at the close of work on November 2, 2018 due to retirement.

Nonpublic School Services

2. Dr. Ramon Milke, 630 Peregrine Drive, North Huntington, PA 15642, Nonpublic School Services School Psychologist, effective at the close of work on September ~~20~~ 27, 2018.

IU

3. Laura Urbach, 901 Liberty Street Ext, Grove City, PA 16127, Secretary to the Executive Director / Board Secretary, effective at the close of work on January 4, 2019 due to retirement.

D. Employment

On a motion by Mr. Tucker, seconded by Ms. Pitrelli, with all members present voting in favor, the following persons were approved for employment in the positions as indicated below:

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VIII. NEW BUSINESS (continued)

D. Employment (continued)

Special Education

1. Erin Lunn, 231 Winters Road, Butler, PA 16002, Long Term Substitute Speech Language Therapist, effective September 10, 2018 through December 31, 2018 to fill the vacancy created by Jamie Lane's leave. Her salary will be based on 92% of Step 1, Master's on the 2018-19 PSEA salary schedule.
2. Megan Kloos, 1460 Carrie Way, Apt. 22, Grove City, PA 16127, Special Education Teacher, effective September 17, 2018. Her salary will be based on Step 1, Master's in Special Education on the 2018-19 PSEA salary schedule. She will be issued a Temporary Professional Contract for this position.
3. Joanne Worthing, 1376 Route 68, New Brighton, PA 15066, Paraprofessional/LPN, effective August 29, 2018. Her salary will be based on ESPA 2018-19, Bachelor's Degree, Paraprofessional/LPN. Continued employment is contingent upon successful completion of the 60-work-day probation.
4. Sally Johnston, 28 North Main Street, Greenville, PA 16122, Part-time, Paraprofessional/LPN, effective August 13, 2018. Her salary will be based on High School/GED, Paraprofessional/LPN, on the 2018-19 ESPA salary schedule. Continued employment is contingent upon successful completion of the 60-work-day probation.

E. 2018-19 Substitutes

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

F. Updated Listing of Credit Card Corporations and Authorized Employees

On a motion by Ms. Foltz, 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.

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VIII. NEW BUSINESS (continued)

G. Parking Lot Repair – Change Order

The Midwestern Intermediate Unit IV Board of Directors at their August 8, 2018 meeting approved a bid award for Fulena Pavers, Inc. at a cost of \$81,648 for parking lot repair at 453 Maple Street, Grove City, PA 16127. During the course of repairs, it was discovered that the original parking lot for the location had been installed without an appropriate sub-base underneath the asphalt.

On a motion by Mr. Halle, seconded by Ms. Pitrelli, with all members present voting in favor, it was approved that the total bid award cost not exceed \$135,000 due to a change order so that excavation of earth, installation of ground stabilization fabric, and placement of stone at a depth of 14” can be done for appropriate installation of a required sub-base for the parking lot.

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 Mrs. Houk, 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

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

Transportation Contracts -- bid proposals will be sought for the provision of transportation services for students with disabilities in the Early Intervention and Community Based Vocational Training Programs in Butler, Lawrence, and Mercer Counties as needed for the time period of January 1, 2019 through August 31, 2020.

~~**J. Executive Director Travel**~~

~~Permission is requested to allow the Executive Director to travel out of state to California to an education industry presentation sponsored by Apple, Inc. on October 29-31, 2018. Additional information will be provided at the board meeting.~~

President

Secretary

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VIII. NEW BUSINESS (continued)

K. 2018-19 Bus Drivers

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

| |
|---|
| <p><u>Watson's</u> Kimberly Davis Nancy Gassner Linda Gibbs Margaret Grande Geraldine Knight Barbara Reda Vicki Rhodes Edward Stranger Judy Trott Michael Vasil Barry Walker Brenda Watson</p> |
|---|

L. 2018-19 Transportation Contracts

On a motion by Ms. Pitrelli, seconded by Mr. DiTullio, with all members present voting in favor, the following transportation contracts were approved:

| | |
|-------------|------------------------|
| CONTRACTOR: | Watson's (W-EI-AM) |
| # VEHICLES: | 1 |
| NOTES: | EI from Sharon SD (AM) |
| DATE: | 9/1/18 to 12/31/18 |
| DAYS: | M T W Th F |
| # STUDENTS: | Varies by Day |
| RUN RATE: | \$ 152.50 per run |

| | |
|-------------|------------------------|
| CONTRACTOR: | Watson's (W-EI-PM) |
| # VEHICLES: | 1 |
| NOTES: | EI from Sharon SD (PM) |
| DATE: | 9/1/18 to 12/31/18 |
| DAYS: | M T W Th F |
| # STUDENTS: | Varies by Day |
| RUN RATE: | \$ 152.50 per run |

President

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VIII. NEW BUSINESS (continued)

L. 2018-19 Transportation Contracts (continued)

| | |
|-------------|--|
| CONTRACTOR: | Watson's (W-CBVT) |
| # VEHICLES: | As Needed |
| NOTES: | To CBVT sites as specified by program team |
| DATE: | 9/1/18 to 12/31/18 |
| DAYS: | As Needed |
| # STUDENTS: | Varies by site |
| TRIP RATE: | Prices set based on distance between schools and CBVT sites as follows: <ul style="list-style-type: none">- Union HS – \$125.00 per trip- Mercer S.D. - \$105.00 per trip |

M. Voting for Statewide PSBA Officers for 2019

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 August 24 thru October 11, 2018.

Candidates for PSBA President-elect:

- [Eric Wolfgang*, Central York SD \(York Co.\)](#)

Propose to Vote for (1) PSBA President-elect:

Mr. Branca nominated Eric Wolfgang.

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

President

Secretary

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VIII. NEW BUSINESS (continued)

M. Voting for Statewide PSBA Officers for 2019

Candidates for PSBA Vice President:

- [Art Levinowitz*](#), School District of Upper Dublin (Montgomery Co.)

Propose to Vote for (1) PSBA Vice President:

Ms. Foltz nominated Art Levinowitz.

Mr. Rossi made a motion to close nominations, seconded by Ms. Pitrelli, with all members present voting in favor.

Candidates for PSBA Insurance Trust Trustees:

- [Richard Frerichs \(Penn Manor SD\)](#), PSBA Past President
- [William S. LaCoff](#), PSBA Past President
- [Nathan G. Mains, PSBA CEO](#)

Propose to Vote for (3) PSBA Insurance Trust Trustees:

Ms. Foltz nominated: Richard Frerichs
William LaCoff
Nathan Mains

Mr. Branca made a motion to close nominations, seconded by Mr. DiTullio, with all members present voting in favor.

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VIII. NEW BUSINESS (continued)

M. Voting for Statewide PSBA Officers for 2019 (continued)

Candidates for School Board Secretaries Forum Steering Committee term ending December 31, 2019:

- [Brian Feick \(Lehigh Area SD\)](#)
- [Lorraine Rocco \(Freedom Area SD\)](#)
- [Bethanne Zeigler \(Shikellamy SD\)](#)

Propose to Vote for (3) Committee Members:

Mr. DiTullio nominated: Brian Feick
Lorraine Rocco
Bethanne Zeigler

Ms. Pitrelli made a motion to close nominations, seconded by Mr. Branca, with all members present voting in favor.

Candidates for School Board Secretaries Forum Steering Committee term ending December 31, 2020:

- [Peter Bard \(Weatherly Area SD\)](#)
- [Anita Kaseman \(Quakertown Community SD\)](#)
- [Denise LaPera \(Lower Merion SD\)](#)

Propose to Vote for (2) Committee Members:

Mr. Halle nominated: Peter Bard
Anita Kaseman

Mr. DiTullio made a motion to close nominations, seconded by Ms. Foltz, with all members present voting in favor.

President

Secretary

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VIII. NEW BUSINESS (continued)

M. Voting for Statewide PSBA Officers for 2019 (continued)

Candidates for Pupil Transportation Forum Steering Committee term ending December 31, 2019:

- Christopher Brown, Downingtown ASD (Chester Co.) [no link avail]
- Alline Smith, Wilson SD (Berks Co.) [no web link avail]
- [Randy S. Williams, Sr., Krapf School Bus](#) West Chester (Chester Co.)
- [Jo Anne Yarnall, West Chester SD \(Chester Co.\)](#)

Propose to Vote for (3) Committee Members:

Ms. Foltz nominated: Jo Anne Yarnall
Alline Smith

Mr. DiTullio nominated: Randy Williams

Mr. DiTullio made a motion to close nominations, seconded by Ms. Pitrelli, with all members present voting in favor.

Candidates for Pupil Transportation Forum Steering Committee term ending December 31, 2020:

- [Michael Kiehl, Warren County SD \(Warren Co.\)](#)
- [Jim Pearson, Seneca Valley SD \(Butler Co.\)](#)

Propose to Vote for (2) Committee Members:

Mr. DiTullio nominated: Michael Kiehl
Jim Pearson

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VIII. NEW BUSINESS (continued)

M. Voting for Statewide PSBA Officers for 2019 (continued)

Election of 2019 PSBA Officers as determined by those named.

PSBA President-elect Eric Wolfgang

PSBA Vice President Art Levinowitz

PSBA Insurance Trust: 1. Richard Frerichs 2. William LaCoff 3. Nathan Mains

School Board Secretaries Forum Steering Committee (term ending Dec 31, 2019):

1. Brian Feick 2. Lorraine Rocco 3. Bethanne Zeigler

School Board Secretaries Forum Steering Committee (term ending Dec 31, 2020):

1. Peter Bard 2. Anita Kaseman

Pupil Transportation Forum Steering Committee (term ending Dec 31, 2019):

1. JoAnne Yarnall 2. Randy Willams 3. Alline Smith

Pupil Transportation Forum Steering Committee (term ending Dec 31, 2020):

1. Michael Kiehl 2. Jim Pearson

On a motion by Ms. Foltz, seconded by Mr. DiTullio, with Mr. Glass, Mr. DiTullio, Ms. Foltz, and Mr. Rossi (4) voting in favor, and Ms. Pitrelli, Mr. Tucker, Mr. Halle, Mrs. Ferguson, Mrs. Houk, Mr. Branca, and Mr. Cimbala (7) voting against, the the persons named above were NOT approved to be voted for in PSBA's electronic election for 2019 by the Board Secretary on behalf of Midwestern Intermediate Unit IV.

Mrs. Houk made a motion, seconded by Ms. Pitrelli, with all members present voting in favor that the above named persons, except for Nathan Mains, be voted for in PSBA's electronic election for 2019 by the Board Secretary on behalf of Midwestern Intermediate Unit IV.

IX. ADJOURNMENT

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

President

Secretary