

MINUTES of March 28, 2018
MIDWESTERN INTERMEDIATE UNIT IV BOARD OF DIRECTORS
453 Maple Street, Grove City, PA 16127

Members Present: Cedric Butchy, Matthew Cimbala, Eric DiTullio, J. Dayle Ferguson, Lynn Foltz, Merle Glass, William Halle, 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, Patricia Connolly, Scott Powner, Teena Sipos (PSEA), Katy Hudak, and Caleb Stright (Record Argus).

I. The meeting was called to order by the President.

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

Cypher and Cypher provided an overview of the 2016-17 standard audit of MIU IV.

At 7:10 p.m. Mr. Halle entered the meeting, bringing the total to eleven members present.

III. The President called for an Executive Session beginning at 8:17 p.m. and ending at 9:53 p.m. for the discussion of negotiations, and personnel issues.

IV. Minutes of the February 28, 2018 meeting, held at Midwestern Intermediate Unit IV, 453 Maple Street, Grove City, PA 16127 were approved on a motion by Mr. DiTullio seconded by Mr. Tucker, with all members present voting in favor.

V. On a motion by Mr. Glass seconded by Mr. DiTullio, with all members present voting in favor except for Ms. Foltz who voted against, the Agenda was approved with the following:

1. ADDITION: Program Budget – SPAC (2018)
2. ADDITION: Substitute Rate – Retired Professional Staff
3. ADDITION: Job Description – Director of Technology & Information Services
4. DELETION: Contract for Approval – Butler Area S.D.
5. ADDITION: Contract for Approval – Zito Business
6. ADDITION: Credit Card Listing update
7. ADDITION: Joint Purchasing Bid Awards
8. ADDITION: Memorandum of Understanding with ESPA
9. ADDITION: Cypher and Cypher 2016-17 audit
10. ADDITION: Schneider Downs 2014-15 and 2015-16 forensic audit
11. ADDITION: Bus Drivers for Valley Lines and Watson’s

President

Secretary

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VI. PUBLIC PARTICIPATION

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

VII. NEW BUSINESS

A. Financial Statements and Bills

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

FINANCIAL STATEMENTS February 1, 2018 through February 28, 2018

1.	State and Federal Programs (Fund 10)	\$ 25,663,912.00
2.	Special Education (Fund 20)	\$ 6,438,101.00
3.	Capital Projects (Fund 30)	\$ 40,000.00
4.	Nonpublic Schools (Fund 10)	\$ 1,957,918.00
5.	IU General Fund (Fund 10)	\$ 4,141,467.00
6.	Internal Service Fund – UC/WC (Fund 70)	\$ 409,192.00
7.	Internal Service Fund – OPEB (Fund 71)	\$ 2,000.00
8.	OPEB Trust (Fund 73)	\$ 236,000.00
	TOTAL	\$ 38,888,590.00

BILLS February 1, 2018 through February 28, 2018

1.	General Fund (Fund 10)	\$ 2,579,391.00
	• State and Federal Programs	
	• Nonpublic School Services	
	• General Fund	
2.	Special Education (Fund 20)	\$ 550,334.49
	TOTAL	\$ 3,129,725.49

President

Secretary

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VII. NEW BUSINESS (continued)

B. Program Budgets

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

<u>Budget</u>	<u>Amount</u>
RAST (17-18)	\$ 151,705 - <i>revision</i>
SPAC (18)	\$ 308,628

C. Resignations

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

Child Care Information Services

1. Terry Warren, 153 Penny Lane, New Castle, PA 16101, Coordinator of Fiscal Child Care Information Services, effective at the close of work on June 29, 2018 due to retirement.

Special Education

2. Mary Beth Russo, 258 Cunningham Lane, New Castle, PA 16105, Paraprofessional/LPN, effective at the close of work on June 29, 2018 due to retirement.

D. Leave Request

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

Special Education

1. Tracy McGuire, 110 Long Road, Harrisville, PA 16038, Special Education Teacher, an unpaid leave April 2, 2018 through April 27, 2018 with MIU IV coverage of all health benefits as provided by MIU IV Policy 435, Family and Medical Leaves.

President

Secretary

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VII. NEW BUSINESS (continued)

E. Employment

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

Special Education

1. Crystal Horan, 12 Zelig Drive, Zelienople, PA 16063, Coordinator of Early Intervention, effective March 29, 2018 to fill the vacancy created by Samantha Farrell's resignation. Her salary will be based on \$45,000 in accordance with the Act 93 Nonbargaining Unit Agreement with all benefits provided in the Board approved Act 93 Nonbargaining Unit Agreement.

F. Substitute Rate Addition

On a motion by Mr. DiTullio specifying that this substitute rate is only for Retired **MIU IV** Professional Staff, seconded by Ms. Pitrelli, with all members present voting in favor, the following substitute rate addition for Retired **MIU IV** Professional Staff was approved:

Van Driver	\$ 8.50 / hour	in effect since July 1, 2014
Secretary/Clerk	\$ 8.50 / hour	in effect since July 1, 2014
Custodian	\$ 8.50 / hour	in effect since July 1, 2014
Warehouser	\$ 8.50 / hour	in effect since July 1, 2014
Paraprofessional	\$ 75.00 / day	in effect since July 1, 2014
Teacher	\$ 85.00 / day	in effect since July 1, 2014
Certified School Nurse/RN	\$ 15.00 / hour	in effect since July 1, 2014
LPN	\$ 12.00 / hour	in effect since July 1, 2014
Interpreter	\$ 12.00 / hour	in effect since July 1, 2014
Retired MIU IV Professional Staff	\$ 233.00 / day	Effective March 29, 2018

G. 2017-18 Substitutes

On a motion by Ms. Pitrelli, seconded by Mr. Glass, with all members present voting in favor, the attached list of substitutes for the 2017-18 school year was approved.

President

Secretary

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VII. NEW BUSINESS (continued)

H. Revised Job Description: Director of Technology & Information Services

On a motion by Ms. Pitrelli, seconded by Mr. DiTullio, with all members present voting in favor, the attached revised job description for Director of Technology & Information Services was approved.

I. 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, 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.

Discussion occurred.

Mr. DiTullio made an amended motion, seconded by Ms. Pitrelli, to approve Midwestern Intermediate Unit IV to enter into only the first three contracts in excess of one hundred dollars (\$100) with service providers as indicated on the attached listing and to delete the for Zito Business from the listing until further review by the solicitor.

All members present voted in favor of the amended motion.

J. Updated Listing of Credit Card Corporations and Authorized Employees

On a motion by Mr. 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.

President

Secretary

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VII. NEW BUSINESS (continued)

K. Permission to Advertise for Bids

On a motion by Mr. Tucker, seconded by Ms. Pitrelli, 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, 2018 through September 30, 2018.

L. Permission to Advertise for Bids

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

AV & Microcomputer Supplies -- bid proposals will be sought for the purchase of Audiovisual and Microcomputer Supplies for the time period of July 1, 2018 through June 30, 2019.

M. 2018 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 Ms. Foltz, seconded by Mr. DiTullio, the attached list of recommended bid awards for vendors with the lowest bid prices meeting bid specifications was approved.

N. Memorandum of Understanding with MIU IV ESPA

On a motion by Mr. Halle, seconded by Mr. DiTullio, with all members present voting in favor, the attached Memorandum of Understanding with Midwestern Intermediate Unit IV Educational Support Personnel Association (MIU IV ESPA) was approved.

President

Secretary

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VII. NEW BUSINESS (continued)

O. 2014-15 and 2015-16 Forensic Audit

On a motion by Mr. Rossi, seconded by Mr. Butchy, with all members present voting against acceptance, the forensic audit results of Midwestern Intermediate Unit IV in the form of a Microsoft PowerPoint for the years ended June 30, 2016 and June 30, 2017 as prepared by Schneider Downs were not accepted.

P. 2016-17 Audit

On a motion by Ms. Pitrelli, seconded by Mr. DiTullio, with all members present voting in favor, the audited financial statements report of Midwestern Intermediate Unit IV for the year ended June 30, 2017 as prepared by Cypher and Cypher was accepted.

Q. 2017-18 Bus Drivers

On a motion by Mr. DiTullio, seconded by Ms. Pitrelli, with all members present voting in favor, the following bus drivers for the 2017-18 school year were approved:

<u>Valley Lines:</u> Kevin Prady Robin Batykefer	<u>Watson's:</u> Nancy Jane Gassner Margaret Janette Grande
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VIII. ADJOURNMENT

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

President

Secretary