

MINUTES of May 24, 2017
MIDWESTERN INTERMEDIATE UNIT IV BOARD OF DIRECTORS
453 Maple Street, Grove City, PA 16127

Members Present: Charles Branca, Cedric Butchy, 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, Patricia Connolly, Melissa Wyllie, Deb Nichols (PSEA), Teena Sipos, Melanie Mars, Melissa Hogue, Erin Moser, and Katie Hudak.

- I. The meeting was called to order by the President.
- II. Roll call by the Secretary showed thirteen members present.
- III. The President called for an Executive Session beginning at 7:14 p.m. and ending at 9:52 p.m. for the discussion of personnel issues and bargaining unit contract negotiations.
- IV. Minutes of the April 26, 2017 meeting, held at Midwestern Intermediate Unit IV, 453 Maple Street, Grove City, PA 16127 were approved on a motion by Mr. Rossi, seconded by Mr. Branca, with all members present voting in favor.
- V. On a motion by Mr. DiTullio, seconded by Mr. Rossi, with all members present voting in favor, the Agenda was approved with the following:
 1. ADDITION: Program Budget – School Climate Regional Coord. Statewide Initiative (2016-17) - *revision*
 2. ADDITION: Program Budget – Act 89 Nonpublic School Svcs (2016-17) – *revision*
 3. ADDITION: Program Budget – Title I Nonpublic Admin (2016-17) – *revision*
 4. ADDITION: Program Budget – Title I Nonpublic Instruction (2016-17) – *revision*
 5. ADDITION: Program Budget – Distance Education (2016-17) - *revision*
 6. ADDITION: Contract for Approval – Shred-It
 7. CHANGE: 2017-18 Board Date correction to January 24, 2018
 8. CHANGE: 2017-18 Board Date correction to May 23, 2018
 9. ADDITION: Credit Card Listing
 10. ADDITION: MOU for Act 93 & Non Act 93 Agreements
 11. ADDITION: Bid Award – Hazardous Waste Management
 12. ADDITION: ESPA Contract July 1, 2017 through June 30, 2021
 13. ADDITION: Creation of Assistant Executive Director position
 14. ADDITION: Sale of mobile classroom unit

President

Secretary

MINUTES, May 24, 2017

VI. PUBLIC PARTICIPATION

The President asked if there were any questions or comments from the public.

- Melanie Mars read a statement that Curt Springer and Ed Douglas helped schools in Butler, Lawrence and Mercer Counties receive recognition.

VII. NEW BUSINESS

A. Financial Statements and Bills

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

FINANCIAL STATEMENTS July 1, 2016 through April 30, 2017

1.	State and Federal Programs (Fund 10)	\$ 26,796,541.00
2.	Special Education (Fund 20)	\$ 7,912,713.00
3.	Capital Projects (Fund 30)	\$ 67,929.00
4.	Nonpublic Schools (Fund 10)	\$ 1,919,368.00
5.	IU General Fund (Fund 10)	\$ 4,059,652.00
6.	Internal Service Fund – UC/WC (Fund 70)	\$ 154,673.00
7.	Internal Service Fund – OPEB (Fund 71)	\$ 100.00
8.	OPEB Trust (Fund 73)	\$ 38,000.00
	TOTAL	\$ 40,948,976.00

BILLS April 1, 2017 through April 30, 2017

1.	General Fund (Fund 10)	\$ 2,697,589.47
	• State and Federal Programs	
	• Nonpublic School Services	
	• General Fund	
2.	Special Education (Fund 20)	\$ 926,253.65
	TOTAL	\$ 3,623,843.12

President

Secretary

MINUTES, May 24, 2017

VII. NEW BUSINESS (continued)

B. Program Budgets

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

<u>Budget</u>	<u>Amount</u>
State Early Intervention/EI Access (16-17)	\$ 4,523,132 – <i>revision</i>
IDEA (16-17)	\$10,897,647 – <i>revision</i>
IDEA Section 619 Preschool (16-17)	\$ 369,637 – <i>revision</i>
IDEA Section 611 Component 1 (16-17)	\$ 849,555 – <i>revision</i>
Education for Homeless Children & Youth (17-18)	\$ 237,720
School Climate Regional Coordinator Statewide Support Initiative (2016-17)	\$ 25,000 – <i>revision</i>
Act 89 Nonpublic School Services (2016-17)	\$ 1,913,958 – <i>revision</i>
Title I Nonpublic Administration (2016-17)	\$ 11,317 – <i>revision</i>
Title I Nonpublic Instructional (2016-17)	\$ 226,870 – <i>revision</i>
Distance Education (2016-17)	\$ 71,677 – <i>revision</i>

C. Resignation

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

Technology

1. Bradley Hoagland, 2349 Rutledge Road, Transfer, PA 16154,
Technician, effective at the close of work on June 30, 2017.

D. Leave Requests

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

Child Care Information Services

1. Deborah Burick, 2116 Moravia Street, New Castle, PA 16101,
Secretary/Clerk, an unpaid leave from April 27, 2017 through July 20, 2017
with MIU IV coverage of all health benefits as provided by MIU IV Policy
535, Family and Medical Leaves.

President

Secretary

MINUTES, May 24, 2017

VII. NEW BUSINESS (continued)

D. Leave Requests (continued)

Special Education (continued)

2. Jennifer Stiglitz, 334 Cottingham Circle, Cranberry Twp, PA 16066, Speech Therapist, an unpaid leave from June 12, 2017 through November 3, 2017 with MIU IV coverage of all health benefits as provided by MIU IV Policy 435, Family and Medical Leaves.
3. Gretchen Gross-Kralj, 555 Riddle Road, Emlenton, PA 16373, Occupational Therapist, an unpaid leave from May 8, 2017 through June 30, 2017 with MIU IV coverage of all health benefits as provided by MIU IV Policy 435, Family and Medical Leaves.

E. Increase in Days

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

Nonpublic School Services

The position of School Psychologist in Nonpublic School Services held by Nicholas Bernard, 907 Pearson Circle, Unit 3, Boardman, OH 44512, be increased from 140 to 145 days for the 2016-17 school year only, due to an increase in student caseload.

F. Employment

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

Business Office

1. Alec Gawne, 345 East Market Street, Mercer, PA 16137, Fiscal Specialist, effective May 30, 2017 to fill the vacancy created by the resignation of Tara Sheffler, Junior Accountant. His salary will be based on \$35,000 in accordance with Act 93 Nonbargaining Unit Agreement with all benefits provided in the Board approved Act 93 Nonbargaining Unit Agreement.

President

Secretary

MINUTES, May 24, 2017

VII. NEW BUSINESS (continued)

G. Request for Contract Authorization

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

H. State and Federal Project Submission Authorization

On a motion by Ms. Foltz, seconded by Ms. Pitrelli, with all members present voting in favor, authorization was granted for the Executive Director to submit applications for State and Federal funds for specific projects during the 2017-18 school year on behalf of the IU and/or local district consortiums when applicable.

I. Midwestern PA School Employee Benefit Trust – MIU IV Representatives

On a motion by Mrs. Houk, seconded by Mr. DiTullio, with all members present voting in favor, it was approved that the following MIU IV employees be appointed as Trustees representing MIU IV on the Midwestern Pennsylvania School Employee Benefit Trust effective July 1, 2017 through June 30, 2018:

Melissa Hogue, Special Education Teacher
MaryAnn Holfelder, Secretary/Clerk
Scott Powner, Director of Information Technology
Donna Volpe, Secretary to the Directors of Business Services and Human Resources

J. 2017-18 MIU IV Board Meeting Dates

On a motion by Mr. Branca, seconded by Mr. Glass, with all members present voting in favor, the following dates were set for the MIU IV Board of Directors meetings. The meetings will be held at the MIU IV office beginning at 7:00 p.m. unless otherwise notified.

July 2017 – No Meeting	January 22 24, 2018
August 9, 2017	February 28, 2018
September 27, 2017	March 28, 2018
October 25, 2017	April 25, 2018
November 15, 2017	May 22 , 23, 2018
December 20, 2017	June 27, 2018

President

Secretary

VII. NEW BUSINESS (continued)

K. 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 signs the credit card employee usage agreement and it is made part of the employee’s personnel file maintained in the Office of the Director of Human Resources.

L. Policy Proposal - #009 Nepotism

On a motion by Mr. Rossi, seconded by Mr. Branca, with all members present voting in favor on roll call except for Mr. Glass, Ms. Pitrelli, Mr. DiTullio, Mr. Halle, Mrs. Ferguson, and Ms. Foltz who voted against, the attached proposed policy was given first reading and tentative approval:

- Policy #009 – Nepotism

M. MOU for Act 93 and Non-Act 93 Agreements

On a motion by Mr. DiTullio, seconded by Mr. Halle, with all members present voting in favor, the following word changes to the MIU IV Act 93 and Non-Act 93 Nonbargaining Group Agreements for the period of July 1, 2016 through June 30, 2019 were accepted as indicated below:

Section 17. Hospitalization / Medical / Prescription Benefit

- G. The Board agrees to establish a Health Savings Account for each eligible employee. The Board contribution for this account is 80% of the QHDHP deductible, unless ESPA or PSEA agrees to an HSA with a ~~different~~ **calculated lesser** percentage rate. The Act 93/Non-Act 93 Agreements will be aligned to the PSEA/ESPA agreements at that time. Retirees are not eligible for this benefit.

President

Secretary

MINUTES, May 24, 2017

VII. NEW BUSINESS (continued)

N. Hazardous Waste Management Program Bid

Bids were reviewed following the bid deadline on May 3, 2017 at 10:00 a.m. for the comprehensive hazardous waste management program for local educational agencies located in Butler, Lawrence, and Mercer Counties for a period from June 1, 2017 through September 30, 2017. On a motion by Mr. Glass, seconded by Ms. Pitrelli, with all members present voting in favor, the bid award was given to Environmental Service Group Inc. at the amount of \$18,264.00 as indicated on the attached summary.

O. Bargaining Unit Contract – ESPA

On a motion by Mr. Branca, seconded by Mr. Halle, with all members present voting in favor except for Ms. Pitrelli, Mrs. Ferguson, Ms. Foltz, Mr. Cimbala, and Ms. Pascarella who voted against, the Agreement between Midwestern Intermediate Unit IV Board of Directors and Midwestern Intermediate Unit IV Educational Support Personnel Association (ESPA) for the period of four (4) years, July 1, 2017 through June 30, 2021 was approved.

P. Creation of Assistant Executive Director Position

On a motion by Mrs. Houk, seconded by Ms. Pitrelli, with all members present voting in favor, the board approved the creation of an Assistant Executive Director position at a salary of \$100,000/year effective July 1, 2017, and also appointed Brenda Marino as the Assistant Executive Director with the aforementioned criteria (attached).

Q. Sale of Mobile Classroom Unit

On a motion by Mr. Butchy, seconded by Mrs. Houk, with all members present voting in favor, it was approved that the mobile classroom unit belonging to Midwestern Intermediate Unit IV located on property at Holy Redeemer School, 311 Lawrence Avenue, Ellwood City, PA 16117 be sold for \$1.00 (one dollar) to Holy Redeemer School.

VIII. ADJOURNMENT

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

President

Secretary