

MINUTES of March 22, 2017
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, Karen Houk, Renee Pitrelli, John Tucker, and Dr. Wayde Killmeyer, Executive Director.

Others Present: Charles Sapienza (Solicitor), Laura Urbach, Patricia Connolly, Brenda Marino, Melissa Wyllie, Deb Nichols (PSEA), Dee Thompson, and Cindy Kniess.

- I. The meeting was called to order by the President.
- II. Roll call by the Secretary showed ten members present.
- III. The President called for an Executive Session beginning at 7:32 p.m. and ending at 8:36 p.m. for the discussion of personnel issues, and bargaining unit contract negotiation.
- IV. Minutes of the February 22, 2017 meeting, held at Midwestern Intermediate Unit IV, 453 Maple Street, Grove City, PA 16127 were approved on a motion by Mrs. Houk, seconded by Ms. Pitrelli, 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 additions:
 1. ADDITION: Termination – Robert Ghering
 2. ADDITION: Resignation – Paula Shepherd
 3. ADDITION: Resignation – Karen Medovich
 4. ADDITION: Resignation – Janet Leise
 5. ADDITION: Job Description – Fiscal Specialist
 6. ADDITION: 2017 Joint Purchasing Bid Award
 7. ADDITION: Appointment of Auditor – Cypher & Cypher

VI. PUBLIC PARTICIPATION

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

President

Secretary

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VII. NEW BUSINESS

A. Financial Statements and Bills

On a motion by Mr. DiTullio, seconded by Mr. Tucker with all members present voting in favor, the following financial statements and bills for the various IU Budgets were accepted with a potential coding amendment specified for the \$6,287.18 payment to Lawrence County for back taxes under the Bills section:

FINANCIAL STATEMENTS July 1, 2016 through February 28, 2017

1.	State and Federal Programs (Fund 10)	\$ 26,544,946.00
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	\$ 40,697,381.00

BILLS February 1, 2017 through February 28, 2017

1.	General Fund (Fund 10)	\$ 1,274,254.67
	• State and Federal Programs	
	• Nonpublic School Services	
	• General Fund	
2.	Special Education (Fund 20)	\$ 1,177,081.32
	TOTAL	\$ 2,451,335.99

B. Termination

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

Technology and Information Services

Robert Ghering, 905 Liberty Street, Apartment 1, Meadville, PA 16335,
Technician, effective March 23, 2017 due to job abandonment.

President

Secretary

MINUTES, March 22, 2017

VII. NEW BUSINESS (continued)

C. Resignations

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

Special Education

1. Marilyn Kay, 501 Flower Avenue, Grove City, PA 16127, Secretary/Clerk, effective at the close of work on June 30, 2017 due to retirement.
2. Jill Brown, 221 Millburn Road, Mercer, PA 16137, Paraprofessional, effective at the end of the 2016-17 school year due to retirement.
3. Paula Shepherd, 121 Elgins Lane, Evans City, PA 16033, Special Education Teacher, effective at the close of work on June 30, 2017 due to retirement.
4. Karen Medovitch, 111 Shanahan Road, Butler, PA 16001, Coordinator of Early Intervention, effective at the close of work on June 30, 2017 due to retirement.
5. Janet Leise, 244 Stoney Batter Road, Prospect, PA 16052, Special Education Teacher, effective at the end of the 2016-17 school year due to retirement.

Curriculum

6. Joyce Cannone, 11140 180th Court S, Boca Raton, FL 33498, Educational Consultant, effective November 24, 2016 due to retirement.

President

Secretary

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VII. NEW BUSINESS (continued)

D. Leave Requests

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

Special Education

1. Mariellen Gargano, 466 Robertson Road, Hermitage, PA 16148, paraprofessional, an unpaid leave from March 7, 2017 through June 9, 2017 with MIU IV coverage of all health benefits as provided by MIU IV Policy 535, Family and Medical Leaves.
2. Gretchen Gross-Kralj, 555 Riddle Road, Emlenton, PA 16373, Occupational Therapist, an unpaid leave from March 3, 2017 through April 28, 2017 with MIU IV coverage of all health benefits as provided by MIU IV Policy 535, Family and Medical Leaves.
3. Jenna Magee, 816 Mercer Grove City Road, Mercer, PA 16137, Special Education Teacher, an extension of unpaid leave March 2, 2017 through April 30, 2017 with MIU IV coverage of all health benefits as provided by MIU IV Policy 435, Family and Medical Leaves.

IU

4. Pamela Burchfield, 2448 State Route 956, Volant, PA 16156, Secretary/Clerk, an extension of unpaid intermittent leave from March 13, 2017 through June 30, 2017 with MIU IV coverage of all health benefits as provided by MIU IV Policy 535, Family and Medical Leaves.

President

Secretary

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VII. NEW BUSINESS (continued)

E. Employment

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

Nonpublic School Services

1. Janice Fitz, 635 Deer Creek Road, Valencia, PA 16059, as a Nonpublic School Services Resource Teacher effective March 23, 2017 under the terms and conditions of PDE Type 04 Emergency Permit for the remainder of the 2016-17 school year, and under the terms and conditions of PDE Type 01 Emergency Permit which includes Educational Obligation effective for the 2017-18 school year. Her salary will be based on Master's, Step 1 on the 2016-17 PSEA salary schedule for both school years.

F. Request for Contract Authorization

In order to comply with PA Public School Code Section 508, on a motion by Ms. Foltz, seconded by Mr. Glass, 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.

G. 2017-18 Calendars

On a motion by Mrs. Houk, seconded by Ms. Foltz, with all members present voting in favor, the attached 2017-18 Calendars were approved:

1. MIU IV Early Intervention
2. MIU IV Early Intervention - Preschool Assessment Team

President

Secretary

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VII. NEW BUSINESS (continued)

H. **MIU IV Policy Revisions: Policy 610 and Policy 611**

On a motion by Ms. Pitrelli, seconded by Mr. DiTullio, the attached proposed policy revisions for Policy 610 – Purchases Subject to Bid/Quotation, and Policy 611 – Purchases Budgeted were recommended for second reading and final approval. After discussion, Mr. Halle made a motion to table the policy revisions, seconded by Mrs. Houk, until additional information is reviewed.

I. **Permission to Advertise for Bids**

On a motion by Mr. DiTullio, seconded by Mr. Glass, 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, 2017 through September 30, 2017.

J. **Permission to Advertise for Bids**

On a motion by Ms. Foltz, seconded by Mr. Halle, 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, 2017 through June 30, 2018.

K. **Job Description**

On a motion by Mr. DiTullio, seconded by Mrs. Houk, with all members present voting in favor, the attached job description for Fiscal Specialist was approved.

President

Secretary

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VII. NEW BUSINESS (continued)

L. 2017 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 February 27, 2017 at 3:30 p.m. On a motion by Mr. DiTullio, seconded by Mr. Glass, with all members present voting in favor, the attached list of recommended bid awards for vendors with the lowest bid prices meeting bid specifications was approved.

M. Appointment of Auditing Firm

On a motion by Mr. DiTullio, seconded by Mr. Glass, with all members present voting in favor, the auditing firm of Cypher & Cypher was approved for a three year contract to provide auditing services for Midwestern Intermediate Unit IV at a Year 1 Fee of \$33,200; a Year 2 Fee of \$33,900; and a Year 3 Fee of \$34,500.

VIII. ADJOURNMENT

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

President

Secretary