

**MINUTES of September 28, 2016**  
**MIDWESTERN INTERMEDIATE UNIT IV BOARD OF DIRECTORS**  
453 Maple Street, Grove City, PA 16127

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Members Present: Charles Branca, Cedric Butchy, Matthew Cimbala, 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: Laura Urbach, Patricia Connolly, Brenda Marino, Melissa Wyllie, Mike Brungo (Solicitor), Deb Nichols (PSEA) and Teena Sipos.

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- I. The meeting was called to order by the President.
- II. Roll call by the Secretary showed eleven members present.
- III. The President called for an Executive Session beginning at 7:04 p.m. and ending at 7:54 p.m. for the discussion of personnel matters, the purchase of real estate, and legal matters.
- IV. Minutes of the August 10, 2016 meeting, held at Midwestern Intermediate Unit IV, 453 Maple Street, Grove City, PA 16127 were approved on a motion by Mr. Tucker seconded by Mr. Glass, with all members present voting in favor.
- V. On a motion by Mr. Glass, seconded by Mr. Branca, with all members present voting in favor, the Agenda was approved with the following additions:
  1. ADDITION: Resignation – Sam Rauch
  2. ADDITION: Employment – Jean Brinkel

**VI. PUBLIC PARTICIPATION**

The 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, September 28, 2016**

**VII. NEW BUSINESS**

**A. Financial Statements and Bills**

On a motion by Mr. Rossi, seconded by Mr. Halle with all members present voting in favor except for Mrs. Ferguson and Ms. Foltz who voted against, the following financial statements and bills for the various IU Budgets were accepted:

FINANCIAL STATEMENTS August 1, 2016 through August 31, 2016

1.	State and Federal Programs (Fund 10)	\$ 26,446,289.00
2.	Special Education (Fund 20)	\$ 7,912,713.00
3.	Capital Projects (Fund 30)	\$ 67,929.00
4.	Nonpublic Schools (Fund 10)	\$ 1,919,049.00
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	\$ 40,598,405.00

BILLS August 1, 2016 thru August 31, 2016

1.	General Fund (Fund 10)	\$ 2,811,665.09
	• State and Federal Programs	
	• Nonpublic School Services	
	• General Fund	
2.	Special Education (Fund 20)	\$ 724,605.69
3.	UC/WC (Fund 70)	\$ 119,556.00
	TOTAL	\$ 3,655,826.78

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President

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Secretary

## MINUTES, September 28, 2016

### VII. NEW BUSINESS (continued)

#### B. Program Budgets

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

School Age Access (16-17)	\$ 310,000.00 – <i>revision</i>
Entrepreneurship Academy (16-17)	\$ 32,142.00

#### C. Resignations

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

##### ABE / GED

1. Sam Rauch, 1390 Highland Road, Sharon, PA 16146, ABE/GED Instructor, effective at the close of work on September 30, 2016.

##### IU

2. Melissa Henthorn, 146 Staff Road, Slippery Rock, PA 16057, Teen Parenting Guidance Counselor, effective at the close of work on September 19, 2016.

##### Special Education

3. Deborah Antonelli, 1910 Robinwood Street, New Castle, PA 16101, Secretary/Clerk, effective at the close of work on November 30, 2016 due to retirement.
4. Dana Lawson, 169 Blakely Road, Butler, PA 16002, Paraprofessional, effective at the close of work on August 12, 2016.
5. Kay McDowell, 468 Hadley Road, Greenville, PA 16125, Paraprofessional, effective at the close of work on November 8, 2016 due to retirement.
6. Brooke Woge, 3694 Lee Run Road, Hermitage, PA 16148, Speech/Language Therapist, effective at the close of work on October 7, 2016.

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President

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Secretary

**MINUTES, September 28, 2016**

**VII. NEW BUSINESS**

**C. Resignations (continued)**

Nonpublic School Services

7. Janine Yager, 299 Broadstone Drive, Mars, PA 16046, Speech/Language Therapist, effective at the close of work on September 8, 2016.

**D. Leave Requests**

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

IU

1. Robert Ghering, 905 Liberty Street, Apt. 1, Meadville, PA 16335, Technician an extension of unpaid leave from August 15, 2016 through November 24, 2016 with MIU IV coverage of all health benefits as provided by MIU IV Policy 535, Family and Medical Leaves.

Special Education Core Services

2. Gretchen Burr, 404 Hazel Street, Zelienople, PA 16063, Speech/Language Therapist, an unpaid leave from September 14, 2016 through September 30, 2016 with MIU IV coverage of all health benefits as provided by MIU IV Policy 435, Family and Medical Leaves.
3. Shannon Baker, Black Run Road, Grove City, PA 16127, Occupational Therapist, an unpaid leave from September 23, 2016 through November 18, 2016 with coverage of all health benefits as provided by MIU IV Policy 435, Family and Medical Leaves.

**E. Reduction of Days**

Special Education Core Services

BE IT RESOLVED, that upon recommendation of the Executive Director, the Board of Directors of Midwestern Intermediate Unit IV on a motion by Mr. Tucker, seconded by Mrs. Houk, with all members present voting in favor, reduced the following Interpreter position from full-time to part-time to work no more than 21 hours/week, effective August 24, 2016 due to a decline in student enrollment:

- Lori Voland

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President

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Secretary

**MINUTES, September 28, 2016**

**VII. NEW BUSINESS (continued)**

**F. Refusal of Recall**

On a motion by Mrs. Houk, seconded by Mr. Branca, with all members present voting in favor, the following refusal of recall was accepted:

1. Pamela Esposito, 2861 Mercer-West Middlesex Road, Apt. 324, West Middlesex, PA 16159, Paraprofessional, refused recall from layoff and therefore will no longer be considered for employment as a laid off employee effective August 23, 2016.

**G. Recall From Layoff**

On a motion by Mr. Halle, seconded by Mr. Tucker, with all members present voting in favor, the Board of Directors of Midwestern Intermediate Unit IV, approved the creation of one (1) Paraprofessional position effective August 31, 2016 and directed the administration to recall the appropriate employee who is on layoff:

- Deb Totin

**H. Transfer**

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

Devon Agostino, 317 North Main Street, Harrisville, PA 16038, from a 260-day Secretary/Clerk to a 260-day Graphics Reproduction Operator/Printer position effective September 21, 2016. Her salary will be based on Level B, Graphics Reproduction/Operator Printer on the 2016-17 ESPA salary schedule.

**I. Job Description**

On a motion by Ms. Pitrelli, seconded by Mr. Halle, with all members present voting in favor, the attached job description for a Business/Human Resources Specialist position was approved.

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President

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Secretary

**MINUTES, September 28, 2016**

**VII. NEW BUSINESS (continued)**

**J. Employment**

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

Nonpublic School Services

1. Erika Davis, 118 Ridge Road, Pittsburgh, PA 15237, Speech/Language Therapist, effective August 22, 2016 to fill the vacancy created by Janine Yager's resignation. Her salary will be set at Step 2, Master's Level on the 2016-17 PSEA salary schedule. She will be issued a Temporary Professional Contract.

Special Education Core Services

2. Maureen Lewis, 4015 Station Road, New Castle, PA 16101, Interpreter, effective August 15, 2016. Her salary will be set at Level A +300 L, Interpreter on the 2016-17 ESPA salary schedule.
3. Dr. Ray Milke, 630 Peregrine Drive, North Huntingdon, PA 15642, Part-time School Psychologist to work no more than 20 hours/week, effective September 15, 2016 to fill the vacancy created by Bridget Vissari's resignation. His salary will be set at Step 1, Doctorate Level on the 2016-17 PSEA salary schedule. He will be issued a Professional Contract.
4. Sarah Reiber, 246 Creek Road, Volant, PA 16156, Speech/Language Therapist, effective October 4, 2016 to fill the vacancy created by Brooke Woge's resignation. Her salary will be set at Step 2, Master's Level on the 2016-17 PSEA salary schedule. She will be issued a Temporary Professional Contract.
5. Jeanne Brenckle, 105 Willow Run Drive, Butler, PA 16001 Part-Time Paraprofessional, effective September 29, 2016 to work no more than 19 hours/week,. Her salary will be based on Level A, Paraprofessional, on the 2016-17 ESPA salary schedule. Continued employment is contingent upon successful completion of the 60-work-day probation.

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President

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Secretary

**MINUTES, September 28, 2016**

**VII. NEW BUSINESS (continued)**

**J. Employment (continued)**

IU

6. April Kisamore, 163 Campbell Drive, Grove City, PA 16127, Business/Human Resources Specialist, effective September 21, 2016. Her salary will be based on \$33,000 in accordance with the Board approved Act 93 Nonbargaining Unit Compensation Agreement with all benefits provided in the Board approved Act 93 Nonbargaining Unit Agreement.

**K. Position Elimination**

On a motion by Mr. Halle, seconded by Ms. Pitrelli, with all members present voting in favor, the Board of Directors of Midwestern Intermediate Unit IV, upon the recommendation of the Executive Director, eliminated the following position, effective August 22, 2016 due to declining in student enrollment:

- Interpreter (1)

**L. Support Staff Layoff**

On a motion by Ms. Pitrelli, seconded by Mr. Halle, with all members present voting in favor, the Board of Directors of the Midwestern Intermediate Unit IV, laid off the following ESPA employee, effective August 22, 2016 through June 30, 2017, due to declining student enrollment:

- Maureen Lewis

**M. 2016-17 Substitutes**

On a motion by Mr. Glass, seconded by Mr. Branca, with all members present voting in favor, the attached list of substitutes for the 2016-17 school year was approved.

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President

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Secretary

**MINUTES, September 28, 2016**

**VII. NEW BUSINESS (continued)**

**N. 2016-17 Student Teachers**

On a motion by Mr. Rossi, seconded by Mrs. Houk, with all members present voting in favor, the following student teachers for the 2016-17 school year were approved:

<b>Student</b>	<b>Exceptionality</b>	<b>College or University</b>
Danielle Cassels	Audiologist	University of Pittsburgh
Sydney Kincade	EI Special Education Teacher	Grove City College
Natalie Slick	EI Special Education Teacher	Grove City College

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

On a motion by Ms. Pitrelli, seconded by Mrs. Houk, 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 the Office of the Director of Human Resources.

**P. Request for Contract Authorization**

In order to comply with PA Public School Code Section 508, on a motion by Mr. Tucker, 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.

**Q. Permission to Advertise for Bids – Smart Contract**

On a motion by Ms. Foltz, seconded by Mr. Branca, with all members present voting in favor, permission was granted to advertise for bids for personal computers, communications equipment, network wiring, and related hardware and software from January 1, 2017 through December 31, 2017.

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President

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Secretary



MINUTES, September 28, 2016

VII. NEW BUSINESS (continued)

R. **Resolution for Midwestern Health Combine**

On a motion by Mr. Rossi, seconded by Mrs. Houk, with all members present voting in favor, the attached resolution for changes to the Consortium Agreement with the Midwestern Health Combine was approved.

S. **Policy Revisions: MIU IV Board Policies #000 - #008**

On a motion by Ms. Pitrelli, seconded by Mr. Glass, with all members present voting in favor, the attached revised Midwestern Intermediate Unit IV Board Policies were given *second reading* and *final* approval. Each have been revised for one or more of the following reasons: to update Pennsylvania School Code reference numbers that have changed since the policies were originally adopted in October of 2001; to correct any grammatical, typographical, or language changes as indicated; and to reflect the new Pennsylvania School Boards Association (PSBA) format for Board Policies.

Section 000. Local Board Procedures

- 000 Introduction
- 001 Name and Classification
- 002 Authority and Powers
- 003 Functions
- 004 Membership
- 005 Board Organization
- 006 Meetings
- 007 Distribution
- 008 Administrative Organization

T. **Policy Proposal - #819 Suicide Awareness, Prevention, and Response**

On a motion by Mr. Branca, seconded by Ms. Pitrelli, with all members present voting in favor, the attached proposed Policy #819 – Suicide Awareness, Prevention and Response was given *first reading* and *tentative* approval

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President

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Secretary

**MINUTES, September 28, 2016**

**VII. NEW BUSINESS (continued)**

**U. BOARD REORGANIZATION FOLLOW-UP FOR 2016-2017**

*Reference Note:*            2016-2017 Board Officers  
                                  *President, Cedric Butchy*  
                                  *Vice-President, Merle Glass*  
                                  *Secretary, Laura Urbach\**  
                                  *Treasurer, Richard Rossi*  
                                  *PSBA Liaison, Lynn Foltz*

(\*non-voting member)

According to PSBA, school districts and intermediate units cannot have one board member representing more than one entity with PSBA. At the MIU IV Board of Directors meeting on June 22, 2016, Lynn Foltz was elected as PSBA Liaison for Midwestern Intermediate Unit IV. PSBA has indicated that Ms. Foltz is already registered as representing Wilmington Area School District and that the MIU IV Board must submit a new board member name as PSBA Liaison for the 2016-17 school year who can represent MIU IV at the Delegate Assembly.

**Nominations for PSBA Liaison:**

Mr. Butchy nominated Mr. Wiliam Halle

No other nominations were made. Mr. Halle was accepted as the PSBA Liaison to the Midwestern Intermediate Unit IV Board of Directors for 2016-17.

**V. Voting for Statewide PSBA Officers for 2017**

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 15 thru October 3, 2016.

*Candidates for PSBA President-elect:*

- *Michael Faccinnetto, Bethlehem Area S.D.*

**Nominations for PSBA President-elect:**

Ms. Foltz nominated Michael Faccinnetto, Bethlehem Area S.D.

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President

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Secretary

**MINUTES, September 28, 2016**

**VII. NEW BUSINESS** (continued)

**V. Voting for Statewide PSBA Officers for 2017** (continued)

*Candidates for PSBA Vice President:*

- *David Hutchinson, State College Area S.D.*

**Nominations for PSBA Vice President:**

Ms. Foltz nominated David Hutchinson, State College Area S.D.

*Candidates for PSBA Insurance Trust (currently five open seats with five candidates running):*

- *William LaCoff, Owen J. Roberts S.D. (PSBA Immediate Past President)*
- *Kathy Swope, Lewisburg S.D. (PSBA President)*
- *Mark Miller, Centennial S.D. (PSBA President-Elect)*
- *Marianne Neel, West Jefferson Hills S.D. (PSBA Past President)*
- *Michael Faccinetto, Bethlehem Area S.D. (PSBA Vice President)*

**Nominations for Trustees:**

Ms. Foltz nominated: William LaCoff, Owen J. Roberts S.D.  
Kathy Swope, Lewisburg S.D.  
Mark Miller, Centennial S.D.  
Marianne Neel, West Jefferson Hills S.D.  
Michael Faccinetto, Bethlehem Area S.D.

Mr. Glass made a motion to close nominations, seconded by Mrs. Houk.

**Election of 2017 PSBA Officers as determined by nominations received**

<b><i>PSBA President-elect</i></b>	Michael Faccinetto, Bethlehem Area S.D.
<b><i>PSBA Vice President</i></b>	David Hutchinson, State College Area S.D.
<b><i>PSBA Insurance Trust:</i></b>	William LaCoff, Owen J. Roberts S.D. Kathy Swope, Lewisburg S.D. Mark Miller, Centennial S.D. Marianne Neel, West Jefferson Hills S.D. Michael Faccinetto, Bethlehem Area S.D.

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President

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Secretary

**MINUTES, September 28, 2016**

**VII. NEW BUSINESS (continued)**

**V. Voting for Statewide PSBA Officers for 2017 (continued)**

On a motion by Ms. Foltz, seconded by Mr. Halle, with all members present voting in favor it was approved that the persons named above be voted for in PSBA's electronic election for 2017 by the Board Secretary on behalf of Midwestern Intermediate Unit IV.

**W. 2016-17 Bus Drivers**

On a motion by Mr. Branca, seconded by Mr. Glass, with all members present voting in favor, the following bus drivers for the 2016-17 school year were approved:

<b><u>Valley Lines</u></b> Jennifer Coats Megan Erickson Vikki Jo Fleske Lisa Jo Hoffman Mary Lefever Deborah Rumbaugh Patricia Space Judy Voelker William Wehr	<b><u>Watson's (cont'd)</u></b> Arlene Geiwitz Linda Gibbs Susan Hipkins Ruth Jones Geraldine Knight Jennifer Malott JonaLynn Marco Carol McCurry Kerri McGary Matthew Pohlod Karen Reasor Barbara Reda Tammy Lynn Gramsky Vicki Rhodes Edward Stanger Mandilyn Rani Stearns Judy Trott Michael Vasil Barry Walker Brenda Watson Katherine Wymer
<b><u>Watson's</u></b> Lori Ann Amon Lissa Allen Edward Barton Rudolph Bauer Donna Boyer Robert Connerly Barry Cramer Frank Cesario Kimberly Davis Stacey Fair	

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President

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Secretary

**MINUTES, September 28, 2016**

**VII. NEW BUSINESS (continued)**

**X. 2016-17 Transportation Contracts**

On a motion by Mr. Halle, seconded by Ms. Pitrelli, with all members present voting in favor, the following transportation contracts for the 2016-17 school year were approved:

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CONTRACTOR: Valley Lines (V-CBVT-01-16)  
# VEHICLES: As Needed  
NOTES: To CBVT sites as specified by program team  
DATE: 9-1-2016 to 6-15-2017  
DAYS: As Needed  
# STUDENTS: Varies by site  
TRIP RATE: Prices set based on distance between schools and CBVT sites as follows:  
-Sites within the Butler SD-\$98.90 per trip  
-Sites outside of the Butler SD-\$119.75 minimum per trip (depending on distance outside the 5 mile radius)

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CONTRACTOR: Watson's (W-CBVT-01-16)  
# VEHICLES: As Needed  
NOTES: To CBVT sites as specified by program team  
DATE: 9-2-2016 to 6-15-2017  
DAYS: As Needed  
# STUDENTS: Varies by site  
TRIP RATE: Prices set based on distance between schools and CBVT sites as follows:  
-Mercer HS-within 45 mile radius-\$99.50 per trip  
-Sharpsville Elem.-to Grove City College-\$168.00 per trip (lift bus)  
-Neshannock CS and Neshannock HS, Union HS (per addendum) – within 45 mile radius  
Van - \$86.00 per trip

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CONTRACTOR: Watson's (W-EI-01-16)  
# VEHICLES: 1  
NOTES: To CCMC and 7<sup>th</sup> Street EI from Sharon SD (AM)  
DATE: 9-2-2016 to 8-31-2017  
DAYS: MTWThF  
# STUDENTS: Varies by Day  
DAY RATE: \$ 148.50

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President

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Secretary

**MINUTES, September 28, 2016**

**VII. NEW BUSINESS (continued)**

**X. 2016-17 Transportation Contracts (continued)**

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CONTRACTOR:	Watson's (W-EI-02-16)
# VEHICLES:	1
NOTES:	To CCMC and 7 <sup>th</sup> Street EI from Sharon SD (AM)
DATE:	9-2-2016 to 8-31-2017
DAYS:	MTWThF
# STUDENTS:	Varies by Day
DAY RATE:	\$ 148.50

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**VIII. ADJOURNMENT**

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

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President

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Secretary