

MINUTES of February 24, 2016

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, William Halle, Mark Kirkwood, Renee Pitrelli, John Tucker, and Dr. Wayde Killmeyer, Executive Director.

Others Present: Laura Urbach, Patricia Connolly, Brenda Marino, Melissa Wyllie, Jill Manczka, Cindy Kniess (PSEA), and Chuck Davies.

- I. The President called for an Executive Session beginning at 6:55 p.m. and ending at 7:27 p.m. for the discussion of personnel matters.
- II. The meeting was called to order by the President.
- III. Roll call by the Secretary showed ten members present.
- IV. Minutes of the January 27, 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. Kirkwood, with all members present voting in favor.

V. ADDITIONS TO AGENDA

On a motion by Ms. Foltz, seconded by Mr. Branca, with all members present voting in favor, the Agenda was approved with the following additions:

1. ADDITION: Program Budget – ABE/GED 2015-16 *Revision*
2. ADDITION: Resignation – Viggiano, Michelle
3. ADDITION: Leave Request – PJ Burchfield
4. ADDITION: Contract – Xerox Copier Lease
5. ADDITION: Contract – American Business Center Copiers Lease

VI. PUBLIC PARTICIPATION

The President asked if there were any questions or comments from the public. There were no questions or comments from the public.

President

Secretary

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VII. NEW BUSINESS

A. Financial Statements and Bills

On a motion by Mr. Halle, seconded by Mr. Tucker with all members present voting in favor, the following financial statements and bills for the various IU Budgets were accepted:

FINANCIAL STATEMENTS

1.	State and Federal Programs (Pink)	\$ 29,921,950.00
2.	Special Education (Yellow)	\$ 11,862,000.00
3.	Capital Projects (Green)	\$ 485,500.00
4.	Nonpublic Schools (Blue)	\$ 1,933,259.00
5.	IU General Fund (White)	\$ 4,075,793.00
6.	Internal Service Fund – UC/WC	\$ 292,500.00
7.	Internal Service Fund – OPEB	\$ 444.00
8.	OPEB Trust	\$ 35,000.00
	TOTAL	\$ 48,606,446.00

BILLS January 21, 2016 thru February 17, 2016

1.	State and Federal Programs (Pink)	\$ 2,274,290.75
2.	Special Education (Yellow)	\$ 136,572.40
3.	Capital Projects (Green)	\$ 0
4.	Nonpublic Schools (Blue)	\$ 13,209.29
5.	IU General Fund (White)	\$ 1,285,851.74
	TOTAL	\$ 3,709,924.18

B. Program Budgets

On a motion by Mr. Kirkwood, seconded by Mrs. Ferguson, with all members present voting in favor, the attached program budget was approved:

<u>Budget</u>	<u>Amount</u>
ABE/GED Federal (15-16)	\$ 119,675 – revision

President

Secretary

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VII. NEW BUSINESS (continued)

C. Resignations

On a motion by Ms. Foltz, seconded by Mr. Branca, with all members present voting in favor, the following resignations were approved:

Business Office

1. Ashley Steines, 351 Holly Lane, New Castle, PA 16105, Secretary/Clerk, effective at the close of work on February 12, 2016.

Special Education

2. Ellen Dummett, 251 Lee Road, Grove City, PA 16127, Special Education Teacher, effective at the close of work on August 18, 2016 due to retirement.
3. Michelle Viggiano, 1059 Hartzell, New Castle, PA 16105, Occupational Therapist, effective at the close of work on February 29, 2016.

D. Leave Requests

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

Nonpublic School Services

1. Charlene Gorney, 106 Cedar Circle, Cranberry Twp, PA 16066, Special Education Teacher, an extension of unpaid leave from January 28, 2016 to April 29, 2016 with MIU IV coverage of all health benefits as provided by MIU IV Policy 435, Family and Medical Leaves.

Distance Education

2. PJ Burchfield, 2448 State Route 956, Volant, PA 16156, Secretary/Clerk, an unpaid intermittent leave from February 23, 2016 through May 17, 2016, 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. Request for Contract Authorization

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

F. Policy Revision - #806 Child Abuse

On a motion by Mr. Kirkwood, seconded by Mrs. Ferguson, with all members present voting in favor, the attached revised Policy #806 – Child Abuse was given second reading and final approval.

G. Audit Services for Year Ending June 30, 2016

On a motion by Mr. Halle, seconded by Mr. Tucker, with all members present voting in favor, permission was granted to extend the services of Mark C. Turnley, CPA as auditor for Midwestern Intermediate Unit IV for one year, for the year ending June 30, 2016 at a cost of \$20,750. Additional services requested by management beyond the scope of the audit will be billed at a rate of \$90 per hour.

H. Extension of Consulting Services for Bank Reconciliation

On a motion by Mr. Branca, seconded by Mr. Kirkwood, with all members present voting in favor, permission was granted for Midwestern Intermediate Unit IV to extend services previously contracted with Maher Duessel, Certified Public Accountants, to provide assistance with performing bank reconciliations at a rate of \$100 per hour. Under the initial contract, the consulting service was not to exceed 150 hours, with work to be completed prior to August 31, 2015. As this was not completed under a previous administrator, the contract would be extended, and the work completed prior to June 30, 2016.

President

Secretary

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VII. NEW BUSINESS (continued)

I. Closure of a First National Bank (FNB) Bank Account

On a motion by Ms. Foltz, seconded by Mrs. Ferguson, with all members present voting in favor, permission was granted to close a checking account with First National Bank because it is no longer needed and the balance is so low it is incurring banking fees. The General Fund banking account is with another institution and has proper check writing ability.

VIII. ADJOURNMENT

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

President

Secretary