

MINUTES of January 27, 2016

MIDWESTERN INTERMEDIATE UNIT IV BOARD OF DIRECTORS

453 Maple Street, Grove City, PA 16127

Members Present: Charles Branca, Cedric Butchy, J. Dayle Ferguson, Lynn Foltz, Merle Glass, William Halle, Karen Houk, Richard Rossi, John Tucker, and Dr. Wayde Killmeyer, Executive Director.

Others Present: Mike Brungo (Solicitor), Laura Urbach, Patricia Connolly, Brenda Marino, Melissa Wyllie, Jill Manczka, Scott Powner, Cindy Kniess (PSEA), and Matthew Cimbala (South Butler Co. S.D.).

- I. The meeting was called to order by the President.
- II. Roll call by the Secretary showed nine members present.
- III. The President called for an Executive Session beginning at 7:09 p.m. and ending at 7:34 p.m. for the discussion of personnel matters.
- IV. Minutes of the November 18, 2015 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, with the following correction of hours per week:

V. ADDITIONS TO AGENDA

On a motion by Mrs. Houk, seconded by Mrs. Ferguson, with all members present voting in favor, the Agenda was approved with the following additions:

- 1. ADDITION: Program Budget - TANF In-School Youth (2016)
- 2. ADDITION: Employment – Melissa Bestwick
- 3. ADDITION: Student Teacher – Rachel Jockers
- 4. ADDITION: Student Teacher – Julie Morgan
- 5. ADDITION: Student Teacher – Linnea Peters
- 6. ADDITION: Student Teacher – Cianna Nuzzo
- 7. ADDITION: Student Teacher – Kelsey Speer

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 Ms. Foltz, seconded by Mr. Branca 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 November 10, 2015 thru January 20, 2016

1.	State and Federal Programs (Pink)	\$ 1,268,454.45
2.	Special Education (Yellow)	\$ 322,485.53
3.	Capital Projects (Green)	\$ 0
4.	Nonpublic Schools (Blue)	\$ 16,115.62
5.	IU General Fund (White)	\$ 2,131,296.36
	TOTAL	\$ 3,738,351.96

B. Program Budgets

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

<u>Budget</u>	<u>Amount</u>
ABE/GED Federal (15-16)	\$ 119,675 – <i>revision</i>
ABE / GED State (15-16)	\$ 75,000 – <i>revision</i>
WIA Program Service for Older Youth (15-16)	\$ 124,746 – <i>revision</i>
TANF In-School Youth Program (2016)	\$ 60,000

President

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VII. NEW BUSINESS (continued)

C. Resignations

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

Communications

1. Karen Walter, 1242 Millbrook Road, Jackson Center, PA 16133 Graphics Reproduction Operator/Printer, effective January 1, 2016 due to retirement.

IU / Special Education

2. Kenneth Palkovich, P.O. Box 65, Hillsville, PA 16132, Warehouser, effective January 1, 2016 due to retirement.

Special Education

3. Maureen Klein, 759 Spencer Avenue, Sharon, PA 16146, Speech Therapist, effective June 20, 2016 due to retirement.
4. Darlene Lavery, 795 Rockdale Road, Butler, PA 16002, Paraprofessional, effective December 31, 2015 due to retirement.
5. Becky Bowers, 497 Bend Road, New Wilmington, PA 16142, part-time Paraprofessional effective January 3, 2016.
6. Veronica Martin, 219 Cemetary Road, Hilliards, PA 16040, part-time Paraprofessional effective at the close of work on January 6, 2016.

D. Termination

On a motion by Mrs. Ferguson, seconded by Mr. Tucker with all members present voting in favor, the following termination was approved:

Special Education

1. Judy Humphrey, 149 Fredonia Road, Greenville, PA 16125, part-time Paraprofessional effective December 1, 2015 due to a student exiting the program.

President

Secretary

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VII. NEW BUSINESS (continued)

E. Leave Requests

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

State and Federal Programs

1. Candi Dlugozima, 68 Tait Road, Mercer, PA 16137, Secretary/Clerk, an extension of unpaid leave from January 11, 2016 through April 4, 2016, with MIU IV coverage of all health benefits as provided by MIU IV Policy 535, Family and Medical Leaves.

Special Education

2. Kristen Pavlina, 553 Parker Road, Sarver, PA 16055, Physical Therapist, an unpaid leave from January 20, 2016 through April 21, 2016 with coverage of all health benefits as provided by Policy 435, Family and Medical Leaves.
3. Meredith Elkin, 111 Doyle Road, Sarver, PA 16055, Speech / Language Therapist, an unpaid leave from December 1, 2015 through February 23, 2016 with coverage of all health benefits as provided by MIU IV Policy 435, Family and Medical Leaves.

F. Refusal of Recall

On a motion by Ms. Foltz, seconded by Mrs. Houk, with all members present voting in favor, the following refusals of recall were approved:

Special Education

1. Jennifer Allebach, 9809 Presidential Drive, Apt. 1, Allison Park, PA 15101, Teacher, refused recall from layoff and therefore will no longer be considered for employment as a laid off employee effective January 28, 2016.
2. Tracy Bellis, 219 W Boyd Avenue, Butler, PA 16001 Teacher, refused recall from layoff and therefore will no longer be considered for employment as a laid off employee effective January 28, 2016.
3. Amber Nagle, 2306 Saratoga Drive, Hermitage, PA 16148, Teacher, refused recall from layoff and therefore will no longer be considered for employment as a laid off employee effective January 28, 2016.

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VII. NEW BUSINESS (continued)

F. Refusal of Recall (continued)

Special Education (continued)

4. Richard Szul, 106 Seminole Trail, Butler, PA 16001, Teacher, refused recall from layoff and therefore will no longer be considered for employment as a laid off employee effective January 28, 2016.
5. Michelle Lupi-Benson, 214 La-Ray Drive, Butler, PA 16001, Paraprofessional, refused recall from layoff and therefore will no longer be considered for employment as a laid off employee effective January 28, 2016.
6. Sean Van Eman, 18 Bellaire Drive, New Castle, PA 16105, Teacher, refused recall from layoff and therefore will no longer be considered for employment as a laid off employee effective January 28, 2016.

G. Transfer

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

Special Education Core Services

1. Marykatherine Sternthal, 141 South 13th Street, Sharpsville, PA 16150, from 260-Day Assistant Fiscal Manager position to 260-day Fiscal Manager position effective December 17, 2015.

H. Abolishment of Position

In order to comply with MIU IV Board Policy # 310, the following position was abolished on a motion by Mr. Rossi, seconded by Mrs. Ferguson, with all members present voting in favor:

- Assistant Fiscal Manager

President

Secretary

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VII. NEW BUSINESS (continued)

I. Employment

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

WIA Program Service for Older Youth

1. Pat Demko, 3459 Nearwood Drive, New Castle, PA 16101 as a part-time Instructor in the WIA Program Service for Older Youth effective January 4, 2016 through June 30, 2016.
2. Diann Ruozzo, 96 South Lafayette Street, New Castle, PA 16102, as a part-time Instructor in the WIA Program Service for Older Youth effective January 4, 2016 through June 30, 2016.

TANF In-School Youth

3. Melissa Bestwick, 118 West Washington Blvd, Grove City, PA 16127, as a part-time Instructor in the TANF In-School Youth Program effective January 26, 2016 through June 30, 2016.

ABE / GED

4. Melissa Bestwick, 118 West Washington Blvd, Grove City, PA 16127 as a part-time Instructor in the Adult Basic Education / GED Program effective February 2, 2016 through June 30, 2016.

Communications

5. Ruthie Hazlett, 1100 Bend Road, Mercer, PA 16137, as a long term substitute Graphics Reproduction Operator/Printer effective January 4, 2016 through the end of the 2015-16 school year to cover the vacancy created by Karen Walter's retirement.

Special Education

6. Barbara Long, 2805 Mercer West Middlesex Road, West Middlesex, PA 16159, as a long term substitute Paraprofessional effective January 5, 2016 through the end of the 2015-16 school year to cover the vacancy created by Crystal Clarke's termination.

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VII. NEW BUSINESS (continued)

I. Employment (continued)

Special Education (continued)

7. Becky Bowers, 497 Bend Road, New Wilmington, PA 16142, as a long term substitute Paraprofessional effective January 4, 2016 through the end of the 2015-16 school year.
8. Sean Emrick, 50 South Keel Ridge Road, Hermitage, PA 16148, as a long term substitute Paraprofessional effective January 4, 2016 through the end of the 2015-16 school year to cover the vacancy created by Betty DeSimone's retirement.
9. Kara Reeves, 128 Greenhill Drive, Butler, PA 16001, as a long term substitute Paraprofessional, effective January 4, 2016 through the end of the 2015-16 school year to cover the vacancy created by Darlene Lavery's retirement.
10. Jessica Sloan, 505 Edgewood Circle, Cranberry Twp., PA 16066, Vision Support Teacher under the terms and conditions of PDE Type 01 Emergency Permit which includes Educational Obligation effective through the end of the 2015-16 school year. Her salary will be based on Step 1, Master's Degree on the 2015-16 PSEA salary schedule.

NOTE: *As per ESPA contract: Interpreters, Licensed Practical Nurses, Puppeteers and regular part-time employees are hired on an annual basis (Article VII, Section 1, page 10).*

11. Sally Johnston, 28 N Main Street, Greenville, PA 16125, as a part-time Paraprofessional effective January 12, 2016 through the end of the 2015-16 school year at no more than 19 hours/week. Her salary will be based on Level A, Paraprofessional on the 2015-16 ESPA salary schedule.
12. Audrey Eberle, 422 Heist Road, Butler, PA 16002, as a part-time Paraprofessional effective January 4, 2016 through the end of the 2015-16 school year at no more than 19 hours/week. Her salary will be based on Level A, Paraprofessional on the 2015-16 ESPA salary schedule.

J. 2015-16 Substitutes

On a motion by Mr. Glass, seconded by Mrs. Houk with all members present voting in favor, the attached list of substitutes for the 2015-16 school year was approved.

President

Secretary

MINUTES, January 27, 2016

VII. NEW BUSINESS (continued)

K. 2015-16 Student Teachers

On a motion by Mrs. Houk, seconded by Mr. Rossi, with all members present voting in favor, the following student teachers for the 2015-16 school year were approved:

Student	Exceptionality	College or University
Kacie Moore	Speech Language Therapy	Geneva College
Kelsey Walker	Physical Therapist	Slippery Rock University
Rachel Jockers	Special Education Teacher	Grove City College
Julia Morgan	Special Education Teacher	Grove City College
Cianna Nuzzo	Special Education Teacher	Grove City College
Linnea Peters	Special Education Teacher	Grove City College
Kelsey Speer	Special Education Teacher	Grove City College

L. Revised Memorandum of Agreement with MIU IV EA

On a motion by Ms. Foltz, seconded by Mr. Branca, with all members present voting in favor, the attached revised Memorandum of Agreement was approved. This MOA moved School Psychologists from the Act 93 Nonbargaining Unit to the Midwestern Intermediate Unit IV Education Association bargaining unit with terms and conditions as outlined in the agreement.

M. Request for Contract Authorization

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

N. Updated Listing of Credit Card Corporations and Authorized Employees

On a motion by Ms. Foltz, seconded by Mr. Rossi, 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.

President

Secretary

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VII. NEW BUSINESS (continued)

O. Job Description Revision – Director of State and Federal Liaison Services

On a motion by Ms. Foltz, seconded by Mrs. Ferguson, with all members present voting in favor, the attached revised job description for Director of State and Federal Liaison Services was approved.

The Board President called for a 5 minute recess to meet with the Vice President and Executive Director. The Board President left the meeting. The Vice President resumed the meeting.

P. 2016-17 General Operating Budget

On a motion by Mr. Branca, seconded by Mr. Rossi, with all members present voting in favor, the 2016-17 General Operating Budget totaling \$4,059,652 was approved for advertisement and distribution to the twenty-seven local school boards for consideration.

Q. Policy Revision - #806 Child Abuse

On a motion by Mrs. Houk, seconded by Ms. Foltz, with all members present voting in favor, the attached revised Policy #806 – Child Abuse was given first reading and tentative approval.

R. 2015-16 Bus Drivers

On a motion by Mr. Rossi, seconded by Mr. Tucker, with all members present voting in favor, the following bus drivers for the 2015-16 school year were approved:

<u>Shriver's</u> Gayle D. Anthony
<u>Watson's</u> Matthew John Pohlod Lissa Ann Allen

President

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VII. NEW BUSINESS (continued)

S. Permission to Sell IU Vans

On a motion by Mr. Halle, seconded by Mrs. Houk, with all members present voting in favor, authorization was given to sell two (2) IU vans that are no longer needed:

- MIU IV Van # 4 (2009 Chevy Van - VIN 1GCGG25C291148893) has a bad transmission with an estimated repair bill of \$3,300. There are other problems with this van, but this is the most costly.
- MIU IV Van # 8 (2003 Chevy Van - VIN 1GCFG25T031155358) has a bad frame, brakes need replaced, and it is currently not inspected. The estimated repair bill is \$2,200. There are other problems with this van, but these issues are the most costly and keep it from being roadworthy.

T. Closure of a PNC Bank Account

On a motion by Mr. Rossi, seconded by Mrs. Ferguson, with all members present voting in favor, permission was given to close an account with PNC Bank that existed under the MIU IV federal tax identification number on behalf of ESPA. This bank account is used by ESPA for the purpose of accounting for union dues. The ESPA group will open their own account under their own federal tax identification number.

U. Appointment of MIU IV Board Members

Nomination 1.)

The Vice President called for nominations for **one (1) district board member** to fill the seat left vacant by the following person who resigned from an unexpired term seat on the MIU IV Board of Directors:

- **Richard Roberts, South Butler Co. S.D. (Butler County)**
Term: July 1, 2013 – June 30, 2016

District resolutions received from:

- *Matthew Cimbala, South Butler Co. S.D. (Butler County)*
- *Bryan Fleegeer, Karns City Area S.D. (Butler County)*
- *Dr. Michael Panza, Moniteau S.D. (Butler County)*
- *Renee Pitrelli, Ellwood City Area S.D. (Lawrence County)*

President

Secretary

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VII. NEW BUSINESS (continued)

U. Appointment of MIU IV Board Members (continued)

Ms. Foltz nominated Ms. Pitrelli.

Mrs. Ferguson nominated Mr. Cimbala.

On a motion by Mrs. Houk, seconded by Mr. Branca, with all members present voting in favor, nominations were closed.

Nomination 2.)

The Vice President called for nominations for **one (1) district board member** to fill the seat left vacant by the following person who resigned from an unexpired term on the MIU IV Board of Directors:

- **Debra Allebach, Union Area S.D. (Lawrence County)**
Term: July 1, 2014 – June 30, 2017

District resolutions received from:

- *Matthew Cimbala, South Butler Co. S.D. (Butler County)*
- *Bryan Fleegeer, Karns City Area S.D. (Butler County)*
- *Dr. Michael Panza, Moniteau S.D. (Butler County)*
- *Renee Pitrelli, Ellwood City Area S.D. (Lawrence County)*

Mrs. Houk nominated Ms. Pitrelli.

Mr. Halle nominated Mr. Cimbala.

On a motion by Mr. Rossi, seconded by Mr. Branca, with all members present voting in favor, nominations were closed.

Appointment 1.)

As determined by ballot, due to more than one nomination made above, the following name was selected:

- Board Member Name: Matthew Cimbala, South Butler Co. S.D.

President

Secretary

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VII. NEW BUSINESS (continued)

U. Appointment of MIU IV Board Members

On a motion by Mr. Branca, seconded by Mrs. Houk, with all members present voting in favor, the person named above was appointed to the Midwestern Intermediate Unit IV Board of Directors effective January 28, 2016 through April 27, 2016 (at which time, the IU Convention election occurs to fill the remainder of the unexpired from April 28, 2016 through **June 30, 2016.**)

Appointment 2.)

As determined by ballot, due to more than one nomination made above, the following name was selected:

- Board Member Name: Renee Pitrelli, Ellwood City Area S.D.

On a motion by Ms. Foltz, seconded by Mr. Rossi, with all members present voting in favor, the person named above was appointed to the Midwestern Intermediate Unit IV Board of Directors effective January 28, 2016 through April 27, 2016 (at which time, the IU Convention election occurs to fill the remainder of the unexpired from April 28, 2016 through **June 30, 2017.**)

VIII. ADJOURNMENT

On a motion by Mrs. Houk, seconded by Mr. Rossi, with all members present voting in favor, the meeting was adjourned.

President

Secretary