

MINUTES of November 18, 2015

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, Richard Roberts, Richard Rossi, John Tucker, and Dr. Wayde Killmeyer, Executive Director.

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

- I. The President called for an Executive Session beginning at 6:48 p.m. and ending at 7:40 p.m. for the discussion of personnel matters, and the lease or purchase of real estate.
- II. The meeting was called to order by the President.
- III. Roll call by the Secretary showed nine members present.
- IV. Minutes of the October 28, 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:

Employment

Maureen Lewis, 4015 Station Road, New Castle, PA 16101, Interpreter, for the 2015-16 school year effective October 26, 2015, to work no more than ~~25~~ 35 hours/week. Her salary will be set at Step A + \$300L on the 2015-16 ESPA salary schedule.

V. ADDITIONS / CHANGES TO AGENDA

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

- 1. ADDITION: Termination – Crystal Clarke
- 2. ADDITION: Leave Request – Robert Ghering
- 3. ADDITION: Employment – Michele Gagliardi
- 4. ADDITION: Memorandum of Agreement
- 5. ADDITION: Contract – Clarence Brown Operating Committee
- 6. CHANGE: Move IU Board Member Resignations to the end of the meeting.

President

Secretary

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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.

VII. NEW BUSINESS

A. Financial Statements and Bills

On a motion by Mr. Tucker, seconded by Mr. Roberts 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 October 27, 2015 thru November 9, 2015

1.	State and Federal Programs (Pink)	\$ 91,202.51
2.	Special Education (Yellow)	\$ 16,453.31
3.	Capital Projects (Green)	\$ 0
4.	Nonpublic Schools (Blue)	\$ 2,080.65
5.	IU General Fund (White)	\$ 61,595.77
	TOTAL	\$ 171,332.24

President

Secretary

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VII. NEW BUSINESS (continued)

B. Termination

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

Special Education

1. Crystal Clarke, 315 Sampson Street, New Castle, PA 16101, Paraprofessional, effective November 19, 2015.

C. Leave Requests

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

Nonpublic

1. Charlene Gorney, 106 Cedar Circle, Cranberry Twp, PA 16066, Teacher, an unpaid leave from November 16, 2015 through December 31, 2015, with MIU IV coverage of all health benefits as provided by MIU IV Policy 435, Family and Medical Leaves.

Technology

2. Robert Ghering, 383 Poplar Street, Meadville, PA 16335, Technician, an unpaid intermittent leave from November 19, 2015 through February 11, 2016 with MIU IV coverage of all health benefits as provided by MIU IV policy 535, Family and Medical Leaves.

D. Job Description (New)

On a motion by Ms. Foltz, seconded by Mr. Roberts, with all members present voting in favor, the attached job description for a Coordinator of Educational Services position was approved. This job description combines and replaces the Director of Nonpublic School Services / Assistant Director of Special Education, and Coordinator of Distance Education / Education Planning Services job descriptions.

President

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VII. NEW BUSINESS (continued)

E. Transfers

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

Special Education

1. Melissa Wyllie, 39 Carriage Lane, Grove City, PA 16127, from 260-day Director of Nonpublic School Services/Assistant Director of Special Education position to 260-Day Director of Special Education position effective November 19, 2015. Her salary will be based 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.

Curriculum

2. Lisa Peduzzi, 614 Cheshire Drive, Seven Fields, PA 16046, from 260-day Coordinator of Distance Education / Education Planning Services position to 260-Day Coordinator of Educational Services position effective November 9, 2015. Her salary will be based on \$71,740 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.

F. Abolishment of Positions

In order to comply with MIU IV Board Policy # 310, the following positions were abolished on a motion by Mr. Roberts, seconded by Mr. Halle, with all members present voting in favor. The duties and functions of these positions will be accommodated under the newly created Coordinator of Educational Services position:

- Director of Nonpublic School Services / Assistant Director of Special Education
- Coordinator of Distance Education / Education Planning Services

President

Secretary

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VII. NEW BUSINESS (continued)

G. Employment

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

ABE / GED

1. Michele Gagliardi, 3761 Cornell Drive, Hermitage, PA 16148 as a part-time Adult Basic Education/GED Instructor effective December 7, 2015 through June 30, 2016.

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).

Special Education

2. Lorie Volland, 119 Oakdale Drive, Zelienople, PA 16063, Interpreter for the 2015-16 school year effective November 12, 2015, to work 35 hours/week due to an increase in student caseload. Her salary will be based on Step A + \$300L + \$0.25/hour on the 2015-16 ESPA salary schedule.
3. Erin McClintock, 210 Jacobs Court, Cranberry, PA 16066, Interpreter for the 2015-16 school year effective November 13, 2015, not to exceed 19 hours/week. Her salary will be based on Step A + \$0.25/hour on the 2015-16 ESPA salary schedule.

H. 2015-16 Substitutes

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

I. Memorandum of Agreement with MIU IV EA

On a motion by Mr. Rossi, seconded by Mr. Halle, with all members present voting in favor, the attached Memorandum of Agreement was approved. This MOA will move 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.

President

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VII. NEW BUSINESS (continued)

J. Request for Contract Authorization

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

K. Updated Listing of Credit Card Corporations and Authorized Employees

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

L. Policy Revisions - #331 / #431 / #531 Job-Related Expenses

On a motion by Mr. Rossi, seconded by Mrs. Ferguson, with all members present voting in favor, the attached revised policies were given second reading and final approval:

- Policy #331 – Job-Related Expenses: Administrative Staff
- Policy #431 – Job-Related Expenses: Professional Staff
- Policy #531 – Job-Related Expenses: Support Staff

M. Policy Revision - #535 Family and Medical Leaves

On a motion by Ms. Foltz, seconded by Mr. Halle, with all members present voting in favor, the attached revised Policy #535 – Family and Medical Leaves was given second reading and final approval.

N. Permission to Advertise for Bids – Joint Purchasing

On a motion by Mr. Tucker, seconded by Mr. Glass, with all members present voting in favor, permission was given to advertise for bids for the 2016 Joint Purchasing Program which includes school supplies, athletic supplies, maintenance supplies, nursing supplies, and copier paper.

President

Secretary

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VII. NEW BUSINESS (continued)

O. MIU IV Smart Contract: Computer Bid Awards

Bids were tabulated and reviewed following the bid deadline for MIU IV Smart Contract on October 30, 2015 at 2:00 p.m. for the purchase of Personal Computers, Communication Equipment, Network Wiring and related Hardware and Software from January 1, 2016 through December 31, 2016. On a motion by Ms. Foltz, seconded by Mr. Branca, with all members present voting in favor, the attached recommended bid awards were approved.

P. Resolution for Federal Pass Through Funds

On a motion by Ms. Foltz, seconded by Mr. Halle, with all members present voting in favor, the attached resolution was approved. The resolution calls upon the Governor and Legislature of the State of Pennsylvania to release the Federal Grants Program funding to intermediate units and LEAs in accordance with Congress' intended use and purpose of these federal pass through funds.

Q. Issuance of Revenue Anticipation Drawdown Note, Series A- 2015

On a motion by Mr. Tucker, seconded by Mr. Halle, with all members present voting in favor, it was approved that the Midwestern Intermediate Unit IV borrow for the purpose of meeting current expenses by issuing a note to be repaid from state revenues; the issuance of a revenue anticipation note (RAN) is not to exceed \$8,000,000 with a maturity date of June 30, 2016. The Note will be issued pursuant to the Local Government Unit Debt Act, as codified by the Act of December 19, 1996, P.L. 1158, No. 177, as amended. Advances on the Note shall be made in denominations of \$500,000 each, or integral multiples thereof. In order to authorize the issuer of the RAN, it is recommended that the Board adopt the attached resolution.

President

Secretary

VII. NEW BUSINESS (continued)

R. **Amendment to Act 93 and Non-Act 93 Agreements**

On a motion by Mr. Rossi, seconded by Mr. Branca, with all members present voting in favor, the following amendment (with deletions shown in strike-through print and new language highlighted) to the 2015-16 Act 93 and Non-Act 93 Agreements was accepted:

“Section 18. HOSPITALIZATION / MEDICAL / PRESCRIPTION BENEFIT

F. For the purpose of assisting the Midwestern Intermediate Unit IV with containing the costs of providing hospitalization and major medical, dental, prescription and vision benefits to its employees and limiting the future increases in these costs, all employees who voluntarily discontinue these medical benefits at the start of any fiscal year shall receive a bonus payment in the amount of 50% of the annual cost of the discontinued coverage. ~~This bonus shall be paid in a lump sum.~~ This bonus will be included in the monthly pay for each year the individual opts out. ~~This election shall be made annually.~~ This election shall be made before the beginning of each health care contract or annually, whichever comes first. This cost containment payment is not part of the employee’s base salary and will not be reported to PSERS for the purposes of retirement. An employee may re-enroll within one calendar year provided there has been a qualifying event. Examples may be: reduction in hours, death of a covered employee, other employment termination not related to gross misconduct, retirement, voluntary resignation, strike, layoff, divorce. The employee must return the bonus payment to the Intermediate Unit on a prorated basis.”

S. **IU Board Resignations**

On a motion by Mr. Tucker, seconded by Mr. Glass, with all members present voting in favor, the following resignations from the MIU IV Board of Directors were accepted:

- Debra Allebach, Union Area School District Board Member on the MIU IV Board of Directors, effective at the end of November 18, 2015.
- Richard Roberts, South Butler County School Board Member on the MIU IV Board of Directors, effective at the end of November 18, 2015.

President

Secretary

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VII. NEW BUSINESS (continued)

T. Appointment of MIU IV Board Member

Nominations

The 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:

- Robert J. Hill, Seneca Valley S.D. (Butler County)

District resolutions for this vacancy were received from:

- *Eric DiTullio, Seneca Valley S.D. (Butler County)*
- *Bryan Fleeger, Karns City Area S.D. (Butler County)*

Mr. Halle nominated Mr. DiTullio.

Ms. Foltz nominated Mr. Fleeger.

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

Appointment

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

- Board Member Name: Eric DiTullio

On a motion by Mr. Halle, seconded by Mr. Tucker, with all members present voting in favor, the person named above was appointed to the Midwestern Intermediate Unit IV Board of Directors effective November 19, 2015 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 Mr. Roberts, seconded by Mr. Tucker, with all members present voting in favor, the meeting was adjourned.

President

Secretary