

MINUTES

MIDWESTERN INTERMEDIATE UNIT IV BOARD

August 12, 2015

453 Maple Street, Grove City, PA 16127

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

Others Present: Laura Urbach, Kim Eaton, Brenda Marino, Jill Manczka, John Suchonic, Melissa Wyllie, Cindy Kniess (PSEA), Chuck Davies, and Melissa Hogue.

- I. The meeting was called to order by the President.
- II. Roll call by the Secretary showed seven members present.
- III. The President called for an Executive Session beginning at 7:14 p.m. and ending at 8:15 p.m. for the discussion of negotiations and personnel matters.
- IV. Minutes of the June 24, 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.
- V. On a motion by Mrs. Houk, seconded by Mr. Glass, with all members present voting in favor, the Agenda was approved with the following additions:
 1. ADDITION: Elimination of Staff Position – (1) Paraprofessional
 2. ADDITION: Support Staff Layoff – Debbie Totin
 3. ADDITION: Resignation – Amanda Smith
 4. ADDITION: Resignation – Sensarah Gould
 5. ADDITION: Transfer – Richael Fertig
 6. ADDITION: Employment – Lyndsay Book
 7. ADDITION: Employment – Substitutes for 2015-16
 8. ADDITION: Contract for Approval – The Reschini Group
 9. ADDITION: Contract for Approval – Western PA School for the Blind
 10. ADDITION: Bus Drivers – for Shriver’s and Watson’s

President

Secretary

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VI. NEW BUSINESS

A. Program Budgets

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

<u>Budget</u>	<u>Amount</u>
WIA Program Service for Older Youth (2015)	\$ 62,373.00 - <i>revision</i>
Title I (2015-16)	\$ 8,277,337.00
Title I Delinquent (2015-16)	\$ 1,595,052.00
Title II Part A (2015-16)	\$ 1,884,704.00
Homeless Children & Youth (2015-16)	\$ 188,029.00
RAST (2015-16)	\$ 188,200.00

B. Financial Statement and Bills

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

June 16, 2015 through June 30, 2015 (Smart Finance software)

FINANCIAL STATEMENTS

1. IU General Fund (White)	\$ 4,334,053.00
2. Nonpublic Schools (Blue)	\$ 1,665,574.00
3. Special Education (Yellow)	\$ 18,802,500.00
4. Federal Programs/Projects (Pink)	\$ 73,799,969.00
5. Frew Mill School (Green)	\$ 0.00
TOTAL	\$ 98,602,096.00

BILLS

1. IU General Fund (White)	\$ 1,219,097.74
2. Nonpublic Schools (Blue)	\$ 38,700.68
3. Special Education (Yellow)	\$ 152,765.86
4. Federal Programs/Projects (Pink)	\$ 2,896,465.09
5. Frew Mill School (Green)	\$ 0.00
TOTAL	\$ 4,307,029.37

President

Secretary

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VI. NEW BUSINESS (continued)

B. Financial Statement and Bills (continued)

July 1, 2015 through July 31, 2015 (Tyler Technologies software)

FINANCIAL STATEMENTS

1.	Federal Programs/Projects (Pink)	\$ 29,519,790.00
2.	Special Education (Yellow)	\$ 11,862,000.00
3.	Nonpublic Schools (Blue)	\$ 1,934,172.00
4.	IU General Fund (White)	\$ 4,075,793.00
5.	Capital Projects (Green)	\$ 485,500.00
	TOTAL	\$ 47,877,255.00

BILLS

1.	Federal Programs/Projects (Pink)	\$ 8,514.65
2.	Special Education (Yellow)	\$ 19,063.50
3.	Nonpublic Schools (Blue)	\$ 503.27
4.	IU General Fund (White)	\$ 1,111,421.34
	TOTAL	\$ 1,139,502.76

C.1 Elimination of Position

Special Education

BE IT RESOLVED, that upon the recommendation of the Executive Director, on a motion by Mr. Branca, seconded by Mrs. Ferguson, with all members present voting in favor, the Board of Directors of the Midwestern Intermediate Unit IV, eliminated the following position effective at the close of work on September 8, 2015, due to the curtailment of programs:

- (1) Secretary to the Director of Special Education

President

Secretary

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VI. NEW BUSINESS (continued)

C.2 Termination

Special Education

BE IT RESOLVED, that upon the recommendation of the Executive Director, on a motion by Mr. Halle, seconded by Mrs. Ferguson, with all members present voting in favor, the Board of Directors of the Midwestern Intermediate Unit IV, terminated Veronica Gardner, 72 Wozniak Road, New Wilmington, PA 16142, Secretary to the Director of Special Education, effective at the close of work on September 8, 2015, due to the curtailment of programs.

D. Termination

Special Education

BE IT RESOLVED, that upon the recommendation of the Executive Director, on a motion by Mr. Tucker, seconded by Mr. Halle, with all members present voting in favor, the Board of Directors of the Midwestern Intermediate Unit IV, terminated the following Occupational Therapists effective at the close of work on August 14, 2015 due to curtailment of programs:

- Joy Cendrowski
- Amy Hathaway

E.1. Elimination of Staff Positions

BE IT RESOLVED, that upon recommendation of the Executive Director, on a motion by Mr. Branca, seconded by Mrs. Houk, with all members present voting in favor, the Board of Directors of Midwestern Intermediate Unit IV, eliminated the following positions effective at the close of work on August 14, 2015 due to declining student enrollment and in order to reallocate the resources of the Intermediate Unit:

- (2) Paraprofessionals

President

Secretary

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VI. NEW BUSINESS (continued)

E.2 Support Staff Layoff

BE IT RESOLVED, that on a motion by Mr. Branca, seconded by Mrs. Houk, with all members present voting in favor, the Board of Directors of the Midwestern Intermediate Unit IV, laid off the following ESPA employees, effective at the close of work on August 14, 2015 due to declining student enrollment and in order to reallocate the resources of the Intermediate Unit:

- Carol Thomas, Paraprofessional
- Debbie Totin, Paraprofessional

F. Decrease in Days

BE IT RESOLVED, that upon recommendation of the Executive Director, on a motion by Mr. Glass, seconded by Mrs. Ferguson, with all members present voting in favor, the Board of Directors of the Midwestern Intermediate Unit IV, reduced the following Early Intervention Coordinator position from a 210-day/year to a 190-day/year position effective July 1, 2015, due to the curtailment/alteration of certain course offerings and the subsequent realignment of staff:

- Karen Medovitch, Early Intervention Coordinator

G. Refusal of Recall

On a motion by Mr. Tucker, seconded by Mr. Glass, with all members present voting in favor, the following refusals of recall were approved:

Special Education

1. Nina Harper, 21 South Scotland Lane, New Castle, PA 16101, Teacher, refused recall from furlough and therefore will no longer be considered for employment as a furloughed employee effective August 14, 2015.
2. Kimberly Walker, P.O. Box 442, Lyndora, PA 16045, Teacher, refused recall from furlough and therefore will no longer be considered for employment as a furloughed employee effective August 14, 2015.

President

Secretary

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VI. NEW BUSINESS (continued)

H. 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. Thomas Long, 2569 Monsour Drive, New Castle, PA 16101, Guidance Counselor, effective at the close of work on July 13, 2015.
2. Linda Stock, 148 Beacon Road, Renfrew, PA 16053, LPN/Paraprofessional, effective at the close of work on August 14, 2015.
3. Kathryn Smail, 536 E. Pearl Street, Butler, PA 16001, Teacher, effective at the close of work on August 14, 2015.
4. Natasha Duska, 529 Brown Avenue, Butler, PA 16001, Teacher, effective at the close of work on August 14, 2015.
5. Cecelia Manning, 429 Moore Avenue, Baden, PA 15005, Teacher, effective at the close of work on August 14, 2015.
6. Gretchen Rice, 920 Maryland Avenue, New Castle, PA 16101, Teacher, effective at the close of work on July 10, 2015.
7. Jonathan Quinn, 109 Hilltop Drive, Butler, PA 16001, Teacher, effective at the close of work on August 14, 2015.
8. Dean Hoffman 3210 Meadow Lane, New Castle, PA 16105, Supervisor of Special Education, effective at the close of work on August 14, 2015.
9. Amanda Smith, 704 Ferne Drive, Kittanning, PA 16201, Teacher, effective at the close of work on August 14, 2015.
10. Sensarah Gould, 7 Woodview Drive, New Castle, PA 16101, Paraprofessional, effective at the close of work on August 14, 2015 due to retirement.

President

Secretary

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VI. NEW BUSINESS (continued)

I. Leave Requests

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

IU

1. Candi Dlugozima, 68 Tait Road, Mercer, PA 16137, an extension of unpaid intermittent leave from July 29, 2015 through December 31, 2015 with coverage of all health benefits as provided by MIU IV Policy 535, Family and Medical Leaves.
2. Karen Walter, 1241 Millbrook Road, Jackson Center, PA 16133, an extension of unpaid leave from July 1, 2015 through December 31, 2015 with coverage of all health benefits as provided by MIU IV Policy 535, Family and Medical Leaves.

Special Education

3. Beth Axe, 2504 Muzzy Drive, New Castle, PA 16101, Teacher, an extension of unpaid leave from August 17, 2015 through December 31, 2015 with MIU IV coverage of all health benefits as provided by MIU IV Policy 435, Family and Medical Leaves.

J.1 Transfer

On a motion by Mrs. Ferguson, seconded by Mrs. Houk, with all members present voting in favor, the transfer request of Melissa Wyllie, 39 Carriage Lane, Grove City, PA 16127, from 260-day Director of Nonpublic School Services position to 260-day Director of Nonpublic School Services / Assistant Director of Special Education position was honored effective July 1, 2015. Her salary will be set at \$97,849 and her benefits be placed in accordance with the Board approved Act 93 Nonbargaining Unit Agreement.

J.2 Transfer

On a motion by Mrs. Ferguson, seconded by Mrs. Houk, with all members present voting in favor, the transfer request of Richael Fertig, 102 Sunburst Court, Butler, PA 16001, was honored effective July 1, 2015 from a 185-day Educational Consultant position to a 210-day Supervisor of Special Education position. Her salary will be set at \$76,127 and her benefits be placed in accordance with the Board approved Act 93 Nonbargaining Unit Agreement.

President

Secretary

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VI. NEW BUSINESS (continued)

K. Recall to Full-Time

ELECT

On a motion by Mr. Halle, seconded by Mrs. Ferguson, with all members present voting in favor, it was approved that Melissa Henthorn, 146 Staff Road, Slippery Rock, PA 16057, Teen Parenting Counselor, be recalled from part-time to a full-time position effective August 17, 2015 due to the resignation of Thomas Long. She will be paid on the 2015-16 PSEA salary schedule.

L. Recall From Furlough

On a motion by Mrs. Houk, seconded by Mr. Tucker, with all members present voting in favor, the following persons were recalled from furlough as indicated:

Special Education

1. Barbara Federkeil, 220 Boyles Avenue, New Castle, PA 16101, Teacher, recall to a full-time teaching position effective August 10, 2015 due to the retirement of Joyce Davies. She will be paid on the 2015-16 PSEA salary schedule.
2. Ramona John, 532 Hamburg Road, Transfer, PA 16154, Teacher, recall to a full-time teaching position effective August 17, 2015 due to the resignation of Gretchen Rice. She will be paid on the 2015-16 PSEA salary schedule.
3. Michelle Schwartz, 200 Olszanski Drive, Aliquippa, PA 15001, Supervisor of Special Education, recall to a 210-day Supervisor position effective August 3, 2015 due to the resignation of Dean Hoffman. Her salary will be set in accordance with the Board approved Act 93 Nonbargaining Unit Agreement with all benefits provided in the Board approved Act 93 Nonbargaining Unit Agreement.

President

Secretary

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VI. NEW BUSINESS (continued)

M.1 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 following positions:

ABE / GED

1. LeAnn Bonzo, 385 S. 9th Street, Sharpsville, PA 16150, as a part-time Instructor in the Adult Basic Education/GED Program effective September 14, 2015 through May 29, 2016.
2. Dr. Kenneth Yossa, 124 Duncan Drive, Butler, PA 16001, as a part-time Instructor in the Adult Basic Education/GED Program effective July 16, 2015 through May 29, 2016.

Special Education

3. Jill Budny, 121 Cassia Drive, Jefferson Hills, PA 15025, Fiscal Manager, effective August 10, 2015. Her salary will be based on \$64,000 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.
4. Chelsey Hrvatin, 155 Greenhill Drive, Washington, PA 15301, Speech Therapist, effective July 13, 2015 to fill the vacancy created by Stephanie Arrigo's retirement. Her salary will be set at Step 1, Master's in accordance with the 2015-16 PSEA salary schedule. She will be issued a Temporary Professional Contract.
5. Katherine Trepasso, 709 Tidball Avenue, Grove City, PA 16127 as a part-time Guidance Counselor effective August 17, 2015 due to the resignation of Thomas Long, however she will remain on the furlough list for recall purposes.
6. Lyndsay Book, 626 Sunset Circle, Cranberry Twp., PA 16066, Teacher, effective August 17, 2015 to fill the vacancy created by Amanda Smith's resignation. Her salary will be set at Step 2 Master's in accordance with the 2015-16 PSEA salary schedule. She will be issued a Temporary Professional Contract.

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M.2 2015-16 Cyber Service Teachers

Distance Education / IU

On a motion by Mr. Tucker, seconded by Mr. Branca, with all members present voting in favor, the following persons were approved for employment as part-time Cyber Service Teachers for the 2015-16 school year:

Edna Black	Lisa Novak
Charles Davies	Kathryn Smail
Natasha Duska	Karen Thompson
Kenneth Holzer	Mary Fleming
Amanda Long	Chris Vecenie
Thomas Long	Danielle Dumbeck
Diane McGaffic	Terri Marino

M.3 2015-16 Substitutes

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

M.4 Employment of Interim Director of Special Education

On a motion by Mr. Tucker, seconded by Mr. Branca, with all members present voting in favor, Thomas Zelesnik, 463 Chapel Road, Aliquippa, PA 15001, was approved to serve as Interim Director of Special Education on an as needed basis effective July 1, 2015 through June 30, 2016 due to the retirement of Toby Woodward and the inability to fill the position to date. He will be paid a stipend of \$ 350 per day plus any Board approved expenses.

N. 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.

President

Secretary

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VI. NEW BUSINESS (continued)

O. Issuance of Revenue Anticipation Drawdown Note, Series 2015

On a motion by Mrs. Ferguson, seconded by Mr. Branca, with all members present voting in favor, it was approved that the Midwestern Intermediate Unit IV officers 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 is not to exceed \$13,000,000 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. The Note shall be issued in denominations of \$500,000 each, or integral multiples thereof.

P. Policy Revision - #435 Family and Medical Leaves

On a motion by Mrs. Houk, seconded by Mr. Tucker, with all members present voting in favor, the attached revised Policy #435 – Family and Medical Leaves was given second reading and final approval.

Q. Policy Revision - #411 Suspensions / Furloughs / Demotions

On a motion by Mrs. Ferguson, seconded by Mr. Halle, with all members present voting in favor, the attached revised Policy #411 – Suspensions / Furloughs / Demotions was given second reading and final approval.

R. Updated Listing of Credit Card Corporations and Authorized Employees

On a motion by Mr. Branca, seconded by Mrs. Ferguson, 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.

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Secretary

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VI. NEW BUSINESS (continued)

S. Change Order: EIFS/Window Replacement Project

On a motion by Mrs. Houk, seconded by Mr. Glass, with all members present voting in favor, the attached Change Order Number G-1, for the EIFS/Window Replacement Project was accepted. This change order will decrease by \$10,390 the original bid amount of \$109,000 resulting in a new project total of \$98,610. The change reflects a credit due to the IU for unused field quantity allowances, and the lack of need to replace the existing wood trim and marble stools.

T. 2015-16 Bus Drivers

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

<p><u>Anderson's</u> Jeffery Gibbens Donald Gruver</p> <p><u>Shriver's</u> Larry Scott Sr. Shirley Tate Richard McCefe</p> <p><u>Valley Lines</u> Judy Voelker Mary Erickson Vicki Fleske William Wehr Jennifer Coats Megan Erickson Lisa Hoffman Deborah Rumbaugh Patricia Space</p>	<p><u>Watson's:</u> Donna Boyer Frank Cesario Robert Connerly Kimberly Davis Stacey Fair Linda Gibbs Susan Hipkins Ruth Jones Jonalynn Marco Carol McCurry Keri McGary Tammy Reid-Gramsky Karen Reasor Vicki Rhodes Edward Stanger Mandilyn Stearns Michael Vasil Barry Walker Brenda Watson Raymond Wilmouth Katherine Wymer</p>
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President

Secretary

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VI. NEW BUSINESS (continued)

U. Transportation Contracts

On a motion by Mr. Glass, seconded by Mrs. Ferguson, with all members present voting in favor, the following transportation contracts for the 2015-16 school year were approved:

CONTRACTOR: Anderson Coach & Tour (A-CBVT-01-15)
VEHICLES: As Needed
NOTES: To CBVT sites as specified by program team
DATE: 9-1-2015 to 6-15-2016
DAYS: As Needed
STUDENTS: Varies by site
TRIP RATE: \$80.00 per trip

CONTRACTOR: Valley Lines (V-CBVT-01-15)
VEHICLES: As Needed
NOTES: To CBVT sites as specified by program team
DATE: 9-1-2015 to 6-15-2016
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)

CONTRACTOR: Watson's (W-EI-01-15)
VEHICLES: 1
NOTES: To CCMC and 7th Street EI from Sharon SD (AM)
DATE: 9-2-2014 to 8-31-2015
DAYS: MTWThF
STUDENTS: Varies by Day
DAY RATE: \$ 145.50

CONTRACTOR: Watson's (W-EI-02-15)
VEHICLES: 1
NOTES: To CCMC and 7th Street EI from Sharon SD (AM)
DATE: 9-2-2014 to 8-31-2015
DAYS: MTWThF
STUDENTS: Varies by Day
DAY RATE: \$ 145.50

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Secretary

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VI. NEW BUSINESS (continued)

U. Transportation Contracts (continued)

CONTRACTOR:	Watson's (W-CBVT-01-15)
# VEHICLES:	As Needed
NOTES:	To CBVT sites as specified by program team
DATE:	9-2-2015 to 6-15-2016
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-\$97.50 per trip -Sharpsville Elem.-to Grove City College-\$171.00 per trip (lift bus) -Neshannock CS and Neshannock HS, Union HS (per addendum) – within 45 mile radius Van - \$84.00 per trip Lift Bus - \$150.00 per trip

CONTRACTOR:	Shriver Contract Services (SHR-CBVT-01-15)
# VEHICLES:	As Needed
NOTES:	To CBVT sites as specified by program team
DATE:	9-2-2014 to 6-15-2015
DAYS:	As Needed
# STUDENTS:	Varies by site
TRIP RATE:	\$ 97.00 per trip run within the Butler SD

VII. ADJOURNMENT

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

President

Secretary