

MINUTES

MIDWESTERN INTERMEDIATE UNIT IV BOARD

August 13, 2014

453 Maple Street, Grove City, PA 16127

Members Present: Cedric Butchy, J. Dayle Ferguson, Lynn Foltz, Merle Glass, William Halle, Robert Hill, Karen Houk, and Dr. Wayne Killmeyer, Executive Director.

Others Present: Laura Urbach, Kim Eaton, Brenda Marino, Toby Woodward, Jill Manczka, John Suchonic, Scott Powner (Act 93), and Cindy Kniess (PSEA).

I. The meeting was called to order by the President.

The President called for an Executive Session beginning at 7:26 p.m. and ending at 8:12 p.m. for the discussion of personnel matters.

II. Roll call by the Secretary showed seven members present.

III. Minutes of the June 25, 2014 meeting, held at Midwestern Intermediate Unit IV, 453 Maple Street, Grove City, PA 16127 were approved on a motion by Mrs. Houk, seconded by Mr. Glass, with all members present voting in favor.

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

1. ADDITION: Program Budget – 2014-15 Field IT Technicians
2. ADDITION: Program Budget – 2014-15 Coordinators of District Technology
3. ADDITION: Program Budget – 2014-15 RAST
4. ADDITION: Program Budget – 2014-15 ELECT
5. DELETION: Resignation – Gretchen Rice
6. ADDITION: Resignation – Christine Hutchison
7. ADDITION: Leave Request – Deborah Burick
8. ADDITION: Leave Request – Karen Thompson
9. ADDITION: Leave Request – Carolyn Moore
10. ADDITION: Recall from Layoff – Tina Hammond
11. ADDITION: Recall from Furlough – Gretchen Rice
12. ADDITION: Employment – John Boskovic
13. ADDITION: 2014-15 Substitute Teachers and Paraprofessionals (revised attachment)
14. ADDITION: Job Descriptions
15. CHANGE: MIU IV Policy Revisions - #325 / #425 / #525 (revised attachment)
16. ADDITION: Contract Authorization – Kathleen Hoye
17. ADDITION: 2014-15 Bus Drivers

President

Secretary

MINUTES, August 13, 2014

V. NEW BUSINESS

A. Program Budgets

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

<u>Budget</u>	<u>Amount</u>
Title I (14-15)	\$ 8,640,577.00
Title I Delinquent (14-15)	\$ 1,611,575.00
Title II Part A (14-15)	\$ 1,890,152.00
Federal ABE/GED (14-15)	\$ 130,754.00
State ABE/GED (14-15)	\$ 75,000.00
State Early Intervention / EI Access (13-14)	\$ 5,002,975.00 – <i>revision</i>
Distance Education (14-15)	\$ 308,526.00
Entrepreneurship Academy (14-16)	\$ 150,646.00
Capital Reserve (14-15)	\$ 485,500.00
Field IT Technicians (14-15)	\$ 483,754.00
Coordinators of District Technology (14-15)	\$ 220,502.00
RAST (14-15)	\$ 188,200.00
ELECT (14-15)	\$ 418,000.00

B. Financial Statements and Bills

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

FINANCIAL STATEMENTS

1. IU General Fund (White)	\$ 3,848,553.00
2. Nonpublic Schools (Blue)	\$ 1,668,661.00
3. Special Education (Yellow)	\$ 19,310,700.00
4. Federal Programs/Projects (Pink)	\$ 70,904,946.00
5. Frew Mill School (Green)	\$ 0.00
TOTAL	\$ 95,732,860.00

BILLS

1. IU General Fund (White)	\$ 2,838,189.03
2. Nonpublic Schools (Blue)	\$ 53,278.99
3. Special Education (Yellow)	\$ 354,810.76
4. Federal Programs/Projects (Pink)	\$ 3,098,832.29
5. Frew Mill School (Green)	\$ 1,014.57
TOTAL	\$ 6,346,125.64

President

Secretary

MINUTES, August 13, 2014

V. NEW BUSINESS (continued)

C. Executive Director Salary Review

The annual salary review occurred for Dr. Wayde Killmeyer, Executive Director who was inadvertently left off of the Non-Act 93 Agreement salary listing at the June 25, 2014 Board Meeting. On a motion by Mr. Glass, seconded by Mrs. Houk, with all members present voting in favor, it was approved that Dr. Killmeyer's 2014-15 salary be in line with the other Non-Act 93 staff salaries as approved at the June 25, 2014 Board Meeting.

D. Work Beyond Regular Job Duties

On a motion by Mr. Glass, seconded by Mrs. Ferguson, with all members present voting in favor, it was approved that Brenda Marino, Director of Human Resources and Laura Urbach, Secretary to the Executive Director, each receive a \$2,500 stipend for the 2014-15 school year for the additional work performed as required by law enforcement, solicitors, government officials, auditors, and the MIU IV Board of Directors as part of the investigation of the theft of funds committed by Cecelia Yauger.

E. Resignations

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

Access

1. Heather Lords, 2745 Mercer-Butler Pike, Grove City, PA 16127, Physical Therapist, effective at the close of work on August 15, 2014.

IDEA / Special Education Core Services

2. Carrie Jackson, 750 Muddy Creek Drive, Slippery Rock, PA 16057, School Psychologist, effective at the close of work on June 25, 2014.

Special Education Core Services

3. Cynthia Book, 3506 Ellwood Road, New Castle, PA 16101, LPN/Teaching Assistant, effective at the close of work on October 25, 2014 due to retirement.

President

Secretary

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V. NEW BUSINESS (continued)

E. Resignations (continued)

Special Education Core Services (continued)

4. Stacey Dittrich, 395 Daugherty Road, Grove City, PA 16127, Occupational Therapist, effective at the close of work on August 15, 2014.
5. Eileen Hadgkiss, 919 Maryland Avenue, New Castle, PA 16101, Teaching Assistant, effective at the close of work on August 15, 2014 due to retirement.
6. ~~Gretchen Rice, 920 Maryland Avenue, New Castle, PA 16101, Teacher, effective at the close of work on September 1, 2014 due to retirement.~~
7. David Rodgers, 234 Oak Street, Butler, PA 16001, Special Education/TaC, effective at the close of work on August 10, 2014.
8. Benjamin Winkle, 113 Chestnut Street, Greenville, PA 16125, Teacher, effective at the close of work on July 30, 2014.
9. Christine Hutchison, P.O. Box 279, Brackettville, TX 78832, Teacher, effective at the close of work on August 11, 2014 due to retirement.

Distance Education / IU

10. Justi Glaros, 107 Bestwick Road, Mercer, PA 16137, Director of Distance Education/Education Planning Services, effective at the close of work on August 20, 2014.

F. Leave Requests

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

CCIS

1. Deborah Burick, 2116 Moravia Street Ext., New Castle, PA 16101, Secretary/Clerk, an unpaid intermittent leave from August 4, 2014 through December 31, 2014 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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V. NEW BUSINESS (continued)

F. Leave Requests (continued)

IU

2. David Hofing, 563 South Mercer Avenue, Hermitage, PA 16148, Technician, an extension of unpaid leave from July 1, 2014 through June 30, 2015 with MIU IV coverage of all health benefits as provided by MIU IV Policy 535- Family and Medical Leaves.
3. Karen Walter, 1242 Millbrook Road, Jackson Center, PA 16133, Graphics/Reproduction Operator/Printer, an extension of unpaid intermittent leave from July 1, 2014 through December 31, 2014 with MIU IV coverage of all health benefits as provided by MIU IV Policy 535- Family and Medical Leaves.

Special Education Core Services

4. Joel Black, 1811 Mercer-Wilmington Road, Mercer, PA 16137, LPN/Teaching Assistant, an unpaid leave from July 1, 2014 through December 31, 2014 with MIU IV coverage of all health benefits as provided by MIU IV Policy 535- Family and Medical Leaves.
5. Beth Axe, 2504 Muzzy Drive, New Castle, PA 16101, Teacher, an extension of unpaid leave from August 18, 2014 through December 31, 2014 with MIU IV coverage of all health benefits as provided by MIU IV Policy 435-Family and Medical Leaves.
6. Karen Thompson, 330 North Bluff Street, Butler, PA 16001, Teacher, an extension of unpaid leave from August 18, 2014 through December 31, 2014 with coverage of all health benefits as provided by MIU IV Policy 435, Family and Medical Leaves.

Special Education Core Services / Transportation

7. Carolyn Moore, 98 Pine Road, Grove City, PA 16127, Secretary/Clerk, an unpaid intermittent leave from August 11, 2014 through November 29, 2014 with MIU IV coverage of all health benefits as provided by MIU IV Policy 535 – Family and Medical Leaves.

President

Secretary

MINUTES, August 13, 2014

V. NEW BUSINESS (continued)

G. Recall from Layoff

On a motion by Mrs. Houk, seconded by Ms. Foltz, with all members present voting in favor, the Board of Directors of the Midwestern Intermediate Unit IV, approved the creation of two (2) paraprofessional positions and directed the administration to recall the appropriate employees who are on layoff.

- Christine Wagner, Paraprofessional
- Tina Hammond, Paraprofessional

H. Recall from Furlough

On a motion by Ms. Foltz, seconded by Mr. Hill, with all members present voting in favor, the Board of Directors of the Midwestern Intermediate Unit IV, approved the creation of one (1) professional (Teacher) position and directed the administration to recall the appropriate employee who is furloughed.

- Gretchen Rice, Special Education Teacher

I. Employment

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

Early Intervention

1. Barbara Federkeil, 220 Boyles Avenue, New Castle, PA 16101, Long-Term Substitute Teacher, effective July 9, 2014 through November 14, 2014 to fill the vacancy created by Stacy Shield's leave. Her salary will be set at 92% of Step 1, Bachelor's level on the 2014-15 PSEA salary schedule.

Entrepreneurship Academy

2. Lisa Evans, 130 Hermitage Hill Boulevard, Hermitage, PA 16148, part-time Entrepreneurship Academy Instructor, effective August 7, 2014 to be funded by the Entrepreneurship Academy Grant.

President

Secretary

MINUTES, August 13, 2014

V. NEW BUSINESS (continued)

I. Employment (continued)

Special Education Core Services

3. Lia Noel, 322 Cottingham Circle, Cranberry Township, PA 16066, Vision Support Teacher under the terms and conditions of PDE Type 01 Emergency Permit which includes Educational Obligation effective August 18, 2014 through June 30, 2015. Her salary will be based on Step 1, Bachelor's level on the 2014-15 PSEA salary schedule.
4. Kimberley Walker, P.O. Box 442, Lyndora, PA 16045, extension of Long-Term Substitute Position from August 18, 2014 to December 31, 2014 to fill the vacancy created by Beth Axe's leave. Her salary will be set at 92% of Step 1, Master's level on the 2014-15 PSEA salary schedule.
5. Stacey Lauter, 329 Glaser Avenue, Apt. C, Pittsburgh, PA 15202, School Psychologist, effective August 18, 2014 to fill the vacancy created by Carrie Jackson's resignation. This is classified as a 210-day Psychologist position. Her salary will be set at \$46,125 with all benefits provided in accordance with the Board approved Act 93 Nonbargaining Unit Compensation Plan.
6. John Boskovic, 613 Ravenswood Avenue, Pittsburgh, PA 15202, Long-Term Substitute Teacher, effective August 18, 2014 through December 31, 2014 to fill the vacancy created by Karen Thompson's leave. His salary will be set at 92% of Step1, Bachelor's level on the 2014-15 PSEA salary schedule.

J. 2014-15 Substitutes

On a motion by Mr. Glass, seconded by Mrs. Ferguson, with all members present voting in favor, the attached list of substitutes for the 2014-15 school year was approved.

President

Secretary

MINUTES, August 13, 2014

V. NEW BUSINESS (continued)

K. 2014-15 Cyber Service Teachers

Distance Education / IU

On a motion by Mr. Hill, seconded by Mrs. Houk, with all members present voting in favor, the following persons were approved as part-time Cyber Service Teachers for the 2014-15 school year:

Edna Black	Lisa Novak
Charles Davies	Jill Phenicie
Natasha Duska	Kathryn Smail
Steve Fulena	Karen Thompson
Kenneth Holzer	Rich Patton
Amanda Long	Mary Fleming
Thomas Long	Chris Vecenie
Diane McGaffic	

L. MIU IV Job Descriptions

On a motion by Mr. Hill, seconded by Ms. Foltz, with all members present voting in favor, the attached job descriptions were approved effective August 14, 2014.

M. Conference Room Rates

On a motion by Mr. Glass, seconded by Ms. Foltz, with all members present voting in favor, the attached list of conference room rental rates for Midwestern Intermediate Unit IV main office building was approved.

N. MIU IV Policy Revisions - #325 / #425 / #525: Dress and Grooming

On a motion by Mrs. Houk, seconded by Ms. Foltz, with all members present voting in favor, the attached MIU IV Policy revisions, for #325 / #425 / #525 – Dress and Grooming, were given first reading and tentative approval.

President

Secretary

MINUTES, August 13, 2014

V. NEW BUSINESS (continued)

O. Updated Listing of Credit Card Corporations and Authorized Employees

On a motion by Mr. Hill, seconded by Mrs. Ferguson, with all members present voting in favor, the attached updated listing of 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. MIU IV Website Redesign

On a motion by Mrs. Houk, seconded by Mr. Glass, with all members present voting in favor, it was approved that MIU IV contract with Schoolwires, Inc. to redesign the IU website at a one-time cost of \$15,616.20 (Year 1) with the site to be hosted and maintained by MIU IV, and a subsequent cost of \$4,850.40 per year for software and server maintenance (Years 2 and 3).

Q.1 Tyler Technologies – Software Purchase

On a motion by Mr. Hill, seconded by Mr. Glass, with all members present voting in favor, it was approved that MIU IV contract with Tyler Technologies for the purchase of Finance and Student software packages at a cost of \$96,040 to include implementation, project management, data conversion, training, and subscription fees.

Q.2 Tyler Technologies – Hardware Purchase and Revenue Sharing

On a motion by Mrs. Houk, seconded by Mr. Hill, with all members present voting in favor, it was approved that MIU IV purchase the necessary hardware, at a cost not to exceed \$78,960, to operate the Tyler Technologies software and allow for statewide revenue sharing opportunities. The hosting site will be at MIU IV with room to host additional districts.

R. Request for Contract Authorization

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

MINUTES, August 13, 2014

V. NEW BUSINESS (continued)

S. 2014-15 Bus Drivers

On a motion by Mr. Glass, seconded by Mrs. Ferguson, with all members present voting in favor, the following list of bus drivers for the 2014-15 school year was approved:

<p><u>Anderson Coach & Tour</u> Jeffrey Gibbons</p> <p><u>A.J. Myers</u> Sharon Carnahan Yvonne Titus Joann Washburn</p> <p><u>Valley Lines</u> Patty Carnahan Jennifer Coats Lisa Jo Hoffman Mary Lafever David McDonald Patricia Space</p> <p><u>STA</u> John Cappabianco Geraldine Clark Samual Jay Fry Athena (Denise) Fusco Amanda Hairhoger Philip LaScola Brian Lott Karen Morrow Sarah (Sally) Rickenbach</p>	<p><u>Watson's</u> Donna Boyer Robert Connerly Barry Cramer Kimberly Davis Stacey Fair Arelene Geiwitz Linda Gibbs David Gill Ruth Ann Jones Geraldine Knight Kerri McGary Karen Reasor Edward Stanger Michael Vasil Barry Walker Brenda Watson Raymond Wilmouth</p> <p><u>Shriver Contract Services</u> Gayle Dianne Anthony Carolyn Everetts Richard Macefe Larry Scott, Sr. Shirley Tait</p>
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President

Secretary

MINUTES, August 13, 2014

V. NEW BUSINESS (continued)

T. Transportation Contracts

On a motion by Mr. Hill, seconded by Mr. Glass, with all members present voting in favor, the following transportation contracts were approved:

CONTRACTOR: Watson's (W-EI-01-14)
VEHICLES: 1
NOTES: To CCMC and 7th Street EI from Sharon SD (AM)
DATE: 9-2-2014 to 8-31-2015
DAYS: (160 days) MTWThF
STUDENTS: Varies by Day
DAY RATE: \$ 142.75
YEARLY COSTS: \$ 22,840.00

CONTRACTOR: Watson's (W-EI-02-14)
VEHICLES: 1 Run 1
NOTES: To CCMC & Seventh Street from Sharon SD (PM)
DATE: 9-2-2014 to 8-31-2015
DAYS: (160 days) MTWThF
STUDENTS: Varies by Day
DAY RATE: \$ 142.75
YEARLY COSTS: \$ 22,840.00

CONTRACTOR: Watson's (W-CBVT-01-14)
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: Prices set based on distance between schools and CBVT sites as follows:
-Mercer HS-within 45 mile radius-\$94.50 per trip
-Sharpsville Elem.-to Grove City College-\$166.00 per trip (lift bus)
-Neshannock CS and Neshannock HS – within 45 mile radius-
 Van - \$81.50 per trip
 Lift Bus - \$145.00 per trip
YEARLY COSTS: Varies based on utilization

President

Secretary

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V. NEW BUSINESS (continued)

T. Transportation Contracts (continued)

CONTRACTOR: Anderson Coach & Tour (A-CBVT-01-14)
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: \$75.00 per trip
YEARLY COSTS: Varies based on utilization

CONTRACTOR: Valley Lines (V-CBVT-01-14)
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: Prices set based on distance between schools and CBVT sites as follows:
-Sites within the Butler SD-\$98.40 per trip
-Sites outside of the Butler SD-\$117.40 minimum per trip (depending on distance outside the 5 mile radius)
YEARLY COSTS: Varies based on utilization

CONTRACTOR: STA-All Terminals (STA-CBVT-01-14)
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: Prices set based on distance from bus terminals to CBVT Site and return:
-\$13.83 per hour and \$2.29 per mile
YEARLY COSTS: Varies based on utilization

President

Secretary

MINUTES, August 13, 2014

V. NEW BUSINESS (continued)

T. Transportation Contracts (continued)

CONTRACTOR: Shriver Contract Services (SHR-CBVT-01-14)
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: \$ 93.00 per trip run within the Butler SD
YEARLY COSTS: Varies based on utilization

CONTRACTOR: A.J. Myers (M-EI-01-14)
VEHICLES: 1
NOTES: From Butler SD to Lifesteps
DATE: 9-3-2014 to 8-20-2015
DAYS: (90 days) MWF
STUDENTS: 1
TRIP RATE: \$150.00 per day
YEARLY COSTS: \$13,500.00

CONTRACTOR: A.J. Myers (M-CBVT-01-14)
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: \$95.00 per trip
\$172.00 if 3 or more trips in one day
YEARLY COSTS: Varies based on utilization

VI. ADJOURNMENT

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

President

Secretary