

## MINUTES

### MIDWESTERN INTERMEDIATE UNIT IV BOARD

October 24, 2012

453 Maple Street, Grove City, PA 16127

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Members Present: Joseph Boltz, Charles Branca, Cedric Butchy, J. Dayle Ferguson, Lynn Foltz, Merle Glass, Karen Houk, Karen Humphrey, Richard Sefton, David Spears, John Tucker, and Cecelia H. Yauger, Executive Director.

Others Present: Laura Urbach, Robert Barber, Brenda Marino, Toby Woodward, and Virginia Moore.

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- I. The meeting was called to order by the President.
- II. Roll call by the Secretary showed eleven members present.
- III. Minutes of the September 26, 2012 meeting held at Midwestern Intermediate Unit IV, 453 Maple Street, Grove City, Pennsylvania were approved on a motion by Mr. Tucker, seconded by Mr. Glass, with all members present voting in favor.
- IV. On a motion by Mrs. Houk, seconded by Ms. Foltz, with all members present voting in favor, the Agenda was approved with the following additions:
  1. ADDITION: Program Budget – Academic Achievement Award (10-11) *revised*
  2. ADDITION: Program Budget – Title I (10-11) *revised*
  3. ADDITION: Program Budget – Title I Basic Delinquent (10-11) *revised*
  4. ADDITION: Program Budget – Title II Part A(10-11) *revised*
  5. ADDITION: Resignation – Hoy, Theresa
  6. ADDITION: Leave Request – Ferguson-Dittrich, Stacey
  7. ADDITION: Leave Request – Kutlus,, Tonia
  8. ADDITION: Employment – Meardith, Aaron
  9. ADDITION: Job Description Revision– Training and Consultation Staff
  10. ADDITION: Exterior Backup Generator Bid - Rejection / Re-advertisement
  11. ADDITION: 2012-2013 Bus Drivers – Valley Lines

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President

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Secretary

## MINUTES, October 24, 2012

### V. NEW BUSINESS

#### A. Program Budgets

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

<u>Budget</u>	<u>Amount</u>
Inclusive Practices Early Intervention (12-13)	\$ 70,000
Academic Achievement Award (10-11)	\$ 20,000 – <i>revised</i>
Title I (10-11)	\$ 9,723,012 – <i>revised</i>
Title I Basic Delinquent (10-11)	\$ 1,301,882 – <i>revised</i>
Title II Part A (10-11)	\$ 2,332,052 – <i>revised</i>

#### B. Financial Statements and Bills

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

##### FINANCIAL STATEMENTS

1.	IU General Fund (White)	\$ 3,876,808.00
2.	Nonpublic Schools (Blue)	\$ 2,037,226.00
3.	Special Education (Yellow)	\$ 20,906,500.00
4.	Federal Programs/Projects (Pink)	\$ 74,261,085.40
5.	Frew Mill School (Green)	\$ 2,202,000.00
	TOTAL	\$103,283,619.40

##### BILLS

1.	IU General Fund (White)	\$ 2,412,036.41
2.	Nonpublic Schools (Blue)	\$ 47,193.08
3.	Special Education (Yellow)	\$ 741,906.20
4.	Federal Programs/Projects (Pink)	\$ 1,451,040.58
5.	Frew Mill School (Green)	\$ 34,272.40
	TOTAL	\$ 4,686,448.67

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President

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Secretary

**MINUTES, October 24, 2012**

**V. NEW BUSINESS (continued)**

**C. Resignations**

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

Special Education Core Services

1. Cheryl Mansour, 21 South Scotland Lane, New Castle, PA 16101, Secretary/Clerk, effective at the close of work December 18, 2012 due to retirement.
2. Beverly Elder, 25 West Myer Avenue, New Castle, PA 16105, Teacher, effective at the close of work on January 31, 2013 due to retirement.
3. Jacquelyn Sweet, 1339 Shaw Road, Volant, PA 16156, Teaching Assistant, effective at the close of work on October 5, 2012.
4. Patricia Pendleton, 510 East Hazelcroft Avenue, New Castle, PA 16105, Teaching Assistant, effective April 1, 2013 due to retirement.
5. Raette Esmond, 250 South 13<sup>th</sup> Street, Sharpsville, PA 16150, Teaching Assistant, due to refusal of recall from lay off and therefore will no longer be considered for employment as a laid off employee effective September 26, 2012.

Nonpublic School Services

6. Theresa Hoy, 32 Valley View Road, New Wilmington, PA 16142, Teacher effective at the close of work on January 17, 2013 due to retirement.

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President

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Secretary

**MINUTES, October 24, 2012**

**V. NEW BUSINESS (continued)**

**D. Leave Requests**

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

**Special Education Core Services**

1. Mary Ann Tomskey, 301 Harding Street, New Castle, PA 16101, Teaching Assistant, an unpaid intermittent leave from September 26, 2012 through December 31, 2012 with MIU IV coverage of all health benefits as provided by MIU IV Policy 535, Family and Medical Leaves.
2. Margaret Zets, 1249 New Bedford-Sharon Road, West Middlesex, PA 16159, Teaching Assistant, an unpaid leave from October 15, 2012 through December 11, 2012 with MIU IV coverage of all health benefits as provided by MIU IV Policy 535, Family and Medical Leaves.
3. Stacey Ferguson-Dittrich, 395 Daugherty Road, Grove City, PA 16127, Occupational Therapist, an unpaid leave from October 18, 2012 through November 9, 2012 with MIU IV coverage of all health benefits as provided by MIU IV Policy 435 Family and Medical Leaves.

**IU**

4. Tonia Kutlus, 601 Barkeyville Road, Grove City, PA 16127, Secretary/Clerk, an extension of unpaid intermittent leave from November 1, 2012 through June 28, 2013 with MIU IV coverage of all health benefits as provided by MIU IV Policy 535, Family and Medical Leaves.

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President

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Secretary

**MINUTES, October 24, 2012**

**V. NEW BUSINESS (continued)**

**E. Employment**

On a motion by Mr. Sefton, seconded by Mr. Tucker, with all members present voting in favor, the following person was approved for employment in the position as indicated below:

Field Technician

1. Aaron Meardith, 7199 Webber Cole Road, Kinsman, OH 44428, as a Technician effective October 26, 2012 to fill the vacancy created by Adam Mastrian's resignation. His salary will be based on Level A +48 on the 2012-13 ESPA salary schedule. Continued employment is contingent upon successful completion of the 60-work-day probation.

**F. Job Description Revision**

On a motion by Mrs. Houk, seconded by Mr. Glass, with all members present voting in favor, the attached job description revision for Training and Consultation Staff was approved.

**G. MIU IV Policy Revisions: Policy 610 and Policy 611**

On a motion by Ms. Ferguson, seconded by Mr. Tucker, with all members present voting in favor, the attached proposed policy revisions for Policy 610 – Purchases Subject to Bid/Quotation, and Policy 611 – Purchases Budgeted were given second reading and final approval.

**H. Permission to Advertise for Bids – Smart Contract**

On a motion by Mrs. Humphrey, seconded by Mrs. Houk, with all members present voting in favor, permission was granted to advertise for bids for personal computers, communications equipment, network wiring, and related hardware and software from January 1, 2013 through December 31, 2013.

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President

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Secretary

**MINUTES, October 24, 2012**

**V. NEW BUSINESS (continued)**

**I. Exterior Backup Generator Bids:**

**a.) Rejection of Bids**

Mr. Sefton made a motion that the bids for the planning, design, construction, testing and implementation of an exterior backup generator to power MIU IV data center and supporting resources during power outages be rejected on the basis of cost and limited number of contracts submitting bids on the project. Ms. Foltz seconded the motion.

The following is a list of bidders, and bidders who received specifications:

Houston Electric	\$ 40,000
A&MP	\$ 38,625
Builders Exchange	No Bid
RTKL	No Bid
Reed Construction	No Bid
Palco Generators	No Bid

**b.) Development and Re-advertisement of Specifications for Exterior Backup Generator Project**

Discussion occurred on the following: Eckles Group being authorized to develop an Invitation to Bid, send copies of bid documents to bidder's services, or oversee the bidding process for the solicitation of bids for the planning, design, construction, testing and implementation of an exterior backup generator to power MIU IV data center and supporting services during power outages. Further, that MIU IV review and advise of changes needed to bid documents and send Invitation to Bid to local newspapers for advertisement purposes. The Eckles Group being paid on an hourly basis according to the following:

Engineering Director	\$ 170 / hour
Mechanical / Electrical Designer	\$ 110 / hour
Technical Services (Specifications)	\$ 120 / hour
Technical Specialist 1	\$ 85 / hour

Mr. Sefton made a motion to Table item a.) and item b.) under Motion I., seconded by Mrs. Humphrey, with all members present voting in favor.

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President

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Secretary

**MINUTES, October 24, 2012**

**V. NEW BUSINESS (continued)**

**J. 2012-13 Substitutes**

On a motion by Mrs. Houk, seconded by Mr. Glass, with all members present voting in favor, the attached list of substitutes for the 2012-13 school year was approved.

**K. 2012-13 Bus Drivers**

On a motion by Mr. Glass, seconded by Ms. Ferguson, with all members present voting in favor, the following bus drivers for the 2012-13 school year were approved:

<u>Myers</u> Joann Washburn	<u>Valley Lines</u> Deborah Rumbaugh Brandy Cable Jennifer Coates Paul Sweeny	<u>Watson</u> Marie Fedorchak Shannon Thompson
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**L. Transportation Contracts**

On a motion by Mr. Tucker, seconded by Mrs. Houk, with all members present voting in favor except for Mr. Sefton who abstained, the following transportation contract was approved:

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CONTRACTOR:	Myers M-EI-01-12
# VEHICLES:	1
NOTES:	To Life Steps EI from Butler (round trip)
DATE:	10-3-2012 to 8-31-13
DAYS:	(77 days)
# STUDENTS:	1
DAY RATE:	\$ 150.00
YEARLY COSTS:	\$ 11,550.00

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**VI. ADJOURNMENT**

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

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President

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Secretary