

## MINUTES

### MIDWESTERN INTERMEDIATE UNIT IV BOARD

August 15, 2012

453 Maple Street, Grove City, PA 16127

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Members Present: Rev. Lora Adams-King, Joseph Boltz, Cedric Butchy, J. Dayle Ferguson, Lynn Foltz, Merle Glass, Karen Houk, David Spears, John Tucker, and Cecelia H. Yauger, Executive Director.

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

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- I. The meeting was called to order by the President.
- II. Roll call by the Secretary showed nine members present.
- III. Minutes of the June 27, 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 Mr. Glass, seconded by Rev. Adams-King, with all members present voting in favor, the Agenda was approved with the following additions:
  1. ADDITION: Resignation – Rohan, Karen
  2. ADDITION: Resignation – Parker, Virginia
  3. ADDITION: Resignation – Klunk, Danielle
  4. ADDITION: Resignation – Maine, Leslie
  5. ADDITION: Resignation – Polivka, Jessica
  6. ADDITION: Recall from Layoff – Barnes, Kathi
  7. ADDITION: Permission to Advertise for Bids – Backup Generator
  8. ADDITION: Job Description – PIMS Specialist II
  9. ADDITION: 2012-13 Substitutes

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President

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Secretary

## MINUTES, August 15, 2012

### V. NEW BUSINESS

#### A. Program Budgets

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

<u>Budget</u>	<u>Amount</u>
JTPA WIN Program (12-13)	\$ 48,000.00
In-School Youth Program 9 <sup>th</sup> & 10 <sup>th</sup> Grade (12-13)	\$ 40,000.00
In-School Youth Program 7 <sup>th</sup> & 8 <sup>th</sup> Grade (12-13)	\$ 25,000.00
Homeless Children and Youth Program (11-12)	\$ 350,000.00 - <i>revision</i>
Homeless Children and Youth Program (12-13)	\$ 429,900.00
Title I (12-13)	\$10,025,315.00
Title I Delinquent (12-13)	\$ 1,509,681.00
Title I Frew Mill (12-13)	\$ 176,467.00
Title II Part A (12-13)	\$ 1,998,198.00
RAST (12-13)	\$ 160,000.00
YDC New Castle (12-13)	\$ 2,202,000.00
ELECT (12-13)	\$ 429,000.00
PIL (12-13)	\$ 141,998.00
SES (12-13)	\$ 116,300.40

#### B. Financial Statements and Bills

On a motion by Rev. Adams-King, seconded by Ms. Ferguson, 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:

<u>FINANCIAL STATEMENTS</u>	
1. IU General Fund (White)	\$ 3,876,808.00
2. Nonpublic Schools (Blue)	\$ 0.00
3. Special Education (Yellow)	\$ 20,906,500.00
4. Federal Programs/Projects (Pink)	\$ 69,192,941.40
5. Frew Mill School (Green)	\$ 2,202,000.00
TOTAL	\$ 96,178,249.40
<u>BILLS</u>	
1. IU General Fund (White)	\$ 1,827,968.78
2. Nonpublic Schools (Blue)	\$ 36,856.80
3. Special Education (Yellow)	\$ 413,016.82
4. Federal Programs/Projects (Pink)	\$ 3,421,741.07
5. Frew Mill School (Green)	\$ 34,045.75
TOTAL	\$ 5,733,629.22

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President

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Secretary

**MINUTES, August 15, 2012**

**V. NEW BUSINESS (continued)**

**C. Resignations**

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

Frew Mill School

1. Geary Meehan, 7818 Franklin Pike, Meadville, PA 16335, Teacher, effective at the close of work on August 5, 2012 due to retirement.

Information and Technology

2. David Youngdahl, 64 Macrae Drive, Grove City, PA 16127, Supervisor, effective at the close of work on August 31, 2012.

Early Intervention

3. Gretchen Myers, 164 Bayberry Lane, Cranberry Twp., PA 16066, Speech Therapist, effective at the close of work on August 17, 2012.

Special Education Core Services

4. Brenda Knaell, 58 Almira Street, Valencia, PA 16059, Teaching Assistant, effective at the close of work on July 12, 2012.
5. Nikkia Ford, 539 South Oakland Avenue, Sharon, PA 16146, Teaching Assistant, effective at the close of work on June 14, 2012.
6. Dhyana Keefer, 571 Mercer Road, Butler, PA 16001, 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 August 20, 2012.
7. Karen Rohan, 1344 State Route 208, Pulaski, PA 16143, Teaching Assistant, effective at the close of work on August 10, 2012.
8. Virginia Parker, 1136 Park Drive, Wampum, PA 16157, Teaching Assistant, effective at the close of work on August 10, 2012 due to retirement.

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President

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Secretary

**MINUTES, August 15, 2012**

**V. NEW BUSINESS** (continued)

**C. Resignations** (continued)

Special Education Core Services (continued)

9. Danielle Klunk, 1515 Idaho Street Extension, Hermitage, PA 16148, Teacher, effective at the close of work on August 13, 2012.
10. Leslie Maine, 69 Spring Avenue Extension, Ellwood City, PA 16117, Teaching Assistant, effective at the close of work on August 13, 2012.

Field Tech #18

11. Jessica Polivka, 1780 Sandy Lake Grove City Road, Jackson Center, PA 16133, Technician, effective at the close of work on September 7, 2012.

**D. Voluntary Suspension**

Special Education Core Services

1. Paula Miller, 4149 Cypress Street, Butler, PA 16001, has agreed to a voluntary suspension effective August 20, 2012 so as to initiate her transfer rights under Section 1113 of the PA School Code as amended. On a motion by Rev. Adams-King, seconded by Ms. Ferguson, with all members present voting in favor, this suspension was approved with the understanding that such suspension is necessary as a result of Moniteau Area School District assuming operational responsibilities of the Inclusion Support Program that was operated by Midwestern Intermediate Unit IV in 2011-2012.

**E. Leave Requests**

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

CCIS

1. Deborah Burick, 2116 Moravia Street Extension, New Castle, PA 16101, Secretary/Clerk, an unpaid intermittent leave from July 2, 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, August 15, 2012**

**V. NEW BUSINESS** (continued)

**E. Leave Requests** (continued)

IU

2. Pamela Burchfield, 2448 State Route 956, Volant, PA 16156, Secretary/Clerk, an unpaid leave from July 2, 2012 through August 7, 2012 with MIU IV coverage of all health benefits as provided by MIU IV Policy 535, Family and Medical Leaves.
3. Michelle Schwartz, 200 Olszanski Drive, Aliquippa, PA 15001, Supervisor, an unpaid leave from June 18, 2012 through October 12, 2012 with MIU IV coverage of all health benefits as provided by MIU IV Policy 335, Family and Medical Leaves.

Special Education Core Services

4. Linda Shaftic, 1055 Rose Avenue, New Castle, PA 16101, Teaching Assistant, an extension of unpaid leave from August 20, 2012 through December 31, 2012 with MIU IV coverage of all health benefits as provided by MIU IV Policy 535, Family and Medical Leaves.
5. Rick Younkin, 1617 Stone Mansion Drive, Sewickley, PA 15143, School Psychologist, an unpaid intermittent leave from August 20, 2012 through June 30, 2013 with MIU IV coverage of all health benefits as provided by MIU IV Policy 335, Family and Medical Leaves.

IDEA

6. Bryda Drumm, 612 Pawnee Trail, Mercer, PA 16137, Social Worker, an unpaid leave from August 27, 2012 through November 16, 2012 with MIU IV coverage of all health benefits as provided by MIU IV Policy 435, Family and Medical Leaves.

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President

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Secretary

**MINUTES, August 15, 2012**

**V. NEW BUSINESS (continued)**

**F. Recall from Layoff**

BE IT RESOLVED, that on a motion by Mrs. Houk, seconded by Mr. Tucker, with all members present voting in favor, the Board of Directors of the Midwestern Intermediate Unit IV, hereby approves the creation of four (4) paraprofessional (Teaching Assistant) positions and directs the administration to recall the appropriate employees who are on layoff.

Sandra Glasser	Teaching Assistant
Linda Ierino	Teaching Assistant
Sheryl Marsh	Teaching Assistant
Kathi Barnes	Teaching Assistant

**G. Increase in Hours**

IU

On a motion by Mrs. Houk, seconded by Rev. Adams-King, with all members present voting in favor, the position of part-time Van Driver to work less than twenty-five hours per week during the 2012-13 school term held by William Nichols, 3030 Georgetown Road, Kennerdell, PA 16374, was increased to a 7.5 hour per day, 200-day/year position effective July 1, 2012. The action permits the consolidation of the need for drivers from two to one, reduces the turnover in drivers, and acknowledges the scarcity of available workforce to work a fluid work schedule.

**H. Transfer**

On a motion by Rev. Adams-King, seconded by Mr. Glass, with all members present voting in favor, the following transfer request was approved:

Training and Consultation

Lindsay McGaughey, 9 West Fairmont Avenue, New Castle, PA 16105, from a 185-day Teacher position to a 210-day Supervisor of Special Education position effective August 6, 2012. Her salary will be \$65,000 in accordance with the Board approved Act 93 Nonbargaining Unit Compensation Plan. This position is classified as a Professional I, Special Education Supervisor, with all benefits provided in the Board approved Act 93 Nonbargaining Unit Compensation Plan.

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President

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Secretary

**MINUTES, August 15, 2012**

**V. NEW BUSINESS (continued)**

**I. Employment**

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

Nonpublic School Services

1. Genna Mentrek, 3495 Ridgewood Drive, Hermitage, PA 16148, as a Speech Therapist, effective August 20, 2012 to fill the vacancy created by Nancy Seifert's retirement. Her salary will be set at Step 1, Master's in accordance with the 2012-2013 PSEA salary schedule. She will be issued a Temporary Professional Contract.

Part-time Employment: 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).

IDEA

2. Audrey Eberle, 422 Heist Road, Butler, PA 16002, as a part-time Puppeteer during the 2012-13 school year. Her salary will be set at \$12.24/hour, Level A, Puppeteer on the 2012-13 ESPA salary schedule.
3. Nancy Isacco, 4110 William Flynn Highway, Forestville, PA 16035, as a part-time Puppeteer during the 2012-13 school year. Her salary will be set at \$12.24/hour, Level A, Puppeteer on the 2012-13 ESPA salary schedule.

Early Intervention

4. Sensarah Gould, 7 Woodview Drive, New Castle, PA 16101, as a part-time Custodian, up to 2 hours/week during the 2012-13 school year. Her salary will be set at \$11.55/hour, Level C, Custodian on the 2012-13 ESPA salary schedule.
5. Sally Hallock, 106 Dobson Road, Mars, PA 16046, as a part-time Teaching Assistant, to work 24 hours/week during the 2012-13 school year. Her base salary will be set at \$14,445, Level D, Teaching Assistant on the 2012-13 ESPA salary schedule.

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President

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Secretary

**MINUTES, August 15, 2012**

**V. NEW BUSINESS** (continued)

**I. Employment** (continued)

Special Education Core Services

6. Melvin Hassler, 112 North Blackshire Road, Butler, PA 16001, as a regular part-time Custodian to work 20 hours/week from August 21, 2012 through June 20, 2013. His salary will be set at \$11.55/hour, Level C, Custodian on the 2012-13 ESPA salary schedule.

WIA In School Youth Program

7. Amy Blair, 2432 Trentwood Drive S.E., Warren, OH 44484, as a part-time Instructor at the Mercer County Career Link effective July 1, 2012 through June 30, 2013.
8. Kara Kimmel, 3620 Hubbard-Middlesex Road, West Middlesex, PA 16159, as a part-time Instructor at the Mercer County Career Link effective July 1, 2012 through June 30, 2013.
9. Diann Ruozzo, 96 Lafayette Street, New Castle, PA 16102, as a part-time Instructor at the Mercer County Career Link effective October 1, 2012 through June 30, 2013.

JTPA Lawrence/Mercer (WIN Course)

10. Patricia Demko, 3459 Nearwood Drive, New Castle, PA 16101 as a part-time Instructor at the Lawrence and Mercer County Career Links effective July 1, 2012 through June 30, 2013.

**J. Resolution Approving Security Benefit Flexible Benefits Plan**

On a motion by Ms. Foltz, seconded by Mrs. Houk, with all members present voting in favor, a resolution adopting the Security Benefit Flexible Benefits Plan including the Adoption Agreement and Basic Plan Document which establishes Midwestern Intermediate Unit IV's Section 125 Plan medical care and dependent care reimbursement plans and allows for employees' portion of contribution on specified insurance/self-funded coverages to be made on a pretax basis was approved. The Resolution also grants an officer of the company to execute the Plan on behalf of the Employee. The Resolution and the Adoption Agreement have been provided to the Board and the Basic Plan Document is in the possession of the Director of Business Services.

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President

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Secretary



**MINUTES, August 15, 2012**

**V. NEW BUSINESS (continued)**

**K. Permission to Advertise for Bids – Backup Generator**

On a motion by Mrs. Houk, seconded by Mr. Tucker, with all members present voting in favor, permission was granted to advertise for bids for the planning, design, construction, testing and implementation of an Exterior Backup Generator to power the MIU IV data center and supporting resources during power outages.

**L. Job Description – PIMS Specialist II**

On a motion by Rev. Adams-King, seconded by Ms. Foltz, with all members present voting in favor, the attached job description for a PIMS Specialist II was approved.

**M. 2012-13 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 2012-13 school year was approved.

**VI. ADJOURNMENT**

On a motion by Rev. Adams-King, 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