

MINUTES of June 24, 2020

MIDWESTERN INTERMEDIATE UNIT IV BOARD OF DIRECTORS

453 Maple Street, Grove City, PA 16127

Members Present: Jeanne Bacon, Eric DiTullio Merle Glass, William Halle, Karen Houk, Debra Miller, Anna Pascarella, Renee Pitrelli, Richard Rossi John Tucker, and Dr. Wayde Killmeyer, Executive Director.

Others Present: Charles Sapienza (Solicitor), Donna Volpe, Brenda Marino, Melissa Wyllie, Patricia Connolly, Teena Sipos (PSEA).

- I. The meeting was called to order by the Vice President.
- II. Roll call by the Secretary showed ten members present.
- III. The President called for an Executive Session beginning at 7:15 p.m. and ending at 7:55 p.m. for the discussion of negotiations, and personnel issues.
- IV. Minutes of the May 20, 2020 meeting, held at Midwestern Intermediate Unit IV, 453 Maple Street, Grove City, PA 16127 were approved on a motion by Mr. DiTullio seconded by Ms. Pascarella, with all members present voting in favor.
- V. On a motion by Mr. DiTullio seconded by Ms. Pascarella with all members present voting in favor, the Agenda was approved with the following:
 - 1. ADDITION: Dr. David Zupsic – Annual Safety Report (Act 44)
 - 2. ADDITION: Recall from furlough – Amanda Smith

VI. PUBLIC PARTICIPATION

The President asked if there were any questions or comments from the public, there were none.

President

Secretary

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VII. OLD BUSINESS

VIII. NEW BUSINESS

A. Financial Statements and Bills

On a motion by Mr. DiTullio, seconded by Ms. Pascarella, with all members present voting in favor, the following financial statements and bills for the various IU Budgets were approved.

FINANCIAL STATEMENTS May 1, 2020 through May 31, 2020

1.	State and Federal Programs (Fund 10)	\$ 19,367,493.00
2.	Special Education (Fund 20)	\$ 5,391,986.00
3.	Capital Projects (Fund 30)	\$ 150,000.00
4.	Nonpublic Schools (Fund 10)	\$ 1,733,536.00
5.	IU General Fund (Fund 10)	\$ 3,202,724.00
6.	Internal Service Fund – UC/WC (Fund 70)	\$ 409,192.00
7.	Internal Service Fund – OPEB (Fund 71)	\$ 2,000.00
8.	OPEB Trust (Fund 73)	\$ 135,000.00
	TOTAL	\$ 30,391,931.00

BILLS May 1, 2020 through May 31, 2020

1.	General Fund (Fund 10)	\$ 2,019,427.16
	• State and Federal Programs	
	• Nonpublic School Services	
	• General Fund	
2.	Special Education (Fund 20)	\$ 643,713.71
	TOTAL	\$ 2,663,140.87

President

Secretary

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VIII. NEW BUSINESS (continued)

B. Program Budgets

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

<u>Budget</u>	<u>Amount</u>
2020-21 Title 1-Part A Preliminary Budget	\$ 5,333,887
2020-21 Title IV-Part A Preliminary Budget	\$ 370,047
2020-21 Title 1-Part D Preliminary Budget	\$ 567,088
2020-21 Title 11-Part A Preliminary Budget	\$ 709,813
2020-21 SPAC Title Budget	\$ 288,000
2019-20 PreK Counts 2019-20 (<i>revision</i>)	\$ 738,256
2020-21 PreK Counts Budget	\$ 738,902
2019-20 Telepresence Grant	\$ 18,396
2020-21 Early Intervention Access Budget	\$ 413,520
2020-21 5-Month Early Intervention Budget	\$ 3,008,019
2020-21 IDEA Section 619 Budget	\$ 439,178
2020-21 IDEA Component 1 Budget Early Intervention	\$ 939,578
2020-21 Marigold Project Early Intervention	\$ 250
2020-21 School Age Access Budget	\$ 514,098
2020-21 Title 1 Foster Budget	\$ 51,335
2020-21 Transportation Budget Special Education	\$ 88,869
2020-21 Title 1 Nonpublic Budget	\$ 277,032
2020-21 Act 89 Nonpublic Budget	\$ 2,042,218
2020-21 IDEA Component 2 Budget Special Education	\$ 1,095,743
2020-21 IDEA Component 3 Budget Special Education	\$ 10,424,802
2020-21 Special Education CORE Budget	\$ 5,785,368
2020-21 Martha St. Campus	\$ 4,675
2020-21 OPEB Trust (Fund73)	\$ 450,000
2020-21 Dental & Vision Internal Service Fund (Fund 72)	\$ 145,500
2020-21 UC & Worker's Comp. Internal Service (Fund 70)	\$ 220,000
2020-21 Capital Reserve Internal Service Fund (Fund 30)	\$ 509,000

C. Resignation

On a motion by Mr. DiTullio, seconded by Ms. Pascarella, with all members present voting in favor, the following resignation was accepted:

Special Education / Business Office

April Kisamore, 22 Airport Rd. Grove City, PA 16127, Fiscal Manager, effective at the close of work on June 19, 2020.

President

Secretary

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VIII. NEW BUSINESS (continued)

D. Employment

On a motion by Mr. DiTullio, seconded by Mr. Pascarella, with all members present voting in favor, the following employment request was approved.

NonPublic

Allison McKee, 123 Shady Hollow Drive, Pleasant Gap, Pa. 16823, Speech Language Therapist, effective August 17, 2020 to fill the position created by Suzanne Swarts's retirement. Her salary will be set at Step 2, Masters, on the PSEA 2020-2021 salary schedule. She will be issued a Professional Contract.

E. Recall from Furlough

On a motion from Mr. DiTullio, seconded by Ms. Pascarella with all members present voting in favor the following recall from furlough was approved.

Special Education

Amanda Smith, 150 Chickadee Road, Kittanning, Pa. 16201, Teacher of the Hearing Impaired, recall to a part-time teaching position effective August 17, 2020 due to the retirement of Tricia Thorpe. She will be paid on the 2020-21 PSEA salary schedule.

F. Bid Award - Transportation

On a motion by Mr. DiTullio, seconded by Ms. Pascarella with all members present voting in favor, the following bid award was approved.

Bids were reviewed following the bid deadline on June 1, 2020 at 12:00 p.m. for transportation services for students with disabilities in Butler, Lawrence, and Mercer Counties as needed for the time period of September 1, 2020 through August 31, 2022. It is recommended that the total bid award be made to Watson's, Inc.

G. Days Beyond Contracted School Year

On a motion by Mr. DiTullio, seconded by Ms. Pascarella with all members present voting in favor, approval was given for staff to work extra days beyond the 2019-20 contract year at their per diem salary pro-rated for actual time worked:

Special Education: Listing of Special Education staff attached.

President

Secretary

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VIII. NEW BUSINESS (continued)

H. Employment – Administration Authorization

On a motion by Mr. DiTullio, seconded by Ms. Pascarella, with all members present voting in favor, authorization was given for the administration to fill staff vacancies that, in the judgment of the Executive Director, must be filled to assure continuity of the program during the period of June 25, 2020 through August 4, 2020. Persons so employed shall be presented to the Board for ratification of action at its next regular monthly meeting on August 5, 2020.

I. Request for Contract Authorization

In order to comply with PA Public School Code Section 508, a motion was made by Mr. DiTullio, seconded by Ms. Pascarella with all members present voting in favor, to approve Midwestern Intermediate Unit IV to enter into contracts in excess of one hundred dollars (\$100) with service providers as indicated on the attached listing.

J. Contract Authorization – Executive Director

On a motion by Mr. DiTullio, seconded by Ms. Pascarella, with all members present voting in favor, the Executive Director was authorized to enter into contractual agreements on behalf of the MIU IV Board of Directors. Any contracts in excess of one hundred dollars (\$100) will continue to be presented to the Board retroactively should due dates not coincide with regularly scheduled Board Meetings for the 2020-21 school year.

K. Updated Listing of Credit Card Corporations and Authorized Employee

On a motion by Mr. DiTullio, seconded by Ms. Pascarella, with all members present voting in favor. It is recommended that the attached updated listing of credit cards and authorized employees as shown, be 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 Human Resources.

L. Appointment of Labor Counsel

On a motion by Mr. DiTullio, seconded by Ms. Pascarella, with all members present voting in favor, Mark Wassell of Knox, McLaughlin, Gornall & Sennett, P.C., Erie, PA was appointed as labor counsel for MIU IV from July 1, 2020 through June 30, 2021 remaining at a rate of \$205 per hour. Services on an as-needed basis will include: discipline and discharge, demotions, transfers, performance evaluations; the interpretation and administration of bargaining agreements; grievance processing and arbitration; unfair labor practice litigation; policy review; EEO claims defense and court litigation related to employment matters.

President

Secretary

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VIII. NEW BUSINESS (continued)

M. Appointment of Solicitor

On a motion by Mr. DiTullio, seconded by Ms. Pascarella, with all members present voting in favor, Charles Sapienza of Law Offices of Charles Sapienza, New Castle, PA was appointed as Solicitor of MIU IV effective July 1, 2020 for the period of 1 year at a \$2,500 retainer for attendance at eleven board meetings during the year including review of the Board Agenda and any other necessary preparation for the Board Meeting, and an hourly rate of \$150 billed on tenth of an hour increments.

N. 2020-21 Contribution to Pennsylvania OPEB Trust

On a motion by Mr. DiTullio, seconded by Ms. Pascarella, with all members present voting in favor, a Resolution authorizing a contribution of \$439,425 by Midwestern Intermediate Unit IV (MIU IV) to the Pennsylvania Other Post-Employment Benefits (OPEB) Trust was approved. MIU IV participates in the Pennsylvania OPEB Trust for the purpose of pooling its assets for investment to fund retiree benefits other than pensions within the meaning of the Governmental Accounting Standards Board Statements 43 and 45. U.S. Bank serves as trustee for the Pennsylvania OPEB Trust. The amount of contribution is the annual required contribution as determined by Conrad Siegel Actuaries who performed a valuation of MIU IV's post-employment benefits plan as of July 1, 2017 under the following investment options:

- 50% Fixed Income and 50% Equity

A copy of the resolution has been provided.

O. 2020-21 Insurance Package

On a motion by Mrs. DiTullio seconded by Ms. Pascarella, with all members present voting in favor it is recommended that Encova provide 2020-21 worker's compensation coverage at a cost of \$77,738; PSBA Insurance through CM Regent provide coverage for auto insurance, property and general liability insurance, school leader's insurance, umbrella insurance at a cost of \$50, 698; Swett provide cyber liability insurance at a cost of \$13,568; and Travelers provide equipment breakdown insurance at a cost of \$879.

P. Unemployment Compensation Risk and Claims Management

On a motion by Mr. DiTullio, seconded by Ms. Pascarella, with all members present voting in favor, it was approved that Pennsylvania School Boards Association Insurance Trust (PSBA Better Unemployment Compensation (BUCS) Comprehensive Program) be retained to provide a program for management of unemployment compensation risks and claims and related services for a term commencing July 1, 2020 and ending upon a cancellation notice by either party ninety (90) days before June 30, 2021. Services of the PSBA BUCS Comprehensive program include:

President

Secretary

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VIII. NEW BUSINESS (continued)

- Claims Control Services
- Administrative Services
- Management Reports and Information Services
- Field Services
- Aggregate Excess Insurance Coverage

The 2020-21 program premiums is projected to be: \$ 81,545.73

The recommendation that MIU IV participate in the PSBA BUCS Comprehensive Program which includes the aggregate excess insurance coverage feature is based on a review of MIU IV's prior claims experience.

2009-2010 claims billed and paid	\$ 48,795.57
2010-2011 claims billed and paid	\$ 21,718.64
2011-2012 claims billed and paid	\$ 172,736.17
2012-2013 claims billed and paid	\$ 183,995.22
2013-2014 claims billed and paid	\$ 104,941.10
2014-2015 claims billed and paid	\$ 80,208.02
2015-2016 claims billed and paid	\$ 67,398.16
2016-2017 claims billed and paid	\$ 28,365.31
2017-2018 claims billed and paid	\$ 10,811.02
2018-2019 claims billed and paid	\$ 82,692.24
2019-2020 claims billed and paid	\$ 32,723.84

Q. Budget Transfers

On a motion by Mr. DiTullio seconded by Ms. Pascarella, with all members present voting in favor, the administration was given authorization to make any budget transfers necessary to close the 2019-20 fiscal year and effect any budget transfers necessitated by local audit reclassification. A detailed list of the transfers, if made, will be provided to the Board for approval after they have been made.

R. 2020-21 Health, Dental & Vision Plan Employer Funding Rates

On a motion by Mr. DiTullio seconded by Ms. Pascarella, with all members present voting in favor, it was approved that the following employer monthly funding rates for health, dental and vision benefit plans for the 2020-21 fiscal year be approved:

President

Secretary

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VIII. NEW BUSINESS (continued)

Benefit Plan	ESPA	PSEA	Act 93	Non-Act 93
HEALTH				
Single	\$ 656.19	\$ 656.19	\$ 656.19	\$ 656.19
Parent & Child(ren)	\$ 1,181.15	\$ 1,181.15	\$ 1,181.15	\$ 1,181.15
Employee & Spouse	\$ 1,443.66	\$ 1,443.66	\$ 1,443.66	\$ 1,443.66
Family	\$ 1,968.63	\$ 1,968.63	\$ 1,968.63	\$ 1,968.63
DENTAL				
Single	\$ 28.50	\$ 28.50	\$ 28.50	\$ 28.50
Parent & Child(ren)	\$ 47.59	\$ 47.59	\$ 47.59	\$ 47.59
Employee & Spouse	\$ 56.96	\$ 56.96	\$ 56.96	\$ 56.96
Family	\$ 71.22	\$ 71.22	\$ 71.22	\$ 71.22
VISION				
Single	\$ 6.40	\$ 6.40	\$ 6.40	\$ 6.40
Parent & Child(ren)	\$ 10.62	\$ 10.62	\$ 10.62	\$ 10.62
Employee & Spouse	\$ 12.80	\$ 12.80	\$ 12.80	\$ 12.80
Family	\$ 16.00	\$ 16.00	\$ 16.00	\$ 16.00

S. Naming of Depositories

On a motion by Mr. DiTullio, seconded by Ms. Pascarella, with all members present voting in favor, it was approved that PNC Bank, First National Bank, PA Local Government Investment Trust/Wells Fargo Bank, PA School District Liquid Asset Fund/PNC Bank, and Pennsylvania Invest/Wells Fargo Bank be named as depositories for MIU IV funds for 2020-21

T. Investment of Funds

On a motion by Mr. DiTullio, seconded by Ms. Pascarella, with all members present voting in favor, the Director of Business Services and/or the Executive Director were authorized to invest MIU IV funds during the 2020-21 year in accordance with the Public School Code of 1949, as amended, federal regulation and Board policy. Investments will be restricted to those institutions that are secured by pledged collateral, secured by FDIC/FSLIC insurance or pooled securities as provided under Act 72 of 1971.

President

Secretary

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VIII. NEW BUSINESS (continued)

U. Payment of Accounts Payable

On a motion by Mr. DiTullio, seconded by Ms. Pascarella with all members present voting in favor, authorization was granted for the administration to make payment when due in 2020-21 on amounts owed under any contracts which shall previously have been approved by the Board and by prompt payment will permit the IU to receive a discount or other advantage for goods and services by the date specified on a contract or within 30 days after the invoice date from independently owned and operated for-profit business concerns including any person engaged in a trade, employing one hundred or fewer employees operating as a contractor with a political subdivision (Act 138) and on obligations to contractors, subcontractors and design professionals within 30 days (Act 142) and on any bill or claim falling due during periods when normal monthly board meetings are not conducted, utility bills, payment on gross salaries to employees of the MIU IV including employer's share of social security and retirement payments, payment of bills bearing discounts, payment of bills to avoid late charges, payments for postage and petty cash funds, advance expenses of MIU IV personnel as provided in Board Policy.

V. Facsimile Signature Plate

On a motion by Mr. Halle, seconded by Ms. Pascarella, with all members present voting in favor, the Board authorized the use of the existing check signing facsimile plate until such a time that a new plate can be prepared showing any changes in Board Officers for 2020-21 should the need arise.

W. Executive Director Travel

On a motion by Mr. DiTullio, seconded by Ms. Pascarella with all members present voting in favor except for Mrs. Ferguson who voted against, authorization was given to approve job-related travel in accordance with MIU IV Board Policy 331. Job-Related Expenses for the Executive Director from July 1, 2020 through June 30, 2021.

X. Meraki Cloud Licensing

On a motion by Mr. DiTullio, seconded by Ms. Pascarella with all members present voting in favor the recommendation for a 5-year software renewal purchase from ePlus not to exceed \$54,489. Renewal amount is dependent on commitment from non-public schools participating in the renewal.

President

Secretary

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VIII. NEW BUSINESS (continued)

Y. Board Member Elections Resolution

On a motion by Mr. DiTullio, seconded by Ms. Pascarella with all members present voting in favor the attached resolution was approved by the Board of Directors of MIU IV as attached here to as Attachment X.

Z. Discussion Item

For the 2020-2021 fiscal year, MIU IV will be exceeding the 8% in Component2 (Training and Consultation). The IDEA allocation is \$12,188,274 and 8.00% of the allocation is \$975,062. However, MIU IV is in need of 8.19% or \$998,613, a difference of \$23,551. In the 2019-20 fiscal year, MIU needed 9.21% or \$1,093,244. MIU has decreased the expenses to support TaC by \$94,631 to decrease this percentage.

AA. Board Member Nominations:

Pursuant to and in accordance with Attachment X, nomination was made by Mr. Rossi to elect the following board members to fill the three (3) year term vacancies from July 1, 2020 through June 30, 2023. Mrs. Houk made a motion to close nominations, seconded by Ms. Pascarella.

Mr. Eric DiTullio, Seneca Valley School District
Mr. William Halle, Butler Area School District
Ms. Renee Pitrelli, Ellwood City School District
Ms. Debra Roberson, Sharon City School District

IX. ADJOURNMENT

On a motion by Mr. Halle, seconded by Ms. Pascarella, with all members present voting in favor, the regular meeting was adjourned.

President

Secretary

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X. BOARD REORGANIZATION FOR 2020-21

- A.** The President called for nomination of a board member to serve as Temporary Chairperson.

Mr. Rossi nominated Ms. Pitrelli to serve as Temporary Chairperson. Mr. DiTullio made a motion to close nominations, seconded by Ms. Pascarella, with all members present voting in favor.

- B.** Ms. Pitrelli called for nominations for President.

Mr. DiTullio nominated Mr. Glass.

Mrs. Houk made a motion to close nominations, seconded by Ms. Pascarella, with all members present voting in favor.

Ms. Pitrelli called for nominations for Vice-President.

Ms. Pitrelli nominated Mr. Rossi

Mrs. Houk made a motion to close nominations, seconded by Ms. Pascarella.

Ms. Pitrelli called for nominations for Secretary.

Ms. Pitrelli nominated Donna Volpe. Ms. Pascarella made a motion to close nominations, seconded by Mr. DiTullio, with all members present voting in favor.

Ms. Pitrelli called for nominations for Treasurer.

Mrs. Houk nominated Ms. Pitrelli.

Mr. Rossi made a motion to close nominations, seconded by Mr. Halle with all members present voting in favor.

Ms. Pitrelli called for nominations for PSBA Liaison.

Mr. Rossi nominated Mr. Halle.

Mr. DiTullio made a motion to close nominations, seconded by Ms. Pascarella with all members present voting in favor.

President

Secretary

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XI. BOARD REORGANIZATION FOR 2020-21 (continued)

- C. Election of Officers: President, Merle Glass
Vice-President, Richard Rossi
Secretary, Donna Volpe*
Treasurer, Renee Pitrelli
PSBA Liaison, Bill Halle

(*non-voting member)

On a motion by Mr. DiTullio, seconded by Ms. Pascarella, with all members present voting in favor on roll call, the above named persons were accepted as elected officers to the Midwestern Intermediate Unit IV Board of Directors for 2020-21.

IX. ADJOURNMENT

On a motion by Mr. DiTullio, seconded by Ms. Pascarella, with all members present voting in favor, the meeting was adjourned.

President

Secretary