

MINUTES, December 13, 2023

MINUTES of December 13, 2023, MIDWESTERN INTERMEDIATE UNIT IV BOARD OF DIRECTORS

453 Maple Street, Grove City, PA 16127

Members Present: Rodney Bobby, Merle Glass, Karen Houk, Michael Lenzi, Anna Pascarella, Richard Rossi, Patty Wilson, Dr. Wayde Killmeyer, Executive Director

Others Present: Donna Volpe, Brenda Marino, Melissa Wyllie, Maureen Werwie, Charles Sapienza, Jason Williams, Teena Sipos, Steve Sheirer

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 7:02 p.m. and ending at 7:05p.m. for the discussion of personnel.

IV. Minutes of the November 15, 2023, meeting, held at Midwestern Intermediate Unit IV, 453 Maple Street, Grove City, PA 16127 was approved on a motion by Mrs. Houk, seconded by Mr. Bobby with all members present voting in favor.

V. On a motion by Ms. Pascarella, seconded by Mrs. Houk with all members present voting in favor, the agenda was approved with the following:

ADDITION: Field Experience

VI. PUBLIC PARTICIPATION

The President asked if there were any questions or comments from the public.

VII. OLD BUSINESS

On a motion by Mr. Rossi, seconded by Mr. Bobby with all members present voting in favor, MIU IV Policies **Pupils, 209.1, 210** were given second read and adopted.

President

Secretary

VIII. NEW BUSINESS

A. Financial Statements and Bills

On a motion by Mr. Bobby, 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 November 1, 2023, through November 30, 2023

1.	State and Federal Programs (Fund 10)	\$ 19,472,598.60
2.	Special Education (Fund 20)	\$ 13,770,082.00
3.	Capital Projects (Fund 30)	\$ 547,000.00
4.	Nonpublic Schools (Fund 10)	\$ 2,326,725.00
5.	IU General Fund (Fund 10)	\$ 3,829,304.00
6.	Internal Service Fund – UC/WC (Fund 70)	\$ 188,950.00
7.	Internal Service Fund – OPEB (Fund 71)	\$ 0.00
8.	OPEB Trust (Fund 73)	\$ 330,000.00
	TOTAL	\$ 40,464,659.60

BILLS November 1, 2023, through November 30, 2023

1.	General Fund (Fund 10)	\$ 2,644,519.74
	• State and Federal Programs	
	• Nonpublic School Services	
	• General Fund	
2.	Special Education (Fund 20)	\$ 910,351.80
	TOTAL	\$ 3,554,871.54

B. Updated Listing of Credit Card Corporations and Authorized Employees

On a motion by Mrs. Houk seconded by Ms. Pascarella with all members present voting in favor, The attached updated listing of credit cards and authorized employees as shown 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.

President

Secretary

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VIII. NEW BUSINESS (continued)

C. Request for Contract Authorization

On a motion by Mr. Bobby seconded by Ms. Pascarella with all members present voting in favor, the following was approved. In order to comply with PA Public School Code Section 508, approval is requested 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.

D. Resignation

On a motion by Mrs. Houk, seconded by Mr. Bobby, with all members present voting in favor, the following resignation was approved:

Special Education

Kathleen Bittner, Paraprofessional, the close of work on June 30, 2024, due to retirement.

E. Employment

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

Jillian Verelst, Secretary/Clerk, effective December 4, 2023 due to the transfer of RaeLynn Genareo to Nonpublic School Services. Her salary will be based upon High School level, Secretary/Clerk, on the 2023-2024 ESPA salary schedule. Continued employment is based upon successful completion of the probationary period.

F. Tenure

On a motion by Mrs. Houk, seconded by Ms. Pascarella with all members present voting in favor the following was approved.

It is recommended that the minutes of the December 13, 2023 Board Meeting show that tenure was granted to the following professional staff member who was hired after June 1, 1996 and has attained 3 years of satisfactory service by the end of December 2023:

Mackey, Erica

President

Secretary

MINUTES, November 15, 2023

VIII. NEW BUSINESS (continued)

G. Capital Reserve

On a motion by Mr. Bobby, seconded by Mr. Rossi, with all members present voting in favor, the following was approved.

It is recommended that the board approve the transfer of up to \$290,000 from the Capital Reserve to the General Fund upon the completion of renovations to the Special Education wing.

H. Permission to Advertise for Bids

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

Permission is requested to advertise for bids to procure window replacement for Summit Academy as approved under the ARP ESSER 2.5% Set Aside Neglected and Delinquent Grant.

I. Appointment of Treasurer

Nominations are requested for **one (1) IU board member** to fill the Board Treasurer's seat left vacant by the following person who is no longer a member of the board due to not being reelected to her district board seat.

- Renee Pitrelli, Ellwood City S.D.

Nominations

Mr. Rossi nominated Ms. Pascarella. Motion to close nominations by Mrs. Houk and seconded by Mrs. Wilson.

Appointment

It is recommended that the person named above be appointed as Treasurer to the Midwestern Intermediate Unit IV Board of Directors effective, December 13, 2023, through June 30, 2024 (at which time the reorganization meeting of officers will occur.)

On a motion by Mrs. Houk, seconded by Mr. Lenzi, with all members present voting in favor. Ms. Pascarella was appointed by the following Roll Call Vote:

President

Secretary

MINUTES, December 13, 2023

VIII. NEW BUSINESS (continued)

Mr. Bobby – yes
Mr. Glass – yes
Mrs. Houk – yes
Mrs. Wilson – yes
Mr. Lenzi – yes
Mr. Rossi – yes
Ms. Pascarella-yes

J. Field Experience

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

It is recommended that the following Penn State University student be approved for Field Experience in the Early Intervention Program from January 8, 2024, thru May 1, 2024 (150 hours) with MIU IV staff member Sarah Lewis.

Hannah Stokes

IX. ADJOURNMENT

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

President

Secretary