

MIDWESTERN INTERMEDIATE UNIT IV  
 BOARD OF DIRECTORS  
 NOTICE OF MEETING

The June meeting will be held on Wednesday, June 26, 2024, at the Midwestern Intermediate Unit IV, 453 Maple Street, Grove City, Pennsylvania at 6:00 p.m.

MEMBERS

|   |  |
|---|--|
| <b>RODNEY BOBBY</b> _____<br>Mercer         | <b>DR. MICHAEL PANZA</b> _____<br>Moniteau             |
| <b>KEVIN BOARIU</b> _____<br>Ellwood City   | <b>ANNA PASCARELLA</b> _____<br>New Castle             |
| <b>JOSEPH BOLTZ</b> _____<br>Karns City     | <b>DEBORAH ROBERSON</b> _____<br>Sharon City           |
| <b>ERIC DITULLIO</b> _____<br>Seneca Valley | <b>RICHARD ROSSI</b> _____<br>Greenville               |
| <b>MERLE GLASS</b> _____<br>Shenango        | <b>GARY SHINGLETON</b> _____<br>Butler                 |
| <b>KAREN HOUK</b> _____<br>Neshannock Twp.  | <b>PATTY WILSON</b> _____<br>Grove City                |
| <b>MICHAEL LENZI</b> _____<br>Sharpsville   | <b>DR. WAYDE KILLMEYER</b> _____<br>Executive Director |

Donna Volpe \_\_\_\_\_  
 Board Secretary

Melissa Wyllie \_\_\_\_\_  
 Director of Special Education

Brenda Marino, Esq. \_\_\_\_\_  
 Assistant to the Executive Director

Maureen Werwie \_\_\_\_\_  
 Director of Business Services

Jason Williams \_\_\_\_\_  
 Director of Technology

OTHERS

\_\_\_\_\_  
 \_\_\_\_\_

NOTICE: In case of **inclement weather**, please call MIU IV prior to your departure to hear changes, if any, to the meeting schedule.

**Toll Free 1-800-942-8035 ext. 1370 or (724) 458-6700 ext. 1370**

All delays and/or cancellations will be recorded on the phone system on the day of the event and will be updated as needed.



**VIII. NEW BUSINESS**

**A. Financial Statements and Bills**

It is recommended that the following financial statements and bills for the various IU Budgets be accepted:

FINANCIAL STATEMENTS May 1, 2024 through May 31, 2024

|    |   |                  |
|----|---|------------------|
| 1. | State and Federal Programs (Fund 10)    | \$ 21,884,420.60 |
| 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                                   | \$ 42,876,481.60 |

BILLS May 1, 2024 through May 31, 2024

|    |  |                 |
|----|--|-----------------|
| 1. | General Fund (Fund 10)                 | \$ 1,708,494.83 |
| 2. | State and Federal Programs             |                 |
| 3. | Nonpublic School Services General Fund |                 |
| 4. | Special Education (Fund 20)            | \$ 766,883.15   |
|    | TOTAL                                  | \$ 2,475,377.98 |

Motion by \_\_\_\_\_ Second by \_\_\_\_\_  
Voice Vote \_\_\_\_\_ Voting Results \_\_\_\_\_

**B. Updated Listing of Credit Card Corporations and Authorized Employees**

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.

Motion by \_\_\_\_\_ Second by \_\_\_\_\_  
Voice Vote \_\_\_\_\_ Voting Results \_\_\_\_\_

**VIII. NEW BUSINESS (continued)**

**C. Program Budgets**

The following attached program budgets are recommended for approval:

| <u>Budget</u>                                    | <u>Amount</u>    |
|--|------------------|
| PA Pre-K Counts 2023-24 Final                    | \$ 1,086,174.00  |
| PA Pre-K Counts 2024-25 Proposed                 | \$ 1,086,371.00  |
| ELECT Teen Parenting 2024-25 Proposed            | \$ 503,657.00    |
| WRAST 2024-25 Preliminary                        | \$ 123,075.00    |
| WRAST 2023-24 Final ( <i>revised</i> )           | \$ 118,134.00    |
| Homelessness 2023-24 Final ( <i>revised</i> )    | \$ 309,206.00    |
| Homelessness 2024-25 Proposed                    | \$ 290,804.00    |
| Title 1 Part A. 2023-24 Final                    | \$ 4,904,314.00  |
| IDEA-Nonpublic 2024-25 Estimated                 | \$ 220,559.00    |
| Title 1 Nonpublic 2024-25 Estimated              | \$ 392,250.00    |
| Title 1 Nonpublic 2023-24 Final                  | \$ 375,188.00    |
| Act 89 Nonpublic 2024-25 Estimated               | \$ 2,364,384.00  |
| Act 89 Nonpublic 2023-24 Final                   | \$ 2,474,350.00  |
| Early Intervention Access 2023-24 Final          | \$ 655,253.00    |
| Early Intervention Access 2024-25 Estimated      | \$ 685,389.00    |
| School Age Access 2023-24 Final                  | \$ 783,848.00    |
| School Age Access 2024-25 Preliminary            | \$ 955,811.00    |
| IDEA Component 1 Budget 2023-24 E.I.             | \$ 1,040,148.00  |
| IDEA Component 1 Budget 2024-25 Preliminary E.I. | \$ 1,038,798.00  |
| IDEA Component 2 Budget 2023-24 Final            | \$ 1,094,063.00  |
| IDEA Component 2 Budget 2024-25 Preliminary      | \$ 1,075,552.00  |
| IDEA 619 Budget 2023-24 E.I.                     | \$ 463,004.00    |
| IDEA 619 Budget 2024-25 Preliminary E.I.         | \$ 464,599.00    |
| CORE Budget 2023-24                              | \$ 5,628,487.00  |
| CORE Budget 2024-25                              | \$ 5,499,764.00  |
| Component 3 Budget 2024-25 Preliminary           | \$ 11,378,828.00 |
| Component 3 Budget 2023-24 Final                 | \$ 11,537,642.00 |
| Transportation Budget 2023-24                    | \$ 73,282.00     |
| Transportation Budget 2024-25                    | \$ 77,007.00     |
| State E.I. Budget 2024-25                        | \$ 9,260,664.00  |
| State E.I. Budget 2023-24                        | \$ 8,732,339.00  |

Motion by \_\_\_\_\_ Second by \_\_\_\_\_  
Voice Vote \_\_\_\_\_ Voting Results \_\_\_\_\_

**D. Request for Contract Authorization**

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.

Motion by \_\_\_\_\_ Second by \_\_\_\_\_  
Voice Vote \_\_\_\_\_ Voting Results \_\_\_\_\_

**VIII. NEW BUSINESS (continued)**

**E. Employment**

The following persons are recommended for employment in the positions as indicated below:

Special Education

Makayla Guntrum, Floating Substitute Teacher, effective July 22, 2024 and ending the 2024-2025 school year. Her salary will be set at 92%, Bachelor's, Step 1 on the PSEA 2024-2025 salary schedule. She will be issued a Temporary Professional Contract for 2024-2025 school year.

~~Megan Brandan, Paraprofessional, effective August 7, 2024 to fill the vacancy created by David Carfang's resignation. Her salary will be based on Bachelor level, Paraprofessional, on the 2024-2025 ESPA salary schedule. Continued employment is contingent upon successful completion of the probationary period.~~

Joshua Neal, Special Education Teacher, effective June 24, 2024 due to the retirement of Katie Dietz. His salary will be based on Step 1, Bachelor's degree, on the 2023-2024 PSEA salary schedule. He will be issued a Temporary Professional contract.

Motion by \_\_\_\_\_ Second by \_\_\_\_\_  
Voice Vote \_\_\_\_\_ Voting Results \_\_\_\_\_

**F. Tenure**

It is recommended that the minutes of the June 26, 2024 Board Meeting show that tenure was granted to the following professional staff members who were hired after June 1, 1996 and have attained 3 years of satisfactory service by the end of June 2024:

Chrostowski, Carly  
Gagliano, Darin  
Harris, Micaela

Motion by \_\_\_\_\_ Second by \_\_\_\_\_  
Voice Vote \_\_\_\_\_ Voting Results \_\_\_\_\_

**G. Stipend**

It is recommended that Shawn Hedglin, Maintenance Technician, receive \$500 on the July 14th pay and \$500 on the July 29th pay for extra duties assigned while the Coordinator of Buildings and Grounds is on leave.

Motion by \_\_\_\_\_ Second by \_\_\_\_\_  
Voice Vote \_\_\_\_\_ Voting Results \_\_\_\_\_

**VIII. NEW BUSINESS** (continued)

**H. Policy Review**

It is recommended that the following MIU IV Policies: **Finances, 601, 602, 603, 604, 608, 609, 612, 613, 614, 615, 616, 619, 620**, be given a first read and tentative approval.

Motion by \_\_\_\_\_ Second by \_\_\_\_\_  
Voice Vote \_\_\_\_\_ Voting Results \_\_\_\_\_

**I. Permission to Advertise for Bids**

Permission to advertise for bids is requested for the use of facilities for the 2025 State Parent Advisor Council Annual Conference.

Motion by \_\_\_\_\_ Second by \_\_\_\_\_  
Voice Vote \_\_\_\_\_ Voting Results \_\_\_\_\_

**J. Bid Award- Transportation**

Bids were reviewed following the bid deadline on June 3, 2024 at 10:00 a.m. for transportation services for students with disabilities in Butler, Lawrence and Mercer Counties as needed for the time period of September 1, 2024 through August 31, 2026. It is recommended that the total bid award be made to Watson's Inc.

Motion by \_\_\_\_\_ Second by \_\_\_\_\_  
Voice Vote \_\_\_\_\_ Voting Results \_\_\_\_\_

**K. Days Beyond Contracted School Year**

Approval is recommended for staff to work extra days beyond the 2023-2024 contract year at their per diem salary pro-rated for actual time worked:

Special Education: Listing of Special Education (staff attached.)

Motion by \_\_\_\_\_ Second by \_\_\_\_\_  
Voice Vote \_\_\_\_\_ Voting Results \_\_\_\_\_

**L. Employment – Administration Authorization**

Authorization is requested 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 27, 2024 through August 6, 2024. Persons so employed shall be presented to the Board for ratification of action at its next regular monthly meeting on August 7, 2024.

Motion by \_\_\_\_\_ Second by \_\_\_\_\_  
Voice Vote \_\_\_\_\_ Voting Results \_\_\_\_\_

**VIII. NEW BUSINESS (continued)**

**M. Contract Authorization – Executive Director**

It is recommended that the Executive Director be 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 2024-2025 school year.

Motion by \_\_\_\_\_ Second by \_\_\_\_\_  
Voice Vote \_\_\_\_\_ Voting Results \_\_\_\_\_

**N. Appointment of Labor Counsel**

It is recommended that Mark Wassell of Knox, McLaughlin, Gornall & Sennett, P.C., Erie, PA be reappointed as labor counsel for MIU IV from July 1, 2024 through June 30, 2025 at a rate of \$230 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.

Motion by \_\_\_\_\_ Second by \_\_\_\_\_  
Voice Vote \_\_\_\_\_ Voting Results \_\_\_\_\_

**O. Appointment of Solicitor**

It is recommended that Charles Sapienza of Law Offices of Charles Sapienza, New Castle, PA be appointed as Solicitor of MIU IV effective July 1, 2024 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.

Motion by \_\_\_\_\_ Second by \_\_\_\_\_  
Voice Vote \_\_\_\_\_ Voting Results \_\_\_\_\_

**VIII. NEW BUSINESS (continued)**

**P. Unemployment Compensation Risk and Claims Management**

It is recommended 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, 2024 and ending upon a cancellation notice by either party ninety (90) days before June 30, 2025. Services of the PSBA BUCS Comprehensive program include:

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

The 2024-2025 Claim Stop Loss Point \$114,953.65

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  |
| 2020-2021 claims billed and paid | \$ 12,355.28  |
| 2021-2022 claims billed and paid | \$ 27,460.31  |
| 2022-2023 claims billed and paid | \$ 16,632.00  |
| 2023-2024 claims billed and paid | \$ 2,503.77   |

Motion by \_\_\_\_\_ Second by \_\_\_\_\_  
Voice Vote \_\_\_\_\_ Voting Results \_\_\_\_\_



**VIII. NEW BUSINESS (continued)**

**Q. Budget Transfers**

The administration is requesting authorization to make any budget transfers necessary to close the 2023-2024 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.

Motion by \_\_\_\_\_ Second by \_\_\_\_\_  
Voice Vote \_\_\_\_\_ Voting Results \_\_\_\_\_

**R. 2024-2025 Health, Dental & Vision Plan Employer Funding Rates**

It is recommended that the following employer monthly funding rates for health, dental and vision benefit plans for the 2024-2025 fiscal year be approved:

| <b>Benefit Plan</b> | <b>ESPA</b> | <b>PSEA</b> | <b>Act 93</b> | <b>Non-Act 93</b> |
|---------------------|-------------|-------------|---------------|-------------------|
| <b>HEALTH</b>       |             |             |               |                   |
| Single              | \$ 750.79   | \$ 750.79   | \$ 750.79     | \$ 750.79         |
| Parent & Child(ren) | \$ 1,351.42 | \$ 1,351.42 | \$ 1,351.42   | \$ 1,351.42       |
| Employee & Spouse   | \$ 1,651.78 | \$ 1,651.78 | \$ 1,651.78   | \$ 1,651.78       |
| Family              | \$ 2,252.44 | \$ 2,252.44 | \$ 2,252.44   | \$ 2,252.44       |
| <b>DENTAL</b>       |             |             |               |                   |
| Single              | \$ 31.46    | \$ 31.46    | \$ 31.46      | \$ 31.46          |
| Parent & Child(ren) | \$ 52.53    | \$ 52.53    | \$ 52.53      | \$ 52.53          |
| Employee & Spouse   | \$ 62.87    | \$ 62.87    | \$ 62.87      | \$ 62.87          |
| Family              | \$ 78.61    | \$ 78.61    | \$ 78.61      | \$ 78.61          |
| <b>VISION</b>       |             |             |               |                   |
| 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          |

Motion by \_\_\_\_\_ Second by \_\_\_\_\_  
Voice Vote \_\_\_\_\_ Voting Results \_\_\_\_\_

**S. Naming of Depositories**

It is recommended that PNC Bank, First National Bank, PA Local Government Investment Trust/Wells Fargo Bank, PA School District Liquid Asset Fund/PNC Bank, Pennsylvania Invest/Wells Fargo Bank, and US Bank be named as depositories for MIU IV funds for 2024-2025.

Motion by \_\_\_\_\_ Second by \_\_\_\_\_  
Voice Vote \_\_\_\_\_ Voting Results \_\_\_\_\_

**VIII. NEW BUSINESS (continued)**

**T. Investment of Funds**

It is recommended that the Director of Business Services and/or the Executive Director be authorized to invest MIU IV funds during the 2024-2025 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.

Motion by \_\_\_\_\_ Second by \_\_\_\_\_  
Voice Vote \_\_\_\_\_ Voting Results \_\_\_\_\_

**U. Payment of Accounts Payable**

Authorization is requested for the administration to make payment when due in 2024-2025 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.

Motion by \_\_\_\_\_ Second by \_\_\_\_\_  
Voice Vote \_\_\_\_\_ Voting Results \_\_\_\_\_

**V. Facsimile Signature Plate**

It is recommended that the Board authorize 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 2024-2025 should the need arise.

Motion by \_\_\_\_\_ Second by \_\_\_\_\_  
Voice Vote \_\_\_\_\_ Voting Results \_\_\_\_\_

**W. Executive Director Travel**

Authorization is requested to approve job-related travel in accordance with MIU IV Board Policy 331. Job-Related Expenses for the Executive Director from July 1, 2024, through June 30, 2025.

Motion by \_\_\_\_\_ Second by \_\_\_\_\_  
Voice Vote \_\_\_\_\_ Voting Results \_\_\_\_\_

**IX. BOARD REORGANIZATION FOR 2024-2025**

*Reference Note: 2023-2024 Board Officers*

*President, Merle Glass*

*Vice-President, Richard Rossi*

*Secretary, Donna Volpe\**

*Treasurer, Anna Pascarella*

*PSBA Liaison, Eric DiTullio*

(\*non-voting member)

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

\_\_\_\_\_ nominates \_\_\_\_\_

Motion to close nomination by \_\_\_\_\_

Second by \_\_\_\_\_ Voice Vote \_\_\_\_\_

- B.** The Temporary Chairperson should call for nominations for President, Vice-President, Secretary, Treasurer, and PSBA Liaison. Ballots will be used if more than one nomination is received for an office.

**Nominations for President:**

\_\_\_\_\_ nominates \_\_\_\_\_

\_\_\_\_\_ nominates \_\_\_\_\_

Motion to close nomination by \_\_\_\_\_

Second by \_\_\_\_\_ Voice Vote \_\_\_\_\_

**Nominations for Vice President:**

\_\_\_\_\_ nominates \_\_\_\_\_

\_\_\_\_\_ nominates \_\_\_\_\_

Motion to close nomination by \_\_\_\_\_

Second by \_\_\_\_\_ Voice Vote \_\_\_\_\_

**Nominations for Secretary:**

\_\_\_\_\_ nominates \_\_\_\_\_

\_\_\_\_\_ nominates \_\_\_\_\_

Motion to close nomination by \_\_\_\_\_

Second by \_\_\_\_\_ Voice Vote \_\_\_\_\_

**IX. BOARD REORGANIZATION FOR 2024-2025 (continued)**

**Nominations for Treasurer:**

\_\_\_\_\_ nominates \_\_\_\_\_

\_\_\_\_\_ nominates \_\_\_\_\_

Motion to close nomination by \_\_\_\_\_

Second by \_\_\_\_\_ Voice Vote \_\_\_\_\_

**Nominations for PSBA Liaison:**

\_\_\_\_\_ nominates \_\_\_\_\_

\_\_\_\_\_ nominates \_\_\_\_\_

Motion to close nomination by \_\_\_\_\_

Second by \_\_\_\_\_ Voice Vote \_\_\_\_\_

**C. Election of Officers as determined by nominations received (or counted ballot results if applicable).**

**President** \_\_\_\_\_

**Vice President** \_\_\_\_\_

**Secretary** \_\_\_\_\_

**Treasurer** \_\_\_\_\_

**PSBA Liaison** \_\_\_\_\_

It is recommended that the persons named above be accepted as the elected officers to the Midwestern Intermediate Unit IV Board of Directors for 2024-2025.

Motion by \_\_\_\_\_ Second by \_\_\_\_\_

Roll call Vote \_\_\_\_\_ Voting Results \_\_\_\_\_

**X. ADJOURNMENT**

Motion by \_\_\_\_\_ Second by \_\_\_\_\_

Voice Vote \_\_\_\_\_ Voting Results \_\_\_\_\_