

MINUTES, October 25, 2023

MINUTES of October 25, 2023, MIDWESTERN INTERMEDIATE UNIT IV BOARD OF DIRECTORS

453 Maple Street, Grove City, PA 16127

Members Present: Rodney Bobby, Eric DiTullio, Merle Glass, Tara Hackwelder, Karen Houk, Debra Miller, Anna Pascarella, Renee Pitrelli, Deborah Roberson, Richard Rossi, and Dr. Wayde Killmeyer, Executive Director.
Others Present: Donna Volpe, Brenda Marino, Melissa Wyllie, Maureen Werwie,

The meeting was called to order by the President.

II. Roll call by the Secretary showed ten members present.

III. The President called for an Executive Session beginning at 6:34 p.m. and ending at 7:05 p.m. for the discussion of personnel.

IV. Minutes of the September 27, 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. DiTullio with all members present voting in favor.

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

VI. PUBLIC PARTICIPATION

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

VII. OLD BUSINESS

- *Brenda Marino, Assistant to the Executive Director*, update of the Midwestern Intermediate Unit IV Health & Safety Plan 2023-24.
- *Jason Williams, Director of Technology*, update on the Central Office building renovations.

President

Secretary

VIII. NEW BUSINESS

A. **Financial Statements and Bills**

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

FINANCIAL STATEMENTS September 1, 2023, through September 20, 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 September 1, 2023, through September 30, 2023

1.	General Fund (Fund 10)	\$ 4,089,273.13
	• State and Federal Programs	
	• Nonpublic School Services	
	• General Fund	
2.	Special Education (Fund 20)	\$ 788,437.91
TOTAL		\$ 4,877,711.04

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

On a motion by Mr. DiTullio seconded by Mrs. Houk 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 Mr. DiTullio 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. Resignations

On a motion by Mr. DiTullio, seconded by Mr. Bobby, with all members present voting in favor, the following resignations were approved:

Special Education

Elizabeth Gahr, Speech and Language Therapist, effective the close of work on December 31, 2023, due to retirement.

Kathy Diegan, Special Education Teacher, effective the close of work on October 13, 2023, due to retirement.

Nonpublic School Services

Brittany Buzzard, Nonpublic School Services School Counselor, effective the close of work on October 11, 2023.

Donna Benson, Nonpublic School Services School Counselor, effective the close of work on January 9, 2024, due to retirement.

E. Employment

On a motion by Mr. DiTullio, seconded by Mrs. Hackwelder with all members present voting in favor, the following employments were approved.

Nonpublic School Services

Elizabeth Musulin, Nonpublic School Services Resource Teacher, effective upon her release from her current employer due to the transfer of Kelly Whiting. Her salary will be based on Step 12, Masters + 15, on the 2023-2024 PSEA salary schedule. Employment will be contingent upon her receiving a Special Education certification through the Pennsylvania Department of Education. She will be issued a Professional contract.

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VIII. NEW BUSINESS (continued)

E. Employment (continued)

Laura Kleemook, Nonpublic School Services School Counselor, effective upon her release from her current employment due to the resignation of Brittany Buzzard. Her pay will be based on Step 5, Masters, on the 2023-2024 PSEA salary schedule. She will be issued a Professional Contract.

F. Job Description Revision

On a motion by Mr. DiTullio, seconded by Mr. Bobby with all members present voting in favor, the attached Job Description for Nonpublic School Services School Counselor was approved.

G. Salary Adjustment

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

It is recommended that Braelene Miller, Outreach Homeless Specialist, salary be increased from \$37,132 to \$43,000 effective October 26, 2023, due to an increase in caseload and additional job duties/responsibilities.

H. Policy Review

On a motion by Mr. DiTullio, seconded by Mr. Bobby with all members present voting in favor the following policies were given second read and adopted.
Pupils, #207,209 212,218.1,218.2,219,221,224,231.

I. Permission to Advertise for Bids – Joint Purchasing

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

Permission is requested to advertise for bids for the 2024 Joint Purchasing Program, which includes school supplies, athletic supplies, maintenance supplies, medical supplies and copy paper.

IX. ADJOURNMENT

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

President

Secretary