

2024-03-26 WIU REGULAR BOARD MEETING

03/26/2024 [07:00 PM-10:00 PM] @ Fort Ligonier & Twin Lakes Rooms

2024-03-26 MINUTES

Roll Call

Present: Bill Bojalad, Jennifer Bretz, Catherine Fike, Sharon Mauck, Janis Niemiec, Rachel Ramsey, Jenna Rowe, Daniel Schall, Bradley Toman, Joseph Vella, John Weinman, Sarah Yurga

Absent: Traci Eshelman Ramey, Ruth Bisko, Dallas Leonard, Heather Shearer, Nikki Watson

Administrators/Solicitor: Dr. Jason A. Conway, Dr. Matthew Thomas, Krystal Edwards, Tim Hammill, Christie Ridenour

1. Opening Exercises

1.a. Call to Order

The president will issue the following statement: "This meeting may be recorded and there is no expectation of privacy."

Minutes

Vice President Jennifer Bretz called the meeting to order at 7:09 p.m. followed by the statement that this meeting may be recorded and there is no expectation of privacy.

1.b. Pledge of Allegiance



1.c. Roll Call

Minutes

12 Present - 5 Absent

Present - Bretz, Bojalad, Fike, Mauck, Niemiec, Ramsey, Rowe, Schall, Toman, Vella, Weinman, Yurga

Absent - Leonard, Bisko, Ramey, Shearer, Watson

2. Executive Session Announcement

Minutes

Vice President Bretz announced that an executive session was held prior to this meeting from 6:45 p.m. - 7:08 p.m. for contractual and personnel matters.

3. Citizen Comments on Agenda Items

If you wish to address any item on the Agenda, please pick up a 3 x 5 card from the counter located inside the entrance to the meeting room. Put your full name and address on this card along with the agenda item (i.e. - SB-2324-003) you wish to address, then submit the card to the Board Secretary. (Comments on unrelated Agenda items will be entertained at the end of the meeting.) At the appropriate time, the President of the Board of Directors will recognize you to state your comment. The Board requests that those wishing to address the board during public comment observe a three-minute time limit. A spokesperson should be appointed in the case of a group presentation.

Minutes

None

4. Correspondence

None

Minutes

None

5. Approval of Minutes

To approve the minutes of the February 27, 2024 meeting.

Attachments

Minutes.6.February 27 2024.pdf

Motion:

Second:

Action:

Minutes

1st-Mr. Toman, 2nd-Ms. Mauck

Voice vote - All in favor - Motion carried

6. Financial Reports

Are there any motions that need pulled for discussion?

Discussion

To approve **FR-2324-025** through **FR-2324-027**.

Voice Vote

Motion: Second: Action:

Minutes

1st-Mr. Bojalad, 2nd-Ms. Yurga

Voice vote - All in favor - Motions carried

6.a. Treasurer's Report

Attachments

FR-2324-025 February 2024 FNB Account Treasurers Report.pdf

6.b. Payment of Bills

Attachments

FR-2324-026 BillsPayable 02-16_03-15-2024.pdf

6.c. Ratification of Investments

Attachments

FR-2324-027 interest 23-24 feb.pdf

7. WIU Foundation

7.a. Ms. Janis Niemiec and Ms. Sarah Yurga-Board Representatives & Mrs. Luann Murtha-President

Minutes

Ms. Niemiec reported that the Bingo event was a huge success and raised \$8,300.00.

7.b. Dates to Remember

Champions of Art - April 13, 2024 at 11:00 AM, WIU Fred Rogers Room

WIU Foundation Meeting - May 14, 2024 at 7:30 AM

Minutes

Dr. Conway reminded board members of the Champions of Art event and the next meeting date.

8. Board Committee Reports

Executive Services - Dallas Leonard, President

Members: Jennifer Bretz, Vice President + Committee Chairpersons

Curriculum Services - Traci Eshelman Ramey, Chairperson

Members: Sharon Mauck, Rachel Ramsey, Jay Weinman

Financial Services - Sarah Yurga, Chairperson

Members: Ruth Bisko, Bill Bojalad, Dan Schall

Student Services - Catherine Fike, Chairperson

Members: Janis Niemiec, Heather Shearer, Bradley Toman

Technology and Innovation Services - Joseph Vella, Chairperson

Members: Jenna Rowe, Nikki Watson

Minutes

None

9. Executive Director Report

9.a. AESA BSF Workshop-Wednesday, June 19 & Thursday, June 20

9.b. Review IU Board Election Process-Ridenour

Minutes

Board Secretary Christie Ridenour explained the election process and asked board members to encourage their district board to vote.

9.c. All WIU Staff Celebration Inservice Day-Wednesday, March 28

9.c.a. AM-St. Vincent-Fred Rogers Center

9.c.b. PM-Rachel's Challenge Chain Reaction-Kindness Ambassador Training

10. Old Business

10.a. OB-2324-002

Motion to take agenda item **SB-2324-027** off the table.

Discussion

Voice Vote

Motion:

Second:

Action:

Minutes

1st-Ms. Yurga, 2nd-Ms. Niemiec

Voice vote - All in favor - Motion carried

10.b. SB-2324-027

Policy 620-Fund Balance (Second Reading)

Attachments

SB-2324-027-Policy 620-Fund Balance (Second Reading).pdf

Discussion

Voice Vote

Motion: Second: Action:

Minutes
1st-Mr. Vella, 2nd-Ms. Niemiec
Voice vote - All in favor - Motion carried

11. Executive Services

11.a. Executive Services

Discussion

Motion to approve **ES-2324-004**.

Voice Vote

Motion: Second: Action:

Minutes
1st-Ms. Mauck, 2nd-Ms. Rowe
Voice vote - All in favor - Motion carried

11.a.a. ES-2324-004

To ratify a Memorandum of Understanding with the Association of Educational Service Agencies (AESA) to provide a Business Strategy Framework workshop on June 19 & 20, 2024, at the cost of \$12,500.00 plus reasonable travel expenses. The MOU allows for the WIU to generate revenue by allowing outside educational service agencies to attend.

Attachments

ES-2324-004-2024-03-18-AESA-MOU-BSF-Westmoreland IU - 3.24 - signed - Signed.pdf

11.b. Human Resource Services

Are there any motions that need pulled for discussion?

Discussion

Motion to approve **HR-2324-063** through **HR-2324-071**.

Roll Call

Motion: Second: Action:

Minutes
1st-Ms. Yurga, 2nd-Mr. Bojalad
Roll Call - Yes-12, No-0, Absent-5 - Motions carried
Yes - Bojalad, Fike, Mauck, Niemiec, Ramsey, Rowe, Schall, Toman, Vella, Weinman, Yurga, Bretz
No - None
Absent - Bisko, Ramey, Shearer, Watson, Leonard

11.b.a. HR-2324-063

To ratify/approve the following resignation(s)/retirement(s):

<u>Name</u>	<u>Position</u>	<u>Effective end of day</u>	<u>Type</u>
Allison Coleman	Speech and Language Pathologist	June 28, 2024	Transfer of Entity/ Resignation
Joy Grandi	eAcademy Teacher	June 28, 2024	Retirement
Colby Kelly	eAcademy Teacher	June 28, 2024	Resignation
Amanda Nimick	Teacher	March 8, 2024	Resignation
Koren Shelvey	Teacher	March 8, 2024	Resignation

11.b.b. HR-2324-064

To ratify the following leave request:

Intermittent Family Medical Leave

- a. Employee #134333, beginning March 5, 2024
- b. Employee #136450, beginning March 1, 2024

11.b.c. HR-2324-065

To approve the employment of one (1) Full-time Accounts Receivable and Benefits Specialist, pending satisfactory completion of all pre-employment requirements. Salary prorated if necessary.

<u>Name</u>	<u>Salary</u>	<u>Start Date</u>	<u>Type</u>	<u>Location</u>
Maryssa Matichko	\$48,000.00	April 2, 2024	NA	Administration

Attachments

11.b.d. HR-2324-066

To approve the employment of four (4) Full-time Speech and Language Pathologists, pending satisfactory completion of all pre-employment requirements. Salary prorated if necessary.

<u>Name</u>	<u>Salary</u>	<u>Step</u>	<u>Start Date</u>	<u>Type</u>	<u>Location</u>
Hannah Marr	\$50,845.00	M1	To be determined	EI	Itinerant
Taylor Riazzi	\$50,845.00	M1	To be determined	EI	Itinerant
Kaeli Verbrugge	\$50,845.00	M1	To be determined	EI	Itinerant
Sarah Vreibel	\$51,295.00*	M1	To be determined	EI	Itinerant

*Please note: The salary difference is because this employee will not start until the 2024-2025 school year.

Attachments

11.b.e. HR-2324-067

To ratify the employment of one (1) Full-time Personal Care Assistant, pending satisfactory completion of all pre-employment requirements. Salary prorated if necessary.

<u>Name</u>	<u>Salary</u>	<u>Start Date</u>	<u>Type</u>	<u>Location</u>
Brianna Jordan	\$14.10 per hour	March 4, 2024	SA	Clairview School

Attachments

11.b.f. HR-2324-068

To approve the employment of one (1) Part-time Personal Care Assistant, pending satisfactory completion of all pre-employment requirements. Salary prorated if necessary.

<u>Name</u>	<u>Salary</u>	<u>Start Date</u>	<u>Type</u>	<u>Location</u>
Kailyn Harper	\$14.10 per hour	To be determined	SA	Clairview School

Attachments

11.b.g. HR-2324-069

To approve the return to the regular assignment of Samantha Grady from Technology Support Technician to Student Services Support Secretary, effective March 11, 2024.

11.b.h. HR-2324-070

To ratify the completed probationary period for Emily Millward, who is entitled to benefits as of March 18, 2024.

11.b.i. HR-2324-071

Be it resolved that the following Temporary Professional Employee has earned status as a Professional Employee, pursuant to satisfactory service during the probationary period of the Intermediate Unit. Be it further resolved that notice of the attainment of this status shall be sent via written notification to the employee. With the attainment of this status, a professional employee contract may be tendered to the employee listed below, as per 24 P.S. § 11-1108(b)(3):

- Dr. Haley Noonan

11.c. Technology Services

Discussion

Motion to approve **TS-2324-013**.

Voice Vote

Motion: Second: Action:

Minutes

Mauck: Out-7:28 p.m.

1st-Mr. Schall, 2nd-Mr. Weinman

Voice vote - All in favor - Motion carried

11.c.a. TS-2324-013

To approve the purchase of the CISCO Enterprise Services from Presidio on behalf of a consortium of 13 school entities, at the cost of \$159,299.65. Those school entities include:

- Belle Vernon Area
- Derry Area

- Diocese of Greensburg
- Greater Latrobe
- Greensburg Salem
- Jeannette City
- Ligonier Valley
- Monessen City
- Mt. Pleasant Area
- Nen Kensington-Arnold
- Northern Westmoreland CTC
- Norwin
- Westmoreland Intermediate Unit

Attachments

- TS-2324-013-CISCO Services Consortium Purchasing-Signed Quotes.pdf
- TS-2324-013-Presidio-WIU7-Ala Cart-Additional Year of Umbrella and Firewall Subs 2001724050331-05.pdf

12. Curriculum Services

Are there any motions need pulled for discussion?

Discussion

Motion to approve **CS-2324-015** through **CS-2324-016**.

Voice Vote

Motion: Second: Action:

Minutes

1st-Ms. Ramsey, 2nd-Ms. Yurga

Voice vote - All in favor - Motions carried

Mauck: In-7:30 p.m.

12.a. CS-2324-015

To ratify the agreement with Riverview IU6 STEM in PA Agreement for the 2023-2024 school year.

Attachments

- CS-2324-015 Riverview IU STEM in PA Agreement - Completed (1) - Signed.pdf

12.b. CS-2324-016

To approve the Accelerate Education Renewal Quote.

Attachments

CS-2324-016 Accelerate Education - WIU Renewal Quote_24-25 - Preview.pdf

13. Financial Services

Are there any motions need pulled for discussion?

Discussion

Motion to approve **FS-2324-034** through **FS-2324-040**.

Voice Vote

Motion: Second: Action:

Minutes

1st-Mr. Bojalad, 2nd-Ms. Mauck

Voice vote - All in favor - Motions carried

13.a. FS-2324-034

To approve the 2024-2025 General Operating Budget (Program of Services) totaling \$7,722,872.12.

Attachments

FS-2324-034a 2024-25-General Operating Budget Presentation - Board Presentation.pdf
FS-2324-034b 2024-25-General Operating Budget Presentation.pdf
FS-2324-034c 2024-25 - General Op Revenue - For Districts.pdf
FS-2324-034d 2024-25 - General Op Expenses - For Districts.pdf

13.b. FS-2324-035

To ratify pay application #3 with SSM Industries, Inc., in the amount of \$114,414.29 in conjunction with the HVAC project at Greensburg Central Catholic, paid for with EANS II funds.

Attachments

FS-2324-035 SSM Pay App #3 Draw Approved.pdf

13.c. FS-2324-036

To ratify the Agreement with PSBA Insurance to participate in the BUCS Comprehensive Unemployment Compensation System.

Attachments

FS-2324-036 PSBA Insurance BUCS Comprehensive Program.pdf

13.d. FS-2324-037

To approve the purchase of a 2023 Ford Box Truck with Steel Rail Gate in the amount of \$70,985.00 from John Meegan Ford, with \$50,000.00 down and the remaining finance for 36 months at approximately \$681.00 per month.

Attachments

FS-2324-037 John Meegan Ford quote box truck.pdf

13.e. FS-2324-038

To award the Joint Purchasing Multi-Purpose Paper Bid for 2024-2025 to Contract Paper.

Attachments

FS-2324-038 JP Bid Tabulation Worksheet 2024-25.pdf

13.f. FS-2324-039

To accept the letter of engagement with GRB Law (Attorney Jaime Doherty) for Special Counsel.

Attachments

FS-2324-039 Westmoreland Intermediate Unit _ 7 Engagement Letter(2298222.1).pdf

13.g. FS-2324-040

To ratify Change Order 006 for \$638.31 with SSM Industries in conjunction with Greensburg Central Catholic HVAC Project, paid for with EANS II funds.

Attachments

FS-2324-040 Change Order 006 - GCC Project.pdf

14. Student Services

Are there any motions that need pulled for discussion?

Discussion.

Motion to approve **SS-2324-040** through **SS-2324-046**.

Voice Vote

Motion: Second: Action:

Minutes

1st-Ms. Ramsey, 2nd-Mr. Bojalad

Voice vote - All in favor - Motions carried

14.a. SS-2324-040

To ratify the Vendor Agreement with Jigsaw Learning, LLC d/b/a TeachTown and PAIU for consortium pricing, effective February 1, 2024.

Attachments

SS-2324-040 PAIU-TeachTown Vendor Agreement - Preview.pdf

14.b. SS-2324-041

To approve the attached Resolution altering/curtailing the Learning Support program located in the Belle Vernon Area School District.

Attachments

SS-2324-041-Resolution.pdf

14.c. SS-2324-042

Be it resolved that the Board of Directors of the Westmoreland Intermediate Unit hereby approves the transfer of the following Kiski Area School District speech-language caseload associated with the following full-time therapists as a unit from the Westmoreland Intermediate Unit as required under the Transfer of Entities provisions of Section 1113 of the Pennsylvania School code, Act No. 25 of 1991:

Erin Fiore
Renee Kozielec

Be it further resolved, that this curtailment and alteration of the educational program of the Westmoreland Intermediate Unit has been taken over on the request of the Kiski Area School District, at the recommendation of the Executive Director of the Westmoreland Intermediate Unit, and the same has been duly submitted for approval to the Pennsylvania Department of Education as the same conforms with the standards of the organization or educational activities required by law or recommended by said Department of Education and said approval is pending.

Attachments

SS-2324-042-2024-03-22-Kiski Area SD Motion Passed-Transfer of Enitivity.pdf

14.d. SS-2324-043

Be it resolved that the Board of Directors of the Westmoreland Intermediate Unit hereby approves the transfer of the following Mount Pleasant Area School District speech-language caseload associated with the following full-time therapists as a unit from the Westmoreland Intermediate

Unit as required under the Transfer of Entities provisions of Section 1113 of the Pennsylvania School code, Act No. 25 of 1991:

Valerie Arrigo
Sharon Fedorski
Deborah Wilson

Be it further resolved, that this curtailment and alteration of the educational program of the Westmoreland Intermediate Unit has been taken over on the request of the Mount Pleasant Area School District, at the recommendation of the Executive Director of the Westmoreland Intermediate Unit, and the same has been duly submitted for approval to the Pennsylvania Department of Education as the same conforms with the standards of the organization or educational activities required by law or recommended by said Department of Education and said approval is pending.

Attachments

SS-2324-043 2024-03-06-Mount Pleasant SD Motion Passed-Transfer of Entity.pdf

14.e. SS-2324-044

To approve a Work Discovery site agreement at the location specified in the agreement.

Attachments

SS-2324-044 Work Discovery AGREEMENT - LA Fitness - Preview.pdf

14.f. SS-2324-045

To approve an Educator and Clinician Preparation Field Experience Agreement with Indiana University of Pennsylvania to designate WIU locations as field experience sites, effective March 26, 2024 through March 25, 2029.

Attachments

SS-2324-045 IUP Educator and Clinician Preparation Field Experience Agreement - Signed v5.pdf

14.g. SS-2324-046

To approve an Affiliation Agreement with The University of Akron to designate WIU locations for clinical education program sites, effective March 26, 2024, pending Solicitor review.

Attachments

SS-2324-046 The University of Akron Affiliation Agreement - PSR.pdf

15. School Board

16. Board Policy First Readings

Board Policy First Readings

17. Board Operations Guidelines First Readings

Board Operations Guidelines First Readings

18. Board Policy Administrative Regulations

The following administrative regulations were developed to implement procedures approved in Board Policies. They are listed for informational purposes and do not require Board approval.

19. Comments by Citizens in Attendance

If you wish to address the Board of Directors for any item on the Agenda or not, please pick up a 3 x 5 card from the counter located inside the entrance to the meeting room. Put your full name and address on this card along with the agenda item/topic (i.e. - SB-2324-003) you wish to address, then submit the card to the Board Secretary. At the appropriate time, the President of the Board of Directors will recognize you and ask you to state your comment. The Board requests that those wishing to address the board during public comment observe a three-minute time limit. A spokesperson should be appointed in the case of a group presentation.

20. Comments by WIU Board of Directors

Open Board Discussion Forum

21. Adjournment

Motion:

Second:

Action:

Minutes

1st-Mr. Weinman, 2nd-Ms. Rowe

Voice vote - All in favor - Motion carried

The meeting adjourned at 7:37 p.m.

Jennifer Bretz,
Vice President

Christie Ridenour,
Secretary



WESTMORELAND INTERMEDIATE UNIT
102 EQUITY DRIVE, GREENSBURG, PENNSYLVANIA 15601-7190
PHONE: 724-836-2460

Wednesday, May 1, 2024

School Services Office
Office of Elementary and Secondary Education
Pennsylvania Department of Education
Forum Building
607 South Drive
Harrisburg PA 17120

VIA EMAIL: RA-PDE-SchoolService@pa.gov

To Whom It May Concern:

I am writing to inform the Pennsylvania Department of Education of our decision to curtail a specific educational program at the intermediate unit level, effective July 1, 2024. This decision is being made in accordance with the regulations set forth by the department, particularly with respect to conforming with educational activities required by law.

The program in question is three (3) learning support classrooms, currently being operated by the Westmoreland Intermediate Unit in the Belle Vernon Area School District. The program is being curtailed so that it may be directly operated within the scope of BVASD's special education plan. This strategic realignment is aimed at better addressing the least restrictive environment for students with special needs. By consolidating the operation of this program under the school district's plan, the school district can more effectively ensure that students receive the support they need in an inclusive educational environment.

I assure you that this decision has been made after careful consideration of the relevant regulations and legal requirements. A copy of the board minutes is attached to this letter.

We remain committed to providing high-quality education to all students while upholding legal standards and promoting inclusivity. Should you require any further information or clarification regarding this matter, please do not hesitate to contact me.

Thank you for your attention to this matter.

A handwritten signature in cursive script that reads "Jason A. Conway". The signature is written in dark ink and includes a small checkmark at the end.

Jason A. Conway, Ed.D.
Executive Director

Enclosures

SS-2324-041-Resolution

WHEREAS, the Board of the Westmoreland Intermediate Unit through its Executive Director and Administration has an ongoing responsibility to look at staffing levels, curriculum and delivery of its educational programs; and

WHEREAS, the Executive Director and Administration have reviewed the delivery of its educational programs regarding its Learning Support program; and

WHEREAS, as a result of same, upon the recommendation of the Executive Director, the Board of Directors will entertain a Motion as follows:

Motion by Ms. Rachel Ramsey, seconded by Mr. William Bojalad, on recommendation of the Executive Director of the Westmoreland Intermediate Unit, in accordance with Section 1124.2 of the Pennsylvania Public School Code of 1949, as amended, in order to promote a more effective and efficient educational program and to conform with standards of reorganization, to approve alteration/curtailment of the educational program to approve the elimination/discontinuation of the following:

1. The elimination of three (3) full time Learning Support positions at the end of the 2023-2024 school term. The affected employees are Mary Beth Burkley, Colleen Martinelli, and Ashley Mochnaly.

Be it further resolved that the affected individual be notified by the Board Secretary and/or the Executive Director of the Westmoreland Intermediate Unit's actions in this case; and

Be it further resolved the Executive Director, his designee or other appropriate individuals, shall take such other action as may be necessary or appropriate to carry out this Motion, including but not limited to, notifying the affected individual in writing of this action, adoption of this Motion and notification to the Pennsylvania Department of Education.

Voice vote – All in favor – Motion carried.



Christie L. Ridenour,
Board Secretary