

BLaST Intermediate Unit #17
33 Springbrook Drive
Canton, PA 17724
(570) 673-6001

The BLaST Intermediate Unit #17 Board of Directors held their regularly scheduled meeting on Wednesday, September 19, 2018 in the BLaST Administration Office, 33 Springbrook Drive, Canton, Pennsylvania. This meeting was conducted via video-conferencing between the I.U. #17 Office, Canton, Pennsylvania and Sullivan Room, I.U. #17 Office, Williamsport, Pennsylvania. The meeting was called to order by Sarah Woodward, President, at 7:00 p.m. The Board immediately went into Executive Session and then reconvened at 7:35 p.m.

Roll Call:

Sarah Woodward, President (W)	Present
Donna Gavitt, Vice President (W)	Present
Julie Preston, Treasurer (C)	Present
Debra Agnew (C)	Present
Lori Baer	Absent
Sean Bartlett	Absent
Tracy Doughtie	Absent
Doug Eberlin	Absent
J. Wilson Ferguson (C)	Present
Christina Kiessler	Absent
Dan Martin (C)	Present
Nathan Miller (W)	Present
Peggi Munkittrick (C)	Present
Neal Palmer	Absent
Dana Pick (W)	Present
William S. Ruffing (W)	Present
Lonnie Stethers (C)	Present
Kelley Wasson (W)	Present
Annette Zern (C)	Present

Attendance Location Key: C – Canton; W – Williamsport

Others present were: Brian Driscoll, Tim Hanner, Ardis Mason, Scott Moll, Mark Nevill, Maria Pierce, Angie Sees, Cheryl Starr, Christina Steinbacher-Reed, Kristin Takach, Dana Vermilya, Stephanie Weikel, and Tracy Wright.

A copy of the agenda is attached as Pages 2381-1 through 2381-11.

4. Minutes.

Mr. Miller moved and Ms. Gavitt seconded to approve minutes of the meeting held August 15, 2018 as presented. The motion passed with unanimous affirmative vote.

5. Finances

A. Approval of Bills

Ms. Agnew moved and Ms. Pick seconded to approve the bills for the month of August 2018, for General Operations, Special Education, and Capital Project Fund totaling \$1,780,849.35 attached. The motion passed with unanimous affirmative vote. Attached as pages 2382-1 through 2382-10.

Ms. Preston moved and Ms. Agnew seconded to approve the following:

6A. Personnel, Resignations.

1. **Ms. Jennifer Starner**, Director of Student Services, resignation effective August 17, 2018.
2. **Ms. Cecelia Cronin**, Itinerant Speech Language Pathologist, resignation effective August 30, 2018.
3. **Ms. Kristin Takach**, Supervisor of Academy of Integrated Studies- South, resignation effective when released.

The motion passed with unanimous affirmative vote.

Mr. Martin moved and Mr. Stethers seconded to approve the following:

7A. Personnel, Establishment of New Positions, New Programs, and/or Program Revisions.

1. Establishment of New Position - Director of Design and Innovation

The administration recommends that the Board approve the establishment of a new position, Director of Design and Innovation. Job description is attached as Pages 2382-11 and 2382-12.

7B. Personnel, Employments.

1. The administration recommends Board approval of the following temporary professional and/or professional employee appointments:
 - A. **Kelly Sponhouse**, Special Education Teacher, IU 17 Williamsport office effective September 13, 2018. Salary – Step 1, Bachelor’s degree \$49,437; districts’ contracts, prorated to the actual number of days worked. Temporary Professional Employee’s Contract. To fill vacancy created by the transfer of Caitlin Wright. This employment is contingent upon receipts of current clearances.

- B.** **Sarah Shaw**, Speech Therapist, IU 17 Canton office effective October 12, 2018. Salary – Step 11, Master’s degree - \$65,947; districts’ contracts, prorated to the actual number of days worked. Professional Employee’s Contract. To fill position created by the resignation of Cecelia Cronin. This employment is contingent upon receipts of current clearances.

7C. Personnel, Substitute Teachers and Substitute Teacher Aides.

1. The administration recommends approval of the list of substitute teachers and substitute teacher aides for the 2018-2019 school term, attached as page 2383-1 and 2383-2.
2. The administration recommends approval of the list of Mission One employees for the 2018-2019 school term, attached as pages 2383-3 and 2383-4.
3. The administration recommends approval of the list of eligible OVR students enclosed. They will be paid a stipend of \$10.50 per hour for a maximum of 90 total hours during the 2018-2019 school year.

7D. Personnel, Request for Internship/Observations.

1. The administration requests that the Board approve the following nursing students from Pennsylvania College of Technology: Kaitlyn Anderson, Courtney Collins, Meagan Dailey, Jenna Drumm, Genevieve Guzman, Owen Lewis, Kiara Meiser, Dustin Neumann, Jarett Reidy, Danielle Rothra, Hannah VanHorne, Mylasia Watkins, Nicole Werts, Sarah Boehnlein, Taylor Brooks, Daria Datsenko, Kathryn Dincher, Hope Guthoff, Kalee Hart, Tonya Maitland, Danielle Moore, Taylor Murray, Matthew Stillman, Emily Tasher-Thompson, and Joshua Tubbs to complete observations effective September 1, 2018 through December 31, 2018. They will be under the total direction of one of the IU’s fully certified professionals. These observations are contingent upon receipt of current clearances.
2. The administration requests that the Board approve Christian Whitehead, a Vision, Orientation and Mobility student at Kutztown University, to complete an internship effective August 27, 2018 through October 12, 2018. He will be under the total direction of one of the IU’s fully certified professionals. This internship is contingent upon receipt of current clearances.

7E. Personnel, Abolishment of Position

1. Due to the realignment of job duties, the Director of Professional Learning and Curriculum Development position is no longer needed.

Therefore, the administration recommends that the Board approve the abolishment of the Director of Professional Learning and Curriculum Development position.

2. Due to the realignment of job duties, the Coordinator of Design and Development position is no longer needed.

Therefore, the administration recommends that the Board approve the abolishment of the Coordinator of Design and Development position.

The motion passed with unanimous affirmative vote.

Mr. Miller moved and Mr. Stethers seconded to approve or authorize the following:

8. Items Requiring Routine Formal Action by the Board.

A. Approved Field Trips

The Executive Director would like to inform the Board that the list of Field Trips, attached as page 2384-1, has been approved for the current school year.

8. Items Requiring Routine Formal Action by the Board (Continued).

B. Salary Adjustments

Due to added job responsibilities, the administration recommends that the Board approve pay adjustments/stipend for staff with additional job responsibilities; a copy of pay adjustments is attached as page 2384-2

C. List of Salaries for IU 17 Employees

A list of salaries for all IU 17 bargaining unit employees, as well as all other IU 17 employees, for 2018-2019 is attached as pages 2384-3 through 2384-8. For informational purpose only.

D. Contract to Allocate 2018-2019 IDEA Funds to School Districts

IU 17 has received signed contracts from the following school districts for the projected allocation of IDEA funds, attached as page 2384-9:

Athens	Sayre
Canton	South Williamsport
East Lycoming	Southern Tioga
Jersey Shore	Sullivan County
Loyalsock Township	Towanda
Montgomery	Troy
Montoursville	Wellsboro
Muncy	Williamsport
Northern Tioga	Wyalusing
Northeast Bradford	

The administration recommends that the Board authorize the execution of this contract to the school districts listed above.

E. Contract for Services – Chris Moser

The administration recommends that the Board approve a contract with Chris Moser to provide professional development for Trauma Informed Care, at a rate of \$900/day, effective September 1, 2018 through June 30, 2019; Total cost of services not to exceed \$3,600.

F. Contract for Services – Dr. Peter Montminy

The administration recommends that the Board approve a contract with Dr. Peter Montminy to provide Mindfulness workshops at a rate of \$2,500/day, effective September 1, 2018 through June 30, 2019; Total cost of services not to exceed \$7,500.

G. Contract for Services – Keeley Loy Photography

The administration recommends that the Board approve a contract with Keeley Loy Photography to provide photography services at a rate of \$50/hour, effective September 1, 2018 through June 30, 2019; Total cost of services not to exceed \$4,000.

H. Revised 2018-2019 Yearly Calendar- Lycoming Day Treatment

At the May 16, 2018 meeting, the Board approved the 2018-2019 yearly calendar for Lycoming Day Treatment.

The administration recommends that the Board approve the revised 2018-2019 yearly calendar for Lycoming Day Treatment, attached as page 2385-1.

I. Revised 2018-2019 Yearly Calendar- Academy for Integrated Studies- South

At the May 16, 2018 meeting, the Board approved the 2018-2019 yearly calendar for the IU 17 Academy for Integrated Studies- South.

The administration recommends that the Board approve the revised 2018-2019 yearly calendar for the IU 17 Academy for Integrated Studies- South, attached as page 2385-2.

J. Revised 2018-2019 Yearly Calendar- BSI Partial Hospitalization Program

At the May 16, 2018 meeting, the Board approved the 2018-2019 yearly calendar for the BSI Partial Hospitalization Program.

The administration recommends that the Board approve the revised 2018-2019 yearly calendar for the BSI Partial Hospitalization Program., attached as page 2385-3.

K. Revised 2018-2019 Yearly Calendar- LaSaQuik

At the May 16, 2018 meeting, the Board approved the 2018-2019 yearly calendar for LaSaQuik.

The administration recommends that the Board approve the revised 2018-2019 yearly calendar for LaSaQuik., attached as page 2386-1.

L. Revised 2018-2019 Yearly Calendar- Academy for Integrated Studies- North

At the May 16, 2018 meeting, the Board approved the 2018-2019 yearly calendar for the IU 17 Academy for Integrated Studies- North.

The administration recommends that the Board approve the revised 2018-2019 yearly calendar for the IU 17 Academy for Integrated Studies- North, attached as page 2386-2.

M. PSBA Officers

The administration recommends that the Board vote on the officers for PSBA. The voting started on August 24 and ends on October 11, 2018.

See attached PSBA Slate of Officers for 2018. All were approved as presented, attached as pages 2386-3 through 2386-10.

N. ELECT Budget Summary

The administration recommends that the Board approve the 2018-2019 ELECT Budget Summary, Attached as page 2386-11.

O. Approval of Volunteer – George Shableski III

The administration recommends that the Board approve George Shableski III to lead a writing workshop at the Lycoming Day Treatment. Effective September 1, 2018 through June 30, 2019.

P. Contract for Services – Dynamic Measurement Group, Inc.

The administration recommends that the Board approve a contract with Dynamic Measurement Group, Inc. to provide DIBELSnet service at a rate of \$1 per student per academic year, effective September 17, 2018 through September 17, 2019.

Q. Contract for Services – BAYADA Home Health Care, Inc.

The administration recommends that the Board approve a contract with BAYADA Home Health Care, Inc. to provide substitute RN and LPN services at a rate of \$50/hour, effective September 10, 2018 through June 30, 2019.

R. Interagency Agreement 2018-2019 – STEP, Inc.

The administration recommends that the Board approve an interagency agreement with STEP, Inc. regarding the provision of services to pre-school children, effective July 1, 2018 through June 30, 2019.

S. Contract for Services – Resilite

The administration recommends that the Board approve a contract with Resilite for installation of wall padding and mats at the Academy for Integrated Studies-South, at a September 1, 2018 through June 30, 2019; Total cost of services not to exceed \$5,625.

T. Contract for Services – Class A Cleaning

The administration recommends that the Board approve a contract with Class A Cleaning to provide supplemental cleaning services at the North Academy for Integrated Studies facility. Total Cost of Services not to exceed \$1,500.

U. Service Agreement – Capital Area Online Learning Association (CAOLA)

The administration recommends that the Board approve a service agreement with Capital Area Online Learning Association (CAOLA) to provide services for web-based online learning, effective July 1, 2018 through June 30, 2019.

V. Revised Organizational Chart

Due to the realignment of job responsibilities, the administration recommends that the Board approve the revised organizational chart. Organizational chart is attached as page 2387-1.

The motion passed with unanimous affirmative vote.

The record of investments dated August 31, 2018 was presented as follows: Year-to-Date Earnings on Investments is \$19,759.53(1% Cash Management Account), First Citizens Community Bank, Canton; and Year-to-Date Earnings on Project Fund is \$3,978.00 (1% Capital Fund Account), First Citizens Community Bank, Canton.

Dr. Steinbacher-Reed updated the board of directors on the Special Education Department and the Professional Learning and Curriculum Department. She then reported on the Pennsylvania Association of Intermediate Units (PAIU) meeting that took place in Harrisburg on September 6 & 7, 2018.

There being no more business, Ms. Agnew moved and Mr. Martin seconded to adjourn the meeting at 7:55 pm. All were in favor.

Respectfully Submitted,

Brian Driscoll
Board Secretary