

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, November 14, 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 7:04 p.m. The Board immediately went into Executive Session and then reconvened at 7:25 p.m.

Roll Call:

Sarah Woodward, President (W)	Present
Donna Gavitt, Vice President	Absent
Julie Preston, Treasurer (C)	Present
Debra Agnew (C)	Present
Lori Baer (W)	Present
Sean Bartlett (C)	Present
Tracy Doughtie	Absent
Doug Eberlin (C)	Present
J. Wilson Ferguson (C)	Present
Christina Kiessling	Absent
Dan Martin	Absent
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	Absent

Attendance Location Key: C – Canton; W – Williamsport

Others present were: Booke Beiter, Zach Diehl, Brian Driscoll, Tim Hanner, Robin Holmes, Penny Johnson, Ardis Mason, Scott Moll, Maria Pierce, Cheryl Starr, Christina Steinbacher-Reed, Dana Vermilya, Stephanie Weikel and Crystal Yoder.

A copy of the agenda is attached as Pages 2391-1 through 2391-8.

4. Minutes.

Mr. Stethers moved and Ms. Agnew seconded to approve minutes of the meetings held September 19, 2018 and October 10, 2018 as presented. The motion passed with unanimous affirmative vote.

Mr. Miller moved and Mr. Ruffing seconded to approve the following:

5. Finances

A. Approval of Bills

Bills for the months of September and October 2018, for General Operations, Special Education, and Capital Project Fund totaling \$6,098,442.18, attached as pages 2392-1 through 2392-16.

A. Final Budgets 2017-2018

The administration recommends that the Board approve the Final Budgets and Transfers/Supplements for the 2017-2018 school year.

The motion passed with unanimous affirmative vote.

Mr Stethers moved and Ms. Pick seconded to approve the following:

6A. Personnel, Resignations.

1. **Christine Meckbach**, Speech Therapist, retirement effective December 21, 2018.

The motion passed with unanimous affirmative vote.

Ms. Agnew moved and Mr. Ruffing seconded to approve the following:

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

1. Establishment of New Position - NTIC Wellness Coordinator

The Administration recommends that the Board approve the establishment of an NTIC Wellness Coordinator position. A copy of the job description is attached as Page 2392-17 through 2392-19.

Funds to support this new position are available by reimbursement through the NTIC Insurance Consortium.

7B. Personnel, Employments.

1. The administration recommends Board approval of the following temporary professional and/or professional employee appointments:

None

2. The administration recommends the employment of the following personnel:

None

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 2393-1.
2. The administration recommends approval of the list of Mission One employees for the 2018-2019 school term, attached as page 2393-2.
3. The administration recommends approval of the list of eligible OVR students enclosed. They will be paid a stipend of \$10.35 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 Samantha Boyles, a Disability and Community Service student at Lock Haven University, to complete an internship effective January 22, 2019 through May 10, 2019. She will be under the total direction of one of the IU's fully certified professionals. This internship is contingent upon receipt of current clearances.
2. The administration requests that the Board approve Paige Nowacoski, a Speech Therapy student from Misericordia University, to complete an internship effective October 1, 2018 through December 31, 2018. She will be under the total direction of one of the IU's fully certified professionals. This internship is contingent upon receipt of current clearances.
3. The administration requests that the Board approve Alyssa Lair, a Social Work student from Lock Haven University, to complete observations effective November 5, 2018 through December 7, 2018. She will be under the total direction of one of the IU's fully certified professionals. This internship is contingent upon receipt of current clearances.
4. The administration requests that the Board approve Amy Nimiec, a Behavior Analysis student from Saint Joseph's University, to complete an internship effective November 6, 2018 through May 31, 2019. She will be under the total direction of one of the IU's fully certified professionals. This internship is contingent upon receipt of current clearances.

The motion passed with unanimous affirmative vote.

Ms. Preston moved and Mr. Stethers seconded to approve 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 2394-1, has been approved for the current school year.

B. Contract for Services – Doug’s Landscaping

The administration recommends that the Board approve a contract with Doug’s Landscaping, for lawn, parking lot and property care at the Canton Office and Monroe Franklin Building effective October 1, 2018 through September 30, 2019, at a rate of \$90 per plow, \$80 per salting, \$10 to shovel and \$10 to salt sidewalks, \$45 per mowing and \$150 for spring clean-up.

C. Contract for Services – All Around Maintenance Man, LLC.

The administration recommends that the Board approve a contract with All Around Maintenance Man, LLC for inclement weather maintenance at the Williamsport Office, effective October 31, 2018 through June 30, 2019, at a rate of \$195 per plow, \$185 per salting, and \$25 to shovel and salt sidewalks.

D. Contract for Services – Levin Legal Group

The administration recommends that the Board approved a contract with Levin Legal Group to provide legal counseling services, effective October 30, 2018 through June 30, 2019 at a rate of \$200.00/hour.

E. Contract for Services – Next Century

The administration recommends that the Board approve a contract with Next Century to provide educational consulting services, effective January 1, 2019 through June 30, 2019; Total Cost of Services not to exceed \$27,998.

F. Contract for Services – Sign Language Solutions – Early Intervention 2018-2019

The administration recommends that the board approve a contract with Sign Language Solutions, for Sign Language Interpreting services for one eligible Early Intervention student for 8.5 hours, 3 days a week including travel time, following the EI calendar, effective Oct. 9, 2018 through June 30, 2019; at a rate of \$50.00 per hour; Total Cost of Services not to exceed \$41,000.

G. Contract for Transportation – Early Intervention Students

The administration recommends that the Board approve a contract with Richard Correll, Correll Transport, to transport preschool children, effective November 27, 2018 through June 30, 2019 at the rate of \$1.55 per mile; total cost of contract not to exceed \$40,000.

H. Transportation Drivers

The administration recommends that the Board approve the following Correll Transport drivers to transport eligible preschool children to specialized programs for the 2018-2019 school year.

Sue Burgeson Carol Gulliver Casey Simons

I. Professional Contract

Jessica DeSantis, Allison Betts, Whitney Robinson, Alisha Tuttle, and Amanda Specht have completed a minimum of three (3) years of service with BLaST Intermediate Unit 17 with a final rating of satisfactory, thus entitling them to be issued a professional employee contract. The administration recommends that the Board acknowledge the issuance of a professional employee contract to Jessica DeSantis, Allison Betts, Whitney Robinson, Alisha Tuttle, and Amanda Specht.

J. Contract for Services – MAC Builders & Design, Inc

The administration recommends that the Board accept a low bid from MAC Builders & Design, Inc. for classroom renovations. Total amount of contract not to exceed \$62,039 (\$56,399 base bid + 10% contingency).

K. Revised 2018-2019 Yearly Calendar- Beacon Light

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

The administration recommends that the Board approve the revised 2018-2019 yearly calendar for Beacon Light, attached as page 2395-1.

L. 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, effective November 1, 2018 through June 30, 2019. Total Cost of Services not to exceed \$1,250.

M. Contract for Services – Julia Dyckman Andrus Memorial, Inc.

The administration recommends that the Board approve a contract with Julia Dyckman Andrus Memorial, Inc., to provide Sanctuary Model Training & Consultation, effective October 15, 2018 through October 15, 2021. Total amount of contract not to exceed \$92,200.

The motion passed with unanimous affirmative vote.

9. Items That Require Formal Action by the Board Which May Require In-Depth Discussion and Study by the Board.

A. Reading of Board Policy on Attendance

There was discussion on the Board Policy on Attendance. No action was taken.

The record of investments dated October 31, 2018 was presented as follows: Year-to-Date Earnings on Investments is \$32,045.80(2.17% Cash Management Account), First Citizens Community Bank, Canton; and Year-to-Date Earnings on Project Fund is \$8,117.64 (2.17% Capital Fund Account), First Citizens Community Bank, Canton.

Ms. Weikel updated the board on the Special Education department.

A Design and Innovation department update was given to the board by Ms. Johnson.

Ms. Beiter presented an update on the Educational Planning department.

An Executive Director update was given to the board by Dr. Steinbacher-Reed.

At 8:29 there was no more business, so Ms. Agnew moved and Mr. Eberlin seconded to adjourn the meeting. All were in favor.

Respectfully Submitted,

Brian Driscoll
Board Secretary