

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, August 21, 2019 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 Lori Baer, President, at 7:10 p.m.

Roll Call:

Lori Baer, President (W)	Present
Julie Preston, Vice President (C)	Present
Lonnie Stether, Treasurer (C)	Present
Debra Agnew (C)	Present
Sean Bartlett (C)	Present
Doug Eberlin (C)	Present
Donna Gavitt (W)	Present
Christina Kiessling	Absent
Dan Martin (C)	Present
Scott McLean (C)	Present
Nathan Miller	Absent
Peggi Munkittrick (C)	Present
Neal Palmer	Absent
Dana Pick	Absent
Larue Reese (C)	Present
William S. Ruffing	Absent
Hal Stockdill (C)	Present
Kelley Wasson (W)	Present
Annette Zern (C)	Present

Attendance Location Key: C – Canton; W – Williamsport

Others present were: Booke Beiter, Jennifer Cronin, Zach Diehl, Brian Driscoll, Timothy Hanner, Robin Holmes, Ardis Mason, Mark Nevill, Jon Paulhamus, Maria Pierce, Andra Sauers, Angela Sees, Cheryl Starr, Christina Steinbacher-Reed, Dana Vermilya, Rebecca Walters, and Amy Wolfhope-Briggs.

A copy of the agenda is attached as Pages 2438-1 through 2438-13.

2B. Appointment, IU 17 Board Member.

Ms. Munkittrick moved and Ms. Zern seconded to approve Mr. Hal Stockdale's appointment to the Board of Directors. The motion passed with unanimous affirmative vote.

1. Mr. Hal Stockdill – Sullivan County School District

The Sullivan County School District has taken formal action, in accord with Act 316 of 1982, to recommend that Mr. Hal Stockdill be appointed to a position on the BLaST Board to replace Dr. J. Wilson Ferguson. It would be appropriate for the Board to appoint Mr. Hal Stockdill, effective August 21, 2019, until the time of next election (August 21, 2019 – June 30, 2020), in accordance with Act 30 of 1982. The term of the Sullivan County School District representative expires June 30, 2022.

At 7:11 p.m. the board went into executive session and reconvened at 7:36 p.m.

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

5. Finance.

A. Approval of Bills

Bills for the month of June and July 2019, for General Operations, Special Education, and Capital Project Fund totaling \$3,562,240.76 attached as pages 2439-1 through 2439-15.

B. Investment of Funds

A memorandum from the Department of Education dated February 9, 1983, stated:

It is both permissible and desirable for the school board to adopt a resolution extending blanket authority to the treasurer or other designated and qualified official to invest, redeem and reinvest funds of the district. Such investments are subject to those limitations and restrictions set forth in the School Code and other law, including provisions for assignment of Federal securities adequate to protect the investment. Requiring specific action on each transaction results in costly delays and resultant loss of income.

The State auditors have recommended that the Board adopt the following resolution each year:

The First Citizens Community Bank, Canton Branch, as depository for IU 17, is authorized, after consultation with the IU 17 administrative staff, to invest, redeem and reinvest funds, subject to those limitations and restrictions set forth in the School Code, for the 2019-2020 fiscal year.

The motion passed with unanimous affirmative vote.

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

6A. Personnel, Resignations.

1. **Eileen Spring**, Paraprofessional, retirement effective July 30, 2019.

2. **Amy Breon**, Education Consultant, resignation effective July 30, 2019.
3. **Todd Nagy**, Special Education Teacher, resignation effective August 2, 2019.
4. **Zachary Diehl**, Information Technology Specialist, resignation effective August 23, 2019.
5. **Nancy Feerar**, Transition Assistant, retirement effective December 31, 2019.

6B. Personnel, Requests for Leave.

1. **Courtney Sexton**, Northern Tier Wellness Coordinator, uncompensated leave effective August 29, 2019 to October 10, 2019.

The motion passed with unanimous affirmative vote.

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

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

1. **Establishment of New Position - Licensed Social Worker**

The administration recommends that the Board authorize the establishment of a new position, Licensed Social Worker, 260 day position.

2. **Establishment of New Position - School Age Speech Therapist**

The administration recommends that the Board authorize the establishment of a new position, School Age Speech Therapist.

3. **Establishment of New Position - Special Education Teacher**

The administration recommends that the Board authorize the establishment of a new position, Special Education Teacher for the South Academy Partial Hospitalization Program.

7B. Personnel, Employments.

1. The administration recommends Board approval of the following temporary professional and/or professional employee appointments:
 - A. **Janette Singleton**, Special Education Teacher, effective August 5, 2019. Salary – 2019-2020 Teachers’ Salary Schedule when adopted; 2018-2019- Step 1, Masters- \$50,524; districts’ contracts, prorated to the actual number of days worked. Temporary Professional Employee’s contract. To fill vacancy created by the internal transfer of Clair Pratt. This employment is contingent upon receipt of current clearances.

- B. **Margaret Sander**, Special Education Teacher, effective August 5, 2019. Salary – 2019-2020 Teachers’ Salary Schedule when adopted; 2018-2019 - Step 4, Bachelors - \$53,812; districts’ contracts, prorated to the actual number of days worked. Temporary Professional Employee’s contract. To fill new position created by the Board. This employment is contingent upon receipt of current clearances.
 - C. **Cherie Hunt**, Special Education Teacher, 95 days, effective August 5, 2019. Salary – 2019-2020 Teachers’ Salary Schedule when adopted; 2018-2019 - Step 2, Masters - \$25,934; districts’ contracts, prorated to the actual number of days worked. Temporary Professional Employee’s contract. To fill vacancy created by internal transfer of Caitlin Wright. This employment is contingent upon receipt of current clearances.
 - D. **Lindsey Horvath**, Speech Therapist, effective when released. Salary – 2019-2020 Teachers’ Salary Schedule when adopted; 2018-2019 - Step 3, Bachelors - \$52,121; Early Intervention budget, prorated to the actual number of days worked. Temporary Professional Employee’s contract. To fill vacancy created by internal transfer of Jessica Kreidler. This employment is contingent upon receipt of current clearances.
 - E. **Erin Hamilton**, Education Consultant, 190 days, effective when released. Salary – 2019-2020 Teachers’ Salary Schedule when adopted; 2018-2019 - Step 14, Masters + 30 - \$73,082; IDEA funds, prorated to the actual number of days worked. Professional Employee’s contract. To fill vacancy created by Amy Breon. This employment is contingent upon receipt of current clearances.
2. The administration recommends the employment of the following personnel:
- A. **Renee Peluso**, Technology Administrative Assistant, effective July 23, 2019. Salary – \$28,000; General Operations budget, 260 days, prorated to the actual number of days worked. To fill the vacancy created by the internal transfer of Audra Mazzante. This employment is contingent upon receipt of current clearances.
 - B. **Erin Rothrock**, Licensed Social Worker, effective August 12, 2019. Salary – \$60,000; districts’ contracts, 260 days, prorated to the actual number of days worked. To fill new position created by the Board. This employment is contingent upon receipt of current clearances.
 - C. **Zach Rowles**, Information Technology Specialist, effective September 3, 2019. Salary – \$40,000; General Operations budget, 260 days, prorated to the actual number of days worked. To fill the vacancy created by Zachary Diehl. This employment is contingent upon receipt of current clearances.
 - D. **Edward Ploy, Jr.**, Information Technology Specialist, effective

September 3, 2019. Salary – \$40,000; General Operations budget, 260 days, prorated to the actual number of days worked. To fill the new position created by the Board at the May 15, 2019 meeting. This employment is contingent upon receipt of current clearances.

- E. **Joseph Rafter**, Information Technology Specialist, effective September 3, 2019. Salary – \$48,000; General Operations budget, 260 days, prorated to the actual number of days worked. To fill the vacancy created by resignation of Peter Geipel/Zachary Diehl. This employment is contingent upon receipt of current clearances.

7C. Personnel, Change of Work Assignment.

1. **Ms. Danielle Egly (Berninger) - Teacher of the Deaf & Hard of Hearing**

The administration recommends that the Board authorize a reduction of work year for Ms. Danielle Egly (Berninger) from five days per week to four days per week, at her 2018-2019 per diem rate; salary adjusted to \$43,918.88.

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

1. The administration recommends approval of the list of substitute teachers and substitute teacher aides for the 2019-2020 school term, attached as pages 2442-1 and 2442-2.
2. The administration recommends approval of the list of Mission One employees for the 2019-2020 school term, attached as pages 2442-3 and 2442-4.
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 2019-2020 school year.

7E. Personnel, Mentor Teachers/Supervisor.

The administration recommends that the Board authorize the following mentors as part of the Act 48/Teacher Induction Plan for the 2019-2020 school year.

Katelyn Howland Candida Williams Crystal Yoder
David Loomis Allison Mertes

The motion passed with unanimous affirmative vote.

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

8. **Items Requiring Routine Formal Action by the Board.**

A. IDEA-B LEA Policies and Procedures – Department of Education

At the October 10, 2001 Board meeting, the Board approved the adoption of revised IDEA-B LEA Policies and Procedures. To ensure continued funding under IDEA-B, each LEA must again submit to the Department of Education by September 2019, policies, procedures, and programs that are consistent with State policies and procedures.

Therefore, the administration recommends that the Board authorize the adoption of the IDEA-B LEA Policies and Procedures for submission to the Department of Education to ensure continued approval and eligibility for funding under IDEA-B.

B. First Reading of New Policies

Policies for first readings are enclosed.

Policy 207 Confidential Communications of Students, attached as page 2443-1

Policy 904 Public Attendance at Intermediate Unit Events, attached as pages 2443-2 through 2443-4.

C. Second Reading of New Policies

Policies for second readings are enclosed.

Policy 222 Tobacco/Nicotine - Students

Policy 323 Tobacco/Nicotine - Employees

Policy 351 Drugs and Substance Abuse

Policy 718 Service Animals in Schools

D. Revised Organizational Chart

Due to the realignment of job responsibilities, the administration recommends that the Board approve the revised organizational chart, attached as page 2443-5

E. Approved Field Trips

The Executive Director would like to inform the Board that the list of Field Trips, attached as page 2243-6, has been approved for the current school year.

F. Professional Contract

Samantha Mannino, Stephanie Matlack, and Caroline Cipriani 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 Samantha Mannino, Stephanie Matlack, and Caroline Cipriani.

G. Contract for Services – School Safety Consultation Services

The administration recommends that the Board authorize a contract with Leonard Dincher to provide school safety consulting services and training at a rate of \$500/day, effective July 1, 2019 through June 30, 2020.

H. Contract for Services – CLSU Consulting, LLC

The administration recommends that the Board authorize a contract with CLSU Consulting, LLC for Doug Ulkins to serve as the Regional Site Coordinator for the PA Inspired Leadership program (PIL), effective July 1, 2019 through June 30, 2020; Total Cost of Services not to exceed \$37, 800.

I. Contract for Services – Houghton Mifflin Harcourt Publishing Company

The administration recommends that the Board authorize a contract with Houghton Mifflin Harcourt Publishing Company for Dr. Bill Daggett to provide professional development for IU 17 Superintendents, effective November 21, 2019. Total cost of services not to exceed \$7,000.

J. Contract for Services – CDC’s Teen Link House – 2019-2020 School Year

The administration recommends that the Board authorize a contract with Hope Enterprises, Inc’s Children’s Development Center for the use of the Teen Link Facility for 30 half-days, at a rate of \$70 per half-day session, effective September 20, 2019 through May 1, 2020; Total Cost of Services not to exceed \$2,100.

K. Contract for Services –Pivot Physical Therapy – School Age 2019-2020

The administration recommends that the Board authorize a contract with Pivot Physical Therapy, for Physical Therapy services for eligible School Age students on an as needed basis effective July 1, 2019 through June 30, 2020; at a rate of \$100.00 per hour including travel for Physical Therapist and \$85.00 per hour including travel for Physical Therapy Assistant; Total Cost of Services not to exceed \$120,000.

L. Contract for Services – Sign Language Solutions

The administration recommends that the Board authorize a contract with Sign Language Solutions, to provide interpreting services throughout the BLaST IU service area, effective July 1, 2019 through June 30, 2020, at a rate of \$55/hour. Total cost of services not to exceed \$40,000.

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

The administration recommends that the Board authorize a contract with BAYADA Home Health Care, Inc. to provide substitute RN and LPN services for the Academy of Integrated Studies - North at a rate of \$50/hour, effective August 1, 2019 through July 31, 2020.

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

The administration recommends that the Board authorize a contract with BAYADA Home Health Care, Inc. to provide substitute RN and LPN services for the Academy of Integrated Studies - South at a rate of \$50/hour, effective August 1, 2019 through July 31, 2020.

O. Service Agreement – Schoology, Inc.

The administration recommends that the Board authorize a service agreement with Schoology, Inc. for a subscription and services of the web-based learning management system, effective September 1, 2019 through August 31, 2020. Total cost of services not to exceed \$6,000.

P. Contract for Services - Chester County Intermediate Unit

The administration recommends that the Board authorize a contract with Chester County Intermediate Unit for Itinerant Speech Telepractice services for Southern Tioga School District, at a rate of \$115.38/hour for individual service and \$69.22/hour for group services, effective August 26, 2019 through June 15, 2019; Total cost of services not to exceed \$65,000.

Q. Contract for Services - Staffing & Consulting Group

The administration recommends that the Board authorize a contract with Staffing and Consulting Group for Dr. Polmueller, M.D., to provide onsite, telepsychiatry, and substitute services for the Academy of Integrated Studies - North and South, at a rate of \$248/hour, effective August 1, 2019 through July 31, 2020; Total cost of services not to exceed \$150,000.

R. Contract for Services - Real IT Care, LLC

The administration recommends that the Board authorize a contract with Real IT Care, LLC to provide computer/network technicians at a rate of \$95/hour for three days per week, effective August 14, 2019 through November 30, 2019; Total cost of services not to exceed \$30,000.

S. Transportation Drivers

The administration recommends that the board authorize the 2019-2020 drivers to transport eligible preschool children to specialized programs, attached as page 2445-1.

T. Contract for Services – School Safety and Crisis Management

The administration recommends that the Board authorize a memorandum of understanding with Southern Tioga School District to allow Will Schlosser to provide consultation in School Safety and Crisis Management Planning for no

more than 10 days at a rate of \$522.27/day, effective July 1, 2019 through June 30, 2020; Total Cost of Services not to exceed \$5,222.70.

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.

Motion made by Mr. Stockdill and seconded by Ms. Preston, that the Executive Director be and is hereby authorized to grant compensatory time off to William DeWald and John DeSantis in recognition for special projects performed and in lieu of other accommodations offered. The compensatory time off granted by this motion shall be for five (5) days total. Three of the days shall be on December 26, 27 and 30, 2019. The other two days shall be at the employees' discretion but must be used prior to January 1, 2020. The motion passed with unanimous affirmative vote.

The record of investments dated July 31, 2019 was presented as follows: Year-to-Date Earnings on Investments is \$11,720.09 (2.43% Cash Management Account), First Citizens Community Bank, Canton; and Year-to-Date Earnings on Project Fund is \$2,476.15 (2.42% Capital Fund Account), First Citizens Community Bank, Canton.

Dr. Steinbacher-Reed presented her executive director's update and gave a leadership performance summary.

Mr. Driscoll gave an overview on the PSBA election.

There being no more business, Ms. Agnew moved, Mr. Stockdill seconded, and all were in favor of adjourning at 8:23 p.m.

Respectfully Submitted,

Brian Driscoll
Board Secretary