

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, January 16, 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 Julie Preston, Treasurer, at 7:12 p.m.

Roll Call:

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

Attendance Location Key: C – Canton; W – Williamsport

Others present were: Booke Beiter, Jennifer Cronin, Brian Driscoll, Timothy Hanner, Fred Holland, Robin Holmes, Ardis Mason, Scott Moll, Jon Paulhamus, Angela Sees, Christina Steinbacher-Reed, Dana Vermilya, Amy Wolfhope-Briggs, Tracy Wright, and Crystal Yoder.

A copy of the agenda is attached as Pages 2397-1 through 2397-11

**2B. Election of Temporary President.**

Mr. Bartlett moved and Dr. Ferguson seconded to appoint Ms. Preston as the temporary Chairperson. The motion carried. At this point Ms. Preston began to preside over the meeting.

Ms. Agnew moved and Mr. Eberlin seconded to accept the following:

**2C. Acceptance of Resignations, IU 17 Board Members and Officers.**

**1. Ms. Sarah Woodward – Muncy School District**

Ms. Sarah Woodward, has resigned as President of the IU 17 Board of Directors.

It is recommended that the Board accept Ms. Sarah Woodward's resignation, effective January 16, 2019.

**2. Ms. Donna Gavitt – East Lycoming School District**

Ms. Donna Gavitt, has resigned as the East Lycoming School District representative on the IU 17 Board of Directors and, therefore, also resigns as Vice President of the IU 17 Board of Directors.

It is recommended that the Board accept Ms. Donna Gavitt's resignation, effective January 16, 2019.

The motion passed with unanimous affirmative vote.

**2D. Appointment, IU 17 Board Member.**

Ms. Agnew moved and Ms. Munkittrick seconded to approve the appointment of Ms. Erica Hubler to a position on the BLaST Board effective January 16, 2019. The motion passed with unanimous affirmative vote.

**1. Ms. Erica Hubler – East Lycoming School District**

The East Lycoming School District has taken formal action, in accord with Act 316 of 1982, to recommend that Ms. Erica Hubler be appointed to a position on the BLaST Board to replace Ms. Donna Gavitt. It would be appropriate for the Board to appoint Ms. Erica Hubler, effective January 16, 2019, until the time of next election (January 16, 2019 – June 30, 2019), in accordance with Act 30 of 1982. The term of the East Lycoming School District representative expires June 30, 2019.

Ms. Pick reported that the following have agreed to serve as officers for the remainder of the 2018-2019 school year:

President	Lori Baer
Vice-President	Julie Preston
Treasurer	J. Wilson Ferguson

Ms. Agnew moved and Mr. Ruffing seconded to accept Ms. Preston's resignation as Treasurer and to accept the slate of officers as presented. The motion passed with unanimous affirmative vote and the meeting was turned over to Ms. Baer.

**4. Minutes.**

Mr. Miller moved and Ms. Pick seconded to approve minutes of the meeting held November 14, 2018 as presented. The motion passed with unanimous affirmative vote.

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

**5. Finance.**

**A. Board Acceptance of 2017-2018 Audit Report by EFP Rotenberg, Certified Public Accountants**

The administration recommends that the Board approve the 2017-2018 Audit Report, as prepared by EFP Rotenberg. A copy is attached as pages 2399-1 through 2399-68.

**B. Proposed General Operations Budget for Fiscal Year 2019-2020**

The proposed 2019-2020 IU 17 General Operations budget was distributed to the IU 17 Advisory Council of Superintendents at their January meeting. The Council has recommended that the IU 17 Board of Directors adopt this proposed budget for fiscal year 2019-2020. A copy of the Budget is attached as pages 2399-69 through 2399-83

**C. Approval of Bills**

Bills for the months of November and December 2018, for General Operations, Special Education, and Capital Project Fund totaling \$3,286,205.48, attached as pages 2399-84 through 2399-101.

The motion passed with unanimous affirmative vote.

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

**6A. Personnel, Resignations.**

1. **Susan Hall**, Paraprofessional, resignation effective December 21, 2018.
2. **Brandon Flannery**, Information Technology Specialist, resignation effective December 28, 2018.
3. **Quin Zeigler**, Canton Support Staff, resignation effective January 11, 2019.

**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:
  - A. **Lisa Eberlin**, Office Support, IU 17 Canton office, effective January 7, 2019. Salary – \$25,000; General Operations Budget, prorated to the actual number of days worked. To fill vacancy created by the resignation of Quin Zeigler. This employment is contingent upon receipt of current clearances.
  - B. **Courtney Baird**, Office Support, IU 17 Canton office, effective February 11, 2019. Salary – \$45,000; NTIC Contracts, prorated to the actual number of days worked. To fill new position of Northern Tier Health & Wellness Coordinator. This employment is contingent upon receipt 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 2400-1.
2. The administration recommends approval of the list of Mission One employees for the 2018-2019 school term, attached as page 2400-2.
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 an affiliation agreement with New York University to allow Carrie Welty, speech student, to complete an internship with IU 17 effective November 29, 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.
2. The administration requests that the Board approve Melissa Wilson, a speech and language pathology student at Bloomsburg University, to complete an externship effective January 7, 2019 through March 18, 2019. She will be under the total direction of one of the IU's fully certified professionals. This externship is contingent upon receipt of current clearances.

3. The administration requests that the Board approve Lori Hutchinson, a Human Services student at Pennsylvania College of Technology, to complete an internship with the ELECT program effective January 10, 2019 through May 15, 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.
4. The administration requests that the Board approve Wayne Beeman, an Instructional Technology student at Wilkes University, to complete an internship effective May 1, 2019 through August 31, 2019. 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. Partnerships**

**1. 2018-2019 Partner Host Site Agreement – STEP AmeriCorps**

The administration recommends that the board approve an agreement with STEP AmeriCorps., for Ana Gonzalez-White to serve as a Communications/Project Development Specialist at the Williamsport Office; effective January 3, 2019 through August 20, 2019; total cost not to exceed \$4,800.

The motion passed with unanimous affirmative vote.

Ms. Agnew 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 2401-1, has been approved for the current school year.

**B. Wellness Consulting Agreement With Lycoming County Insurance Consortium (LCIC)**

The Administration recommends that the Board approve a Wellness Consulting Agreement with LCIC, effective July 1, 2019 for a minimum of 36 months.

**C. Wellness Consulting Agreement With Northern Tier Insurance Consortium (NTIC)**

The Administration recommends that the Board approve a Wellness Consulting Agreement with NTIC, effective July 1, 2019 for a minimum of 36 months.

**D. Extended School Year Contract – Loyalsock Township School District**

The administration recommends that the Board approve a three- year contract with the Loyalsock Township School District to use certain facilities and services provided by the district, for the Extended School Year program. The 2019 program will run June 17, 2019 - July 18, 2019. Total Cost of Services not to exceed \$36,410 for 2019; \$37,502 for 2020; and \$38,627 for 2021.

**E. Transportation Drivers**

The administration recommends that the board approve the updated 2018-2019 drivers to transport eligible preschool children to specialized programs, attached as page 2402-1.

**F. Professional Contract**

Becca Baier has completed a minimum of three (3) years of service with BLAST Intermediate Unit 17 with a final rating of satisfactory, thus entitling her to be issued a professional employee contract. The administration recommends that the Board acknowledge the issuance of a professional employee contract to Becca Baier.

**G. School Age Vision Screening Agreement –North Central Sight Services, Inc.**

The administration recommends that the board approve an agreement with North Central Sight Services, Inc., to provide school age vision screenings for the Academy of Integrated Studies - South; effective January 16, 2019; at a rate of \$1.25 per student screened.

**H. Rebecca Walters- Stipend**

Due to added job responsibilities, with coordination of the partial hospitalization program, the administration recommends that the Board approve a \$3,000 stipend for Rebecca Walters.

**I. Revised Contract for Transportation – Early Intervention Students**

At the August 15, 2018 meeting, the Board approved Brian and Daryl Jayne, to transport preschool children, effective January 1, 2019 through June 30, 2019 at the rate of \$1.70 per mile; total cost of contract not to exceed \$40,000.

Due to Brian and Daryl Jane transitioning to an LLC, the administration recommends that the Board approve a contract with Jolly Transport LLC, formerly Brian and Daryl Jayne, to transport preschool children, effective January 1, 2019 through June 30, 2019 at the rate of \$1.70 per mile; total cost of contract not to exceed \$40,000.

**J. Revised Transportation Drivers**

At the August 15, 2018 meeting, the Board approved transportation drivers, through Brian and Daryl Jayne, to transport eligible preschool children to specialized programs for the 2018-2019 school year

Due to Brian and Daryl Jane transitioning to an LLC, the administration recommends that the Board approve the following Jolly Transport, LLC, formerly Brian and Daryl Jayne, drivers to transport eligible preschool children to specialized programs for the 2018-2019 school year.

Valerie Gruver  
Maria Hoover  
Brian Jayne  
Daryl Jayne

Barbara Parker  
Michelle Vandemark  
Donald Vanderpool

The record of investments dated December 31, 2018 was presented as follows: Year-to-Date Earnings on Investments is \$73,686.00(2.32% Cash Management Account), First Citizens Community Bank, Canton; and Year-to-Date Earnings on Project Fund is \$12,813.98 (2.32% Capital Fund Account), First Citizens Community Bank, Canton.

Ms. Wolfhope-Briggs presented an update on the Special Education Department to the board of directors.

An update on the Design and Innovation Department was given by Ms. Johnson.

Ms. Beiter updated the board on the Educational Planning Department.

Dr. Steinbacher-Reed gave her Executive Director's update.

In recognition of School Directors' Month, copies of books entitled The Energy Bus and The Energy Bus for Kids written by Jon Gordon are being donated to the directors' respective school libraries in their honor.

The 2019 Election of Directors to BLaST Intermediate Unit 17 Board Ballot will be mailed to the School District, Sample Ballot is attached as page 2403-1

Ms. Agnew moved and Mr. Miller seconded to adjourn the meeting at 7:59 p.m. All were in favor. The board immediately went into Executive Session.

Respectfully Submitted,

Brian Driscoll  
Board Secretary

