

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, March 20, 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 Baier, President, at 7:01 p.m.

Roll Call:

Lori Baer, President (W)	Present
Julie Preston, Vice President (C)	Present
J. Wilson Ferguson, Treasurer (C)	Present
Debra Agnew (C)	Present
Sean Bartlett (C)	Present
Doug Eberlin	Absent
Erica Hubler (W)	Present
Christina Kiessling (W)	Present
Dan Martin (C)	Present
Scott McLean (C)	Present
Nathan Miller (W)	Present
Peggi Munkittrick (C)	Present
Neal Palmer	Absent
Dana Pick (W)	Present
Laure Reese (C)	Present
William S. Ruffing (W)	Present
Lonnie Stethers	Absent
Kelley Wasson	Absent
Annette Zern (C)	Present

Attendance Location Key: C – Canton; W – Williamsport

Others present were: Booke Beiter, Tim Confer, Brian Driscoll, Timothy Hanner, Ardis Mason, Sara McNett, Jon Paulhamus, Sebastian Peipher, Mark Nevill, Marie Pierce, Angela Sees, Cheryl Starr, Christina Steinbacher-Reed, Dana Vermilya, Amy Wolfhope-Briggs, and Tracy Wright.

A copy of the agenda is attached as Pages 2404-1 through 2404-12.

**2B. Acceptance of Resignations, IU 17 Board Members.**

Mr. Miller moved and Mr. Ruffing seconded to accept the resignation of Mr. Tracy Doughtie from the IU 17 Board of Directors. The motion passed with unanimous affirmative vote.

**1. Ms. Tracy Doughtie – Wellsboro Area School District**

Ms. Tracy Doughtie, has resigned as the Wellsboro Area School District representative on the IU 17 Board of Directors.

It is recommended that the Board accept Ms. Tracy Doughtie's resignation, effective March 20, 2019.

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

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

**1. Mr. Scott McLean – Muncy School District**

The Muncy School District has taken formal action, in accord with Act 316 of 1982, to recommend that Mr. Scott McLean be appointed to a position on the BLaST Board to replace Ms. Sarah Woodward. It would be appropriate for the Board to appoint Mr. Scott McLean, effective March 20, 2019, until the time of next election (March 20, 2019 – June 30, 2019), in accordance with Act 30 of 1982. The term of the Muncy School District representative expires June 30, 2019.

**2. Mr. LaRue Reese – Wellsboro Area School District**

The Wellsboro Area School District has taken formal action, in accord with Act 316 of 1982, to recommend that Mr. LaRue Reese be appointed to a position on the BLaST Board to replace Ms. Tracy Doughtie. It would be appropriate for the Board to appoint Mr. LaRue Reese, effective March 20, 2019, until the time of next election (March 20, 2019 – June 30, 2019), in accordance with Act 30 of 1982. The term of the Wellsboro Area School District representative expires June 30, 2019.

The motion passed with unanimous affirmative vote.

At 7:03 p.m. the board went into an Executive Session and reconvened the regular board meeting at 7:50 p.m.

**4. Minutes.**

Ms. Munkittrick moved and Ms. Preston seconded to approve the minutes of the meeting held on January 16, 2019 as presented. The motion passed with unanimous affirmative vote.

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

**5. Finance.**

**A. Approval of Bills**

Bills for the months of January 2019 and February 2019, for General

Operations, Special Education, and Capital Project Fund totaling \$6,045,999.52 are attached as pages 2406-1 through 2406-19.

**B. Title 1D Budget**

The administration recommends that the board approve the 2018-2019 1D Budget attached as page 2406-20.

The motion passed with unanimous affirmative vote.

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

**6A. Personnel, Resignations.**

1. **Clint Meyer**, Information Technology Specialist, resignation effective March 1, 2019.
2. **Penny Johnson**, Director of Design and Innovation, resignation effective March 8, 2019.
3. **Bernadette Delullo**, Teacher, retirement effective June 30, 2019.
4. **Sarah Lehman**, School Psychologist, effective when released.

The motion passed with unanimous affirmative vote.

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

**7B. Personnel, Employments.**

1. The administration recommends the employment of the following personnel:
  - A. **Peter Geipel**, Information Technology Specialist, IU 17 Williamsport office, effective March 18, 2019. Salary – \$56,500; General Operations Budget, prorated to the actual number of days worked. To fill vacancy created by the resignation of Brandon Flannery. This employment is contingent upon receipt of current clearances.

**7C. Personnel, Extension of Work Years.**

1. **Ms. Melissa Martens - Psychologist**

Due to a request for district services, the administration recommends that the Board approve an extension of work year for Ms. Melissa Martens up to an additional fifteen (15) days, at her 2018-2019 per diem rate.

**2. Ms. Tracy Wright - Special Education Supervisor**

Due to a request for ESY services, the administration recommends that the Board approve an extension of work year for Ms. Tracy Wright up to an additional ten (10) days, at her 2018-2019 per diem rate.

**3. Ms. Maria Pierce - Special Education Supervisor**

Due to a request for ESY services, the administration recommends that the Board approve an extension of work year for Ms. Maria Pierce up to an additional three (3) days, at her 2018-2019 per diem rate.

**4. Ms. Crystal Yoder - Special Education Supervisor**

Due to a request for ESY services, the administration recommends that the Board approve an extension of work year for Ms. Crystal Yoder up to an additional five (5) days, at her 2018-2019 per diem rate.

**5. Ms. Amy Fessler - Registered Nurse**

Due to a request for ESY services, the administration recommends that the Board approve an extension of work year for Ms. Amy Fessler up to an additional five (5) days, at her 2018-2019 per diem rate.

**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 2018-2019 school term, attached as page 2407-1.
2. The administration recommends approval of the list of Mission One employees for the 2018-2019 school term, attached as page 2407-2.
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.

**7E. Personnel, Request for Internship/Observations.**

1. The administration requests that the Board approve Emily Buttorff, a student at Wilkes University, to complete an internship with the Educational Planning Department, effective January 21, 2019 through April 30, 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 Grace Deegan, a Deaf & Hard of Hearing student at Bloomsburg University, to complete an internship effective March 17, 2019 through May 9, 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.

3. The administration requests that the Board approve a paid internship for Matthew Getgen, Williamsport Area High School CTE Program student, with BLaST Intermediate Unit 17, to gain no more than fifteen (15) hours of work experience per week, \$7.25 per hour effective March 21, 2019 through the end of the school year. 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.

**7F. Partnerships**

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

At the January 16, 2019 meeting, the Board approved 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 administration recommends that the Board approve a revised 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; revised total not to exceed \$7,318.

The motion passed with unanimous affirmative vote.

Mr. Miller moved and Mr. Ruffing 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 2408-1, has been approved for the current school year.

- B. **Pam Thompson- Stipend**

Due to added job responsibilities, with cleaning for the ESY program, the administration recommends that the Board approve a \$1,111 stipend for Pam Thompson.

- C. **Approval of Pay Dates and Holidays – 2019-2020**

Schedule of pay dates and holidays for the fiscal year and school year 2019-2020 is attached as page 2408-2.

- D. **2019-2020 Yearly Calendar - IU 17 Early Intervention**

The administration recommends that the Board approve the 2019-2020 yearly calendar for the IU 17 Early Intervention Program, attached as page 2408-3.

**E. Professional Contract**

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

**F. Contract for Services – Gordian EZIQC**

The administration recommends that the Board approve a contract with Gordian EZIQC to perform sealcoating work on the parking lot at the Williamsport office. Total cost not to exceed \$17,622.62.

**G. Contract for Services – Chester County Intermediate Unit**

The administration recommends that the Board approve a contract with Chester County Intermediate Unit for Itinerant Speech/Language Telepractice services for students at a rate of \$115.38/hour for individual service and \$69.22/hour for group services, effective March 3, 2019 through June 30, 2019.

**H. Revised Transportation Contract – Daum Transportation**

At the August 15, 2018 Board meeting, the Board approved a transportation contract with Daum Transportation, to transport preschool children; Total Cost of Contract not to exceed \$100,000.

Due to additional preschool children and runs being added, the administration recommends that the Board approve a revised contract with Daum Transportation to reflect the additional cost of \$45,000; Total Cost of Revised Contract not to exceed \$145,000.

**I. Approval of the Bullying Policy**

The Safe Schools report requires the bullying policy be board approved every three (3) years. Therefore, the administration requests the board approve the bullying policy with no changes. Attached as page 2409-1 and 2409-2.

**J. Contract for Regional Wide - Area Network (RWAN)**

The administration recommends that the Board authorize the administration to negotiate and enter into a 20-year contract with Zito Business; total cost of contract not to exceed \$47,954.53 beginning July 1, 2019 to provide internet service as part of the IU 17 Regional Wide-Area Network (RWAN).

**K. Contract for Regional Wide - Area Network (RWAN)**

The administration recommends that the Board authorize the administration to negotiate and enter into a 20-year contract with Zito Business; total cost of contract not to exceed \$84,621.00 beginning July 1, 2019 to provide internet service as part of the IU 17 Regional Wide-Area Network (RWAN).

**L. Contract for Regional Wide - Area Network (RWAN)**

The administration recommends that the Board authorize the administration to negotiate and enter into a 20-year contract with Zito Business; total cost of contract not to exceed \$23,443.54 beginning July 1, 2019 to provide internet service as part of the IU 17 Regional Wide-Area Network (RWAN).

**M. Contract for Services - PenTeleData**

The administration recommends that the Board authorize BLaST to enter into a 1-year contract with PenTeleData for internet service at the North Academy (Monroe-Franklin School) at a monthly rate of \$210.95. The contract will run from July 1, 2019 to June 30, 2020.

**N. Contract for Services- CXtec**

The administration recommends that the Board authorize BLaST to enter into a contract with CXtec to purchase technology equipment on behalf of participating school districts through the BLaST IU 17 E-Rate RWAN Consortium, contingent on approval of E-Rate Category 1 funding. Expected total cost of \$12,194.75, with the option to increase or decrease based on districts' needs.

**O. Contract for Services- CXtec**

The administration recommends that the Board authorize BLaST to enter into a contract with CXtec to purchase technology equipment on behalf of participating school districts through the BLaST IU 17 E-Rate Category 2 Consortium, contingent on approval of E-Rate Category 2 funding and authorization to purchase from participating schools. Expected total cost of \$318,608.74 with the option to increase or decrease based on districts' needs.

**P. Contract for Services - Dell EMC**

The administration recommends that the Board authorize BLaST to enter into a contract with Dell EMC to purchase technology equipment on behalf of participating school districts through the BLaST IU 17 E-Rate Category 2 Consortium, contingent on approval of E-Rate Category 2 funding and authorization to purchase from participating schools. Expected total cost of \$807,283.69 with the option to increase or decrease based on districts' needs.

**Q. Contract for Services - Dauphin DataCom**

The administration recommends that the Board authorize BLaST to enter into a contract with Dauphin DataCom to purchase technology equipment on behalf of participating school districts through the BLaST IU 17 E-Rate Category 2 Consortium, contingent on approval of E-Rate Category 2 funding and authorization to purchase from participating schools. Expected total cost of \$184,098.12 with the option to increase or decrease based on districts' needs.

**R. Contract for Services - Comcast Business**

The administration recommends that the Board authorize BLaST to enter into a 1-year agreement starting July 1, 2019 with Comcast Business for internet service at the EI Clinic in Towanda at a monthly rate of \$286.85 per month. The contract will run from July 1, 2019 to June 30, 2020.

**S. Contract for Services - Comcast Business**

The administration recommends that the Board authorize BLaST to enter into a 1-year agreement starting July 1, 2019 with Comcast Business for internet service at Lycoming Day Treatment in Montoursville at a monthly rate of \$286.85 per month. The contract will run from July 1, 2019 to June 30, 2020.

The motion passed with unanimous affirmative vote.

The record of investments dated February 28, 2019 was presented as follows: Year-to-Date Earnings on Investments is \$110,180.47(2.47% Cash Management Account), First Citizens Community Bank, Canton; and Year-to-Date Earnings on Project Fund is \$17,658.44 (2.47% Capital Fund Account), First Citizens Community Bank, Canton.

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

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

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

At 8:18 p.m. Mr. Miller moved and Ms. Agnew seconded to adjourn the meeting. All were in favor.

Respectfully Submitted,

Brian Driscoll  
Board Secretary