

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, May 15, 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 7:03 p.m.

Roll Call:

Lori Baer, President (W)	Present
Julie Preston, Vice President (C)	Present
J. Wilson Ferguson, Treasurer	Absent
Debra Agnew (C)	Present
Sean Bartlett	Absent
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 (W)	Present
Lonnie Stethers (C)	Present
Kelley Wasson	Absent
Annette Zern (C)	Present

Attendance Location Key: C – Canton; W – Williamsport

Others present were: Booke Beiter, Tom Bruno, Dan Coran, Jennifer Cronin, Zach Diehl, Brian Driscoll, Timothy Hanner, Ardis Mason, Mark Nevill, Jon Paulhamus, Sebastian Peipher, Maria Pierce, Angie Sees, Cheryl Starr, Christina Steinbacher-Reed, Dana Vermilya, Amy Wolfhope-Briggs, and Tracy Wright.

A copy of the agenda is attached as Pages 2420-1 through 2420-12.

Ms. Preston moved and Mr. Stethers seconded to approve the appointment of Ms. Donna Gavitt to a position on the BLaST Board effective May 15, 2019. The motion passed with unanimous affirmative vote.

2B. Appointment, IU 17 Board Member.

1. Ms. Donna Gavitt – East Lycoming School District

The East Lycoming School District has taken formal action, in accord with Act 316 of 1982, to recommend that Ms. Donna Gavitt be appointed to a position on the BLaST Board to replace Ms. Erica Hubler. It would be appropriate for the Board to appoint Ms. Donna Gavitt, effective May 15, 2019, until the time of next election (May 15, 2019 – June 30, 2019), in accordance with Act 30 of 1982. The term of the East Lycoming School District representative expires June 30, 2019.

At 7:12 p.m. the Board went into Executive Session and then reconvened at 7:48 p.m.

4. Minutes.

Mr. Stethers moved and Ms. Agnew seconded to approve the minutes of the meeting held on April 17, 2019 as presented. The motion passed with unanimous affirmative vote.

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

4. Finance.

A. Approval of Bills

Bills for the month of April 2019 totaling \$3,956,974.73, for General Operations, Special Education, and Capital Project Fund are attached as pages 2421-1 through 2421-9.

B. 2019 - 2020 Budgets

The administration recommends that the Board approve the 2019-2020 budget. They are attached as pages 2421-10 through 2421-50.

The motion passed with unanimous affirmative vote.

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

6A. Personnel, Resignations.

1. **Melissa Martens**, School Psychologist, retirement effective June 30, 2019.
2. **Allison Holcomb**, Teacher, resignation effective June 30, 2019.
3. **Erika Peterson**, Treatment Team Leader, resignation effective June 5, 2019.

The motion passed with unanimous affirmative vote.

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

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

1. Establishment of New Positions - Information Technology Specialists

The administration recommends that the Board approve the establishment of two new positions, Information Technology Specialists.

2. Establishment of New Position - Curriculum & Online Learning Specialist

The administration recommends that the Board approve the establishment of a new position, Curriculum & Online Learning Specialist. Description is attached as pages 2422-1 and 2422-2.

3. Establishment of New Position - Online Learning Coordinator

The administration recommends that the Board approve the establishment of a new position, Online Learning Coordinator. Description is attached as pages 2422-3 and 2422-4.

7B. Personnel, Employments.

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

- A. Brenda Frazier, School Psychologist, effective August 5, 2019. Salary – 2019-2020 Teachers’ Salary Schedule when adopted; 2018-2019- Step 15, Masters - \$73,504; districts’ contracts, prorated to the actual number of days worked. Professional Employee’s contract. To fill vacancy created by retirement of Melissa Martens. This employment is contingent upon receipt of current clearances.**

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

- A. Andra Sauers, Behavioral Health Coordinator, effective July 1, 2019. Salary – \$80,000; districts’ contracts, prorated to the actual number of days worked. To fill vacancy created by new position. This employment is contingent upon receipt of current clearances.**
- B. Rebecca Gibboney, Curriculum & Online Learning Specialist, effective July 1, 2019. Salary – \$60,000; districts’ contracts, prorated to the actual number of days worked. To fill vacancy created by new position. This employment is contingent upon receipt of current clearances.**

7C. Personnel, Extension of Work Years.

1. 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 seven (7) days, at her 2019-2020 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 seven (7) days, at her 2019-2020 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 2423-1.
- 2.** The administration recommends approval of the list of Mission One employees for the 2018-2019 school term, attached as page 2423-2.
- 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.

7F. Personnel, Change of Work Assignment.

1. Ms. Becky Eick - Revised Homebound Instruction

At the April 17, 2019 meeting, the Board approved Ms. Becky Eick, 3 hours of service a week, effective March 26, 2019; terminating no later than June 14, 2019 at the approved rate of \$23.18 per hour.

Due to a request for additional homebound instruction hours, the administration recommends that the Board approve Ms. Becky Eick, up to 5 hours of service a week, effective March 26, 2019; terminating no later than June 14, 2019 at the approved rate of \$23.18 per hour.

2. Mr. Jon Paulhamus – Director of Technology

Due to the resignation of Scott Moll, the administration recommends that the Board approve Jon Paulhamus to be moved from Assistant Director of Technology to Director of Technology. Salary adjusted to \$99,000.

3. Mr. Scott Ringkamp – Online Learning Coordinator

Due to a department restructure, the administration recommends that the

Board approve Scott Ringkamp to be moved from Instructional Technology Specialist to Online Learning Coordinator. Salary adjusted to \$53,659.

7G. Personnel, Abolishment of Position

1. Due to the realignment of job duties, the Instructional Technology Specialist position is no longer needed.

Therefore, the administration recommends that the Board approve the abolishment of the Instructional Technology Specialist position.

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 page 2424-1, has been approved for the current school year.

B. First Reading – New Policy 823

Policy for first reading is attached as pages 2424-2 through 2424-4.
Policy 823 Naloxone

C. First Reading – New Policy 103.1

Policy for first reading is attached as pages 2424-5 through 2424-20.
Policy 103.1 Nondiscrimination

E. Second Reading – Revised Policy 806

Policy for second reading is attached as pages 2424-21 through 2424-28.
Policy 806 Child Abuse

F. Contract for Services – Facilities Manager

The administration recommends that the Board approve a contract with Peter Loudenslager for facilities management at a rate of \$30/hour for up to 10 hours/week. If the IU exceeds the weekly retainer hours, the rate will increase to \$45/hr, effective July 1, 2019 through June 30, 2020.

G. Appointment of Solicitor - Mr. Fred Holland

The administration recommends that the Board approve the appointment of Mr. Fred Holland, as IU 17 solicitor, for 2019-2020 at the rate of \$150 per hour.

H. Appointment of Solicitor– Levin Legal Group

The administration recommends that the Board approve the appointment of Levin Legal Group, as IU 17 solicitor, for 2019-2020 at the rate of \$200 per hour.

I. Contract for Services – Zoom Video Communications, Inc.

The administration recommends that the Board approve a contract with Zoom Video Communications, Inc. to provide audio/visual upgrades in conference rooms. Total cost not to exceed \$81,626.

J. Contract for Services – Evolution Labs, Inc.

The administration recommends that the Board approve a contract with Evolution Labs, Inc. to provide Social/Emotional Learning curriculum to the Academies of Integrated Studies. Total cost not to exceed \$5,400.

K. Membership Subscription – PSBA

The administration recommends that the Board approve a membership subscription with PSBA for a standard yearly membership, comprehensive subscription package, and policy maintenance. Total cost not to exceed \$3,850.

L. Contract for Services – Melissa Wilson

The administration recommends that the Board approve a contract with Melissa Wilson, Speech/Language Pathologist, to provide speech and language therapy to students receiving Early Intervention Services, effective May 13, 2019 through June 12, 2019. Total cost not to exceed \$9,500.

M. 2019-2020 Yearly Calendar- Lycoming Day Treatment

The administration recommends that the Board approve the 2019-2020 yearly calendar for Lycoming Day Treatment, attached as page 2425-1.

N. 2019-2020 Yearly Calendar- Academy for Integrated Studies- South

The administration recommends that the Board approve the 2019-2020 yearly calendar for the IU 17 Academy for Integrated Studies- South, attached as page 2425-2.

O. 2019-2020 Yearly Calendar- BSI Partial Hospitalization Program

The administration recommends that the Board approve the 2019-2020 yearly calendar for BSI Partial Hospitalization Program, attached as page 2425-3.

P. 2019-2020 Yearly Calendar- Academy for Integrated Studies- North

The administration recommends that the Board approve the 2019-2020 yearly calendar for the IU 17 Academy for Integrated Studies- North, attached as page 2426-1.

Q. 2019-2020 Yearly Calendar- LaSaQuick

The administration recommends that the Board approve the 2019-2020 yearly calendar for LaSaQuik, attached as page 2426-2.

R. 2019-2020 Yearly Calendar- Clear Vision

The administration recommends that the Board approve the 2019-2020 yearly calendar for Clear Vision, attached as page 2426-3.

S. 2019-2020 Yearly Calendar- Beacon Light

The administration recommends that the Board approve the 2019-2020 yearly calendar for Beacon Light, attached as page 2426-4.

T. 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 2426-5.

U. PSBA Delegate

The administration requests that the Board consider appointing a voting delegate to represent the IU at the PSBA meeting on Friday, October 18, 2019.

V. Contract for Services – 888 VoIP

The administration recommends that the Board accept a bid from 888 VoIP for Grandstream telephone equipment per the bid document attached as pages 2426-6 through 2426-15.

W. OPEB Participation- OPEB Trust

The administration recommends that the Board approve contributions to the Pennsylvania OPEB Trust as noted on the Participation Agreement. A copy is attached as page 2426-16.

X. Contract for Services – Eastern Managed Print Network

The administration recommends that the Board approve a 60-month agreement with Eastern Managed Print Network to provide printer maintenance and

supply services. Equipment purchase cost of \$39,000 and annual maintenance costs on the basis of \$0.10 per color page and \$0.013 per black/white page. Total costs not to exceed \$62,900.

Y. Board Authorization for Performance Bonuses

The Board authorizes pooled performance bonuses totaling \$17,500 for eligible employees in 2018-2019.

Z. Appointment of Solicitor– McNees, Wallace & Nurick, LLC

The administration recommends that the Board approve the appointment of McNees, Wallace & Nurick, LLC, as IU 17 solicitor, for 2019-2020 at the rate of \$350 per hour.

The motion passed with unanimous affirmative vote.

The record of investments dated April 30, 2019 was presented as follows: Year-to-Date Earnings on Investments is \$147,455.82(2.46% Cash Management Account), First Citizens Community Bank, Canton; and Year-to-Date Earnings on Project Fund is \$22,603.64 (2.46% Capital Fund Account), First Citizens Community Bank, Canton.

A update on the Student Services Department was presented by Ms. Briggs.

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

Dr. Steinbacher-Reed presented her Executive Director update.

Ms. Baer will form a nomination committee to create a slate of officers for the 2019-2020 year before the next meeting.

11. Other Issues Raised by the Board and/or Staff.

Mr. Eberlin moved and Ms. Zern seconded to appoint Mr. Stethers as the delegate to represent the IU at the PSBA meeting on Friday, October 18, 2019. The motion passed with unanimous affirmative vote.

At 8:21 p.m., Ms. Agnew moved and Ms. Preston seconded to adjourn the meeting. All were in favor.

Respectfully Submitted,

Brian Driscoll
Board Secretary