

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 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 Baer, President, at 7:02 p.m. The board immediately went into Executive Session and reconvened at 7:17 p.m.

Roll Call:

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

Attendance Location Key: C – Canton; W – Williamsport

Others present were: Brooke Beiter, Shawn Baker, Brian Driscoll, Timothy Hanner, Ardis Mason, Jon Paulhamus, Maria Pierce, Joe Rafter, Andra Sauers, Angela Sees, Cheryl Starr, Christina Steinbacher-Reed, Dana Vermilya, Rebecca Walters, Amy Wolfhope-Briggs and Tracy Wright.

A copy of the agenda is attached as Pages 2454-1 through 2454-12.

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

1. Ms. Kelley Wasson – Jersey Shore Area School District

Mr. Reese moved and Mr. Stockdill seconded to accept the resignation of Ms. Kelley Wasson as the Jersey Shore School District representative on the IU 17 Board of Directors, effective November 11, 2019. The motion passed with unanimous affirmative vote.

4. Minutes.

Mr. Stethers moved and Ms. Agnew seconded to approve the minutes of the meeting held on September 18, 2019 amended to reflect that Ms. Gavitt was present. The motion passed with unanimous affirmative vote.

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

A. Approval of Bills

Bills for the month of September and October 2019, for General Operations, Special Education, and Capital Project Fund totaling \$7,045,859.09 attached as pages 2455-1 through 2455-18.

B. Title 1D Budget

The 2019-2020 Title 1D budget.

C. ELECT Program Budget

The 2019-2020 ELECT Program budget.

The motion passed with unanimous affirmative vote.

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

6. Personnel, Resignations.

- 1. Sebastian Peipher, Information Technology Specialist, resignation effective October 25, 2019.**
- 2. Mark Nevill, Director of Psychological and Behavioral Health Services, resignation effective November 1, 2019.**
- 3. Faith Bailey, Paraprofessional, resignation effective November 15, 2019.**
- 4. Jennifer Carranza, At the September 18, 2019 Board meeting, the Board accepted the resignation of Jennifer Carranza effective October 11, 2019.**

At this time, Ms. Carranza has requested that her resignation be rescinded effective immediately. Therefore, the administration recommends that the Board approve Ms. Carranza's request to rescind her resignation.

5. **Terrie Sproul**, Early Intervention Teacher, resignation effective October 30, 2019.

The motion passed with unanimous affirmative vote.

Mr. Eberlin 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 - Curriculum Specialist**

The Administration recommends that the Board authorize the establishment of a new position, Curriculum Specialist. A copy of the job description is attached as pages 2456-1 and 2456-2.

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. **Malachi Atkinson**, Digital Media Design and Customer Support Specialist, effective October 28, 2019. Salary – \$40,000; General Operations budget, 260 days, prorated to the actual number of days worked. To fill the new position created at the September 19, 2019 Board meeting. This employment is contingent upon receipt of current clearances.
- B. **Jeremy Black**, Information Technology Specialist, effective November 25, 2019. Salary – \$56,000; General Operations budget, 260 days, prorated to the actual number of days worked. To fill the vacancy created by the resignation of Sebastian Peipher. This employment is contingent upon receipt of current clearances.

7C. Personnel, Change of Work Assignment.

1. **Ms. Wendy Ripley - Psychologist**

Due to added job responsibilities assuming the role of lead psychologist, the administration recommends that the Board authorize an extension of work days for Ms. Wendy Ripley from 190 to 205 and authorize a stipend of \$6000.00.

2. **Ms. Erica Hoyt - Homebound Instruction**

At the September 2019 Board meeting, the Board authorized Ms. Erica Hoyt to

provide instruction up to 5 hours of service a week, effective September 9, 2019 through November 1, 2019 at the approved rate of \$23.18 per hour. The administration recommends the Board authorize an extension of Ms. Erica Hoyt's instruction, effective November 4, 2019 through November 29, 2019 at the approved rate of \$23.18 per hour.

3. Ms. Julia Edler - Homebound Instruction

Due to a request for homebound instruction, the administration recommends that the Board authorize Ms. Julia Edler, up to 5 hours of instruction per week, effective November 12, 2019 through December 10, 2019 at the approved rate of \$23.18 per hour.

4. Mr. Timothy Hanner - Assistant Director of Student Services

The administration recommends that the Board approve Mr. Timothy Hanner to be moved from Special Education Supervisor to Assistant Director of Student Services and approve a change in days from 220 to 260; effective when replacement is hired. Salary adjusted to \$95,000.

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 page 2457-1.
2. The administration recommends approval of the list of Mission One employees for the 2019-2020 school term, attached as page 2457-2.
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 2019-2020 school year.

7E. Personnel, Request for Internship/Observations.

1. The administration requests that the Board approve Gabriella Regalbuto, a Speech Therapy student at Bloomsburg University, to complete an internship effective March 7, 2020 through May 7, 2020. 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 Lindsey Johnson, a Speech Therapy student from Bloomsburg University, to complete an internship effective March 7, 2020 through May 7, 2020. 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 Tiffany Newton, a Speech

Therapy student from Clarion University, to complete observations effective January 6, 2020 through March 27, 2020. 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. Agnew moved and Mr. Reese 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 2458-1, has been approved for the current school year.

B. First Reading of New Policy

Policy 100 Use of Livestream Video on School District Property, attached as pages 2458-2 through 2458-4.

C. Gretchen Geer- Stipend

Due to added job responsibilities, the administration recommends that the Board approve a \$1,000 stipend for Gretchen Geer.

D. Increment - Master's and Master's + 15, 30, 60 and Doctorate

Ms. Becca Baier, Act 89 teacher, **Ms. Allison Betts**, Emotional Support teacher, **Ms. Stephanie Johnson**, Speech Therapist, and **Ms. Carla Tardieu**, Early Intervention teacher, have submitted evidence that they have completed the necessary requirements for a Master's degree; **Ms. Sheena Hindman**, Early Intervention teacher, **Ms. Cherie Hunt**, Special Education teacher, **Ms. Allison Mertes**, Hearing Impaired teacher, **Ms. Clair Pratt**, Autistic Support teacher, have submitted evidence that they have completed 15 credits beyond a Master's. **Ms. Tiffany Putnam**, Alternative Education Teacher, has submitted evidence that she has completed 30 credits beyond a Master's.

The administration recommends that the Board approve placing Ms. Becca Baier, Ms. Allison Betts, Ms. Stephanie Johnson, Ms. Carla Tardieu, Ms. Sheena Hindman, Ms. Cherie Hunt, Ms. Allison Mertes, Ms. Clair Pratt, and Ms. Tiffany Putnam in the appropriate columns for the 2019-2020 school year.

E. Addendum to ESS Support Services, LLC Agreement

The administration recommends that the Board authorize the Executive

Director to enter into an addendum with ESS Support Services, LLC, for contracted services related to educational staffing needs.

F. Revised Contract of Services – Ellie’s Cleaning

At the September 18, 2019 Board meeting, the Board authorized a contract with Ellie’s Cleaning to provide cleaning services at the North Academy for Integrated Studies facility, effective September 14, 2019 at a rate of \$1,400 per month.

Due to the need for additional days of service, the administration recommends that the Board authorize a revised contract with Ellie’s Cleaning effective November 2, 2019 at a rate of \$2,200.

G. Contract for Services – UPMC Susquehanna, Williamsport, Physical Therapy – Early Intervention 2019-2020

The administration recommends that the Board authorize a contract with UPMC Susquehanna, Williamsport, Physical Therapy services for eligible Early Intervention students in Lycoming County, up to 30 hours per week including travel time, Physical Therapy Assistant services up to 6 hours per week, following the EI Calendar, effective October 1, 2019 through June 30, 2020; \$88 per hour for direct service, \$135 flat rate for evaluations/re-evaluations, and \$48 travel rate per hour, \$77 PTA rate per hour; total cost of services not to exceed \$145,000.

H. Contract for Services – UPMC Susquehanna, Williamsport, Physical Therapy – School Age 2019-2020

The administration recommends that the Board authorize a contract with UPMC Susquehanna, Williamsport, Physical Therapy services for eligible School Age students in Lycoming County, up to 30 hours per week including travel time, Physical Therapy Assistant services up to 6 hours per week, following the EI Calendar, effective October 1, 2019 through June 30, 2020; \$88 per hour for direct service, \$135 flat rate for evaluations/re-evaluations, and \$48 travel rate per hour, \$77 PTA rate per hour; total cost of services not to exceed \$75,000.

I. 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 December 11, 2019; at a rate of \$1.50 per student screened.

J. Contract for Services – Mitchell Floyd

The administration recommends that the Board approve a contract with Mitchell Floyd to provide a Leadership Workshop at the Academy of Integrated Studies - South, at a rate of \$500/day, effective October 14, 2019 and

February 14, 2020. Total cost of services not to exceed \$1,000.

K. Transportation Drivers

The administration recommends that the Board approve the updated 2019-2020 drivers to transport eligible preschool children to specialized programs, attached as page 2460-1.

L. Contract for Services – Luzerne Intermediate Unit #18

The administration recommends that the Board authorize a contract with Luzerne Intermediate Unit #18 to provide behavioral health consultation, effective November 1, 2019 through June 30, 2020; \$375 per half day for one consultant; \$625 per half day if two consultants are provided; \$750 per full day; \$1,000 per full day if two consultants are provided; \$60 per hour for virtual meetings; not to exceed \$20,000.

M. 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 November 1, 2019 through October 31, 2020, 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.

N. Contract for Services – Noah Beiter

The Administration recommends that the Board authorize a contract with Noah Beiter to provide media services effective November 1, 2019 through June 30, 2020, at a rate of \$1,500 for spotlight film package, \$3,000 for feature film package, and \$5,560 for BLaST package; total cost of services not to exceed \$8,560.

O. IGS Energy

The administration recommends that the Board authorize a 24-month fixed price agreement with IGS Energy to supply electricity at the IU’s Canton office and North Academy locations at a cost not to exceed \$.0499/kWh.

The motion passed with unanimous affirmative vote.

10. Administrative Reports.

- A.** The record of investments dated October 31, 2019 was presented as follows: Year-to-Date Earnings on Investments is \$43,691.16 (2.08% Cash Management Account), First Citizens Community Bank, Canton; and Year-to-Date Earnings on Project Fund is \$9,676.68 (2.08% Capital Fund Account), First Citizens Community Bank, Canton.

The following updates were given:

- B. **Special Education Update – A. Briggs**
- C. **Educational Planning Update – B. Beiter**
- D. **Executive Director Update – Dr. Steinbacher-Reed**

The directors were reminded that there is no scheduled meeting in December.

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

A. **List of Salaries for IU 17 Employees**

A list of salaries for all IU 17 bargaining unit employees, as well as all other IU 17 employees, for 2019-2020 is attached as pages 2461-1 through 2461-6. For informational purposes only,

There being no more business, Ms. Agnew moved and Mr. Stethers seconded to adjourn the meeting at 7:56 p.m.

Respectfully Submitted,

Brian Driscoll
Board Secretary