

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 18, 2020 in the BLaST Administration Office, 33 Springbrook Drive, Canton, Pennsylvania. This meeting was conducted virtually via video-conferencing. The meeting was called to order by Lori Baer, President, at 7:04 p.m.

Roll Call:

Lori Baer, President	Present
Julie Preston, Vice President	Present
Lonnie Stethers, Treasurer	Present
Debra Agnew	Present
Doug Eberlin	Present
Teresa Edsell	Present
Scott Johnson	Present
Christina Kiessling	Present
Dan Martin	Present
Lisa McClintock	Present
Nathan Miller	Present
Peggi Munkittrick	Present
Neal Palmer	Absent
Nancy Petrosky	Absent
Dana Pick	Present
William S. Ruffing	Present
Barbara Shull	Present
Hal Stockdill	Present
Wellsboro	Vacated

Others present were: Brooke Beiter, Richard Correll, Brian Driscoll, Tim Hanner, Fred Holland, Alicia Jennings, Rich Marriott, Jon Paulhamus, Cheryl Starr, Christina Steinbacher-Reed, Dana Vermilya, and Amy Wolfhope-Briggs.

A copy of the agenda is attached as Pages 2482-1 through 2482-5.

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

5. **Finance.**

**B. Programs and Services Budget for Fiscal Year 2020-21**

The proposed 2020-21 General Operations Budget was approved by the BLaST Intermediate Unit 17 Board at the January 15, 2020 meeting. The budget will be acted upon by each component school district board prior to April 15, 2020. A tabulation of votes as of April 15, 2020 is attached as Pages 2482-6 and 2482-7.

The Intermediate Unit auditors and administration recommend that the Intermediate Unit Board adopt the proposed 2020-21 General Operations Budget (\$2,945,827), contingent upon approval of at least a majority of component districts and at least a majority of the proportionate votes of all school directors.

The motion passed with unanimous affirmative vote.

Mr. Stockdill made an omnibus motion to approve agenda items 4, 5A, 7 and 8. Mr. Stethers seconded and all were in favor.

**4. Minutes.**

Minutes of the meeting held March 18, 2020. The administration recommends that these minutes be approved as presented or as amended by the Board.

**5. Finance.**

**A. Approval of Bills**

Bills for the month of March 2020, for General Operations, Special Education, and Capital Project Fund totally \$1,314,898.94 attached as Pages 2483-1 through 2483-7.

**6. Personnel, Resignations.**

1. **Jeffrey Shade**, At the March 18, 2020 Board meeting, the Board accepted the resignation of Jeffrey Shade effective April 10, 2020.

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

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

1. The administration recommends approval of the list of Mission One employees for the 2019-2020 school term, attached as Page 2483-8.

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

1. The administration requests that the Board approve Lindsey Johnson, a Speech Therapy student from Bloomsburg University, to complete an internship effective March 16, 2020 through April 30, 2020. This is an extension of an internship approved at the November 20, 2019 Board meeting. 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 Tiffany Newton, a Speech Therapy student from Clarion University, to complete an internship effective March 16, 2020 through April 30, 2020. This is an extension of an internship approved at the November 20, 2019 Board meeting. 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.

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

### A. **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 2484-1.

### B. **Contract for Services - Young's Lawn Care, LLC**

The administration recommends that the Board authorize a contract with Young's Lawn Care, LLC, to provide lawn mowing services to the Williamsport BLaST office, for 1 year starting May 1, 2020. Services will be provided at a rate of \$40.00 per cutting.

### C. **Transportation Payment**

The administration recommends that the Board authorize payments to EI transportation contractors in the amount of 80% of normal costs (using the week of March 9-13, 2020 as the baseline) for all weeks impacted by the closure of schools related to pandemic. In order to qualify for payment, each transportation contractor must provide evidence of maintaining the same complement of vehicles and drivers as existed on March 13, 2020.

### D. **First Reading of New Policies**

Policies for first reading are enclosed.

**Policy 617** Petty Cash attached as Pages 2484-2 and 2484-3

**Policy 619** Intermediate Unit Audit attached as Page 2484-4

**Policy 622** GASB Statement 34 attached as Pages 2484-5 and 2484-6

**Policy 626** Federal Fiscal Compliance attached as Pages 2484-7 through 2484-10

## 10. **Administrative Reports.**

- A. The record of investments dated March 31, 2020 was presented as follows:  
 Year-to-Date Earnings on Investments is \$104,634.73 (1.49% Cash Management Account), First Citizens Community Bank, Canton; and Year-to-Date Earnings on Project Fund is \$19,118.85 (1.51% 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 Update – J. Paulhamus**
- D. **Executive Update – Dr. Steinbacher-Reed**

There being no more business, Mr. Stockdill moved and Mr. Stethers seconded to adjourn the meeting at 7:45 p.m. All were in favor.

Respectfully Submitted,

Brian Driscoll  
Board Secretary