

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, February 19, 2020 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 7:28 p.m.

Roll Call:

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

Attendance Location Key: C – Canton; W – Williamsport

Others present were: Shawn Baker, Chris Bear, Brooke Beiter, Brian Driscoll, Eric Fessler, Timothy Hanner, Robin Holmes, Ardis Mason, Jon Paulhamus, Maria Pierce, 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 2470-1 through 2470-10.

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

2B. Declaration of Wellsboro Board vacancy.

The resignation of Mr. LaRue Reese as the Wellsboro Area School District representative on the IU 17 Board of Directors, was approved at the January 15, 2020 Board meeting.

The district has informed the IU they wish to declare said office vacant. The IU requests that by affirmative vote of the majority of the remaining board members this office be declared vacant,

The motion passed with unanimous affirmative vote.

4. Minutes.

Ms. Preston moved and Mr. Stockdill seconded to approve the minutes of the meeting held on January 15, 2020 amended to reflect that Mr. Ruffing was present. The motion passed with unanimous affirmative vote.

5. Finance.

A. Approval of Bills

Mr. Miller moved and Ms. Preston seconded to approve the bills for the month of January 2020 totaling \$3,840,995.01, for General Operations, Special Education, and Capital Project Fund are attached as Pages 2471-1 through 2471-10. The motion passed with unanimous affirmative vote.

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

6. Personnel, Resignations.

1. **Rebecca Bonnell**, Speech Therapist, retirement effective June 10, 2020.

The motion passed with unanimous affirmative vote.

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

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

1. Transition/Workforce Development Coordinator

The administration recommends that the Board approve the establishment of a new position, Transition/Workforce Development Coordinator. Description is attached as Pages 2471-11 through 2471-13

7B. Personnel, Employments.

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

- A. Eric Budd**, Programmer, effective May 15, 2020. Salary – \$50,000;

Software budget, 260 days, prorated to the actual number of days worked. To fill the vacancy created by the resignation of Elizabeth Finch. This employment is contingent upon receipt of current clearances.

7C. Personnel, change of work assignment.

1. Ms. Lesa Davies - Homebound Instruction

Due to a request for homebound instruction, the administration recommends that the Board authorize Ms. Lesa Davies, up to 5 hours of instruction per week, effective January 20, 2020 through March 6, 2020 at the approved rate of \$23.18 per hour. This is an extension of a previously approved work assignment

2. Ms. Lesa Davies - Homebound Instruction

Due to a request for homebound instruction, the administration recommends that the Board authorize Ms. Lesa Davies, up to 5 hours of instruction per week, effective February 11, 2020 through May 11, 2020 at the approved rate of \$23.18 per hour.

3. Ms. Danielle Egly - Teacher of the Deaf and Hard of Hearing

Due to added job responsibilities, the administration recommends that the Board authorize an extension of work days for Ms. Danielle Egly from 4 days per week to 5 days per week, effective February 24, 2020 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 2019-2020 school term, attached as Page 2472-1
2. The administration recommends approval of the list of Mission One employees for the 2019-2020 school term, attached as Page 2472-2.
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 a STEM internship for Jennifer McKee, a Wilkes University student, with BLaST Intermediate Unit 17, to gain work experience effective January 22, 2020 through April 26, 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.

7F. Personnel, Approval for Change in Employment.

1. At the January 15, 2020 Board meeting, the Board approved the employment of Dr. Amy Martell effective May 8, 2020. The administration recommends the Board approve her employment effective May 1, 2020.

The motion passed with unanimous affirmative vote.

Ms. Pick 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 2473-1, has been approved for the current school year.

B. Approval of Pay Dates and Holidays – 2020-2021

Schedule of pay dates and holidays for the fiscal year and school year 2020-2021 is attached as Page 2473-2.

C. Contract for Services – Bayada Home Health Care, Inc

The administration recommends that the Board authorize a contract with Bayada Home Health Care, Inc., to provide substitute nursing services to North Academy, effective August 1, 2020 through July 31, 2021 at a rate of \$50.00/hour.

D. Lease – Southern Tioga School District – Early Intervention 2020-2021

The administration recommends that the Board authorize a rental agreement with the Southern Tioga School District; for space rental by Early Intervention clinic and service providers, effective July 1, 2020 through June 30, 2021; at a rate of \$240.00 per month.

E. Contract with ESS Northeast, LLC

The administration recommends that the Board authorize the Executive Director to enter into a contract with ESS (Source4Teachers), for contracted services related to the staffing needs for substitute teachers and paraprofessionals effective July 1, 2020 through June 30, 2022. Renewal able for 2 one year terms.

F. Contract with ESS Support Services, LLC

The administration recommends that the Board authorize the Executive Director to enter into a contract with ESS (Mission One), for contracted services related to the

staffing needs effective July 1, 2020 through June 30, 2022. Renewal able for 2 one year terms.

G. Contract for Services – Eduplanet 21

The administration recommends that the Board authorize a contract renewal with Eduplanet 21, to provide software for training at a rate of \$1,500.00 annually.

H. Contract for Regional Wide - Area Network (RWAN)

The administration recommends that the Board select a proposal from Zito Business to provide internet service to the IU 17 Regional Wide-Area Network (RWAN), under a 3-year contract from July 1, 2020 to June 30, 2023 at a cost of \$1,400.00 per month plus applicable taxes/fees.

I. 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, 2020 to June 30, 2021.

J. Contract for Services - Comcast Business

The administration recommends that the Board authorize BLaST to enter into a 1-year agreement starting July 1, 2020 with Comcast Business for internet service at the EI Clinic in Towanda at a monthly rate of \$336.75 per month plus applicable taxes/fees. The contract will run from July 1, 2020 to June 30, 2021.

K. Contract for Services - Comcast Business

The administration recommends that the Board authorize BLaST to enter into a 1-year agreement starting July 1, 2020 with Comcast Business for internet service at Lycoming Day Treatment in Montoursville at a monthly rate of \$336.75 per month plus applicable taxes/fees. The contract will run from July 1, 2020 to June 30, 2021.

L. First Reading of New Policies

Policy 101 Mission Statement/Vision Statement/ Shared Values

Policy 220 Student Expression/Distribution and Posting of Material

Policy 707 Use of Intermediate Unit Facilities

Policy 913 Nonschool Organizations/Groups/Individuals

M. Contract for Services - Erbacher Consulting Associates, PLLC

The administration recommends that the Board authorize a contract with Erbacher Consulting Associates, PLLC for Dr. Teresa Erbacher to provide

professional development for IU 17 Superintendents, effective March 12, 2020.
Total cost of services not to exceed \$1,500.00

N. 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 2474-1

O. Professional Contract

Carolann Ward-Spencer 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 Carolann Ward-Spencer.

The motion passed with unanimous affirmative vote.

10. Administrative Reports.

- A.** The record of investments dated January 31, 2020 was presented as follows: Year-to-Date Earnings on Investments is \$82,777.85 (1.82% Cash Management Account), First Citizens Community Bank, Canton; and Year-to-Date Earnings on Project Fund is \$15,842.06 (1.82% 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 – Dr. Steinbacher-Reed**

Since there was no more business, Ms. Agnew moved and Mr. Stockdill seconded to adjourn the meeting at 7:50 p.m. All were in favor.

Respectfully Submitted,

Brian Driscoll
Board Secretary