

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 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 7:01 p.m. The board went into Executive Session at 7:08 p.m. and reconvened at 7:32 p.m.

Roll Call:

Lori Baer, President (W)	Present
Julie Preston, Vice President (C)	Present
Lonnie Stether, Treasurer (C)	Present
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 (C)	Present
Nancy Petrosky (W)	Present
Dana Pick	Absent
William S. Ruffing	Absent
Barbara Shull (C)	Present
Hal Stockdill (C)	Present
Wellsboro	Vacated

Attendance Location Key: C – Canton; W – Williamsport

Others present were: Brooke Beiter, Brian Driscoll, Tim Confer, Fred Holland, Jon Paulhamus, Cheryl Starr, Christina Steinbacher-Reed, Dana Vermilya, and Amy Wolfhope-Briggs.

A copy of the agenda is attached as Pages 2475-1 through 2475-8.

4. Minutes.

Mr. Stockdill moved and Mr. Miller seconded to approve the minutes of the meeting held on February 19, 2020. The motion passed with unanimous affirmative vote.

5. Finance.

A. Approval of Bills

Ms. Preston moved and Mr. Stethers seconded to approve the bills for the month of February 2020 totaling \$2,356,915.29, for General Operations, Special Education, and Capital Project Fund are attached as Pages 2476-1 through 2476-9. The motion passed with unanimous affirmative vote.

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

6. Personnel, Resignations.

1. **Melissa O'Connor**, Paraprofessional, resignation effective February 26, 2020.
2. **Carter Alexander**, Programmer, resignation effective March 11, 2020.
3. **Jeffrey Shade**, programmer specialist, resignation effective April 10, 2020.

The motion passed with unanimous affirmative vote.

Mr. Stethers 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 - School Age/Early Intervention Speech Therapist

The administration recommends that the Board authorize the establishment of a new position, School Age/Early Intervention Speech Therapist.

7B. Personnel, Employments.

1. The administration recommends the employment of the following personnel:
 - A. **Tiffany Newton**, Speech Therapist, effective July 1, 2020. Salary – Masters- \$51,793; Early Intervention budget and district contracts, 190 days, prorated to the actual number of days worked. To fill the new position created at the March 18, 2020 Board meeting. This employment is contingent upon receipt of current clearances.
 - B. **Lindsey Johnson**, Speech Therapist, effective July 1, 2020. Salary - Masters - \$51,793; Early Intervention budget, prorated to the actual number of days worked. To fill the vacancy created by the retirement of Rebecca Bonnell. This employment is contingent upon receipt of current clearances.

7C. Personnel, Change of Work Assignment.

1. Ms. Ashley Rupert - Homebound Instruction

Due to a request for homebound instruction, the administration recommends that the Board authorize Ms. Ashley Rupert, up to 5 hours of instruction per week, effective February 24, 2020 through May 4, 2020 at the approved rate of \$23.18 per hour.

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 2477-1.
2. The administration recommends approval of the list of Mission One employees for the 2019-2020 school term, attached as page 2477-2.
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.

None.

The motion passed with unanimous affirmative vote.

Mr. Miller 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 2477-3, has been approved for the current school year.

B. 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 2477-4.

The motion passed with unanimous affirmative vote.

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

8. Items Requiring Routine Formal Action by the Board (Continued).

C. First Reading of New Policies

Page 2478
March 18, 2020
Canton, PA

Policies for first reading are attached.

Policy 100.1 Comprehensive Planning attached as Pages 2478-1 through 2478-3

Policy 218.1 Weapons attached as Pages 2478-4 through 2478-6

Policy 222 Tobacco and Vaping attached as Pages 2478-7 through 2478-10

Policy 323 Tobacco and Vaping products attached as Pages 2478-11 through 2478-13

Policy 006.1 Attendance at Meetings Via Electronic Communications attached as Pages 2478-14 and 2478-15

The motion passed with unanimous affirmative vote.

Mr. Miller moved and Mr. Stethers seconded to waive the Second Reading of all of these policies. The motion passed with unanimous affirmative vote.

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

D. Second Reading of New Policies

Policies for second reading are attached.

Policy 101 Mission Statement/Vision Statement/ Shared Values attached as Page 2478-16

Policy 220 Student Expression/Distribution and Posting of Material attached as Pages 2478-17 through 2478-20

Policy 707 Use of Intermediate Unit Facilities attached as Pages 2478-21 through 2478-24

Policy 913 Nonschool Organizations/Groups/Individuals attached as pages 2478-25 through 2478-27

The motion passed with unanimous affirmative vote.

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

E. Contract for Services - Youth Advocate Programs, Inc.

The administration recommends that the Board authorize a contract with Youth Advocate Programs, Inc., to provide substitute social worker services to North Academy, for the remainder of the 2019-2020 school year. Services will be provided at a rate of \$60 per hour for Licensed Social Worker, and \$30 per hour for Masters Intern.

F. Contract for Services - TSW Corp, County Pest Control.

The administration recommends that the Board authorize a contract with TSW Corp - County Pest Control, to provide pest control services to Canton BLaST office, for 1 year starting February 1, 2020. Services will be provided at a rate of \$1850 annual fee.

G. Revised Contract of Services – Ellie’s Cleaning

Due to the need for additional days of service at the Canton office, the administration recommends that the Board authorize a revised contract with Ellie’s Cleaning effective March 16, 2020 at a rate of \$1,459.

H. Professional Contract

Brandy Lair 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 Brandy Lair.

I. Contract for Services - Northern Tier Solid Waste Authority

The administration recommends that the Board authorize a contract with Northern Tier Solid Waste Authority, to provide pick up of municipal waste at the North Academy at a rate of \$151 per month. Contract from April 1, 2020 through December 31, 2021.

J. Contract for Services - Northern Tier Solid Waste Authority

The administration recommends that the Board authorize a contract with Northern Tier Solid Waste Authority, to provide pick up of municipal waste at the Canton Office at a rate of \$104 per month. Contract from April 1, 2020 through December 31, 2021.

K. Contract for Services - EduLink, Inc.

The administration recommends that the Board authorize a contract with EduLink, Inc. to provide the PA-ETEP electronic teacher evaluation portal at a rate of \$9,302 per year.

L. Pandemic Emergency Staffing Plan

The administration recommends that the Board authorize the following staffing plan to be put into place during the time of closure due to the pandemic emergency.

The recommendations for Phase I are as follows:

Phase I (*March 16-27, 2020*)

1. All salaried staff are to be paid for the mandated 10-day closure (March 16-27).

2. Instructional staff (teachers/therapists, psychologists, paraprofessionals, nurses, social workers) will have a credited working day on the first day of the closure (March 16th) and non-work days for the balance of the closure

Page 2480

March 18, 2020

Canton, PA

(March 17-27) so that staff are available in the case of school district make-up days later in the year.

3. An MOU will be issued for the collective bargaining agreement (BLaSTEa).
4. Essential non-instructional staff will report to complete critical organization functions.
5. Non-essential non-instructional salaried staff will function under a work-from-home model until further notice.
6. BLAST hourly employees (totaling 3 employees) will be compensated during the closure based on a typical weekly timesheet for each employee. These employees will be expected to make up the paid hours in the case of make-up days later in the year.
7. Mission One/ESS will be compensated for three days from March 16-18, based on a typical daily timesheet for each of their 90 staff that perform daily services contracted to BLAST.
8. The IU will retain 4 Mission One/ESS contracted employees during the closure: Lucas Nichols (Programmer), Eric Budd (Programmer), Amanda Sweeney (ELECT Caseworker), and Amber Hunter (ELECT Caseworker).
9. Upon re-opening of programs, the administration will have the authorization to call back Mission One/ESS staff on a case-by-case basis, factoring in the needs of the re-opening programs.

The motion passed with unanimous affirmative vote.

Ms. Preston moved and Mr. Eberlin seconded to authorize the administration to enter into Memorandums of Understanding and other agreements as necessary for continuation of employment relationships and other contracts. These items would be submitted to the Board at a later date for retroactive approval. The motion passed with unanimous affirmative vote.

10. Administrative Reports.

- A. The record of investments dated February 29, 2020 was presented as follows: Year-to-Date Earnings on Investments is \$93,454,61 (1.76% Cash Management Account), First Citizens Community Bank, Canton; and Year-to-Date Earnings on Project Fund is \$17,550.79 (1.76% 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**

Page 2481
March 18, 2020
Canton, PA

Since there was no more business, Mr. Stockdill moved and Mr. Palmer seconded to adjourn the meeting at 7:56 p.m. All were in favor.

Respectfully Submitted,

Brian Driscoll
Board Secretary