

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, September 16, 2020 virtually via video-conferencing. The meeting was called to order by Julie Preston, Vice President, at 7:05 p.m.

Roll Call:

Lori Baer, President	Present
Julie Preston, Vice President	Present
Debra Agnew, Treasurer	Present
Doug Eberlin	Present
Scott Johnson	Present
Christina Kiessling	Present
Dan Martin	Present
Lisa McClintock	Present
Nathan Miller	Present
Kathy Jo Minnick	Present
Peggi Munkittrick	Absent
Neal Palmer	Present Arrived at 7:15
Nancy Petrosky	Present
Dana Pick	Absent
William S. Ruffing	Absent
Barbara Shull	Present
Hal Stockdill	Present
Northeast Bradford	Vacant
Wellsboro	Vacated

Others present were: Brooke Beiter, Tom Burkhart, Dan Coran, Robin Holmes, Katey Martin, Ardis Mason, Sara McNett, Jon Paulhamus, Maria Pierce, Cheryl Starr, Christina Steinbacher-Reed, Dana Vermilya, Rebecca Walters, Amy Wolfhope- Briggs, and Tracy Wright.

A copy of the agenda is attached as Pages 2511-1 through 2511-8.

4. Minutes.

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

5. Finance.

A. Approval of Bills

Mr. Johnson moved and Ms. Petrosky seconded to approve the bills for the month of August 2020 totaling \$1,780,504.34, for General Operations, Special Education, and

Capital Project Fund are attached as Pages 2512-1 through 2512-8. The motion passed with unanimous affirmative vote.

At 7:09 p.m. the board moved into executive session and then reconvened the normal board meeting at 7:38 p.m.

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

6A. Personnel, Resignations.

1. **Erin Rothrock** - Social Worker, resignation effective September 4, 2020.
2. **Amy Briggs** - Director of Student Services, resignation effective November 13, 2020
3. **Melanie Lilley** - Paraprofessional, retirement effective September 17, 2020

The motion passed with unanimous affirmative vote.

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

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

1. **Assistant Executive Director: Director of Student Services**

The administration recommends the Board approve the revision to the position of Assistant Executive Director: Director of Student Services, as presented.

The motion passed with unanimous affirmative vote.

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

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. **Austin Boos**, Information Technology Specialist, 260 days, effective September 28, 2020. Salary – \$45,000; prorated to the actual number of days worked. General Operations budget. To fill the vacancy created by the resignation of Shawn Baker. This employment is contingent upon receipt of current clearances.
- B. **Jason Albright**, Information Technology Specialist, 260 days, effective September 28, 2020. Salary – \$55,000; prorated to the actual number of

days worked. General Operations budget. To fill the vacancy created by the resignation of Jeremy Black. This employment is contingent upon receipt of current clearances.

- C. **Sara Smeltz**, Graphic Design, Marketing and Branding Specialist, 260 days, effective September 28, 2020. Salary - \$45,000; prorated to the actual number of days worked. General Operations budget. To fill the new position created by the Board at the August 19, 2020 Board meeting. This employment is contingent upon receipt of current clearances.

The motion passed with unanimous affirmative vote.

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

7C. Personnel, Change of Work Assignment.

None

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 2020-2021 school term, attached as Pages 2513-1 and 2513-2.
2. The administration recommends approval of the list of Mission One employees for the 2020-2021 school term, attached as Page 2513-3.

7E. Personnel, Request for Internship/Observations.

None

The motion passed with unanimous affirmative vote.

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

8. Items Requiring Routine Formal Action by the Board.

A. Contract to Allocate 2020-2021 IDEA Funds to School Districts

IU 17 has received signed contracts from the following school districts for the projected allocation of IDEA funds, attached as Page 2513-4, to their school districts:

Athens	Sayre
Canton	South Williamsport
East Lycoming	Southern Tioga
Jersey Shore	Sullivan County

Loyalsock Township	Towanda
Montgomery	Troy
Montoursville	Wellsboro
Muncy	Williamsport
Northern Tioga	Wyalusing
Northeast Bradford	

The administration recommends that the Board authorize the execution of this contract to the school districts listed above.

C. Contract for Services – All Around Maintenance Man, LLC.

The administration recommends that the Board authorize a contract with All Around Maintenance Man, LLC. to provide inclement weather maintenance at the Williamsport Office, effective September 1, 2020 through June 30, 2021, at a rate of \$195 per plow, \$185 per salting, \$25 to salt sidewalks and \$35 to clear sidewalks.

D. Contract for Services - Young's Lawncare, LLC

The administration recommends that the Board authorize a contract with Young's Lawncare, LLC to provide lawn mowing and spring/fall clean up for The Williamsport office, effective March 1, 2021 through November 30, 2021 at a rate of \$40.00/cut and \$50.00/hour clean up.

E. Affiliation Agreement - Mansfield University

The administration recommends that the Board authorize an affiliation agreement with Mansfield University to utilize BLaST IU 17 facilities as a center for field experience, practicum assignment, or student teaching placement.

F. Transportation Drivers

The administration recommends that the Board approve the updated 2020-2021 drivers to transport eligible preschool children to specialized programs, attached as Page 2514-1

G. Second Reading of New Policy

Policy 800 Electronic Records/Signatures

H. First and Second Reading of New Policies

Policy 247 Hazing attached as Pages 2514-2 through 2514-5
 Policy 249 Bullying/Cyberbullying attached as Pages 2514-6 through 2514-8
 Policy 252 Dating Violence attached as Pages 2514-9 through 2514-11
 Policy 317.1 Educator Misconduct attached as Pages 2514-12 through 2514-15
 Policy 824 Maintaining Professional Adult/Student Boundaries attached as Pages 2514-16 through 2514-21

I. Professional Contract

Allison Chase 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 Ms. Allison Chase.

J. Temporary Professional Contract

Amy Fessler has completed requirements to become a certified school nurse, thus entitling her to be issued a temporary professional contract. Bachelor Step 3. Salary \$53,431. The administration recommends that the Board approve the issuance of a temporary professional employee contract to Ms. Amy Fessler.

K. Revised Organizational Chart

Due to the realignment of job responsibilities, the administration recommends that the Board approve the revised organizational chart. The organizational chart is attached as Page 2515-1

L. Contract for Services - Dan Rockwell

The administration recommends that the Board authorize a contract with Dan Rockwell to provide Leadership Consulting Services, at a rate of \$500 per month.

The motion passed with unanimous affirmative vote.

8. Items Requiring Routine Formal Action by the Board.

B. PSBA Officers

Mr. Miller moved and Mr. Eberlin seconded to cast a vote for the slate of uncontested officers for PSBA and to cast a vote for Daniel O'Keefe as their selection for Vice President. The motion passed with unanimous affirmative vote.

10. Administrative Reports.

A. Report of Investments

The record of investments dated August 31, 2020 is presented as follows:

Year-to-Date Earnings on Investments is \$11,260.13 (1.00% Cash Management Account), First Citizens National Bank, Canton.

Year-to-Date Earnings on Project Fund is \$2301.08 (1.00% Capital Fund Account), First Citizens National Bank, Canton.

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

Since there was no more business, at 8:06 p.m. Mr. Miller moved and Mr. Eberlin seconded to adjourn the meeting. All were in favor.

Respectfully Submitted,

Sara McNett
Board Secretary