

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 21, 2018 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 Sarah Woodward, President, at 7:09 p.m. The Board immediately went into Executive Session and then reconvened at 7:22 p.m.

Roll Call:

Sarah Woodward, President (W)	Present
Donna Gavitt, Vice President (W)	Present
Julie Preston, Treasurer (C)	Present
Debra Agnew (C)	Present
Lori Baer (W)	Present
Sean Bartlett (C)	Present
Tracy Doughtie	Absent
Doug Eberlin (C)	Present
J. Wilson Ferguson (C)	Present
Christina Kiessling	Absent
Dan Martin (C)	Present
Nathan Miller	Absent
Peggi Munkittrick (C)	Present
Neal Palmer	Absent
Dana Pick (W)	Present
William S. Ruffing (W)	Present
Lonnie Stethers (C)	Present
Kelley Wasson (W)	Present
Annette Zern (C)	Present

Attendance Location Key: C – Canton; W – Williamsport

Others present were: Brian Driscoll, Robin Holmes, Penny Johnson, Ardis Mason, Sara McNett, Scott Moll, Mark Nevill, Sebastian Peipher, Angie Sees, Jennifer Starner, Cheryl Starr, Christina Steinbacher-Reed, and Dana Vermilya.

A copy of the agenda is attached as Pages 2358-1 through 2358-8

Ms. Preston moved and Ms. Gavitt seconded to approve the following:

**2B. Resignation, IU 17 Board Member.**

**1. Mr. John Hoover – Wellsboro Area School District**

Mr. John Hoover, has resigned as the Wellsboro Area School District representative on the IU 17 Board of Directors.

It is recommended that the Board accept Mr. John Hoover's resignation, effective February 21, 2018.

**2C. Appointment, IU 17 Board Member.**

**1. Ms. Tracy Doughtie – Wellsboro Area School District**

The Wellsboro Area School District has taken formal action, in accord with Act 316 of 1982, to recommend that Ms. Tracy Doughtie be appointed to a position on the BLAST Board to replace Mr. John Hoover. It would be appropriate for the Board to appoint Ms. Tracy Doughtie, effective February 21, 2018, until the time of next election (February 21, 2018 – June 30, 2018), in accord with Act 30 of 1982. The term of the Wellsboro Area School District representative expires June 30, 2019.

**2. Mr. Nathan Miller – South Williamsport Area School District**

The South Williamsport Area School District has taken formal action, in accord with Act 316 of 1982, to recommend that Mr. Nathan Miller be appointed to a position on the BLAST Board to fill the vacant position. It would be appropriate for the Board to appoint Mr. Nathan Miller, effective February 21, 2018, until the time of next election (February 21, 2018 – June 30, 2018), in accord with Act 30 of 1982. The term of the South Williamsport Area School District representative expires June 30, 2019.

The motion passed with unanimous affirmative vote.

**4. Report of Meeting Held January 17, 2018.**

Mr. Bartlett moved and Ms. Preston seconded to adopt and approve all of the decisions and recommendations of the Committee of the Whole that met on January 17, 2018. The motion passed with unanimous affirmative vote.

A quorum of members of the Board was not present at the meeting held January 17, 2018. Those members present at this meeting acted as a Committee-of-the-Whole and considered items on the agenda. Therefore, the recommendations of this Committee are attached as pages 7 through 12.

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

**5. Finance.**

**A. Approval of Bills**

Bills for the month of January 2018, for General Operations, Special Education, and Capital Project Fund totaling \$3,062,599.63 attached as Pages 2360-1 through 2360-11.

**B. 2017 - 2018 New Budget**

The 2017-2018 budgets can be viewed online at [www.iu17.org](http://www.iu17.org), click on About BLAST, then click on the Board Member link and the new budgets are listed there.

The motion passed with unanimous affirmative vote.

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

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

1. The administration recommends approval of the list of substitute teachers and substitute teacher aides for the 2017-2018 school term, attached as Page 2360-12.
2. The administration recommends approval of the list of Mission One employees for the 2017-2018 school term, attached as Page 2360-13.
3. The administration recommends approval of the list of eligible OVR students enclosed. They will be paid a stipend of \$10.50 per hour for a maximum of 90 total hours during the 2017-2018 school year, attached as Page 2360-14.

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

1. The administration requests that the Board approve an observation agreement with Lycoming College to allow Joshua LaBasso, Reanna Raisner, Abigail Bendick, Kaitlyn Adams, Alicia Rossitto, Allison Edwards, Schai Bilger, Mackenzie Bilger, Travis Fernandez, and Michaela Mathis, education students, to complete observations effective February 1, 2018 through April 28, 2018. They will be under the total direction of one of the IU's fully certified professionals. These observations are contingent upon receipt of current clearances.

The motion passed with unanimous affirmative vote.

Ms. Agnew moved and Ms. Gavitt 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 15, has been approved for the current school year, attached as Page 2361-1.

**B. Contract for Services – Just 4 Kids/ Katie Tiffany – 2017-2018 School Year**

The administration recommends that the Board approve a contract with Just 4 Kids/Katie Tiffany for COTA services for school age students in Bradford County at a rate of \$18.75/hour, effective October 1, 2017 through June 30, 2018; Total Cost of Services not to exceed \$15,000.

Funds to support this contract are available from districts' contracts.

**C. Revised Contract for Services - Just 4 Kids (Katie Tiffany) - OT-School Age 2017-2018**

At the June 21, 2017 meeting, the Board approved a contract with Just 4 Kids(Katie Tiffany), for Occupational Therapy Services for school age students, effective August 1, 2017 through June 20, 2018, at a rate of \$85. per hour; Total Cost of Services not to exceed \$6,800.

Due to the need for additional services, the administration recommends that the Board approve a revised contract with Just 4 Kids (Katie Tiffany); Total Cost of Services not to exceed \$23,000.

**D. Contract for Services – Lisa Meade – 2017-2018 School Year**

The administration recommends that the Board approve a contract with Lisa Meade for advocacy consultation and special projects at a rate not to exceed \$800/month, effective January 1, 2018 through June 30, 2018; Total Cost of Services not to exceed \$4,000.

**E. Contract for Services – Nelson Lauver – 2018 Inservice**

The administration recommends that the Board approve a contract with Nelson Lauver to provide the IU 17 Inservice Keynote, effective August 6, 2018; Total Cost of Services is \$3,325.

**F. Master Service Agreement for Consultation – viaEDTechnologies, LLC**

The administration recommends that the Board approve a master service agreement with viaEDTechnologies, LLC for consultation at a rate of \$600/day, effective January 1, 2018 through April 30, 2018; Total Cost of Services not to exceed \$30,000.

**G. Contract for Transportation – Early Intervention Student**

The administration recommends that the Board approve a contract with Shannon Wheeler, Towanda, to transport an eligible Early Intervention student, effective July 1, 2017 through June 30, 2018 from home to Scranton School for the Deaf, at the IRS rate per mile; Total Cost of Contract not to exceed \$5000.

Funds to support this contract are available from the Special Education Transportation Budget.

**H. Contract for Services – Chester County Intermediate Unit**

The administration recommends that the Board approve a contract with Chester County Intermediate Unit for Itinerant Speech Telepractice services for school age students in the Southern Tioga School District at a rate of \$115.00/hour, effective February 1, 2018 through June 30, 2018; Total cost of services not to exceed \$2,875.

Funds to support this contract are available from districts' contracts.

**I. BLaST Intermediate Unit 17 Policies- Rescind**

The policies below were approved on January 17, 2018. We will need to rescind policies 248 and 348, as they have been merged into the policies below:

Policy 103 Nondiscrimination in Educational Program/Services  
Policy 104 Nondiscrimination in Employment Practices

**J. Contract for Services – Ellie's Cleaning**

The administration recommends that the Board approve a contract with Ellie's Cleaning for cleaning of the Canton office building at a rate of \$875/month, effective March 1, 2018 through June 30, 2018; Total Cost of Services not to exceed \$3,500.

Funds to support this contract are available from the IU general operations budget.

**K. Contract for Services – Hunt EAS**

The administration recommends that the Board approve a contract with Hunt EAS for architectural/engineering services at the Canton office building; Total Cost of Services not to exceed \$3,800, plus reimbursable expenses.

Funds to support this contract are available from the IU general operations budget.

**M. 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 \$149.95. The contract will run from July 1, 2018 to June 30, 2019.

Funds to support this contract are available through the E-Rate program and the North Academy budget.

The motion passed with unanimous affirmative vote.

Mr. Bartlett moved and Ms. Gavitt seconded to approve the following:

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

**L. Salary Adjustment**

Due to added job responsibilities, the administration recommends that the Board approve a pay adjustment for staff with additional job responsibilities; a copy of the recommended pay adjustment is attached as Page 2363-1.

The motion passed with fourteen voting in favor and Mr. Martin voting in opposition.

The record of investments dated January 31, 2018, was presented as follows: Year-to-Date Earnings on Investments is \$46,053.81(1% Cash Management Account), First Citizens Community Bank, Canton; and Year-to-Date Earnings on Project Fund is \$5,528.77 (1% Capital Fund Account), First Citizens Community Bank, Canton.

Ms. Starner gave a Special Education update to the board of directors.

Ms. Johnson updated the directors on Professional Learning and Curriculum.

Dr. Steinbacher-Reed reported on the Pennsylvania Association of Intermediate Units (PAIU) meeting that took place on February 1 & 2, 2018.

At 7:52 pm. Ms. Gavitt moved and Ms. Baer seconded the motion to adjourn the meeting. All were in favor.

Respectfully Submitted,

Brian Driscoll  
Board Secretary