

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, January 17, 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 7:14 p.m.

Roll Call:

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

Attendance Location Key: C – Canton; W – Williamsport

Others present were: Tim Confer, Brian Driscoll, Robin Holmes, Penny Johnson, Ardis Mason, Sara McNett, Scott Moll, Trisha Patterson, Sebastian Peipher, Angie Sees, Jennifer Starner, Christina Steinbacher-Reed, Kristin Takach and Dana Vermilya.

A copy of the agenda is attached as Pages 2352-1 through 2352-7

Ms. Baer moved and Ms. Gavitt seconded that Agenda Items 2B and 2C be approved by the Committee of Whole.

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

**1. Mr. Jared Wilcox – Canton Area School District**

Mr. Jared Wilcox, has resigned as the Canton Area School District representative on the IU 17 Board of Directors.

It is recommended that the Board accept Mr. Jared Wilcox's resignation, effective January 17, 2018.

**2. Ms. Wendy Carr – Northeast Bradford School District**

Ms. Wendy Carr, has resigned as the Northeast Bradford School District representative on the IU 17 Board of Directors.

It is recommended that the Board accept Ms. Carr's resignation, effective January 17, 2018.

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

**1. Mr. Neal Palmer – Canton Area School District**

The Canton Area School District has taken formal action, in accord with Act 316 of 1982, to recommend that Mr. Neal Palmer be appointed to a position on the BLaST Board to replace Mr. Jared Wilcox. It would be appropriate for the Board to appoint Mr. Neal Palmer, effective January 17, 2018, until the time of next election (January 17, 2018 – June 30, 2018), in accord with Act 30 of 1982. The term of the Canton Area School District representative expires June 30, 2020.

**2. Ms. Annette Zern – Northeast Bradford School District**

The Northeast Bradford School District has taken formal action in accord with Act 316 of 1982, to recommend that Ms. Annette Zern be appointed to a position on the BLaST Board to replace Ms. Wendy Carr. It would be appropriate for the Board to appoint Ms. Annette Zern, effective January 17, 2018, until the time of next election (January 17, 2018 – June 30, 2018), in accord with Act 30 of 1982. The term of the Northeast Bradford School District representative expires June 30, 2019.

The committee recommended unanimously that this action be approved at the next official meeting of the Board.

At this point in the meeting, Ms. Zern assumed her role as a director. This met the quorum for the remaining agenda items.

**4. Minutes.**

Ms. Kiessling moved and Ms. Gavitt seconded to approve the minutes of the meeting held November 15, 2017. The motion passed with unanimous affirmative vote.

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

**5. Finance.**

**A. Board Acceptance of 2016-2017 Audit Report by EFP Rotenberg, Certified Public Accountants**

The administration recommends that the Board accept the 2016-2017 Audit Report, as prepared by EFP Rotenberg. A copy is attached as pages 2354-1 through 2354-67.

**B. Proposed General Operations Budget for Fiscal Year 2018-2019**

The proposed 2018-2019 IU 17 General Operations budget was distributed to the IU 17 Advisory Council of Superintendents at their January meeting. The Council has recommended that the IU 17 Board of Directors adopt this proposed budget for fiscal year 2018-2019. A copy of the Budget is attached as pages 2354-68 through 2354-81.

**C. Approval of Bills**

Bills for the months of December 2017 and January 2018, for General Operations, Special Education, and Capital Project Fund are attached as pages 2354-82 through 2354-100.

The motion passed with unanimous affirmative vote.

Ms. Kiessling moved and Mr. Ruffing seconded to approve the following with noted correction to 7C, 3.

**7B. Personnel, Employments.**

1. The administration recommends Board approval of the following temporary professional and/or professional employee appointments:

**A. Carla Tardieu, Early Intervention Special Education Teacher, IU 17 Canton office effective December 4, 2017. Salary – Step 1, Bachelor’s degree - \$48,948; districts’ contracts, prorated to the actual number of days worked. Temporary Professional Employee’s Contract. To fill vacancy created by the resignation of Karen Delamater. This employment is contingent upon receipts of current clearances.**

**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 2355-1
2. The administration recommends approval of the list of Mission One employees for the 2017-2018 school term, attached as page 2355-2.
3. The administration recommends approval of the list of eligible OVR students attached as page 2355-3. They will be paid a stipend of ~~\$10.50~~ \$10.20 per hour for a maximum of 90 total hours during the 2017-2018 school year.

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

1. The administration requests that the Board approve an observation agreement with Penn College to allow, Taylor Wilt, Jessica Dreese, Crystal Pearson, Hailee Hartman, Madyson Kuhns, Ashley Miller, Ryan Reid, Bryce Merrill, Christina Weber, Latisha Hauser, Olivia Hauger, Erica Gause, Amanda Connelly, Serecia Durson, Danita Robinson, Alayna Thomas, Jean Laird, Rachel Carlson, Alexis Carnevale, Caitlin Mendel, Amy Kelchner, Korina Mazzante, Kristin Miller, and Michael Covone, nursing students, to complete observations effective January 31, 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. Baer moved and Mr. Ruffing seconded to approve the following:

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

**A. Professional Contract**

Erica Logan, Jeremy Deitrick, Katelyn Campbell and Todd Nagy have completed a minimum of three (3) years of service with BLaST Intermediate Unit 17 with a final rating of satisfactory, thus entitling them to be issued a professional employee contract. The administration recommends the Board acknowledge the issuance of a professional employee contract to Erica Logan, Jeremy Deitrick, Katelyn Campbell, and Todd Nagy.

**B. Approved Field Trips**

The Executive Director would like to inform the Board that the list of Field Trips attached as page 2355-4 has been approved for the current school year.

**C. Contract for Services – CDC’s Teen Link House – 2017-2018 School Year**

The administration recommends that the Board approve a contract with the Children’s Development Center for the use of the Teen Link House for 30 half-days, at a rate of \$70 per half-day session, effective December 21, 2017 through May 17, 2018; Total Cost of Services not to exceed \$420.

**D. Second Reading – BLaST Intermediate Unit 17 Policies**

Policies for second reading are attached as pages 2356-1 through 2356-22.  
Policy 103 Nondiscrimination in Educational Program/Services  
Policy 104 Nondiscrimination in Employment Practices  
Policy 819 Suicide Awareness, Prevention, and Response

**E. Consider an Agreement with IGS Energy**

The administration recommends that the Board authorize a 24-month fixed price agreement with IGS Energy to supply electricity at the IU’s Canton and Monroeton locations at a cost of \$.05377/kWh (including applicable taxes).

The record of investments dated December 31, 2017, was presented as follows: Year-to-Date Earnings on Investments is \$36,614.34(1% Cash Management Account), First Citizens Community Bank, Canton; and Year-to-Date Earnings on Project Fund is \$4,648.93 (1% Capital Fund Account), First Citizens Community Bank, Canton.

Ms. Starner gave an update on Special Education.

A Professional Learning and Curriculum update was presented by Ms. Johnson.

In recognition of School Directors’ Month, copies of a book entitled Fish In a Tree written by Lynda Mullaly Hunt are being donated to the directors’ respective school libraries in their honor.

Dr. Steinbacher-Reed reported on the Pennsylvania Association of Intermediate Units (PAIU) meeting that took place in Harrisburg on January 11-12, 2018.

The 2018 Election of Directors to BLaST Intermediate Unit 17 Board Ballot will be mailed to the School District, Sample Ballot is attached as page 2356-23.

Dr. Steinbacher-Reed told the directors about the upcoming IU 17 Superintendent’s Institute scheduled for March 21-23, 2018 the Hershey Lodge.

There being no more business, Ms. Gavitt moved and Mr. Ruffing seconded to adjourn the meeting at 8:06 pm. The motion passed with unanimous affirmative vote.

Respectfully Submitted,

Brian Driscoll  
Board Secretary