

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, August 19, 2020 virtually via video-conferencing. The meeting was called to order by Lori Baer, President, at 7:02 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	Absent
Lisa McClintock	Absent
Nathan Miller	Present
Kathy Jo Minnick	Present
Peggi Munkittrick	Present
Neal Palmer	Present
Nancy Petrosky	Present
Dana Pick	Absent
William S. Ruffing	Present
Barbara Shull	Present
Hal Stockdill	Present
Northeast Bradford	Vacant
Wellsboro	Vacated

Others present were: Brooke Beiter, Tom Burkhart, Jen Cronin, Robin Holmes, Amy Martell, Ardis Mason, Sara McNett, Jon Paulhamus, Maria Pierce, 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 2504-1 through 2504-12.

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

2C. Appointment, IU 17 Board Members.

1. Ms. Kathy Jo Minnick - Athens Area School District

The Athens Area School District has taken formal action, in accord with Act 316 of 1982, to recommend that Ms. Kathy Jo Minnick be appointed to a position on the BLaST Board to replace Mr. Lonnie Stethers. It would be appropriate for the Board to appoint Ms Kathy Jo Minnick, effective August 19, 2020, until the time of next election.

The motion passed with unanimous affirmative vote.

2A. Election of Officers.

On behalf of the nominating committee, Mr. Eberlin reported the following have agreed to serve as officers for the 2020-2021 school year:

President	- Lori Baer
Vice-President	- Julie Preston
Secretary	- Sara McNett
Assistant Secretary	- Jana Strong
Treasurer	- Debra Agnew

Mr. Miller nominated Mr. Eberlin to be the temporary chairperson and all were in favor, so Mr. Miller began presiding over the meeting.

Mr. Miller moved and Mr. Palmer seconded to approve Lori Baer as the president for the 2020-2021 school year. The motion passed with unanimous affirmative vote and Ms. Baer took her place as President and the meeting continued.

Mr. Miller moved and Mr. Palmer seconded to accept the remainder of the slate of officers as presented and to close the nominations. The motion passed with unanimous affirmative vote.

Ms. Preston made an omnibus motion to approve the remaining items in 2, 4, 5, 6, 7, 8 and 9. Mr. Stockdill seconded and all were in favor.

2B. Resignation, IU Board Member

1. Ms. Teresa Edsell - Northeast Bradford School District

Ms. Teresa Edsell has resigned as the Northeast Bradford School District representative on the IU 17 Board of Directors. It is recommended that the Board accept Ms. Edsell's resignation, effective August 1, 2020.

4. Minutes.

Minutes of the meeting held July 29, 2020 are presented. The administration recommends that these minutes be approved as presented or as amended by the Board.

5. Finance.

A. Approval of Bills

Bills for the month of July 2020, for General Operations, and Special Education, totaling \$2,367,617.91, attached as Page 2501-5 through 2505-9.

B. Investment of Funds

A memorandum from the Department of Education dated February 9, 1983, stated:

It is both permissible and desirable for the school board to adopt a resolution extending blanket authority to the treasurer or other designated and qualified official to invest, redeem and reinvest funds of the district. Such investments are subject to those limitations and restrictions set forth in the School Code and other law, including provisions for assignment of Federal securities adequate to protect the investment. Requiring specific action on each transaction results in costly delays and resultant loss of income.

The State auditors have recommended that the Board adopt the following resolution each year:

The First Citizens Community Bank, Canton Branch, as depository for IU 17, is authorized, after consultation with the IU 17 administrative staff, to invest, redeem and reinvest funds, subject to those limitations and restrictions set forth in the School Code, for the 2020-2021 fiscal year.

7A. Personnel, Extension of Work Year.

1. Ms. Aubrey Grove - Psychologist

Due to a request, the administration recommends that the Board approve an extension of work year for Ms. Aubrey Grove up to an additional sixteen (16) days, at her 2020-2021 per diem rate.

7B. Personnel, Mentor Teachers/Supervisor.

The administration recommends that the Board approve the following mentors as part of the Act 48/Teacher Induction Plan for the 2020-2021 school year.

*Wendy Ripley
Candida Williams
Whitney Robinson
Allison Chase-Smith
Lauren Patrick
Corrie Roadarmel
Sarah Boyer*

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 2020-2021 school term, attached as page 2506-1.
2. The administration recommends approval of the list of Mission One employees for the 2020-2021 school term, attached as page 2506-2.

7D. Personnel, Employments

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

- A. **Katey Martin**, Assistant Director of Student Services, effective August 31, 2020. Salary \$82,000, 260 days, Act 93; District contracts. To fill vacancy created by the resignation of Timothy Hanner. This employment is contingent upon receipt of current clearances.

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

1. **Establishment of New Position - Educational Technology Specialist**

The administration recommends that the Board approve the establishment of a new position, Educational Technology Specialist. Description attached as Pages 2507-1 and 2507-2.

2. **Establishment of New Position - Graphic Design, Marketing, and Branding Specialist**

The administration recommends that the Board approve the establishment of a new position, Graphic Design, Marketing, and Branding Specialist. Description attached as Pages 2507-3 and 2507-4.

8. Items Requiring Routine Formal Action by the Board.

A. **Professional Contract**

Hayley Potter 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 Hayley Potter.

B. **Increment - Master's and Master's + 15, 30, 60 and Doctorate**

Ms. Amy Pardee, Alternative Education teacher, has submitted evidence that she has completed the necessary requirements for a Master's degree; Ms. Jessica Schwenk, Autistic Support Teacher, and Ms. Jessica Kreidler, Speech Therapist have submitted evidence that they have completed 15 credits beyond their Master's. Ms. Cherie Hunt, Emotional Support Teacher, has submitted evidence that she has completed 30 credits beyond her Master's.

The administration recommends that the Board approve placing Ms. Amy Pardee, Ms. Jessica Schwenk, Ms. Jessica Kreidler, and Ms. Cherie Hunt on the appropriate columns for the 2020-2021 school year.

C. IDEA-B LEA Policies and Procedures – Department of Education

At the October 10, 2001 Board meeting, the Board approved the adoption of revised IDEA-B LEA Policies and Procedures. To ensure continued funding under IDEA-B, each LEA must again submit to the Department of Education by September 2020, policies, procedures, and programs that are consistent with State policies and procedures.

Therefore, the administration recommends that the Board authorize the adoption of the IDEA-B LEA Policies and Procedures for submission to the Department of Education to ensure continued approval and eligibility for funding under IDEA-B.

D. Membership Subscription – PSBA

The administration recommends that the Board approve a membership subscription with PSBA for a standard yearly membership, comprehensive subscription package, and policy maintenance. Total cost not to exceed \$4,749.

E. PSBA Delegate

The administration requests that the Board consider appointing a voting delegate to represent the IU at the PSBA meeting on Saturday, November 7, 2020.

F. Contract for Services – Noah Beiter

The administration recommends that the Board approve a contract with Noah Beiter for videography and media services. Effective July 1, 2020 through June 30, 2021. Total cost not to exceed \$10,000.

G. Contract for Services – Keeley Loy Photography

The administration recommends that the Board approve a contract with Keeley Loy Photography to provide photography services at a rate of \$80 per hour. Effective July 1, 2020 through June 30, 2021. Total cost not to exceed \$5,000.

H. Contract for Services - Staffing & Consulting Group

The administration recommends that the Board authorize a contract with Staffing and Consulting Group for Dr. Polmueller, M.D., to provide onsite, telepsychiatry, and substitute services for the Academy of Integrated Studies - North, at a rate of \$248/hour, effective August 1, 2020 through December 31, 2020.

I. Contract for Services - Chris Moser

The administration recommends that the Board approve a contract with Chris Moser to provide professional development for Trauma Informed Care, effective August 1, 2020 through June 30, 2021; Total cost of services not to exceed \$3,000.

J. Contract for Services - Seesaw

The administration recommends that the Board approve an agreement with Seesaw to provide a web-based learning management and student portfolio platform for the 2020-2021 school year. Total cost not to exceed \$2,200.

K. Transportation Drivers

The administration recommends that the board approve the updated 2020-21 drivers to transport eligible preschool children to specialized programs, attached as Page 2509-1.

L. Contract for Services - Bayada Home Health Care, Inc.

The administration recommends the Board approve a contract with Bayada Home Health, Inc. to provide substitute nursing services at the South Academy effective August 1, 2020 through July 30, 2021.

M. Contract for Services - Susquehanna Valley Professional Associates

The administration recommends the Board approve a contract with Susquehanna Valley Professional Associates to provide psychiatric services at a rate of \$200 per hour, effective July 1, 2020 through June 30, 2021.

N. Health and Safety Plan

The administration recommends that the Board approve the updated BLaST Intermediate Unit 17 Health and Safety Plan effective August 20, 2020, attached as Pages 2509-2 through 2509-26.

9. Items That Require Formal Action by the Board Which May Require In-Depth Discussion and Study by the Board.

Mr. Eberlin moved and Ms. Preston seconded to name Ms. Baer as the BLaST Intermediate Unit 17 delegate to the PSBA meeting to be held on Saturday, November 7, 2020. The motion passed with unanimous affirmative vote.

10. Administrative Reports.

A. Report of Investments

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

Year-to-Date Earnings on Investments is \$6100.11 (1.00% Cash Management Account), First Citizens National Bank, Canton.

Year-to-Date Earnings on Project Fund is \$1,152.50 (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**

At 7:52 p.m., Mr. Eberlin moved and Mr. Miller seconded to adjourn the meeting. All were in favor.

Respectfully Submitted,

Sara McNett
Board Secretary