

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, May 19, 2021 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.

1. Call to Order.

A. The meeting was called to order by Lori Baer, President, at 7:01 p.m.

2. Roll Call.

Lori Baer, President	Present
Julie Preston, Vice President	Present
Debra Agnew, Treasurer	Present
Devin Brown	Absent
Doug Eberlin	Present
Chris Gastrock	Absent
Scott Johnson	Present
Christina Kiessling	Absent
Dan Martin	Absent
Lisa McClintock	Absent
Nathan Miller	Present
Kathy Jo Minnick	Absent
Peggi Munkittrick	Present
Neal Palmer	Absent
Nancy Petrosky	Present
Dana Pick	Absent
William S. Ruffing	Present
Barbara Shull	Present
Hal Stockdill	Present

Others present were: Brooke Beiter, Austin Boos, Tim Confer, Dan Coran, Rebecca Gibboney, Robin Holmes, Mike Levin, Amy Martell, Sara McNett, Jon Paulhamus, Ed Ploy, Joe Rafter, Angie Sees, Cheryl Starr, Christina Steinbacher-Reed, and Dana Vermilya,.

A copy of the agenda is attached as Pages 2550-1 through 2550-13.

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

4. Minutes.

Minutes of the meeting held April 21, 2021 as presented.

The motion passed with unanimous affirmative vote.

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

5. Finance.

A. Approval of Bills

Bills for the period of April 17, 2021 through May 14, 2021, for General Operations, Special Education, and Capital Project Fund totaling \$1,513,867.37 are attached as Pages 2551-1 through 2551-8.

The motion passed with unanimous affirmative vote.

The Board went into Executive Session at 7:06 p.m. for personnel and attorney advisement and then reconvened the regular meeting at 7:58 p.m.

Mr. Miller made an omnibus motion to approve all agenda items and Mr. Ruffing seconded.

6. Personnel, Resignations.

1. **Nicole Greeno**, Autistic Support, resignation due to transfer of entity to Athens Area School District effective June 9, 2021.
2. **Laurie Perry**, Autistic Support, resignation due to transfer of entity to Athens Area School District effective June 8, 2021.
3. **Tommie Moyer**, Autistic Support, resignation due to transfer of entity to Athens Area School District effective June 9, 2021.
4. **Rebecca Walters**, Treatment Team Coordinator, resignation effective June 16, 2021.
5. **Malachi Atkinson**, Digital Media Design and Customer Support Specialist, resignation effective May 28, 2021.
6. **Amy Fessler**, School Certified Nurse, resignation effective July 23, 2021.
7. **David Loomis**, Psychologist, resignation effective June 15, 2021.
8. **Erika Wiles**, Developmental Teacher, resignation effective June 11, 2021.
9. **Allison Prince**, Emotional Support, resignation effective June 8, 2021.

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

1. **Revision of a Position - Online Learning Coordinator**

The administration recommends that the Board authorize the revision of a current position, Online Learning Coordinator. A copy of the revised job description is attached as Pages 2552-1 through 2552-3.

2. **Establishment of a New Position - Speech Therapist**

The administration recommends the Board authorize the establishment of a new Speech Therapist position in response to an increase in district needs.

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7B. Personnel, Employments.

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

A. **McKayla Mortimer**, Speech Therapist, effective July 6, 2021. Salary - \$52,500, Masters Step 1, 190 days, temporary professional contract. To fill the vacancy created by the resignation of Danielle Watson. This employment is contingent upon receipt of current clearances.

B. **Noah Schweiger**, (name spelling was corrected during the writing of the minutes) Speech Therapist, effective August 9, 2021. Salary - \$52,500, Masters Step 1, 190 days, temporary professional contract. To Fill the new position to meet district service needs. This employment is contingent upon receipt of current clearances.

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

A. **Tyler Bartlett**, Programmer Analyst, effective June 1, 2021, Salary - \$45,000; 261 day employee, prorated to actual number of days worked, support staff contract. To fill the vacancy created by the resignation of Jeffrey Shade. This employment is contingent upon receipt of current clearances.

7C. Personnel, Change of Work Assignment.

1. **Mr. Daniel Coran - Assistant Director of Student Services**

The administration recommends that the Board authorize an internal transfer for Mr. Daniel Coran to fill the position of Assistant Director of Student Services with a salary adjustment of \$97,000, 260 days, effective July 1, 2021. Employment in accordance with Board policy as adopted in the 2020-2023

2. Scott Ringkamp - Online Learning Coordinator

The administration recommends the Board authorize a salary adjustment of \$66,500 for Mr. Scott Ringkamp to be commensurate with the additional responsibilities added to the revised Online Learning Coordinator job description, effective July 1, 2021.

3. Ms. Jessica Durn-Marzo - Psychologist

Due to a request, the administration recommends that the Board approve an extension of work year for Ms. Jessica Durn-Marzo up to an additional eight (8) days, at her 2020 - 2021 per diem rate.

4. Ms. Tracy Wright (revised)

Due to a request, the administration recommends that the Board approve an extension of work year for Ms. Tracy Wright up to an additional six (6) days, at her 2020-2021 per diem rate.

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 Page 2553-1.
2. The administration recommends approval of the list of Mission One employees for the 2020-2021 school term, attached as Page 2553-2.

8. Items Requiring Routine Formal Action by the Board.**A. First and Second Reading of New Policies**

Policies for second reading are attached.

Policy 100 Program of Services, attached as Pages 2553-3 and 2553-4.

Policy 108 Adoption of Textbooks, attached as Page 2553-5.

Policy 252 Dating Violence, attached as Pages 2553-6 through 2553-8.

Policy 704 Maintenance, attached as Page 2553-9.

Policy 808 Food Services, attached as Pages 2553-10 through 2553-15.

Policy 832 Educational Equity, attached as Pages 2553-16 through 2553-22.

B. OPEB Participation- OPEB Trust

The administration recommends that the Board approve contributions to the Pennsylvania OPEB Trust as noted on the Participation Agreement. A copy is Attached as Page 2553-23.

C. Appointment of Solicitor - Mr. Fred Holland

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The administration recommends that the Board approve the appointment of Mr. Fred Holland, as BLaST IU 17 solicitor, for the 2021-2022 school year at the rate of \$160 per hour.

D. Appointment of Special Counsel- McNeese, Wallace, & Nurick, LLC

The administration recommends that the Board approve the appointment of McNeese, Wallace, and Nurick, LLC, as BLaST IU 17 special counsel, for the 2021-2022 school year at the rate of \$400 per hour.

E. Appointment of Special Counsel Levin Legal Group

The administration recommends that the Board approve the appointment of Levin Legal Group, as BLaST IU 17 special counsel, for the 2021-2022 school year at the rate of \$200 per hour.

F. Building Use Agreement- Pine Street United Methodist Church- Early Intervention 2021-2022

The administration recommends that the Board authorize a building use agreement with Pine Street United Methodist Church, for the rental of Early Intervention clinic space, effective July 1, 2021 through June 30, 2022; at a rate of \$5,100 per year, total cost of services not to exceed \$5,100.

G. Contract for Services – Just 4 Kids

The administration recommends that the Board approve a contract with Just 4 Kids, to provide occupational therapy services to eligible early intervention students in Bradford County, effective July 1, 2021 through June 30, 2022. Total cost not to exceed \$150,000.

H. Contract for Services – Therapy Source

The administration recommends that the Board approve a contract with Therapy Source, to provide occupational therapy services to eligible early intervention students, effective July 1, 2021 through June 30, 2022. Total cost not to exceed \$52,000.

I. Contract for Services - Infinitec

The administration recommends the Board authorize a contract renewal with Infinitec to provide online professional learning, effective July 1, 2021 through June 30, 2022. Total cost not to exceed \$9,999.

J. Contract for Services - EdPuzzle

The administration recommends the Board authorize a contract with EDpuzzle, Inc to provide PAIU consortium pricing for participating member districts,

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effective May 17, 2021 through May 16, 2022 at no cost.

K. Contract for Services - Vance Concrete

The administration recommends the Board authorize a contract with Vance Concrete to perform a replacement of the sidewalk at the BLaST Williamsport office, effective May 19, 2021, Total cost not to exceed \$6,875.

L. Approved Field Trips

The Executive Director would like to inform the Board that the list of Field Trips, attached as Page 2555-1, has been approved for the current school year.

M. Consideration of Salaries, Wages, and Fringe Benefits for Special Education Paraprofessionals, Support Staff, Technology Staff, and Other Employees for 2021-2022

The Board authorizes pooled salary increases of 3% for the following classifications of employees for 2021-2022: Aides/Job Coaches, Business/Support Staff, Technology Staff, Interpreters/Social Workers, and Grants/Wellness Staff.

N. Consideration of Rates – Hourly Employees for 2021-2022

The Board authorizes 2021-2022 daily/hourly rates for BLaST IU 17 paid employees, with an increase of 3%.

O. Consideration of Salaries, Wages, and Fringe Benefits for PaTTAN Employees for 2021-2022

The Board authorizes 2021-2022 pooled salary increases of 3% for employees of the PaTTAN program, Harrisburg.

P. Transportation Drivers

The administration recommends that the Board authorize the updated 2020-2021 drivers to transport eligible preschool children to specialized programs, attached as Page 2555-2.

Q. Contract for Services - Little Stars ABA Therapy & Counseling Center, LLC

The administration recommends that the Board authorize a contract with Little Stars ABA Therapy & Counseling Center, LLC to provide FBA with individualized follow up to eligible school aged students in Bradford County,

effective July 1, 2021 through June 30, 2022. At a rate of \$100 per hour.

R. Contract for Services - Navigate360

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The administration recommends the Board authorize a contract with Navigate360 to provide online Social Emotional Learning curriculum for students and training for staff, effective July 1, 2021 through June 30, 2022, total cost not to exceed \$5,400.

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

The administration recommends that the Board authorize a contract with Bayada Home Health Care, Inc to provide substitute nursing for the extended school year program, at a rate of \$50 per hour, effective June 1, 2021 through July 30, 2021.

T. Contract for Services - Noelia Huertas

The administration recommends that the Board authorize a contract with Noelia Huertas to provide translation of documents into Spanish at a rate of \$30 per page as well as providing translation services at a rate of \$50 per hour, effective May 19, 2021 through June 30, 2021.

U. Contract for Services - Noelia Huertas

The administration recommends that the Board authorize a contract with Noelia Huertas to provide translation of documents into Spanish at a rate of \$30 per page as well as providing translation services at a rate of \$50 per hour, effective July 1, 2021 through June 30, 2022.

V. Contract for Services - Staffing and Consulting

The administration recommends that the Board authorize a contract with Staffing and Consulting for Dr. Polmeuller to provide onsite, telepsychiatry, and substitute services for the Academy of Integrated Studies North and for ESY, effective June 1, 2021 through August 25, 2021, at a rate of \$248 per hour.

W. Settlement Agreement

The administration recommends the Board approve a settlement agreement between BLAST IU 17 and the parents of a student serviced by the IU.

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

A. Appointment of Comprehensive Plan, Professional Development Plan

Committee

It is recommended that the Board appoint the following community, business, and parent representatives to serve as part of the steering committee for the Comprehensive Plan, Professional Development Plan process:

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Lori Baer (Board member), Scott Johnson (Board member), Megan Rogers (parent), Diana Logan (community), Cristy Rachau (community/business), Monica Amditis (community/business).

The motion passed with unanimous affirmative vote.

10. Administrative Reports.

A. Report of Investments

The record of investments dated April 30, 2021 is presented as follows:

Year-to-Date Earnings on Investments is \$79,308.07 (0.75% Cash Management Account), First Citizens Community Bank, Canton.

Year-to-Date Earnings on Project Fund is \$11,210.78 (0.75% Capital Fund Account), First Citizens Community Bank, Canton.

B. Special Education Update – Dr. Martell

1. Dr. Martell presented a Fiscal Review.

C. Educational Planning Update – Dr. Beiter

1. Dr. Beiter presented an Intermediate Unit Comprehensive Plan Update.

D. Technology Update - J. Paulhamus

1. Mr. Paulhamus informed the board on an Emergency Broadband Benefit.

E. Executive Director Update – Dr. Steinbacher-Reed

1. Dr. Steinbacher-Reed gave a Legislative Update.

11. Other Issues Raised by the Board and/or Staff.

1. The board had a discussion about the deadline for submission of supplemental agenda items. It was agreed that the administration will email the supplemental to board members by 5:00 pm the day before the meeting, however, the administration may add any additional items that impact operations to a revised supplemental presented to the board at the meeting.

There was no more business, so at 8:24 p.m. Ms. Preston moved and Mr. Eberlin seconded to adjourn the meeting.

Respectfully Submitted,

Sara McNett
Board Secretary