

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 18, 2021 in the BLaST Administration Office, 33 Springbrook Drive, Canton, Pennsylvania. This meeting was conducted via videoconferencing between the I.U. #17 Office, 33 Springbrook Drive, Canton, Pennsylvania and the Tioga Room, I.U. #17 Office, 2400 Reach Road, Williamsport.

1. Call to Order.

A. The meeting was called to order by Lori Baer, President, at 7:03 p.m.

2. Roll Call.

Lori Baer, President	Present
Julie Preston, Vice President	Present-Virtually
Debra Agnew, Treasurer	Present
Devin Brown	Absent
Rebecca Charles	Present-Virtually
Doug Eberlin	Present
Scott Johnson	Present
Christina Kiessling	Absent
Dan Martin	Present
Lisa McClintock	Present-Virtually
Nathan Miller	Absent
Peggi Munkittrick	Absent
Neal Palmer	Present (7:18 p.m.)
Nancy Petrosky	Present
Dana Pick	Absent
William S. Ruffing	Present
Barbara Shull	Present- Virtually (Amended at 9/15/21 meeting)
Hal Stockdill	Present
Athens	Vacant

Others present were: Brooke Beiter, Tim Confer, Dan Coran, Rebecca Gibboney, Robin Holmes, Erica Hoyt, Mike Levin, Amy Martell, Ardis Mason, Sara McNett, Allison Mertes, Ed Ploy, Jon Paulhamus, Cheryl Starr, and Christina Steinbacher-Reed.

A copy of the agenda is attached as Pages 2562-1 through 2562-14.

2A. Election of Officers.

On behalf of the nominating committee, Mr. Eberlin reported the following have agreed to serve as officers for the 2021-2022 school year:

President	- Lori Baer
Vice-President	- Scott Johnson
Secretary	- Sara McNett
Assistant Secretary	- Jana Strong
Treasurer	- Debra Agnew

Ms. Baer nominated Mr. Eberlin to be the temporary chairperson with a second made by Ms. Preston and all were in favor. Mr. Eberlin began presiding over the meeting.

Ms. Agnew moved and Mr. Martin seconded to approve Lori Baer as the president for the 2021-2022 school year. The motion passed with unanimous affirmative vote and Ms. Baer took her place as President and the meeting continued.

Ms. Agnew moved and Mr. Martin seconded to close the nominations. All were in favor.

Ms. Preston moved and Mr. Ruffing seconded to accept the remainder of the slate of officers as presented. The motion passed with unanimous affirmative vote.

3A. Introductions.

Dr. Steinbacher-Reed introduced to the board of directors, Allison Mertes, Teacher of the Hearing Impaired and Ms. Erica Hoyt, Special Education Supervisor.

Mr. Ruffing moved and Mr. Eberlin moved to approve the following:

2B. Resignation, IU 17 Board Member.

1. Mr. Nathan Miller – South Williamsport Area School District

Mr. Nathan Miller has resigned as the South Williamsport Area School District representative on the IU 17 Board of Directors.

It is recommended that the Board accept Mr. Nathan Miller's resignation, effective August 16, 2021.

The motion passed with unanimous affirmative vote.

3B. Public Comments.

There were no public comments.

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

4. Minutes.

Minutes of the meeting held July 28, 2021 are presented. The administration recommends that these minutes be approved as presented or as amended by the Board.

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 June 12, 2021 to August 13, 2021, for General Operations, Special Education, and Capital Project Fund totaling \$5,674,227.34, attached as Pages 2564-1 through 2564-15.

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 2021-2022 fiscal year.

The administration recommends that the Board adopt this resolution.

The motion passed with unanimous affirmative vote.

At 7:16 p.m. the board went into Executive Session for Safety, Personnel, and Attorney Advisement. At 7:18 Mr. Palmer joined the meeting. At 7:56 p.m. they resumed the regular meeting.

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

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

Resolution referencing Policy 006 and Policy 003, attached as Page 2564-16.

The motion passed with unanimous affirmative vote.

Mr. Johnson made an omnibus motion to approve the remaining agenda items and Mr. Ruffing seconded.

6. Personnel Resignation

1. **Holly Stevens**, Social Worker, resignation effective August 18, 2021
2. **Alicia Tuttle**, Special Education Teacher, resignation effective August 16, 2021
3. **Tracy Wright**, Special Education Supervisor, resignation effective when released
4. **Sherry Vargson**, Paraprofessional, resignation effective August 23, 2021
5. **Hannah Allis**, Social Worker, resignation effective September 7, 2021.

7B. Personnel, Employments.

1. The administration recommends Board approval of the following temporary professional and/or professional employee appointments:
 - A. **Logan Bullock**, Special Education Teacher, effective August 9, 2021. Salary – Step 3, Bachelor's degree - \$54,159; districts' contracts, prorated to the actual number of days worked. Temporary Professional Employee's Contract. To fill position created by the resignation of Alisha Tuttle. This employment is contingent upon receipts of current clearances.
 - B. **Jesse Plocinski**, Special Education Teacher, effective August 9, 2021. Salary – Step 1, Bachelor's - \$51,370; districts' contracts. Temporary Professional Employee's Contract. To fill position created by the resignation of Hilarie Ayres. This employment is contingent upon receipt of current clearances.
 - C. **Lauren Reeder**, Special Education Teacher, effective August 9, 2021. Salary – Step 1, Bachelor's - \$51,370; districts' contracts. Temporary Professional Employee's Contract. To fill position created by the transfer of Shane Laudenslager. This employment is contingent upon receipt of current clearances.
 - D. **Sophia Sprunger**, Special Education Teacher, effective August 10, 2021. Salary – Step 2, Bachelor's - \$52,766; districts' contracts. Temporary Professional Employee's Contract. To fill position created by the resignation of Rosanna Hausammann. This employment is contingent upon receipt of current clearances.

- E. **Tracy Froelich**, Act 89 Teacher, revised effective September 13, 2021. Salary – Step 15, Master’s-\$76,379; Act 89. Professional Employee Contract. To fill the vacancy created by the resignation of Becca Baier. This employment is contingent upon receipt of current clearances and activation of certification.
- F. **Trevor Solis**, Speech Therapist, effective September 1, 2021. Salary – \$52,500; Masters Step 1; 190 days, Funds to support this position are available from the districts’ contracts. Temporary Professional Employee’s Contract. To fill the new position created by the resignation of Katelyn Campbell. This employment is contingent upon receipt of current clearances.

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

- A. **Ashley Heckrote**, Behavioral Health Coordinator, effective upon release. Salary - \$90,000, 261-day assignment; districts’ contracts, prorated to the actual number of days worked. Employment in accord with policy as adopted in the 2020-2023 Administrative Compensation Plan. To fill position created by the resignation of Andra Sauers. This employment is contingent upon receipt of current clearances.
- B. **Nicole Klees**, Director of Behavioral and Mental Health Services, effective September 13, 2021. Salary - \$75,000, 261-day assignment; ESSRs and districts’ contracts. Employment in accord with policy as adopted in the 2020-2023 Administrative Compensation Plan. To fill new position created by the Board at the July 28, 2021 Board Meeting. This employment is contingent upon receipt of current clearances.
- C. **James Meadows**, Special Education Supervisor, effective upon release. Salary - \$90,000, 261-day assignment; districts’ contracts, prorated to the actual number of days worked. Employment in accord with policy as adopted in the 2020-2023 Administrative Compensation Plan. To fill position created by the resignation of Maria Pierce. This employment is contingent upon receipt of current clearances.
- D. **Trisha McIlwain**, Social Worker, effective August 17, 2021. Salary - \$62,000, 192-day assignment; districts’ contracts, prorated to the actual number of days worked. To fill position created by the resignation of Julie Caringi. Employment in accord with the Office Support Handbook. This employment is contingent upon receipt of current clearances.
- E. **Amy Niemiec**, Behavioral Health Coordinator, effective August 19, 2021. Salary - \$90,000, 261-day assignment; districts’ contracts, prorated to the actual number of days worked. Employment in accord with policy as adopted in the 2020-2023 Administrative Compensation Plan. To fill position created by the resignation of Tracy Wright. This employment is contingent upon receipt 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 2021-2022 school term, attached as Pages 2567-1 and 2567-2.
2. The administration recommends approval of the list of Mission One employees for the 2021-2022 school term, attached as Pages 2567-3 and 2567-4.

7D. Personnel, Salary Adjustments.

1. Joseph Rafter-Information Technology Specialist

Due to additional responsibilities the administration recommends that the Board approve a salary adjustment for Joseph Rafter, Information Technology Specialist to \$58,500, effective August 19, 2021.

2. William Dewald-Information Technology Specialist

Due to additional responsibilities the administration recommends that the Board approve a salary adjustment for William Dewald, Information Technology Specialist to \$61,700, effective August 19, 2021.

7E. 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 2021-2022 school year.

*Lauren Smith
Jesse Schwenk
Lynnette Clements
Katelyn Callanan
Whitney Robinson
Kiersha Whitehead
Hayley Potter
Kelly Sponhouse
Lindsay Callado
Carolyn Eick
Ashley Hess
Wendy Ripley
Sarah Boyer*

7F. Personnel, Request for Internship/Observations.

1. The administration requests that the Board approve Megan Palmer, a Social Worker student at Edinboro University, to complete an internship during the fall semester. She will be under the total direction of one of the IU's fully certified professionals.

This internship is contingent upon receipt of current clearances.

2. The administration requests that the Board approve Kendra Dryer, Social Science Student in the Criminal Justice program from Lackawanna College, to complete an internship effective August 30, 2021 through December 17, 2021. She will be under the total direction of one of the IU's fully certified professionals. This internship is contingent upon receipt of current clearances.

8. Items Requiring Routine Formal Action by the Board.

A. 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 2021, 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.

B. 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, tele psychiatry, and substitute services for the Academy of Integrated Studies - North, at a rate of \$248/hour inclusive; on call (emergency) \$215/hour, effective August 1, 2021 through December 31, 2021.

C. Contract for Services – Sara Heintzelman

The administration recommends that the Board approve a contract with Sara Heintzelman to provide consultation services, resource curation and website design, effective June 11, 2021 through August 9, 2021; Total cost of services not to exceed \$2,900.

D. Contract for Services – Pivot Physical Therapy of Pennsylvania

The administration recommends that the Board approve a contract with Pivot Physical Therapy of Pennsylvania, to provide physical therapy services to eligible school aged students in Bradford County, effective July 1, 2021 through June 30, 2022. Total cost not to exceed \$120,000.

E. 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 school age students in

Bradford County, effective July 1, 2021 through June 30, 2022. Total cost not to exceed \$45,000.

F. 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, 2021 through June 30, 2022, at a rate of \$195 per plow, \$185 per salting, \$25 to salt sidewalks and \$35 to clear sidewalks.

G. Contract for Services – Ellie’s Cleaning

The administration recommends that the Board authorize a contract with Ellie’s Cleaning to provide cleaning services at the North Academy for the 2021-2022 school year, at a rate of \$2,700 per month. Total cost not to exceed \$32,400.

H. Contract for Services – Ellie’s Cleaning

The administration recommends that the Board authorize a contract with Ellie’s Cleaning to provide cleaning services for the BLaST IU 17 Canton office for the 2021-2022 school year at a rate of \$1,430 per month. Total cost not to exceed \$17,160.

I. IU 17 Comprehensive Plan

BLaST Intermediate Unit 17 is required to submit a Comprehensive Plan to the Pennsylvania Department of Education by November 30, 2021. The administration requests the Board authorize the Administration to submit the plan to the Pennsylvania Department of Education.

J. Lease – Southern Tioga School District – Early Intervention 2021-2022

The administration recommends that the Board authorize a rental agreement with the Southern Tioga School District; for space rental by Early Intervention clinic and service providers, effective July 1, 2021 through June 30, 2022; at a rate of \$240.00 per month. Total cost not to exceed \$2,880.

K. Contract for Consulting Services - Capital Area Intermediate Unit

The administration recommends that the Board approve an addendum #1 to the agreement for Student Services Administrative Services dated October 1, 2020 with Capital Area Intermediate Unit to provide Student Services Administrative services effective August 16, 2021 through June 30, 2022, at a rate of \$135 per hour not to exceed \$10,000.

L. Contract for Consulting Services - CLC Consulting

The administration recommends that the Board approve an agreement with CLC Consulting to provide Career Readiness Models and Program Development services effective July 1, 2021 through August 31, 2021, at a rate of \$500 per day not to exceed \$8,000.

M. Contract for Services - PowerSchool

The administration recommends that the Board approve an agreement with PowerSchool for services in connection with Schoology's web-based learning management system, effective September 1, 2021 through August 31, 2022. Total not to exceed \$3,713.15.

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

Ms. Jessica Desantis, Developmental Teacher, and Ms. Jonelle Havard, Developmental Teacher, have submitted evidence that they have completed the necessary requirements for a Master's degree; Mr. Thomas Bruno, Alternative Education Teacher, and Ms. Lauren Patrick, Speech Therapist, have submitted evidence that they have completed 15 credits beyond their Master's; Ms. Katelyn Campbell, Speech Therapist, has submitted evidence that she has completed 30 credits beyond her Master's.

The administration recommends that the Board approve placing Ms. Jessica Desantis, Ms. Jonelle Havard, Mr. Thomas Bruno, Ms. Lauren Patrick, and Ms. Katelyn Campbell on the appropriate columns for the 2021-2022 school year.

O. Revision of IU 17 Health and Safety Plan

The administration recommends that the Board approve the BLaST Intermediate Unit 17 Health and Safety Plan revision effective August 18, 2021, attached as Pages 2570-1 through 2570-5.

P. Transportation Drivers

The administration recommends that the board approve the updated 2021-2022 drivers to transport eligible preschool children to specialized programs, attached as Page 2570-6.

The motion passed with unanimous affirmative vote with the exception of Mr. Palmer abstaining from Item 7.F.1.

10. Administrative Reports.

A. Report of Investments

The record of investments dated July 31, 2021 is presented as follows:

Year-to-Date Earnings on Investments is \$5,704.40 (.75% Cash Management Account), First Citizens Community Bank, Canton.

Year-to-Date Earnings on Project Fund is \$922.55 (.75% Capital Fund Account), First Citizens Community Bank, Canton.

B. Special Education Update – Dr. Martell

C. Educational Planning Update – Dr. Beiter

- Professional Development Plan
- Induction Plan

D. Technology Update - J. Paulhamus

E. Executive Director Update – Dr. Steinbacher-Reed

There being no more business, Ms. Agnew moved to adjourn at 8:41 and Ms. Preston seconded the motion.

Respectfully Submitted,

Sara McNett
Board Secretary