

**BLaST Intermediate Unit #17
33 Springbrook Drive
Canton, PA 17724
(570) 673-6001**

September 15, 2021

**IU 17 BOARD AGENDA
7:00 P.M.**

**NOTE: THERE WILL BE AN EXECUTIVE SESSION BEFORE THE
REGULAR MEETING**

1. Call to Order.

2. Roll Call.

3A. Introductions.

1. New Additions to the IU 17 Administrative Team, enclosed.

3B. Public Comments.

The public is invited to address the Board prior to action on any agenda item.

4. Minutes.

Minutes of the meeting held August 18, 2021 are presented, attached as pages 10-19. The administration recommends that these minutes be approved as presented or as amended by the Board.

Ms. McNett will discuss this item at the pleasure of the Board.

5. Finance.

A. Approval of Bills

Bills from August 14, 2021 to September 10, 2021, for General Operations, Special Education, and Capital Project Fund are enclosed.

The administration recommends approval of the bills as presented.

Ms. McNett will discuss this item at the pleasure of the Board.

6A. Personnel, Resignations.

1. **Jamie Stettler** – CLM Coach, resignation effective October 17, 2021 or when released.

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

1. Establishment of a New Position – Assistant to the Executive Director/Director of Educational Planning

The administration recommends the Board *authorize the establishment of the position of Assistant to the Executive Director/Director of Educational Planning*. Job Description is enclosed.

Funds to support this are available from ESSERS, state contracts, and the General Operations Budget.

Dr. Steinbacher-Reed will discuss this item at the pleasure of the Board.

7B. Personnel, Employments.

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

None

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

None

7C. Personnel, Change of Work Assignment.

1. Ms. Wendy Ripley - Stipend

Due to the continuation of added job responsibilities assuming the role of lead psychologist, the administration recommends that the Board *authorize an extension of work days for Ms. Wendy Ripley from 190 to 205 and authorize a stipend of \$6,000.00 for the 2021-2022 school year*.

Funds to support this are available from the Core Budget.

Dr. Steinbacher-Reed and Dr. Martell will discuss this item at the pleasure of the Board.

7C. Personnel, Change of Work Assignment. (Continued)**2. Dr. Brooke Beiter - Assistant to the Executive Director/Director of Educational Planning**

The administration recommends that the Board *authorize the promotion of Dr. Brooke Beiter to the position of Assistant to the Executive Director/Director of Educational Planning, effective September 16, 2021, with an annual salary of \$110,000.* Employment in accordance with Board policy as adopted in the 2020-2023 Administrative Compensation Plan.

Funds to support this are available from ESSERS, state contracts, and the General Operations Budget.

Dr. Steinbacher-Reed will discuss this item at the pleasure of the Board.

3. Dr. Brooke Beiter – Assistant Executive Director/Director of Educational Planning

The administration recommends that the Board *authorize that upon obtaining her Letter of Eligibility and on the condition that she has all legally required credentials to be an Assistant Executive Director of an Intermediate Unit, the Intermediate Unit will enter into an Assistant Executive Director contract with Dr. Brooke Beiter for a term of four (4) years effective the first business day after the first regularly scheduled Intermediate Unit board meeting following notification by Dr. Beiter that she has obtained her letter of eligibility and possesses all legally required credentials. Her title will be Assistant Executive Director/Director of Educational Planning.* The contract shall be in the same form and substance existing for the current Assistance Executive Director, making the necessary changes regarding title and duties. Notwithstanding anything to the contrary, Dr. Beiter shall not be subject to a wage increase under the new contract until July 1, 2022 at the earliest.

Funds to support this are available from the General Operations Budget and state contracts.

Dr. Steinbacher-Reed will discuss this item at the pleasure of the Board.

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 2021-2022 school term, attached as page 20.
2. The administration recommends approval of the list of Mission One employees for the 2021-2022 school term, attached as page 21.

Dr. Steinbacher-Reed and Dr. Martell will discuss this item at the pleasure of the Board.

7E. 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 2021-2022 spring 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, a Social Science student in the Criminal Justice program at Lackawanna College to complete an internship during the 2021-2022 spring 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.

Dr. Martell will discuss this item at the pleasure of the Board.

8. Items Requiring Routine Formal Action by the Board.**A. PSBA Officers**

The administration recommends that the Board *vote on the officers for PSBA.*

The voting started on August 20 and ends on October 16, 2021.

Ms. McNett will discuss this item at the pleasure of the Board.

B. Contract for Services – CLSU Consulting, LLC

The administration recommends that the Board *authorize a contract with CLSU Consulting, LLC* for Doug Ulkins to serve as the Regional Site Coordinator for the PA Inspired Leadership program (PIL), *effective July 1, 2021 through June 30, 2022; \$525 per day, Total Cost of Services not to exceed \$35,700.*

Funds to support this contract are available from the PIL Budget.

Dr. Steinbacher-Reed and Ms. McNett will discuss this item at the pleasure of the Board.

C. Contract for Services - North Central Sight Services

The administration recommends that the Board *authorize a contract with North Central Sight Services to provide a water cooler for the Academy of Integrated Studies - North, a 2-year contract effective August 17, 2021 through August 16, 2023, at a rate of \$32 per month, not to exceed \$768.00.*

Dr. Martell will discuss this item at the pleasure of the Board.

8. Items Requiring Routine Formal Action by the Board (Continued).**D. IU 17 Induction Plan**

BLaST Intermediate Unit 17 is required to submit an Induction Plan to the Pennsylvania Department of Education. The administration requests the Board *approve the plan and authorize the Administration to submit the plan to the Pennsylvania Department of Education.* Attached as pages 22-36.

Dr. Steinbacher-Reed and Dr. Beiter will discuss this item at the pleasure of the Board.

E. IU 17 Professional Development Plan

BLaST Intermediate Unit 17 is required to submit a Professional Development Plan to the Pennsylvania Department of Education. The administration requests the Board *approve the plan and authorize the Administration to submit the plan to the Pennsylvania Department of Education.* Attached as pages 37-55.

Dr. Steinbacher-Reed and Dr. Beiter will discuss this item at the pleasure of the Board.

F. 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 56.*

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

Ms. McNett and Dr. Martell will discuss this item at the pleasure of the Board.

G. Increment - Master's + 30

Ms. Lauren Patrick, Speech Therapist, has submitted evidence that she has completed *30 credits beyond her Master's degree.*

The administration recommends that the Board *approve placing Ms. Lauren Patrick on the appropriate column for the 2021-2022 school year.*

Dr. Steinbacher-Reed will discuss this item at the pleasure of the Board.

8. Items Requiring Routine Formal Action by the Board (Continued).**H. Contract for Consulting Services - CLC Educational Consulting**

The administration recommends that *the Board approve an agreement with CLC Educational Consulting to provide Career Readiness Technical Assistance effective September 1, 2021 through June 30, 2022, at a rate of \$250 per half day for 36 half days, not to exceed \$9,000.*

Funds to support this contract are available from the Career Readiness budget.

Dr. Steinbacher-Reed and Dr. Beiter will discuss this item at the pleasure of the Board.

I. First and Second Reading of New Policy

Policy for first and second reading is enclosed.

Policy 702.1 Crowdfunding

Dr. Steinbacher-Reed will discuss this item at the pleasure of the Board.

J. 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 30, 2021 through June 30, 2022.*

Funds to support this are available through District contracts.

Dr. Steinbacher-Reed and Dr. Martell will discuss this item at the pleasure of the Board.

K. Contract for Services –Revised - Just 4 Kids

The administration recommends that the Board *approve a revised contract with Just 4 Kids, to provide Occupational therapy services to eligible school age students in Bradford County, revised rate of \$20.00/15 minute intervals for COTA services, \$22.50/15 minute interval OTR services, and \$90.00 /hour for supervision services; effective July 1, 2021 through June 30, 2022. Total cost not to exceed \$45,000.*

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

Dr. Steinbacher-Reed and Dr. Martell will discuss this item at the pleasure of the Board.

8. Items Requiring Routine Formal Action by the Board (Continued).**L. Emergency Instructional Time Provisional Resolution**

The administration recommends that the Board *approve to complete and remit the Emergency Instructional Time Template in accordance with Section 520.1 of the school code*. Once approved by the department of Education, *grant permission for the administration to implement temporary provisions for the 2021-2022 school year*. It is attached as pages 57-78.

Dr. Steinbacher-Reed and Dr. Beiter will discuss this item at the pleasure of the Board.

M. Contract for Services - Douglas McNett, Doug's Landscaping

The administration recommends that the Board *approve a contract with Doug's Landscaping*, for lawn, parking lot and property care at the Canton Office and Monroe Franklin Building *effective October 1, 2021 through September 30, 2022, at a rate of \$90 per plow at either building; \$90 per salting at either building; \$20 to shovel and \$15 to salt sidewalks at Canton office; \$10 to shovel and \$10 to salt sidewalks at Monroe Franklin Building; \$50 per mowing and \$150 for spring clean-up at Canton Office*.

Funds to support this contract are available from the General Operations Budget.

Dr. Steinbacher-Reed will discuss this item at the pleasure of the Board.

N. 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 North Academy effective August 1, 2021 through July 30, 2022*.

Funds to support this are available through District contracts.

Dr. Steinbacher-Reed and Dr. Martell will discuss this item at the pleasure of the Board.

O. Professional Contract

Ms. Kelly Sponhouse 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 Board *acknowledgement of the issuance of a professional employee contract to Ms. Sponhouse*.

Dr. Steinbacher-Reed will discuss this item at the pleasure of the Board.

8. Items Requiring Routine Formal Action by the Board (Continued).**P. Approved Field Trips**

The Executive Director would like to inform the Board that the list of Field Trips, attached as page 79, has been approved for the current school year.

Dr. Steinbacher-Reed and Dr. Martell will discuss this item at the pleasure of the Board.

Q. 2021-2022 Calendar Revisions

The administration recommends that the Board *approve the revised 2021-2022 yearly calendar for the Early Intervention program and the BSI Partial Hospitalization/DTAC program. The revised calendars are attached as pages 80 and 81.*

Dr. Martell will discuss this item at the pleasure of the Board.

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

None

10. Administrative Reports.**A. Report of Investments**

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

Year-to-Date Earnings on Investments is \$10,305.54 (.75% Cash Management Account), First Citizens Community Bank, Canton.

Year-to-Date Earnings on Project Fund is \$1,752.23 (.75% Capital Fund Account), First Citizens Community Bank, Canton.

B. Special Education Update – Dr. Martell

- AEDY Monitoring – October 2021

C. Educational Planning Update – B. Beiter**D. Technology Update - J. Paulhamus**

- Software Features Added
- Door Systems

E. Executive Director Update – Dr. Steinbacher-Reed

- IU 17 Fast Facts
- IU 17 Directory of District Services
- IU Site-Based Student Services Map

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

A. Governance Committee

12. Adjournment.