

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

**October 20, 2021**

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

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

- 1. Call to Order.**
- 2A. Roll Call.**
- 2B. Appointment, IU 17 Board Member.**

**1. Mr. Jonathan Desantis – Montgomery Area School District**

The Montgomery Area School District has taken formal action, in accord with Act 316 of 1982, to recommend that Mr. Jonathan Desantis be appointed to a position on the BLaST Board to replace Ms. Dana Pick. It would be appropriate for the Board to appoint Mr. Jonathan Desantis, effective October 20, 2021, until the time of next election (October 20, 2021 – June 30, 2022), in accordance with Act 30 of 1982. The term of the Montgomery Area School District representative expires June 30, 2022.

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

**2C. Declaration of Athens Board vacancy.**

The resignation of Ms. Kathy Jo Minnick as the Athens Area School District representative on the IU 17 Board of Directors, was approved at the July 28, 2021 Board meeting.

The district has informed the IU that they wish to declare said office vacant. The IU requests that by affirmative vote of the majority of the remaining board members this office be declared vacant.

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

- 3A. Introductions.**
- 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 September 15, 2021 are presented, attached as pages 9-16. 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 September 11, 2021 through October 15, 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. **Lucinda Gumaer** – Teacher, resignation effective November 26, 2021 or when released.
2. **Shane Laudenslager** – Teacher, resignation effective November 26, 2021 or when released.
3. **Melissa Wilson** – Speech Therapist, resignation effective November 26, 2021 or when released.
4. **Louise Wertman** – Paraprofessional, retirement effective October 4, 2021.

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

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

**1. Establishment of a New Position – Administrative Assistant**

The administration recommends the Board *authorize the establishment of the position of Administrative Assistant*. Job Description is enclosed.

Funds to support this are available from the General Operations, TAC, Core and ACCESS budgets.

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

**2. Establishment of a New Position – Medical ACCESS Administrative Assistant**

The administration recommends the Board *authorize the establishment of the position of Medical ACCESS Administrative Assistant*. Job Description is enclosed.

Funds to support this are available from the ACCESS budget and contracted services.

Ms. McNett 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:

- A. **Nikki Ayers**, Administrative Assistant, Canton Office, effective when released, Salary - \$28,000.00; funds to support this are available from the General Operations, TAC, Core and ACCESS budgets; 261 day employee prorated to the actual number of days worked, Support Staff Handbook, to fill the vacancy created by the internal transfer of Debra Holmes. This employment is contingent upon receipt of current clearances.
- B. **Megan Brickley**, Treatment Team Leader (TTL), South Partial Hospitalization Program, November 3, 2021 or when released, Salary - \$55,000.00; funds to support this are available from districts' contracts, 261 day employee prorated to the actual number of days worked, Support Staff Handbook, to fill the vacancy created by the internal transfer of Joshua Eck. This employment is contingent upon receipt of current clearances.

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

**7C. Personnel, Change of Work Assignment.****1. Debra Holmes**

The administration recommends that the Board authorize an internal transfer for Debra Holmes to fill the position of Medical ACCESS Administrative Assistant with a salary adjustment to \$32,500, effective October 21, 2021 due to the establishment of this new position.

Funds to support this are available from the ACCESS Budget and contracted services.

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

**2. Joshua Eck**

The administration recommends that the Board authorize an internal transfer for Joshua Eck from Treatment Team Leader to teacher; effective November 29, 2021; Salary – Step 1, Bachelors \$51,370; districts' contracts, prorated to the actual number of days worked. Temporary Professional Employee's Contract. To fill the vacancy created by the resignation of Shane Laudenslager.

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

**3. Jana Strong – Stipend**

Due to the added job responsibilities of monthly Board meeting preparation, the administration recommends that the Board *approve a \$1,000 stipend for Jana Strong effective July 1, 2021 through June 30, 2022.*

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

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

**7D. Personnel, Salary Adjustments.****1. Lisa Eberlin – Early Intervention Administrative Assistant**

The administration recommends that the Board *approve a salary adjustment for Lisa Eberlin, Early Intervention Administrative Assistant to \$29,000, effective October 21, 2021.*

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

**7E. 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 17.
2. The administration recommends approval of the list of Mission One employees for the 2021-2022 school term, attached as page 18.

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

**7F. Personnel, Abolishment of Position.**

1. **Consider abolishing the Canton Office Receptionist position**

The administration recommends that *the receptionist position at the Intermediate Unit's Canton office be abolished effective at the close of business on Wednesday, October 20, 2021.*

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

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

Policies for first and second reading are enclosed.

**Policy 218.1** Weapons  
**Policy 218.2** Terroristic Threats  
**Policy 247** Hazing  
**Policy 249** Bullying/Cyberbullying  
**Policy 252** Dating Violence

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

**B. Final Budgets 2020-2021**

These budgets can be viewed online at [www.iu17.org](http://www.iu17.org), click on About BLaST, and click on the Board of Directors link. They are listed under Board Documents.

The administration recommends that the Board *approve the Final Budgets and Transfers/Supplements for the 2020-2021 school year.*

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

**8. Items Requiring Routine Formal Action by the Board (continued).****C. Contract to Allocate 2021-2022 IDEA Funds to School Districts**

IU 17 has received signed contracts from the following school districts for the projected allocation of IDEA funds, attached as page 19, to their school districts:

Athens	Sayre
Canton	South Williamsport
East Lycoming	Southern Tioga
Jersey Shore	Sullivan County
Loyalsock Township	Towanda
Montgomery	Troy
Montoursville	Wellsboro
Muncy	Williamsport
Northern Tioga	Wyalusing
Northeast Bradford	

The administration recommends that the Board *authorize the execution of this contract to the school districts listed above.*

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

**D. Contract for Services – CDC’s Teen Link House – 2021-2022 School Year**

The administration recommends that the Board *authorize a contract with Hope Enterprises, Inc’s Children’s Development Center for the use of the Teen Link Facility for 30 half-days, at a rate of \$75 per half-day session, effective October 13, 2021 through May 25, 2022; Total Cost of Services not to exceed \$1,350.*

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.

**F. Agreement for Shredding Services – North Central Sight Services**

The administration recommends that the Board *approve an agreement with North Central Sight Services to provide shredding services Intermediate Unit wide as needed; one-time \$35.00 set up fee per location, \$29.00 for shredding the contents of a 23 gallon container and \$44.00 for shredding the contents of a 64 gallon container.*

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

**8. Items Requiring Routine Formal Action by the Board (continued).****G. Contract for Consulting Services – Diane Coulter Consulting**

The administration recommends that *the Board approve an agreement with Diane Coulter Consulting to provide Instructional Coaching effective October 1, 2021 through June 30, 2022, at a rate of \$100 per hour for eleven hours, not to exceed \$1,100.*

Funds to support this contract are available from the General Operations, TAC and ESSER budgets.

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

**H. 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 20.

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.

**I. Approved Field Trips**

The Executive Director would like to inform the Board that the list of Field Trips, attached as page 22, has been approved for the current school year.

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

**J. Professional Contract**

**Mary Shaw** 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 Ms. Mary Shaw.*

Dr. Steinbacher-Reed and 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 September 30, 2021 is presented as follows:

Year-to-Date Earnings on Investments is \$15,738.82 (.75% Cash Management Account), First Citizens Community Bank, Canton.

Year-to-Date Earnings on Project Fund is \$2,681.04 (.75% Capital Fund Account), First Citizens Community Bank, Canton.

**B. Special Education Update – Dr. Martell**

- AEDY was approved

**C. Educational Planning Update – Dr. Beiter**

- Act 45
- Superintendent Institute

**D. Technology Update - J. Paulhamus**

- Telepresence Grant

**E. Executive Director Update – Dr. Steinbacher-Reed**

- Legislative Updates
- PDE Updates

**11. Other Items Raised by the Board and/or Staff.****12. Adjournment.**