

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, September 15, 2021 virtually via video-conferencing.

1. Call to Order.

A. The meeting was called to order by Lori Baer, President, at 7:04 p.m.

2. Roll Call.

Lori Baer, President	Present
Scott Johnson, Vice President	Present
Debra Agnew, Treasurer	Present
Cathy Bachman	Absent
Devin Brown	Absent
Rebecca Charles	Present
Doug Eberlin	Absent
Christina Kiessling	Present
Dan Martin	Present
Lisa McClintock	Present
Peggi Munkittrick	Present
Neal Palmer	Absent
Nancy Petrosky	Present
Dana Pick	Absent
Julie Preston	Present
William S. Ruffing	Present
Barbara Shull	Present
Hal Stockdill	Present
Athens	Vacant

Others present were: Brooke Beiter, Tim Confer, Dan Coran, Rebecca Gibboney, Erin Hamilton, Sheena Hindman, Robin Holmes, Erica Hoyt, Mike Levin, Amy Martell, Ardis Mason, Sara McNett, Jon Paulhamus, Angie Sees, Cheryl Starr, Christina Steinbacher-Reed and Dana Vermilya.

A copy of the agenda is attached as Pages 2572-1 through 2572-10.

Mr. Stockdill moved and Ms. Preston seconded to approve the following:

2B. Resignation, IU 17 Board Member.

1. Ms. Dana Pick – Montgomery Area School District

Ms. Dana Pick has resigned as the Montgomery Area School District

representative on the IU 17 Board of Directors.

It is recommended that the Board accept Ms. Dana Pick's resignation, effective September 13, 2021.

2C. Appointment, IU 17 Board Member.

1. Ms. Cathy Bachman – South Williamsport School District

The South Williamsport Area School District has taken formal action, in accord with Act 316 of 1982, to recommend that Ms. Cathy Bachman be appointed to a position on the BLaST Board to replace Mr. Nathan Miller. It would be appropriate for the Board to appoint Ms. Cathy Bachman, effective September 15, 2021, until the time of next election (September 15, 2021 – June 30, 2022), in accordance with Act 30 of 1982. The term of the South Williamsport Area School District representative expires June 30, 2022.

The motion passed with unanimous affirmative vote.

3A. Introductions.

Dr. Steinbacher-Reed updated the board on the new additions to the BLaST IU 17 Administrative Team via a presentation.

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

4. Minutes.

Minutes of the meeting held August 18, 2021 amended to reflect that Ms. Shull attended virtually.

The motion passed with unanimous affirmative vote.

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

5. Finance.

A. Approval of Bills

Bills from August 14, 2021 to September 10, 2021, for General Operations, Special Education, and Capital Project Fund, attached as Pages 2573-1 through 2573-6.

The motion passed with unanimous affirmative vote.

At 7:14 p.m. the board of directors went into Executive Session for personnel and attorney advisement.

They reconvened the regular meeting at 7:27 p.m.

Mr. Johnson made an omnibus motion to approve the remainder of the agenda items and Ms. Kiessling seconded.

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 attached as Pages 2574-1 through 2574-9.

7B. Personnel, Employments.

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.

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.

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.

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 2575-1.
2. The administration recommends approval of the list of Mission One employees for the 2021-2022 school term, attached as Page 2575-2.

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.

8. Items Requiring Routine Formal Action by the Board.

A. PSBA Officers

After recommendations from Ms. Preston, the board cast their votes for the following PSBA officers:

David Schaap	President-Elect
Allison Mathis	Vice- President
Richard Frerichs	Trustee
William LaCoff	Trustee
Nathan Mains	Trustee
Jennifer Davidson	Forum Steering Committee

Deana Lancenese Forum Steering Committee
Bethanne Zeigler Forum Steering Committee

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.

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.

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 2576-1 through 2576-15.

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 2576-16 through 2576-34.

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 2576-35.

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.

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.

I. First Reading of New Policy

Policy 702.1 Crowdfunding attached as Pages 2577-1 through 2577-6.

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.

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.

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 2577-7 through 2577-24

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.

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.

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.

P. Approved Field Trips

The Executive Director would like to inform the Board that the list of Field Trips, attached as Page 2578-1, has been approved for the current school year.

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 2578-2 and 2578-3.

The motion passed with unanimous affirmative vote.

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.

Ms. McNett reported to the board that the BLaST IU 17 financial audit for year ending June 30, 2021 has started and that a report will be given once it has been completed

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. Ms. Baer reported on the Governance Committee. Ms. Preston will chair the committee and it will also include Ms. Petrosky and Ms. Baer.

At 7:57 it was determined that there was no further business, so Ms. Preston moved and Mr. Martin seconded to adjourn the meeting.

Respectfully Submitted,

Sara McNett
Board Secretary