

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, October 20, 2021 virtually via video-conferencing.

**1. Call to Order.**

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

**2A. Roll Call.**

Lori Baer, President	Present
Scott Johnson, Vice President	Present
Debra Agnew, Treasurer	Present
Cathy Bachman	Present
Devin Brown	Present
Rebecca Charles	Present
Doug Eberlin	Present
Christina Kiessling	Present
Dan Martin	Present (7:03)
Lisa McClintock	Present
Peggi Munkittrick	Present
Neal Palmer	Present (7:03)
Nancy Petrosky	Present
Julie Preston	Present
William S. Ruffing	Present
Barbara Shull	Present
Hal Stockdill	Present (7:03)
Athens	Vacant

Others present were: Brooke Beiter, Daphne Bowers, Dan Coran, Jonathan DeSantis, Rebecca Gibboney, Ashley Heckrote, Sheena Hindman, Erica Hoyt, Nicole Klees, Mike Levin, Amy Martell, Ardis Mason, Sara McNett, Jon Paulhamus, Cheryl Starr, Christina Steinbacher-Reed and Dana Vermilya.

A copy of the agenda is attached as Pages 2580-1 through 2580-8.

The Board went into Executive Session at 7:03 p.m. for personnel and attorney advisement. The regular meeting resumed at 8:15 pm.

Mr. Brown moved and Mr. Palmer seconded to approve the following:

**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.

The motion passed with unanimous affirmative vote.

At this point, Mr. DeSantis joined the meeting as a director of the Board.

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

**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.

The motion passed with unanimous affirmative vote.

**3A. Introductions.**

Dr. Steinbacher-Reed welcomed Ms. Bachman and Mr. DeSantis to the Board of Directors. She also introduced three new administrators to the Board of Directors. They are James Meadows, Ashley Heckrote and Nicole Klees.

Ms. Preston made an omnibus motion to approve the remainder of the agenda items and Ms. Agnew seconded the motion.

**4. Minutes.**

Minutes of the meeting held September 15, 2021 as presented.

**5. Finance.**

**A. Approval of Bills**

Bills from September 11, 2021 through October 15, 2021, for General Operations, Special Education, and Capital Project Fund totaling \$4,397,507.03 are attached as Pages 2581-1 through 2581-10.

**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.

**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 attached as Pages 2582-1 and 2582-2.

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 attached as Pages 2582-3 and 2582-4.

**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 –**  
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\$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.

**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.

**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.

**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.

**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.

**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 2583-1.
2. The administration recommends approval of the list of Mission One employees for the 2021-2022 school term, attached as Page 2583-2.

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

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

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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.

**8. Items Requiring Routine Formal Action by the Board.**

**A. First and Second Reading of Revised Policies**

Policies for first and second reading.

**Policy 218.1** Weapons, attached as Page 2584-1 through 2584-3

**Policy 218.2** Terroristic Threats, attached as Pages 2584-4 through 2584-6

**Policy 247** Hazing, attached as Pages 2584-7 through 2584-11

**Policy 249** Bullying/Cyberbullying, attached as Pages 2584-12 through 2584-14

**Policy 252** Dating Violence, attached as Pages 2584-15 through 2584-17

**B. Final Budgets 2020-2021**

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

**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 2584-18, 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.

**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.

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**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.

**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.

**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 2585-1.

**I. Approved Field Trips**

The Executive Director would like to inform the Board that the list of Field Trips, attached as Page 2585-2, has been approved for the current school year.

**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.

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 September 30, 2021 is presented as follows:

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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 - Mr. Paulhamus**

- Telepresence Grant

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

- Legislative Updates
- PDE Updates

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

Ms. Baer informed the Board that the Committee on Board Governance will be planning a meeting. She reminded the Board of Directors of the upcoming PSBA conference that will be held virtually. She spoke to the separation of the PSBA from the NSBA.

Dr. Steinbacher-Reed mentioned that Ms. Shull, Mr. Ruffing, Ms. Munkittrick, and Mr. Brown will be attending their last BLaST IU 17 Board of Directors meeting in November. They will not be running for re-election at their respective school districts.

Mr. DeSantis expressed his thanks for being welcomed onto the BLaST IU 17 Board of Directors.

At 8:49 p.m. Mr. Brown moved to adjourn the meeting. Mr. Johnson seconded the motion and all were in favor.

Respectfully Submitted,

Sara McNett  
Board Secretary