

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, November 17, 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	Absent
Rebecca Charles	Present
Jonathan DeSantis	Present
Doug Eberlin	Present
Christina Kiessling	Absent
Dan Martin	Absent
Lisa McClintock	Absent
Peggi Munkittrick	Absent
Neal Palmer	Present
Nancy Petrosky	Present
Julie Preston	Present
William S. Ruffing	Present
Barbara Shull	Present
Hal Stockdill	Absent
Athens	Vacated

Others present were: Brooke Beiter, Tim Confer, Dan Coran, Richard Galtman, Rebecca Gibboney, Erin Hamilton, Sheena Hindman, Robin Holmes, Erica Hoyt, Nicole Klees, Amy Martell, Ardis Mason, Sara McNett, James Meadows, Amy Niemiec, Jon Paulhamus, Angela Sees, Cheryl Starr, Christina Steinbacher-Reed, Dana Vermilya, and Anna Warnick.

A copy of the agenda is attached as Pages 2587-1 through 2587-10.

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

4. Minutes.

Minutes of the meeting held October 20, 2021 as presented.

The motion passed with unanimous affirmative vote.

Ms. Bachman moved and Ms. Preston seconded to approve the following:

5. Finance.

A. Approval of Bills

Bills from October 16, 2021 through November 12, 2021, totaling \$1,576,615.38 for General Operations, Special Education, and Capital Project Fund are attached as Pages 2588-1 through 2588-7.

The motion passed with unanimous affirmative vote.

At 7:09 p.m. the board went into Executive Session for safety, personnel, and attorney advisement. The regular meeting resumed at 7:46 p.m.

Ms. Agnew made an omnibus motion to approve agenda items 6A through 8N and Mr. Ruffing seconded the motion.

6A. Personnel, Resignations.

1. **Austin Boos** – Technology Specialist, resignation effective November 5, 2021.
2. **Lori Tice** – Senior Accountant, retirement effective March 31, 2022.
3. **Eric Maynard** – Special Education Teacher, resignation effective January 7, 2022 or when released.
4. **James Meadows** – Special Education Supervisor, resignation effective January 9, 2022.

7B. Personnel, Employments.

1. The administration recommends Board approval of the following temporary professional and/or professional employee appointments:
 - A. **Alyssa Ammerman**, Speech Therapist, effective when released. Salary – Step 5, Master’s degree - \$58,477; districts’ contracts, prorated to the actual number of days worked. Professional Employee’s Contract. To fill position created by the resignation of Melissa Wilson. This employment is contingent upon receipts of current clearances.
 - B. **Katherine Spagnuolo**, Long Term Substitute Teacher, effective December 9, 2021. Salary – Step 1, Master’s - \$52,500; Early Intervention Budget. Temporary Professional Employee’s Contract. To cover during leave of Jonelle Havard. This employment is contingent upon receipt of current clearances.

- C. **Patricia Babinsack**, Special Education Teacher, effective when released. Salary - Step 9, Bachelor's degree - \$63,585; districts' contracts, prorated to the actual number of days worked. Professional Employee's Contract. To fill position created by the transfer of Lynnette Clements. This employment is contingent upon receipt of current clearances.
- D. **Anna Warnick**, Special Education Teacher, effective when released. Salary – Step 13, Bachelor's degree - \$70,765; Act 89 Budget, prorated to the actual number of days worked. Professional Employee's Contract. To fill position created by the resignation of Lucinda Gumaer. This employment is contingent upon receipt of current clearances.

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

- A. **Amy Evans**, Treatment Team Leader (TTL), North Partial Hospitalization Program, effective December 8, 2021 or when released, Salary - \$55,000.00; funds to support this are available from Medical ACCESS, 261 day employee prorated to the actual number of days worked, Support Staff Handbook, to fill the vacancy created by the resignation of Hannah Allis. This employment is contingent upon receipt of current clearances.

7C. **Personnel, Salary Adjustments.**

1. **Megan Millard – Academy of Integrated Studies - North**

Megan Millard has completed the requirements to become a Registered Nurse. Therefore, the administration recommends that the Board approve a salary adjustment for Megan Millard from \$28,988 to \$48,000, 210 days, prorated to the actual number of days worked, effective January 3, 2022.

7D. **Personnel, Salary Correction**

1. **Aubrey Grove (Miller)**

At the January 15, 2020 Board Meeting, the Board approved the hiring of Aubrey Grove, School Psychologist, at Step 1 Master's with the Step 1 Master's salary of \$51,793. Ms. Grove should have been approved at the Master's +30 Step 1, with the Master's +30 Step 1 salary. Therefore, the administration recommends the Board approve Ms. Grove at the Master's +30 Step 1 salary of \$53,696 retroactive to her start date of July 16, 2020.

2. **Raymond Schroeder**

At the April 17, 2019 Board Meeting, the Board approved the hiring of Raymond Schroeder, School Psychologist, at Step 1 Master's with the Step 1 Master's salary of \$51,133. Mr. Schroeder should have been approved at the

Master's +30 Step 1, with the Master's +30 Step 1 salary. Therefore, the administration recommends the Board approve Mr. Schroeder at the Master's +30 Step 1 salary of \$53,011 retroactive to his start date of August 5, 2019.

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 2590-1.
2. The administration recommends approval of the list of Mission One employees for the 2021-2022 school term, attached as Page 2590-2.

7F. Personnel, Request for Internship/Observations.

1. The administration requests that the Board authorize an affiliation agreement with Salus University to allow students to complete observations and participate in the professional experience, effective January 1, 2022 through May 13, 2022. They will be under the total direction of one of the IU's fully certified professionals. These observations are contingent upon receipt of current clearances.
2. The administration requests that the Board approve Latha Bhushan, an Orientation and Mobility student at Salus University, to complete an internship from January 1, 2022 through May 13, 2022. 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. Transportation Drivers

The administration recommends that the Board approve the updated 2021-2022 drivers to transport eligible preschool children to specialized programs, attached Page 2590-3.

B. Smart Futures Subscription

The administration recommends that the Board authorize an annual subscription with Smart Futures, an online career planning and portfolio platform that helps all students be ready for post-secondary success, effective the 2021-2022 school year, total cost is \$1,500.

C. Contract For Services – The Graphic Hive

The administration recommends that the Board authorize a contract with

The Graphic Hive to provide staff training and screen printing basics to students as part of the Mobile Science Grant, effective the 2021-2022 school year. Total cost of contract not to exceed \$2,500.

D. Memorandum of Understanding – BlaST Education Association

The administration recommends that the Board authorize an MOU with BLaSTEA for bargaining unit members holding supervisory certificates to act in a supervisory capacity on a substitute basis subject to the terms and conditions listed in the MOU. The MOU is attached as Page 2591-1 and 2591-2.

E. Resolution

WHEREAS, Policy 005 allows the President of the School Board to create ad hoc committees and to appoint the members thereof; and

WHEREAS, the President has determined to create a committee known as the Governance Committee; and

WHEREAS, the President recommends that the composition, authority and duties of the Governance Committee be documented by official action of the School Board;

NOW, THEREFORE, *be it resolved*, that:

1. The President's creation of a Governance Committee is hereby ratified by the School Board;

2. The President's appointment of the following individuals as the initial committee members is hereby recognized:

- a. Julie Preston - Committee Chair
- b. Lori Baer
- c. Scott Johnson
- d. Doug Eberlin
- e. Nancy Petrosky (added as a correction)
- f. Christina Steinbacher-Reed (who shall be a non-voting member of the Committee)

3. The presence of three or more voting members of the Committee are necessary for a quorum.

4. The Committee shall last until dissolved by the President.

5. *Duties of Committee.*

a. *Review of Policies and Practices.* The Committee shall conduct a thorough review of all Policies and governance practices of the Intermediate Unit and recommend to the School Board such changes as it shall deem reasonable and necessary.

b. *Period Reports to School Board.* The Committee shall provide periodic reports to the School Board about its work and progress.

6. Nothing in this Resolution shall be construed to limit the President's power and authority under Policy or applicable law to dissolve this Committee, to increase the size of the committee, or to remove or replace committee members. Committee members serve at the pleasure of the President.

F. Revised Organizational Chart

Due to the realignment of job responsibilities, the administration recommends that the Board approve the revised organizational chart. The organizational chart is attached as Page 2592-1

G. Contract for Services - Northern Tier Solid Waste Authority

The administration recommends that the Board authorize a contract with Northern Tier Solid Waste Authority, to provide pick up of municipal waste at the North Academy at a rate of \$157 per month. Contract from January 1, 2022 through December 31, 2023.

H. Contract for Services - Northern Tier Solid Waste Authority

The administration recommends that the Board authorize a contract with Northern Tier Solid Waste Authority, to provide pick up of municipal waste at the Canton Office at a rate of \$107 per month. Contract from January 1, 2022 through December 31, 2023.

I. Contract for Services – CLSU Consulting, LLC

The administration recommends that the Board authorize a revised 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 \$48,825.

J. Contract for Services - Susquehanna Valley Professional Associates

The administration recommends the Board approve a contract with Susquehanna Valley Professional Associates to provide psychiatric services at a rate of \$200 per hour for an M.D. and \$180 per hour for a P.A., effective July 1, 2021 through June 30, 2022.

K. First and Second Reading of Policies

Policies for first and second reading.

- Policy 006** Meetings – Revised Attached as Pages 2593-1 through 2593-7
Policy 335 Family Medical Leave Act – Revised Attached as Pages 2593-8 through 2593-10
Policy 805 Emergency Preparedness and Response – Revised Attached as Pages 2593-11 through 2593-15
Policy 805.2 School Security Personnel – Revised Attached as Pages 2593-16 through 2593-22

L. Abolish Policy

Policy for abolishment.

- Policy 112** Guidance Counseling Attached as Pages 2593-23 and 2593-24

M. Contract for Services - Chester County Intermediate Unit

The administration recommends that the Board authorize a contract with Chester County Intermediate Unit for Itinerant Speech Tele-practice services at a rate of \$169.60/hour for individual service and \$71.81/hour for group services, effective August 23, 2021 through June 15, 2022.

N. Contract for Services – Transperfect Connect

The administration recommends that the Board authorize a contract with Transperfect Connect to offer Translation and Language Services on an as needed basis per agreement rates. Effective November 18, 2021 through November 17, 2022.

The motion was passed with unanimous approval.

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

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 November 17, 2021, attached as Pages 2593-25 through 2593-28.

The motion passed with Nay votes cast by Ms. Shull and Mr. DeSantis.

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 October 31, 2021 is presented as follows:

Year-to-Date Earnings on Investments is \$21,478.97 (.75% Cash Management Account), First Citizens Community Bank, Canton.

Year-to-Date Earnings on Project Fund is \$3,663.89 (.75% Capital Fund Account), First Citizens Community Bank, Canton.

B. Special Education Update – Dr. Martell

C. Educational Planning Update – Dr. Beiter

D. Technology Update – Mr. Paulhamus

E. Executive Director Update – Dr. Steinbacher-Reed

- Health and Safety Plan – Six Month Review

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

Dr. Steinbacher-Reed thanked the outgoing directors for their service to the Intermediate Unit.

Ms. Baer reminded the directors that there is no meeting of the board scheduled in December.

12. Adjournment.

Mr. Palmer moved and Ms. Charles seconded to adjourn the meeting at 8:23 p.m. and all were in favor.

Respectfully Submitted,

Sara McNett
Board Secretary