

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

May 18, 2022

**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.** Senator Gene Yaw - Intermediate Units' 50th Anniversary Proclamation.

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 April 20, 2022, 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 April 16, 2022, through May 13, 2022, 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. **Elizabeth Verbos** – Communication Specialist/Executive Director Administrative Assistant, resignation effective May 6, 2022.
2. **Tyler Bartlett** – Programmer Analyst, effective May 6, 2022.
3. **Hannah Wesneski** – Administrative Assistant, effective May 20, 2022.
4. **Amy Evans** – Treatment Team Leader, effective June 7, 2022.
5. **Kristin Lambert** – Autistic Support Teacher, effective June 30, 2022.

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

7A. Personnel, Employments.

1. The administration recommends Board approval of the following temporary professional and/or professional employee appointments:
 - A. **Elizabeth Taylor**, Special Education Teacher, effective August 8, 2022. Salary – 2022-2023 Teacher’s Salary Schedule when adopted; 2021-2022 Step 1, Bachelor’s - \$51,370; districts’ contracts, prorated to the actual number of days worked. Temporary Professional Employee’s contract. To fill vacancy created by the resignation of Mary Ann Briggs. This employment is contingent upon receipt of current clearances.

Dr. Steinbacher-Reed and Dr. Martell will discuss this item at the pleasure of the Board.
 - B. **Heather Sproule**, Autism Consultant, effective August 8, 2022. Salary- 2022-2023 Teacher’s Salary Schedule when adopted; 2021-2022 Step 14, Master’s - \$74,013; districts’ contracts, prorated to the actual number of days worked. Professional Employee’s contract. To fill vacancy created by the resignation of Jaimie Stettler. This employment is contingent upon receipt of current clearances.

Dr. Steinbacher-Reed and Dr. Beiter will discuss this item at the pleasure of the Board.
 - C. **Sarah Lehman**, School Psychologist, effective August 8, 2022. Salary- 2022-2023 Teacher’s Salary Schedule when adopted; 2021-2022 Step 6, Master’s + 30 - \$61,851; districts’ contracts, prorated to the actual number of days worked. Professional Employee’s contract. To fill vacancy created by the resignation of Raymond Schroeder. This employment is contingent upon receipt of current clearances.

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

7A. Personnel, Employments. (Continued)

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

- A. **Zakk Bowman**, Web Developer, effective May 23, 2022, Salary - \$55,000; 261-day employee, prorated to actual number of days worked, to fill the vacancy created by the resignation of Tyler Bartlett. Employment in accord with Board policy on office support. This employment is contingent upon receipt of current clearances.

Funds to support this are available from districts' contracts.

Mr. Paulhamus will discuss this item at the pleasure of the Board.

7B. Personnel, Change of Work Assignment.

1. **Morgan Whitteker – Administrative Assistant**

Due to the resignation of Elizabeth Verbos, the administration recommends that the Board *authorize an internal transfer for Morgan Whitteker to fill vacant Communication Specialist/Executive Director Administrative Assistant position in the Williamsport office at a salary of \$45,000, prorated to the actual number of days worked, effective May 9, 2022.*

Funds to support this position are available from the General Operations budget.

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

2. **Janet Hayden –Psychologist**

Due to a request, the administration recommends that the Board *approve an extension of work year for Ms. Janet Hayden up to an additional ten (10) days at her 2021 – 2022 per diem rate.*

Funds to support this are available from Early Intervention grant funds.

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

3. **Carmen Terry – Health and Wellness Coordinator**

Due to a request, the administration recommends that the Board *approve an extension of work year for Ms. Carmen Terry up to an additional three (3) days at her 2021-2022 per diem rate.*

Funds to support this are available from ELECT, Early Intervention, and General Operations budgets.

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

7B. Personnel, Change of Work Assignment. (Continued)**4. Jessica Marzo –Psychologist**

Due to a request, the administration recommends that the Board *approve an extension of work year for Dr. Jessica Marzo up to an additional ten (10) days at her 2021 – 2022 per diem rate.*

Funds to support this are available from districts' contracts.

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

7C. 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.

8. Items Requiring Routine Formal Action by the Board.**A. 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 May 18, 2022*, enclosed.

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

B. First and Second Reading of Policy

Policy for first and second reading is enclosed.

Policy 236.1 Threat Assessment - New

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

C. OPEB Participation - OPEB Trust

The administration recommends that the Board *approve contributions to the Pennsylvania OPEB Trust as noted on the Participation Agreement*. A copy is enclosed for your review.

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)**D. Appointment of Special Counsel McNees, Wallace, & Nurick, LLC**

The administration recommends that the Board *approve the appointment of McNees, Wallace, and Nurick, LLC, as BLaST IU 17 special counsel, for the 2022-2023 school year at the rate of \$425 per hour.*

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

E. Appointment of Special Counsel Levin Legal Group

The administration recommends that the Board *approve the appointment of Levin Legal Group, as BLaST IU 17 special counsel, for the 2022-2023 school year at the rate of \$200 per hour.*

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

F. Appointment of Solicitor McNerney, Page, Vanderlin & Hall

The administration recommends that the Board *approve the appointment of McNerney, Page, Vanderlin & Hall, as BLaST IU 17 solicitor, for the 2022-2023 school year at the rate of \$160 per hour.*

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

G. Contract for Services – Bayada

The administration recommends the Board *authorize a contract with Bayada, to provide substitute nursing services at the Academy of Integrated Studies – South, effective July 1, 2022, through June 30, 2023, at a rate of \$60 per hour.*

Funds to support this are available from ESY and districts' contracts.

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

H. Contract for Services – Bayada

The administration recommends the Board *authorize a contract with Bayada, to provide substitute nursing services at the Academy of Integrated Studies – North, effective August 1, 2022, through July 31, 2023, at a rate of \$50 per hour.*

Funds to support this are available from ESY and district 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)**I. Contract for Services – Just 4 Kids**

The administration recommends that the Board *approve a contract with Just 4 Kids, to provide occupational therapy services to eligible school-aged students in Bradford County IU programs, effective July 1, 2022, through June 30, 2023, at a rate of \$21.25/15 minute intervals for COTA services, \$23.75/15 minute interval OTR services, and \$95.00 /hour for supervision services. Total cost not to exceed \$45,000.*

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

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

J. Approved Field Trips

The Executive Director would like to inform the Board that the list of Field Trips, attached as Page 19 has been approved for the current school year.

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

K. Contract for Services – School Scheduling Associates

The administration recommends that the Board *approve a contract with School Scheduling Associates, to provide three days of scheduling consultations to the IU and member districts, effective October 25 – 27, 2022, at a total cost not to exceed \$12,000.*

Funds to support this contract are available from district contracts.

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

L. Contract for Services – Jennifer Lake

The administration recommends that the Board *approve a contract with Jennifer Lake, TBRI Practitioner, to provide two days of Trust Based Relational Intervention Caregiver Training at the Intermediate Unit, effective June 10 and June 17, 2022, at a total cost not to exceed \$1,750.*

Funds to support this contract are available from district contracts.

Dr. Steinbacher-Reed and Dr. Beiter 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.

10. Administrative Reports.

A. Report of Investments

The record of investments dated April 30, 2022, is presented as follows:

Year-to-Date Earnings on Investments is \$58,070.84 (.75% Cash Management Account), First Citizens Community Bank, Canton.

Year-to-Date Earnings on Project Fund is \$9,435.72 (.75% Capital Fund Account), First Citizens Community Bank, Canton.

B. Election of Members to the BLaST Board

According to the tabulation of ballots received from districts, the following members have been elected to the BLaST Board of Directors, for terms expiring June 30, 2025:

McCLINTOCK, Lisa, East Lycoming School District
EDWARDS, Jessie, Jersey Shore Area School District
DeSANTIS, Jonathan, Montgomery Area School District
JOHNSON, Scott, Muncy School District
RILEY, Chad, Southern Tioga School District
BACHMAN, Cathy, South Williamsport Area School District
STOCKDILL, Hal, Sullivan County School District

C. Special Education Update – Dr. Martell

D. Educational Planning Update – Dr. Beiter

E. Technology Update – Mr. Paulhamus

F. Executive Director Update – Dr. Steinbacher-Reed

- Health and Safety Plan – Six Month Review

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

12. Adjournment.