

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

**June 15, 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. Mr. Robert Lytle – Henry Dunn Insurance

**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 May 18, 2022, are presented, attached as Pages 13-19. 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 May 14, 2022, through June 10, 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.

**B. 2022-2023 Budgets**

The 2022-2023 budgets can be viewed online at [www.iu17.org](http://www.iu17.org), click on About BLaST, then click on the Board of Directors link and the new budgets are listed under Board Documents.

The administration recommends that the Board *approve the 2022-2023 budgets.*

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

**6A. Personnel, Resignations.**

1. **Logan Bullock** – Emotional Support Teacher, resignation effective June 8, 2022.
2. **Wendy Ripley** - School Psychologist, resignation effective June 23, 2022.
3. **Jonelle Havard** - Early Intervention Teacher, resignation effective May 19, 2022.
4. **Laura Osenbach** – Curriculum Coordinator, resignation effective June 6, 2022.
5. **Stephanie Johnson** – Speech Therapist, resignation effective August 24, 2022.
6. **Margaret Ballard** – Special Education Teacher, resignation effective June 9, 2022.
7. **Alex Rowley** – Special Education Teacher, resignation effective June 9, 2022.
8. **Trevor Solis** – Speech Therapist, resignation effective August 15, 2022.

**7A. Personnel, Establishment of New Positions, New Programs, and/or Program Revisions.****1. Establishment of a New Positions – Autistic Support Teachers**

The administration recommends that the Board *approve the establishment of three (3) Autistic Support Teacher positions in Jersey Shore, Sayre and Troy.*

Funds to support these new positions are available from districts' contracts.

Dr. Steinbacher-Reed and Dr. Martell will discuss this 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:
  - A. **Kara Druckenmiller**, Special Education Teacher, effective August 8, 2022. Salary – 2022-2023 Teacher's Salary Schedule when adopted; 2021-2022 Step 15, Master's - \$76,379; districts' contracts, prorated to the actual number of days worked. Professional Employee's contract. To fill vacancy created by the resignation of Kristin Lambert. 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.

**7B. Personnel, Employments. (Continued)**

- B. Jessica Stiner**, Speech-Language Pathologist, effective August 8, 2022. Salary – 2022-2023 Teacher’s Salary Schedule when adopted; 2021-2022 Step 1 Master’s, \$52,500; districts’ contracts and Early Intervention Budget, prorated to the actual number of days worked. Temporary Professional Employee’s contract. To fill vacancy created by the resignation of Stephanie Johnson. 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.

- C. Tiffany Stankiewicz**, Special Education Teacher, effective August 8, 2022. Salary – 2022-2023 Teacher’s Salary Schedule when adopted; 2021-2022 Step 1 Master’s, \$52,500; Early Intervention Budget, prorated to the actual number of days worked. Temporary Professional Employee’s contract. To fill vacancy created by the transfer of Melissa Peddigree. 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.

- D. Olivia Johnson**, Special Education Teacher, effective August 8, 2022. Salary – 2022-2023 Teacher’s Salary Schedule when adopted; 2021-2022 Step 1 Master’s, \$52,500; districts contracts, prorated to the actual number of days worked. Temporary Professional Employee’s contract. To fill new position approved by the Board. 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.

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

- A. Jennifer Diefenderfer**, Administrative Assistant, Williamsport Office, effective June 28, 2022, Salary - \$35,000; 261 days prorated to the actual number of days worked. CORE and Educational Planning Budgets. Employment in accord with the Board policy on office support. To fill the vacancy created by the reassignment of Morgan Whitteker. 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.

**7C. Personnel, Change of Work Assignment.****1. 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, 2022 through June 30, 2023.*

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, Extension of Work Year.**

None

**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 20.
2. The administration recommends approval of the list of Mission One employees for the 2021-2022 school term, attached as Page 21.

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

**7F. Personnel, Request for Internship, Observations or Student Teaching.**

None

**8. Items Requiring Routine Formal Action by the Board.****A. Appointment of Broker of Record – 2022-2023**

The administration recommends that *Henry Dunn Insurance Agency be appointed as IU 17 Broker of Record for 2022-2023.*

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

**8. Items Requiring Routine Formal Action by the Board. (Continued)****B. Insurance Review and Approval – Robert Lytle**

A copy of a document outlining IU 17's Insurance-In-Force and the policies and premiums for 2022-2023 is presented, enclosed.

The administration recommends that the Board *approve the policies and premiums for 2022-2023 listed in the Insurance-In-Force Policy.*

Mr. Robert Lytle will be present at the Board meeting to discuss current insurance and to answer any questions from the Board.

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

**C. Approval – Cooperative Purchasing Program**

The administration requests Board *permission to continue participation in the Commonwealth of Pennsylvania, Department of General Services, Cooperative Purchasing Program.*

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

**D. IDEA - Part B Use of Component 2 Funds**

The administration recommends that the Board *approve to withhold up to 11% of its Individuals with Disabilities Act - Part B allocation to provide Component 2 services to the constituent Local Education Agencies (LEAs) within its jurisdiction.*

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

**E. Board Authorization**

The administration recommends that the Board *authorize the Executive Director and/or the Director of Management Services to enter into contracts for budgeted items for the 2022-2023 school year.*

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)****F. Membership Subscription - PSBA**

The administration recommends that the Board *approve a membership subscription with PSBA for a standard yearly membership, comprehensive subscription package, policy maintenance and administrative regulations. Total cost not to exceed \$4,749.*

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

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

**G. PSBA Policy Maintenance Program**

The administration recommends that the Board *approve a PSBA Policy Maintenance Program Participation Agreement for policy maintenance. Total cost of \$1,250 for policy maintenance is included with the Membership Subscription.*

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

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

**H. PSBA Delegate**

The administration recommends that the Board *consider appointing Debra Agnew as a voting delegate to represent the IU at the PSBA meeting on November 5, 2022.*

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

**I. Wellness Consulting Agreement With Lycoming County Insurance Consortium (LCIC)**

The Administration recommends that the Board *approve a Wellness Consulting Agreement with LCIC, effective July 1, 2022 for a minimum of 36 months.*

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)****J. First and Second Reading of Policy**

Policy for first and second reading is enclosed.

**Policy 236 – SAP - Revised**

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

**K. Transportation Contractors**

The administration recommends that the Board *approve the 2022-2025 contractors to transport eligible preschool children to specialized programs, attached as Page 22.*

Funds to support this contract are available from the Early Intervention Transportation Budget.

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

**L. Contract for Transportation – Early Intervention Student**

The administration recommends that the Board *approve a contract with Jason Gowin, Athens, to transport an eligible Early Intervention student, effective May 26, 2022 – June 30, 2022 from home to the Early Intervention classroom in Towanda, at the IRS rate per mile; Total Cost of Contract not to exceed \$250.*

Funds to support this contract are available from the Special Education Transportation Budget.

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

**M. Contract for Transportation – Early Intervention Student**

The administration recommends that the Board *approve a contract with Jason Gowin, Athens, to transport an eligible Early Intervention student, effective July 1, 2022 – June 30, 2023 from home to the Early Intervention classroom in Towanda, at the IRS rate per mile; Total Cost of Contract not to exceed \$4,000.*

Funds to support this contract are available from the Special Education Transportation Budget.

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

**8. Items Requiring Routine Formal Action by the Board. (Continued)****N. Contract for Services - Bayada Home Health Care, Inc.**

The administration recommends that the Board *authorize a contract with Bayada Home Health Care, Inc to provide substitute nursing for the extended school year program, at a rate of \$60 per hour, effective June 1, 2022 through July 30, 2022. Total contract not to exceed \$6,090.*

Funds to support this are available from the Extended School Year Budget.

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

**O. Contract for Services – Bartell & Bartell LTD**

The administration recommends that the Board *authorize a contract with Bartell & Bartell LTD to provide Enhanced Assessments, Know Thyself Assessments, One day Team Discovery Workshop, 1 Hour 1:1 Developmental Debriefings, Summary/Strategy Meeting, not to exceed \$8,145 plus actual travel expenses, effective May 31, 2022 through May 31, 2023.*

Funds to support this are available from General Operations Budget.

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

**P. Contract for Services – UPMC Wellsboro**

The administration recommends that the Board *approve a contract with UPMC Wellsboro, to provide physical therapy services to eligible early intervention students in Tioga County, effective July 1, 2022 through June 30, 2023. Total cost not to exceed \$75,000.*

Funds to support this contract are available from the early intervention budget.

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

**Q. Building Use Agreement - Community Action Realty, Inc.**

The administration recommends that the Board *authorize a building use agreement with Community Action Realty, for the rental of Early Intervention classroom space at 136 Grimesville Road, Williamsport, effective August 1, 2022 through July 31, 2025; at a rate of \$700 per month, total cost of services not to exceed \$25,200.*

Funds to support the agreement are available from the early intervention budget.

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



**8. Items Requiring Routine Formal Action by the Board. (Continued)****R. Contract for Services – Ellie’s Cleaning**

The administration recommends that the Board *authorize a contract with Ellie’s Cleaning to provide cleaning services at the Academy of Integrated Studies - North for the 2022-2023 school year, at a rate of \$2,700 per month. Total cost not to exceed \$32,400.*

Funds to support this contract are available from district contracts.

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

**S. Contract for Services – Ellie’s Cleaning**

The administration recommends that the Board *authorize a contract with Ellie’s Cleaning to provide cleaning services for the BLaST IU 17 Canton office for the 2022-2023 school year at a rate of \$1,430 per month. Total cost not to exceed \$17,160.*

Funds to support this contract are available from the general operations budget.

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

**T. Approved Field Trips**

The Executive Director would like to inform the Board that the list of Field Trips, attached as Page 23 has been approved for the current school year.

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

**U. Contract for Services – UPMC Susquehanna**

The administration recommends that the Board *approve a contract with UPMC Susquehanna, to provide physical therapy services to eligible early intervention students in Lycoming County, effective July 1, 2022 through June 30, 2023. Total cost not to exceed \$145,000.*

Funds to support this contract are available from the early intervention budget.

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

**8. Items Requiring Routine Formal Action by the Board. (Continued)****V. Service Agreement – Capital Area Online Learning Association (CAOLA)**

The administration recommends that the Board *approve a service agreement with Capital Area Online Learning Association (CAOLA) to provide services for web-based online learning, effective July 1, 2022 through June 30, 2024.*

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

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

**W. Contract for Services - Susquehanna Valley Professional Associates**

The administration recommends the Board *approve a contract with Susquehanna Valley Professional Associates to provide psychiatric consultation services at a rate of \$14,000 per month for September through May; \$7,000 per month for June through August; additional time will be billed at \$200 per hour and \$180 for Physician Assistant services, effective September 1, 2022 through August 31, 2023.*

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

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

**X. Partnership Agreement – Luzerne Intermediate Unit 18**

The administration recommends the Board *approve a partnership agreement with Luzerne Intermediate Unit 18 to provide a special education teacher certification program, effective June 15, 2022 through June 30, 2023.* This program will be at no cost to BLaST IU 17.

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

**8. Items Requiring Routine Formal Action by the Board. (Continued)****Y. Contract for Services - Chester County Intermediate Unit**

The administration recommends that the Board *approve a contract with Chester County Intermediate Unit for Itinerant Speech/Language Teletherapy services for the Extended School Year Program at a rate of \$157.82 per therapist per hour, effective June 20, 2022 through July 21, 2022. Total for two therapists not to exceed \$23,989.*

Funds to support this contract are available from the Extended School Year Budget.

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

**Z. Contract for Services – EFPR Group, CPA’s, PLLC**

The Administration recommends that the Board *authorize a contract with EFPR Group, CPAs, PLLC for services related to the annual BLaST audit at an estimated cost of \$25,000.*

Funds are available as a prorated share across all IU budgets.

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

**AA. Revised Contract for Services – Pivot Physical Therapy of Pennsylvania**

The administration recommends that the Board *approve a revised contract with Pivot Physical Therapy of Pennsylvania, to provide physical therapy services to eligible school aged students in Bradford County IU Classrooms, effective July 1, 2022 through June 30, 2023 at a rate of \$100/hour for PT services and \$85/hour for PTA services. Total cost not to exceed \$120,000.*

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.

**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 May 31, 2022 is presented as follows:

Year-to-Date Earnings on Investments is \$64,444.47 (0.75% Cash Management Account), First Citizens Community Bank, Canton.

Year-to-Date Earnings on Project Fund is \$10,389.19 (0.75% Capital Fund Account), First Citizens Community Bank, Canton.

**A. Technology Update – Mr. Paulhamus****B. Student Services Update – Dr. Martell**

- Staffing Update

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

- Partial Hospitalization Program Update

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

- Dr. Brooke Beiter – Assistant Executive Director/Director of Educational Planning
- Review of 2021-2022 Annual Safety Report – Executive Session

**E. List of 2022-2023 IU 17 Board Meetings - Attached as Page 24****11. Other Items Raised by the Board and/or Staff.****A. Formation of Nominating Committee****12. Adjournment.**