

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, June 15, 2022 in the BLaST Administration Office, 33 Springbrook Drive, Canton, Pennsylvania. This meeting was conducted via video-conferencing between the I.U. #17 Office, Canton, Pennsylvania and Sullivan Room, I.U. #17 Office, Williamsport, Pennsylvania.

1. Call to Order.

A. The meeting was called to order by Scott Johnson, Vice-President at 7:00 p.m.

2A. Roll Call.

Lori Baer, President	Absent
Scott Johnson, Vice President	Present
Debra Agnew, Treasurer	Present
Cathy Bachman	Present
Susan Beery	Absent
Rebecca Charles	Present
Jonathan DeSantis	Absent
Jessie Edwards	Absent
Brady Finogle	Absent
Arica Jennings	Present
Christina Kiessling	Absent
Dan Martin	Present
Lisa McClintock	Present
Julie Preston	Present
Chad Riley	Present
Hal Stockdill	Present
Kelly White	Absent
Northeast Bradford	Vacated
Athens	Vacated

Others present were: Brooke Beiter, Tim Confer, Dan Coran, Eric Fessler, Rebecca Gibboney, Sheena Hindman, Robin Holmes, Erica Hoyt, Nicole Klees, Mike Levin (Virtual), Robert Lytle, Amy Martell, Sara McNett, Amy Niemiec, Jon Paulhamus, Aimee Pepper, Cheryl Starr, Christina Steinbacher-Reed, Rebecca Swinehart, and Dana Vermilya.

A copy of the agenda is attached as Pages 2630-1 through 2630-13.

3A. Introductions.

Mr. Robert Lytle was introduced and gave an overview of the BLaST IU 17 Henry Dunn Insurance policies.

Ms. Stockdill moved and Ms. Agnew seconded to approve the following:

4. Minutes.

Minutes of the meeting held May 18, 2022.

The motion passed with unanimous affirmative vote.

Ms. Charles moved and Ms. Agnew seconded to approve the following:

5. Finance.

A. Approval of Bills

Bills from May 14, 2022, through June 10, 2022, for General Operations, Special Education, and Capital Project Fund totaling \$1,848,429.22 are attached as Pages 2631-1 through 2631-7.

The motion passed with unanimous affirmative vote.

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

B. 2022-2023 Budgets

The administration recommends that the Board approve the 2022-2023 budgets, attached as Pages 2631-8 through 2631-22.

The motion passed with unanimous affirmative vote.

At 7:08 p.m., the Board went into Executive Session for personnel, attorney advisement and safety. The regular meeting resumed at 7:55 p.m.

Mr. Riley moved and Mr. Stockdill seconded to accept an omnibus motion for the remaining agenda items.

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.
- 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.
 - 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.
 - 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.
 - 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.
 - B. **Megan Wagner**, Curriculum Specialist, effective July 1, 2022, or upon release from current employer. Salary – \$71,000, 200-day assignment; district contracts, prorated to the actual number of days worked. Employment in accord with policy as adopted in the 2020-2023 Act 93 Administrative Compensation Plan, pending completion/verification of K-12 principal certification. To fill vacancy created by the resignation of Erin Hamilton. This employment is contingent upon receipt of current clearances.
 - C. **Mikaela Masser**, Special Education Supervisor, effective July 1, 2022. Salary - \$90,000, 261-day assignment; districts' contracts, prorated to the actual number of days worked. Employment in accord with policy as adopted in the 2020-2023 Act 93 Administrative Compensation Plan. To fill position created by the resignation of James Meadows. This employment is contingent upon receipt of current clearances.

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.*

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 2633-1.
2. The administration recommends approval of the list of Mission One employees for the 2021-2022 school term, attached as Page 2633-2.

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.

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 was presented,.

The administration recommends that the Board approve the policies and premiums for 2022-2023 listed in the Insurance-In-Force Policy, attached as Page 2634-1.

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.

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.

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.

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.

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.

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.

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.

J. First and Second Reading of Policy

Policy for first and second reading is attached as Pages 2635-1 and 2635-2.

Policy 236 – SAP - Revised

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 2635-3.

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.

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.

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.

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.

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.

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.

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.

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.

T. Approved Field Trips

The Executive Director would like to inform the Board that the list of Field Trips, attached as Page 2636-1 has been approved for the current school year.

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.

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.

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.

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.

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.

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.

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.

BB. Emergency Instructional Time Provisional Resolution

The administration recommends that the Board approve to 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 2022-2023 school year. It is attached as Pages 2638-1 through 2638-3.

9. Items That Require Formal Action by the Board Which May Require In-Depth Discussion and Study by the Board.

None

The motion passed with unanimous affirmative vote with Ms. Jennings abstaining from Item 8.K.

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 – Ms. Nicole Klees

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 2639-1

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

- A. Formation of Nominating Committee** – Members will be Ms. Preston, Mr. Stockdill and Ms. McClintock with Ms. Preston serving as Chairperson.

12. Adjournment.

Mr. Stockdill moved and Ms. Charles seconded to adjourn the meeting at 8:28 p.m. All were in favor.

The Board then went into Executive Session for personnel and attorney advisement.

Respectfully Submitted,

Sara McNett
Board Secretary