

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

**September 21, 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.**

**3B. Public Comments.**

**4. Minutes.**

Minutes of the meeting held August 17, 2022, are presented, attached as pages 7-13. 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 August 13, 2022, through September 16, 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. Hannah Lounsbury, Special Education Teacher, resignation effective August 13, 2022.**

**2. Heather Koch, Speech Therapist, resignation effective October 21, 2022 or when released.**

**7A. Personnel, Establishment of New Positions, New Programs, and/or Program Revisions.**

None

**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. **Nicole Willets**, Student Accounting Specialist, Williamsport office, effective September 19, 2022, Salary - \$38,000; 261 days prorated to the actual number of days worked; CORE Budget. To fill vacancy created by the resignation of Hannah Wesneski. Employment in accord with Board policy on office support. This employment is contingent upon receipt of current clearances.

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

**7C. Personnel, Change of Work Assignment.**

1. **Amanda Sweeley – ELECT Program Coordinator**

The administration recommends that the Board *authorize an internal transfer for Amanda Sweeley to fill the opening of ELECT Program Coordinator due to the resignation of Lynn Frey. A salary adjustment to \$51,500 effective September 22, 2022, prorated to the actual number of days worked.* Employment in accord with Board policy on office support.

Funds to support this are available from the ELECT Program Budget.

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

2. **Beth Parrish – Speech Therapist**

The administration recommends that the Board *authorize a change of work assignment for Beth Parrish from 190 days to 152 days, remaining at current salary column and step, effective October 1, 2022, prorated to the actual number of days worked.*

Funds to support this are available from the Early Intervention Budget

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

**7D. Personnel, Substitute Teachers and Substitute Teacher Aides.**

1. The administration recommends approval of the list of substitute teachers and substitute teacher aides for the 2022-2023 school term, attached as page 14.
2. The administration recommends approval of the list of Mission One employees for the 2022-2023 school term, attached as page 15-17.

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

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

None

**8. Items Requiring Routine Formal Action by the Board.****A. Memorandum of Understanding – Canton Area School District**

The administration recommends that the Board *authorize a Memorandum of Understanding with Canton Area School District to provide a place of shelter for the students and staff at the Academy of Integrated Studies – North in an emergency situation. The MOU will be in effect as of September 1, 2022.*

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

**B. Memorandum of Understanding – Towanda Area School District**

The administration recommends that the Board *authorize a Memorandum of Understanding with Towanda Area School District to provide a place of shelter for the students and staff at the Academy of Integrated Studies – North in an emergency situation. The MOU will be in effect as of August 22, 2022.*

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

**C. PSBA Officers**

The administration recommends that the Board *vote on the officers for PSBA.* The voting started on September 9, 2022 and ends on October 29, 2022.

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

**8. Items Requiring Routine Formal Action by the Board. (Continued)****D. Contract for Services – CDC’s Teen Link House – 2022-2023 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 32 days, at a rate of \$75 per day, effective October 5, 2022 through May 24, 2023; Total Cost of Services not to exceed \$2,400.*

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

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

**E. Contract for Services - Staffing & Consulting Group, Inc.**

The administration recommends that the Board *authorize a contract with Staffing and Consulting Group, Inc. for Dr. Polmueller, M.D., to provide onsite tele-psychiatry, and substitute services for the Academy of Integrated Studies - North, at a rate of \$248/hour inclusive; on call (emergency) \$215/hour, effective September 1, 2022 through December 31, 2022.*

Funds to support this contract are available from districts’ contracts and Medical Assistance.

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

**F. Transportation Drivers**

The administration recommends that the Board *approve the updated list of 2022-2023 drivers to transport eligible preschool children to specialized programs*, attached as page 18.

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.

**G. Revised Organizational Chart**

Due to the realignment of job responsibilities, the administration recommends that the Board *approve the 2022-2023 Organizational Chart*. The organizational chart is enclosed.

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

**8. Items Requiring Routine Formal Action by the Board. (Continued)****H. First and Second Reading of Policies**

Policies for first and second reading are enclosed.

**Policy 236.1** - Threat Assessment - Revised

**Policy 805** – Emergency Preparedness and Response – Revised

**Policy 805.2** – School Security Personnel – Revised

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

**I. Act 44 of 2018**

Act 44 of 2018 requires each chief school administrator of a school entity to appoint a school administrator as the school safety and security coordinator.

The Administration recommends that the Board *approve the appointment of Dr. Christina Steinbacher-Reed as the school safety and security coordinator as of August 27, 2022.*

Dr. Steinbacher-Reed and Ms. McNett 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 August 31, 2022 is presented as follows:

Year-to-Date Earnings on Investments is \$25,232.22 (1.5% Cash Management Account), First Citizens Community Bank, Canton.

Year-to-Date Earnings on Project Fund is \$1,763.55 (1.5% Capital Fund Account), First Citizens Community Bank, Canton.

**B. Student Services Update – Dr. Bieter**

- Enrollments

**C. Educational Planning Update – Ms. Gibboney**

- Annual In-Service

**11. Administrative Reports. (Continued)**

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

- COVID Testing Center

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

**13. Adjournment.**