

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, August 17, 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 Lori Baer, President at 7:09 p.m.

2. Roll Call.

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

Others present were: Brooke Beiter, Tim Confer, Dan Coran, Eric Fessler, Rebecca Gibboney, Erica Hoyt, Mike Levin (Virtual), Ardis Mason, Sara McNett, Mikaela Masser, 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 2644-1 through 2644-10.

2A. Election of Officers.

On behalf of the nominating committee, Ms. Preston reported the following have agreed to serve as officers for the 2022-2023 school year:

President	- Lori Baer
Vice-President	- Scott Johnson
Secretary	- Sara McNett
Assistant Secretary	- Jana Strong
Treasurer	- Debra Agnew

Ms. Preston moved and Mr. Stockdill seconded to approve the slate of officers as presented. The motion passed with unanimous affirmative vote.

3A. Introductions.

Dr. Steinbacher-Reed introduced all BLaST IU 17 staff that were in attendance.

Ms. Charles moved and Mr. Johnson seconded to approve the following:

4. Minutes.

Minutes of the meetings held June 15, 2022 and July 27, 2022.

The motion passed with unanimous affirmative vote.

Mr. Johnson moved and Ms. Charles seconded to approve the following:

5. Finance.

A. Approval of Bills

Bills from June 11, 2022, through August 12, 2022, for General Operations, Special Education, and Capital Project Fund totaling \$4,791,277.97 are attached as Pages 2645-1 through 2645-14.

B. Investment of Funds

A memorandum from the Department of Education dated February 9, 1983, stated:

It is both permissible and desirable for the school board to adopt a resolution extending blanket authority to the treasurer or other designated and qualified official to invest, redeem and reinvest funds of the district. Such investments are subject to those limitations and restrictions set forth in the School Code and other law, including provisions for assignment of Federal securities adequate to protect the investment. Requiring specific action on each transaction results in costly delays and resultant loss of income.

The State auditors have recommended that the Board adopt the following resolution each year:

The First Citizens Community Bank, Canton Branch, as depository for IU 17, is authorized, after consultation with the IU 17 administrative staff, to invest, redeem and reinvest funds, subject to those limitations and restrictions set forth in the School Code, for the 2022-2023 fiscal year.

The motion passed with unanimous affirmative vote.

At 7:23 p.m., the Board went into Executive Session for personnel and attorney advisement.

The regular meeting resumed at 7:58 p.m.

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

6A. Personnel, Resignations.

1. **Terin Booher**, Speech Therapist, resignation effective August 19, 2022.
2. **Michael Stagemyer**, PaTTAN - AEDY Customer Service Support and Large Print Assistant, resignation effective August 15, 2022.
3. **Chance Wright**, Special Education Teacher, resignation effective September 30, 2022, or upon release.
4. **Tiffany Stankiewicz**, Special Education Teacher, effective August 8, 2022.
5. **Kreshel Hakes(Wilson)**, Special Education Teacher, resignation effective August 9, 2022.
6. **Lynn Frey**, ELECT Program Coordinator, resignation effective August 26, 2022.

7B. Personnel, Employments.

1. The administration recommends Board approval of the following temporary professional and/or professional employee appointments:
 - A. **Hannah Lounsbury**, 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. Professional Employee’s contract. To fill vacancy created by the resignation of Hayley Potter. This employment is contingent upon receipt of current clearances.
 - B. **Ashley Russo**, Special Education Teacher, effective August 17, 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 new position created by the Board. This position is contingent upon successful completion of student teaching and active PDE certification by January 30, 2023.

- C. **Jessica Mathers**, Special Education Teacher, effective August 30, 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 Carolyn Eick. This position is contingent upon receipt of current clearances, active PDE status, and emergency certification by September 1, 2022.

7C. Personnel, Abolishment of Position.

A. Consider Abolishing the Assistant Director of Student Services position

The administration recommends that the Assistant Director of Student Services position at the Intermediate Unit be eliminated effective October 1, 2022.

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 2022-2023 school term, attached as Pages 2647-1 and 2647-2.
2. The administration recommends approval of the list of Mission One employees for the 2022-2023 school term, attached as Page 2647-3.

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

1. The administration requests that the Board approve Megan Palmer, a student in the Master of Social Work degree program at Edinboro University, to complete an internship during the 2022-2023 Fall Semester. 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.
2. The administration requests that the Board approve Cara Griffith, a student in the Social Work degree program at Edinboro University, to complete an internship during the 2022-2023 Fall Semester. 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.

7G. Personnel, Mentor Teachers/Supervisors

1. The administration recommends that the Board approve the following as mentors for the 2022-2023 school year in accordance with the PDE-approved Induction Plan.

Christopher Carithers
Lacey Cole
Ashley Hess
Donna Klinger
Jessica Luksa
Meg Ralston
Blair Russo
Andrea Schmucker
Jessica Schwenk
Lauren Smith
Dana Vermilya
Candida Williams

8. Items Requiring Routine Formal Action by the Board.

A. Contract for Services – Knight Educational Services, LLC.

The administration recommends that the Board authorize a contract with Knight Educational Services, LLC to provide safety and security risk assessments and consultation, IU wide, effective June 1, 2022 through June 30, 2023. Total contract not to exceed \$15,000.

B. Contract for Services – Therapy Source

The administration recommends that the Board approve a contract with Therapy Source, to provide occupational therapy services to eligible early intervention students, effective July 1, 2022 through June 30, 2023. Total cost not to exceed \$52,000.

C. Contract for Services – Sweet, Stevens, Katz & Williams

The administration recommends that the Board approve a contract with Sweet, Stevens, Katz & Williams, to provide technology pool counsel, IU wide, effective for the 2022-2023 school year. Total cost not to exceed \$7,000.

D. First and Second Reading of Policies

Policies for first and second reading are enclosed.

Policy 001 - Name and Classification – Revised, attached as Pages 2648-1 and 2648-2

Policy 002 - Authority and Powers – Revised, attached as Page 2648-3

Policy 902 - Publications Program – For Review, attached as Page 2648-4

E. 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 2649-1.

F. Professional Contract

The following have completed a minimum of three (3) years of service with BLAST Intermediate Unit 17 with a final rating of satisfactory, thus entitling them to be issued a professional employee contract. The administration recommends that the Board acknowledge the issuance of professional employee contracts to: Rhonda Bieber, Lindsey Callado, Lynnette Clements, Danielle Egly, and Janette Singleton.

G. Contract for Services - Sampson Plumbing and Heating

The administration recommends that the Board approve a contract with Sampson Plumbing & Heating for the installation of a new rooftop unit at the Williamsport IU office. Total cost of the contract not to exceed \$10,500.

H. 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 early intervention students in Bradford County, effective July 1, 2022 through June 30, 2023. Total cost not to exceed \$150,000.

I. 2022-2023 Calendar Revision

The administration recommends that the Board approve the revised 2022-2023 yearly calendar for the Early Intervention program. The revised calendar is attached as Page 2649-2.

J. IDEA-B LEA Policies and Procedures – Department of Education

At the October 10, 2001 Board meeting, the Board approved the adoption of revised IDEA-B LEA Policies and Procedures. To ensure continued funding under IDEA-B, each LEA must again submit to the Department of Education by September 2021, policies, procedures, and programs that are consistent with State policies and procedures.

Therefore, the administration recommends that the Board authorize the adoption of the IDEA-B LEA Policies and Procedures for submission to the Department of Education to ensure continued approval and eligibility for funding under IDEA-B.

The motion passed with unanimous affirmative vote.

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 July 31, 2022 is presented as follows:

Year-to-Date Earnings on Investments is \$12,767.67 (1.34% Cash Management Account), First Citizens Community Bank, Canton.

Year-to-Date Earnings on Project Fund is \$1,763.55 (1.34% Capital Fund Account), First Citizens Community Bank, Canton.

A. Technology Update – Mr. Paulhamus

B. Student Services Update – Dr. Steinbacher-Reed

C. Educational Planning Update – Dr. Beiter

D. Executive Director Update – Dr. Steinbacher-Reed

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

12. Adjournment.

Mr. Riley moved and Ms. Charles seconded to adjourn the meeting at 8:20 p.m. All were in favor.

Respectfully Submitted,

Sara McNett
Board Secretary