

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

**February 15, 2023**

**IU 17 BOARD AGENDA  
7:00 P.M.**

**NOTE: THERE WILL BE AN EXECUTIVE SESSION  
BEFORE THE MEETING**

**1. Call to Order.**

**2A. Roll Call.**

**3A. Introductions.**

**3B. Public Comments.**

**4. Minutes.**

**A. Board Meeting - January 18, 2023**

Minutes of the meeting held January 18, 2023, are presented, attached as pages 8-17. 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.

**B. Governance Committee Meeting – January 19, 2023**

Minutes of the meeting held January 19, 2023, are presented, attached as page 18. The administration recommends that these minutes be approved as presented or amended by the Board.

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

**5. Finance.**

**A. Approval of Bills**

Bills from January 14, 2023 through February 10, 2023, 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. **Tiffany Putnam**, Teacher, resignation effective March 31, 2023 or when released.
2. **Todd Moyer**, Training and Consulting, retirement effective June 6, 2023.
3. **McKayla Bodine**, Speech Therapist, resignation effective April 7, 2023.
4. **Victoria Nork**, Teacher, resignation effective April 7, 2023.

**7A. Personnel, Establishment of New Positions, New Programs, and/or Program Revisions.****1. Revised Job Description – Regional Wide Area Network Administrator**

The administration recommends that the Board *approve a revision to the position of Regional Wide Area Network Administrator, which includes a change in job title to Regional Wide Area Network Director*. Revised job description is enclosed.

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

**2. Revised Job Description – Director of Technology**

The administration recommends that the Board *approve a revision to the job description for the position of Director of Technology*. Revised job description is enclosed.

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

**3. Revised Job Description – Teacher of Deaf and Hard of Hearing**

The administration recommends that the Board *approve a revision to the job description for the position of Teacher of Deaf and Hard of Hearing*. Revised job description is enclosed.

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

**4. Revised Job Description – Teacher of the Visually Impaired**

The administration recommends that the Board *approve a revision to the job description for the position of Teacher of the Visually Impaired*. Revised job description is enclosed.

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

**7A. Personnel, Establishment of New Positions, New Programs, and/or Program Revisions. (Continued)****5. Revised Job Description – Certified Orientation and Mobility Specialist**

The administration recommends that the Board *approve a revision to the job description for the position of Certified Orientation and Mobility Specialist*. Revised job description is enclosed.

Dr. Steinbacher-Reed and Dr. Beiter 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. **Jaclyn Sweetra**, Speech Therapist, effective upon graduation in May 2023. Salary - Step 1 Master's, \$53,650, Early Intervention Budget, 190 days prorated to the actual number of days worked. Temporary Professional Employee's contract. To fill vacancy created by the resignation of Terin Booher. 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.

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

- A. **Jacqueline Jamison**, ELECT Program Case Manager, effective February 16, 2023. Salary – \$34,500; ELECT grant budget, 261 days, prorated to the actual number of days worked. To fill vacancy created by the internal transfer of Amanda Sweeley. Employment in accord with Board policy on office support. 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, Abolishment of Position.**

None

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

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 2022-2023 school term, attached as page 19.
2. The administration recommends approval of the list of Mission One employees for the 2022-2023 school term, attached as page 20.

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

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

None

**7G. Personnel, Mentor Teachers/Supervisors.**

None

**7H. Personnel, Salary Adjustments.**

None

**8. Items Requiring Routine Formal Action by the Board.****A. 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 21.

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.

**B. Approved Field Trips**

The Executive Director would like to inform the Board that the list of Field Trips, attached as page 22 has been approved for the current school year.

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

**C. First and Second Reading of Policy**

Policy for first and second reading is enclosed.

Policy 004      Membership - Revised

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

**8. Items Requiring Routine Formal Action by the Board. (Continued)****D. Contract for Services – Cogent Communications, Inc.**

The administration recommends that the Board *authorize a contract with Cogent Communications, Inc. to provide internet service to the BLaST IU 17, Williamsport Office, under a 3-year contract from July 1, 2023 to June 30, 2026 at a cost of \$4,997 per month plus applicable taxes/fees and an installation cost of \$2,500.*

Funds to support this contract are available from the E-Rate program and the RWAN Budget.

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

**E. Contract for Services - Comcast Business**

The administration recommends that the Board *authorize BLaST to enter into a 2-year agreement with Comcast Business for internet service at Lycoming Day Treatment in Montoursville at a monthly rate of \$294.85 per month plus applicable taxes/fees and an installation fee of \$69.95. The contract will run from July 1, 2023 to June 30, 2025.*

Funds to support this contract are available through the E-Rate program and Lycoming Day Treatment Budget.

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

**F. 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.

**G. Agreement for Services – Jigsaw Learning, LLC dba TeachTown**

The administration recommends the Board *authorize an agreement with Jigsaw Learning, LLC dba TeachTown to provide PAIU consortium pricing for participating member districts, effective February 1, 2023 through January 31, 2024 at no cost.*

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

**8. Items Requiring Routine Formal Action by the Board. (Continued)****H. 2023-2024 Early Intervention Yearly Calendar**

The administration recommends that the Board *approve the 2023-2024 yearly calendar for the Early Intervention Program*. It is attached as page 23.

Dr. Beiter and Ms. Swinehart will discuss this at the pleasure of the Board.

**I. Contract for Interim Graphic Design Consultation/Mentoring Services– Berks County Intermediate Unit**

The administration recommends that the Board *authorize a contract with Berks County Intermediate Unit for Graphic Design Consultation/Mentoring Services at a rate of \$75/hour, on-site visit at \$450, effective February 1, 2023 through October 31, 2023, not to exceed \$3,000*.

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.

**J. Contract for Services – Eduplanet21**

The administration recommends that the Board *approve a contract with Eduplanet21, to provide a platform for SAP Bridge Training and marketplace page at a rate of \$2,300 for the period of February 10, 2023 to February 10, 2024*.

Funds to support this are available through State SAP funding.

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

**K. Program Closure – Alternative Education for Disruptive Youth (AEDY)**

The administration requests the Board *authorize the Intermediate Unit to provide a 30-day notice of closure to PDE and member school districts for the closure of the Alternative Education for Disruptive Youth (AEDY) Program at the Academy of Integrated Studies - North, in accordance with program closure regulations; due to decrease in district need; with anticipated date of AEDY program closure on March 17, 2023*.

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.**

None

**10. Administrative Reports.**

**A. Report of Investments**

The record of investments dated January 31, 2023 is presented as follows:

Year-to-Date Earnings on Investments is \$133,804.66(4.3% Cash Management Account), First Citizens Community Bank, Canton.

Year-to-Date Earnings on Project Fund is \$21,951.66 (4.3% Capital Fund Account), First Citizens Community Bank, Canton.

**B. Student Services – Dr. Beiter**

- Invitation to Community Documentary Screening – March 7 at 6:00 p.m.

**C. Technology Update – Mr. Paulhamus**

- Technology Pool Counsel Update

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

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

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

None

**11. Adjournment.**