

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

**April 19, 2023**

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

**NOTE: THERE WILL BE AN EXECUTIVE SESSION.**

**1. Call to Order.**

**2A. Roll Call.**

**2B. Appointment, IU 17 Board Members.**

**1. Ms. Peggy Hughes – Northeast Bradford School District**

The Northeast Bradford School District has taken formal action, in accord with Act 316 of 1982, to recommend that Ms. Peggy Hughes be appointed to a position on the BLaST Board to fill their vacant position. It would be appropriate for the Board to appoint Ms. Hughes, effective April 19, 2023, until the time of next election (April 19, 2023 – June 30, 2023), in accordance with Act 30 of 1982. The term of the Northeast Bradford School District representative expires June 30, 2025.

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

**3A. Introductions.**

**3B. Public Comments.**

**4. Minutes.**

**A. Board Meeting – March 15, 2023**

Minutes of the meeting held March 15, 2023, are presented, attached as pages 10-15. 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 March 11, 2023 through April 14, 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.

**B. Programs and Services Budget for Fiscal Year 2023-2024**

The proposed 2023-2024 General Operations Budget was approved by the BLaST Intermediate Unit 17 Board at the January 18, 2023 meeting. The budget will be acted upon by each component school district board prior to April 19, 2023. A tabulation of votes as of April 14, 2023, is enclosed.

The Intermediate Unit auditors and administration recommend that the Intermediate Unit 17 Board adopt the proposed 2023-2024 General Operations Budget (\$3,215,109), contingent upon approval of at least a majority of component districts and at least a majority of the proportionate votes of all school directors.

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

**C. School Mental Health & Health and Safety Grant**

The 2022-2023 School Mental Health & Health and Safety Grant budget can be viewed online at [www.iu17.org](http://www.iu17.org), click on About BLaST, then click on the Board Member link and the new budget is listed there.

The administration recommends that the board *approve the 2022-2023 School Mental Health & Health and Safety Grant budget.*

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

**6A. Personnel, Resignations.**

None

**6B. Personnel, Requests for Leave.**

1. **Lexie Diaz**, Educational Technology Specialist, has requested uncompensated leave effective approximately May 22, 2023 to June 30, 2023.

The administration recommends that the Board *approve an uncompensated leave for Ms. Lexie Diaz from approximately May 22, 2023 to June 30, 2023.*

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

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

1. The administration recommends that the Board *authorize the creation of a stipend position of Lead Autistic Support Teacher with an annual stipend of \$2,000 for additional responsibilities.* Job description is enclosed.

Funds to support this are available from districts' contracts.

Dr. Beiter will discuss this item 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. **Faith Foster**, Speech Therapist, effective May 15, 2023, Masters Step 1, Salary \$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 Amanda Specht. 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.

- B. **Stephani Ross**, Special Education Teacher, effective April 17, 2023, Masters Step 1, Salary \$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 Victoria Nork. 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.

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

- C. **Emily Bixler**, Special Education Teacher, effective April 24, 2023, Bachelors Step 1, Salary \$52,520, Districts' Contracts, 190 days prorated to the actual number of days worked. Temporary Professional Employee's contract. To fill vacancy created by the internal transfer of Lauren Reeder. This employment is contingent upon receipt of current clearances and emergency certification.

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

- D. **Sabrina Swan**, Special Education Teacher, effective August 7, 2023, Doctorate Step 11, Salary \$74,564, Districts' Contracts, 190 days prorated to the actual number of days worked. Temporary Professional Employee's contract. To fill vacancy created by the internal transfer of Brandy Lair. This employment is contingent upon receipt of current clearances and emergency certification.

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:

None

**7C. Personnel, Abolishment of Position.**

None

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

1. **Melissa Boob – School Nurse**

Melissa Boob is now a PDE certified school nurse. Therefore, the administration recommends that the Board ***approve a change in workdays for Melissa Boob beginning in the 2023-2024 school year from 210 days to 190 days; districts' contracts; Temporary Professional Employee's Contract; Salary – 2023-2024, Bachelor Step 3, \$57,005.***

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

**7D. Personnel, Change of Work Assignment. (Continued)****2. Megan Millard – Nurse**

The administration recommends that the Board *approve a change in workdays for Megan Millard beginning in the 2023-2024 school year from 210 days to 190 days. 2023-2024 salary will be adjusted to reflect change in days.*

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

**3. Scott Ringkamp – Coordinator of Operational and Online Services**

The administration recommends that the Board *authorize an internal transfer for Scott Ringkamp, to fill the position of Coordinator of Operational and Online Services, effective July 1, 2023, at no change to salary or number of workdays.*

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

**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 16.
2. The administration recommends approval of the list of Mission One employees for the 2022-2023 school term, attached as page 17.

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 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.

**B. Contract for Services – Tyler June Painting, LLC**

The administration recommends the Board *authorize a contract with Tyler June Painting, LLC, to paint various areas at the BLaST Canton office, effective May 1, 2023, total cost not to exceed \$7,830.00.*

Funds to support this are available from the Capital account.

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

**C. Contract for Services – Tyler June Painting, LLC**

The administration recommends the Board *authorize a contract with Tyler June Painting, LLC, to paint the conference rooms at the BLaST Canton office, effective May 1, 2023, total cost not to exceed \$3,392.50.*

Funds to support this are available from the Capital account.

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

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

Policy for first and second reading is enclosed.

Policy 707     Use of Intermediate Unit Facilities - Revised

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

**E. Approved Field Trips**

The Executive Director would like to inform the Board that the list of Field Trips, attached as page 19 has been approved for the current school year.

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)****F. 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, Intermediate Unit wide, effective for the 2023-2024 school year. Total cost not to exceed \$7,000.*

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

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

**G. 2023-2024 Yearly Calendars**

The administration recommends that the Board *approve the 2023-2024 yearly calendars for the following programs: Academy for Integrated Studies – North, Academy for Integrated Studies - South, Clear Vision, DTAC/BSI Partial Hospitalization Program, LaSaQuik, and Lycoming Day Treatment.* The calendars are attached as pages 20-25.

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

**H. Contract for Services – Bayada**

The administration recommends the Board *authorize a contract with Bayada to provide substitute nursing services at the Academy of Integrated Studies – South, effective July 1, 2023, through June 30, 2024, at a rate of \$60 per hour.*

Funds to support this are available from districts' contracts.

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

**I. 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 school-aged students in Bradford County IU programs, effective July 1, 2023 through June 30, 2024, at a rate of \$21.25/15 minute interval for COTA services, \$23.75/15 minute interval OTR services, and \$95.00/hour for supervision services. Total cost not to exceed \$45,000.*

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.

**8. Items Requiring Routine Formal Action by the Board. (Continued)****J. Contract for Services – Pivot Physical Therapy of Pennsylvania**

The administration recommends that the Board *approve a 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, 2023 through June 30, 2024 at a rate of \$100/hour for PT services and \$85/hour for PTA services.*

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.

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

The administration recommends that the Board *approve a contract with UPMC Wellsboro, to provide physical therapy services to school-aged students in Tioga County IU Programs, effective July 1, 2023 through June 30, 2024 at a rate of \$90/hour for PT services, \$140/evaluation and \$50/hour for travel. Total cost not to exceed \$75,000.*

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.

**L. Lease – Hope Enterprises, Inc. - Early Intervention**

The administration recommends that the Board *approve a rental agreement with Hope Enterprises, Inc., for the rental of classroom space and cleaning services, effective June 1, 2023 through May 31, 2025; at a rate of \$3,264 per month for classroom space and \$1,150 per month for cleaning services, total cost of services per year not to exceed \$52,968.*

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

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

**M. Contract for Services – Nelson Installations, LLC**

The administration recommends the Board *approve a contract with Nelson Installations, LLC, to install door security for our Early Intervention classrooms at Hope Enterprises, Inc., not to exceed \$9,370.*

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

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



**8. Items Requiring Routine Formal Action by the Board. (Continued)****O. Addendum to Agreement for Services – River Valley Internet**

Due to an additional district request, the administration recommends that the Board *authorize an addendum to the agreement with River Valley Internet to provide Back-up Local Connectivity to participating districts that was approved at the January 2023 Board meeting. This addendum is adding an additional \$15,000 to the original contracted amount of \$121,200.*

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

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

**9. Administrative Reports.****A. Report of Investments**

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

Year-to-Date Earnings on Investments is \$211,880.50 (4.63% Cash Management Account), First Citizens Community Bank, Canton.

Year-to-Date Earnings on Project Fund is \$35,117.18 (4.62% Capital Fund Account), First Citizens Community Bank, Canton.

**B. Student Services – Dr. Beiter**

- Successful Partial Hospitalization Program Licensing Compliance Review

**C. Technology Update – Mr. Confer**

- Exchange Migration and Utilization

**D. Educational Planning Update – Ms. Gibboney****E. Executive Director Update – Dr. Steinbacher-Reed**

- Legislative Update
- PAIU Update
- Staff Shortages – needs and efforts

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

None

**11. Adjournment.**