

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 May 17, 2023 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 7:04 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	Absent
Jessie Edwards (W)	Present
Brady Finogle (C)	Present
Peggy Hughes (C)	Present
Arica Jennings	Absent
Christina Kiessler (W)	Present
Dan Martin (C)	Present
Lisa McClintock (W)	Present
Julie Preston (C)	Present
Chad Riley (W)	Present
Hal Stockdill (C)	Present
Tiffani Warner	Absent
Athens	Vacated

Others present were: Brooke Beiter, Eric Budd, Tim Confer, Dan Coran, Rebecca Gibboney, Ashley Heckrote, Erica Hoyt, Nicole Klees, Richard Galtman, Ann Kehrner, Mikaela Masser, Sara McNett, Amy Niemiec, Jon Paulhamus, Aimee Pepper, Edward Ploy, Margaret Ralston, April Seeley, Cheryl Starr, Christina Steinbacher-Reed, Rebecca Swinehart, Dana Vermilya, Megan Wagner, and Crystal Yoder.

3A. Introductions.

Dr. Steinbacher-Reed introduced, Ms. Peggy Hughes, the new board representative from Northeast Bradford School District. She also introduced Daniel, student from Academy of Integrated Studies – South, and his mother, Dolly.

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Ms. Gibboney gave an overview of the BLaST IU 17 Ambassador Program. 2022-2023 certificates were presented to Eric Budd, Ann Kehrer, Edward Ploy and Crystal Yoder by Ms. Starr. Margaret Ralston and April Seeley received their 2022-2023 certificates from Ms. Gibboney.

Mr. Ringkamp shared a video of Daniel, a student at the Academy of Integrated Studies – South, using a Glowforge to create key rings for the ambassadors. Ms. Heckrote recognized Daniel for his work on creating them.

A copy of the agenda is attached as Pages 2702-1 through 2702-13.

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

4. Minutes.

A. Board Meeting – April 19, 2023

Minutes of the meeting held April 19, 2023. The administration recommends that these minutes be approved as amended by the Board. The minutes were amended to reflect that Ms. Hughes was absent and Ms. Warner was present.

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 April 15, 2023 through May 12, 2023, for General Operations, Special Education, and Capital Project Fund totaling \$1,834,197.92 are attached as Pages 2702-14 through 2702- 21.

The motion passed with unanimous affirmative vote.

At 7:22 p.m. the Board went into Executive Session for personnel and attorney advisement until 7:45 p.m. when the regular meeting reconvened.

Ms. Charles moved and Mr. Johnson seconded to accept an omnibus motion for the remaining agenda items, with a change to Item 8 H correcting the hourly rate to \$175.

6A. Personnel, Resignations.

1. Colleen Edsell, Educational Funding Coordinator, resignation effective June 30, 2023.

2. Janet Hayden, School Psychologist, retirement effective at the end of the 2022-2023 School Year.

3. **Noah Schweiger**, Speech Therapist, resignation effective June 9, 2023.

6B. Personnel, Requests for Leave.

1. **Crystal Patton**, Early Intervention Teacher, has requested uncompensated leave effective May 15, 2023 to approximately May 23, 2023.

The administration recommends that the Board approve an uncompensated leave for Crystal Patton from May 15, 2023 to approximately May 23, 2023.

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

1. **Revision to Job Description – Personnel Specialist**

The administration recommends that the Board authorize a revision to the job description of Personnel Specialist. Previous and revised job descriptions are attached as Pages 2703-1 through 2703-4.

2. **Establishment of New Position – Help Desk Intern**

The administration recommends that the Board authorize the establishment of the new position of Help Desk Intern. Job description is attached as Pages 2703-5 and 2703-6.

3. **Establishment of New Position – Help Desk Technician**

The administration recommends that the Board authorize the establishment of the new position of Help Desk Technician. Job description is attached as Pages 2703-7 and 2703-8.

4. **Establishment of New Position – Help Desk Team Leader**

The administration recommends that the Board authorize the establishment of the new position of Help Desk Team Leader. Job description is attached as Pages 2703-9 and 2703-10.

7B. Personnel, Employments.

1. The administration recommends Board approval of the following temporary professional and/or professional employee appointments:
 - A. **Rachel Thompson**, Special Education Teacher, effective May 31, 2023, Bachelor 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

Janette Singleton. This employment is contingent upon receipt of current clearances.

- B. Chad Romanowski**, Special Education Teacher, effective August 7, 2023, Bachelor Step 1, Salary \$53,805, districts' contracts, 190 days, prorated to the actual number of days worked. Temporary Professional Employee's contract. To fill vacancy created by the resignation of Margaret Ballard. This employment is contingent upon receipt of current clearances.

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

None

7C. Personnel, Abolishment of Position.

None

7D. Personnel, Change of Work Assignment.

1. **James Rinehimer – Training and Consulting**

Due to a request, the administration recommends that the Board approve an extension of work year for James Rinehimer up to an additional four (4) days at their 2022 – 2023 per diem rate.

2. **Andrea Schmucker – Training and Consulting**

Due to a request, the administration recommends that the Board approve an extension of work year for Andrea Schmucker up to an additional four and one half (4 1/2) days at their 2022 – 2023 per diem rate.

3. **Thomas Woodhouse – School Psychologist**

Due to a request, the administration recommends that the Board approve an extension of work year for Thomas Woodhouse up to an additional six (6) days at their 2022 – 2023 per diem rate.

4. **Jessica Marzo – School Psychologist**

Due to a request, the administration recommends that the Board approve an extension of work year for Jessica Marzo up to an additional eight (8) days at their 2022 – 2023 per diem rate.

5. **Christopher Carithers – Autistic Support Teacher**

The administration recommends that the Board approve an

extension of work year for Christopher Carithers up to an additional three (3) days at their 2022 – 2023 per diem rate to attend a training.

6. Danielle Pardoe – Autistic Support Teacher

The administration recommends that the Board approve an extension of work year for Danielle Pardoe up to an additional three (3) days at their 2022 – 2023 per diem rate to attend a training.

7. Heather Sproule – Autistic Support Teacher

The administration recommends that the Board approve an extension of work year for Heather Sproule up to an additional three (3) days at their 2022 – 2023 per diem rate to attend a training.

8. Mr. Timothy Confer – Director of Technology

Due to the internal transfer of Jon Paulhamus, the administration recommends that the Board approve Timothy Confer to be moved from Assistant Director of Technology to Director of Technology, effective May 18, 2023. Salary to be adjusted to \$89,500.

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 2705-1.
2. The administration recommends approval of the list of Mission One employees for the 2022-2023 school term, attached as Page 2705-2.

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

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

1. The administration requests that the Board approve Lauren Reeder, a student in the Special Education program at Bloomsburg University, to complete her internship from May 15, 2023 through June 7, 2023 at the Academy of Integrated Studies - South. She will be under the total direction of one of the IU's fully certified professionals. This is contingent upon receipt of current clearances.

7G. Personnel, Mentor Teachers/Supervisors.

None

7H. Personnel, Salary Adjustments.

None

7I. Personnel, Dismissal

1. Resolution for Dismissal

Whereas, the BLaST IU Administration has advised this Board of School Directors of the following:

1. that allegations were made that Ingrid Spies (hereinafter referred to as “Spies”) engaged in conduct warranting dismissal;
2. that the allegations were investigated by the Administration;
3. that the Administration believed that there was sufficient basis to issue a Statement of Charges and Notice of Hearing against Spies;
4. that Spies was advised that she had the right to request a School Board hearing;
5. that Spies was further advised that the failure to request a School Board hearing would constitute a waiver of her statutory and constitutional rights and that she would be discharged from employment without any School Board hearing;
6. that Spies did not request a School Board hearing notwithstanding the instructions in the Statement of Charges and Notice of Hearing; and
7. that it is the recommendation of the Administration that Spies be dismissed from employment.

Now, *therefore*, in consideration of the foregoing, it is recommended that Ingrid Spies be and is hereby dismissed from employment effective immediately.

8. Items Requiring Routine Formal Action by the Board.

A. Approved Field Trips

The Executive Director would like to inform the Board that the list of Field Trips, attached as Page 2706-1 has been approved for the current school year.

B. OPEB Participation - OPEB Trust

The administration recommends that the Board approve contributions to the Pennsylvania OPEB Trust as noted on the Participation Agreement. A copy is attached as Page 2706-2.

C. Contract for Services – UPMC Susquehanna

The administration recommends that the Board approve a contract with UPMC Susquehanna, to provide physical therapy services to school aged students in

Lycoming County, effective July 1, 2023 through June 30, 2024 at a rate of \$90/hour for PT services, \$80/hour for PTA services, \$140/evaluation and \$50/hour for travel. Total cost not to exceed \$75,000.

D. Contract for Services – Bennett’s Lawn & Mulch

The administration recommends that the Board authorize a contract with Bennett’s Lawn & Mulch to provide lawn mowing services to the Williamsport BLaST office from April 13, 2023 to October 31, 2023. Services will be provided at a rate of \$44 per mowing, \$48 per hour for landscaping and \$35-\$65 per each material application.

E. Contract for Services – Engage the Stage

The administration recommends that the Board authorize a contract with Engage the Stage to provide a virtual Keynote address at the 2023-2024 Paraprofessional Conference scheduled for August 10, 2023. Services will be provided at a cost of \$5,000.

F. Appointment of Special Counsel - McNees, Wallace, & Nurick, LLC

The administration recommends that the Board approve the appointment of McNees, Wallace, and Nurick, LLC, as BLaST IU 17 special counsel for the 2023-2024 school year at the rate of \$460 per hour.

G. Appointment of Special Counsel - Levin Legal Group

The administration recommends that the Board approve the appointment of Levin Legal Group as BLaST IU 17 special counsel for the 2023-2024 school year at the rate of \$210 per hour.

H. Appointment of Solicitor - McNerney, Page, Vanderlin & Hall

The administration recommends that the Board approve the appointment of McNerney, Page, Vanderlin & Hall as BLaST IU 17 solicitor for the 2023-2024 school year at the rate of \$175 per hour.

I. Appointment of Special Counsel - Stock and Leader

The administration recommends that the Board approve the appointment of Stock and Leader as BLaST IU 17 special counsel for the 2023-2024 school year at the rate of \$235 per hour.

J. Contract for Services – Deep Green Journey

The administration recommends the Board authorize a contract with Deep

Green Journey to provide a Forest Therapy Walk for Training and Consulting staff, effective May 2, 2023, total cost not to exceed \$225.

K. Affiliation Agreement – Eastern School of Nursing

The administration recommends that the Board authorize an affiliation agreement with Eastern School of Nursing to utilize BLaST IU 17 facilities as a center for school nurse practicum for Megan Millard, effective the 2023-2024 School Year.

L. Contract for Services – Tyler June Painting, LLC

The administration recommends the Board authorize a contract with Tyler June Painting, LLC to paint the rooms vacated by AMI at the BLaST Canton office, effective July 1, 2023, total cost not to exceed \$1,115.

M. Contract for Services – Tyler June Painting, LLC

The administration recommends the Board authorize a contract with Tyler June Painting, LLC to paint in the business office suite at the BLaST Canton office, effective July 1, 2023, total cost not to exceed \$4,750.

N. 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 2708-1.

O. Contract for Services – Cail Coating

The administration recommends the Board authorize a contract with Cail Coating to pressure wash the siding, cupola vents, soffit and the back concrete pad at the BLaST IU 17 Canton office, effective May 18, 2023 to June 30, 2023, total cost not to exceed \$500.

P. Flexible Instructional Days (FIDs)

The administration recommends that the Board approve the completed FIDs application to the Pennsylvania Department of Education. Once approved by the Pennsylvania Department of Education, the administration recommends the Board grant permission for the administration to execute the FIDs program as submitted for the 2023-2024, 2024-2025, and 2025-2026 school years in accordance with Act 64.

Q. Contract for Services – Bayada Home Health Care, Inc.

The administration recommends the Board authorize a contract with Bayada Home Health Care, Inc. to provide substitute nursing services at the Academy of Integrated Studies – North, effective July 1, 2023, through June 30, 2024, at a rate of \$55 per hour.

R. Contract for TelePractice Services – ProCare Therapy

The administration recommends that the Board authorize an addendum to the existing contract with ProCare Therapy, LLC for Speech Tele-practice services for the Extended School Year programs at Academy of Integrated Studies – North and Sullivan County School District, effective June 26, 2023 through July 26, 2023 at a rate of \$95.48/hr. all inclusive.

S. 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, 2023 through June 30, 2024. OT services at a rate \$37.16/15 minutes and COTA services at a rate of \$33.65/15 minutes. Total cost not to exceed \$150,000.

The motion passed with unanimous affirmative vote.

A. Report of Investments

The record of investments dated April 30, 2023 is presented as follows:

Year-to-Date Earnings on Investments is \$253,239.65 (4.84% Cash Management Account), First Citizens Community Bank, Canton.

Year-to-Date Earnings on Project Fund is \$41,551.85 (4.84% Capital Fund Account), First Citizens Community Bank, Canton.

B. Election of Members to the BLaST Board of Directors

According to the tabulation of ballots received from districts, the following members have been elected to the BLaST Board of Directors for terms expiring June 30, 2026:

JENNINGS, Arica, Canton Area School District
KIESSLING, Christina, Loyalsock Township School District
AGNEW, Debra, Sayre Area School District
MARTIN, Dan, Troy Area School District

C. Student Services – Dr. Beiter

- The Teacher Learning Classroom

D. Educational Planning Update – Ms. Gibboney

- Overview BLaST IU 17 Ambassadors

E. Executive Director Update – Dr. Steinbacher-Reed

- COVID Health and Safety Plan – 6 Month Review, attached as Pages 2710-1 through 2710-3.
- IU 17 Annual Safety Review was held in Executive Session

F. List of 2023-2024 IU 17 Board Meetings - Attached as Page 2710-4

G. Board Policies for Review – Attached as Pages 2710-5 through 2710-9

Policy 000	Board Policy/Procedures/Administrative Regulations
Policy 003	Functions
Policy 007	Policy Manual Access

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

A. Formation of Nominating Committee

The Nominating Committee will consist of Ms. Preston, Ms. Bachman and Mr. Finogle. Ms. Preston will serve as chairperson.

11. Adjournment.

Ms. Stockdill moved to adjourn at 8:07 p.m. and Ms. Agnew seconded the motion. All were in favor.

Respectfully Submitted,

Sara McNett
Board Secretary