

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

September 20, 2023

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

NOTE: THERE WILL BE AN EXECUTIVE SESSION.

1. Call to Order.

2. Roll Call.

3A. Introductions.

3B. Public Comments.

4. Minutes.

A. Board Meeting – August 16, 2023

Minutes of the meeting held August 16, 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.

5. Finance.

A. Approval of Bills

Bills from August 12, 2023 through September 15, 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. 2023-2024 Budgets

The 2023-2024 budgets can be viewed online at www.iu17.org, click on About BLaST, then click on the Board of Directors link and the new budgets are listed under Board Documents.

The administration recommends that the Board *approve the 2023-2024 budgets.*

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

6A. Personnel, Resignations.

1. **Lexie Diaz**, Educational Technology Specialist, effective September 5, 2023.
2. **Brandy Lair**, Special Education Teacher, effective November 11, 2023 or when released.
3. **Megan Wagner**, Curriculum Specialist, effective October 20, 2023 or when released.
4. **Jaclyn Sweetra**, Speech Therapist, resignation effective November 10, 2023.

6B. Personnel, Requests for Leave.

None

7A. Personnel, Establishment of New Positions, New Programs, and/or Program Revisions.**1. Establishment of Additional Position – Voice Services Specialist – Level II**

The administration recommends that the Board *authorize the establishment of an additional Voice Services Specialist – Level II.*

Funds to support this are available from the RWAN Budget.

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

2. Establishment of New Positions – Information Technology (IT) Support Specialist

The administration recommends that the Board *authorize the establishment of four(4) new positions of Information Technology (IT) Support Specialist.* Job description is enclosed.

Funds to support this are available from the General Operations Budget.

Dr. Christina Steinbacher-Reed and Mr. Confer 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. **Elizabeth Daigle**, Developmental Teacher, effective September 25, 2023. Salary – Step 1 Bachelor’s - \$53,805, Early Intervention Budget, 190 days, prorated to the actual number of days worked. Temporary Professional Employee’s contract. To fill vacancy created by the internal transfer of Christie Robinson. 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. **Joshua Perdomo**, Voice Services Specialist Level II, effective September 25, 2023, Salary \$65,000 - RWAN Budget, 261 days, prorated to actual number of days worked, Support Staff Handbook, to fill the new position created by the Board at the August 16, 2023 meeting. This employment is contingent upon receipt of current clearances.

Dr. Steinbacher-Reed and Mr. Paulhamus 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 2023-2024 school term, attached as pages 18 and 19.
2. The administration recommends approval of the list of Mission One employees for the 2023-2024 school term, attached as pages 20-22.

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 Annalise Eiswerth, a student in the Speech Language Pathology program at Pennsylvania Western University, to complete her student teaching from September 18, 2023 through December 8, 2023.* She will be under the total direction of one of the IU's fully certified professionals. This is contingent upon receipt of current clearances.

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

7G. Personnel, Mentor Teachers/Supervisors.

1. The administration recommends that the Board *approve the following as mentors for the 2023-2024 school year in accordance with the PDE-Approved Induction Plan.*

Lacey Cole

Jessica Saviano

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 list of 2023-2024 drivers to transport eligible preschool children to specialized programs,* attached as page 23.

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. PSBA Officers

The administration recommends that the Board *vote on the officers for PSBA.* The voting started on September 11, 2023 and ends on October 27, 2023.

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

8. Items Requiring Routine Formal Action by the Board. (Continued)**C. Appointment of Stakeholder and Professional Development Committees for the Comprehensive Plan**

It is recommended that the Board *appoint the representatives on the enclosed list to serve as part of the stakeholder steering committee and/or professional development committee for the Comprehensive Plan process.*

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

D. Approved Field Trips

The Executive Director would like to inform the Board that the list of Field Trips, attached as page 24 has been approved for the current school year.

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

E. Memorandum of Understanding – Williamsport Area School District

The administration recommends that the Board *authorize a Memorandum of Understanding with Williamsport Area School District to provide a place of shelter for the students and staff at the Academy of Integrated Studies – South in an emergency situation. The MOU will be in effect from September 1, 2023 to September 1, 2027.*

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

F. Affiliation Agreement – Pennsylvania Western University

The administration recommends that the Board *authorize an affiliation agreement with Pennsylvania Western University to utilize BLaST IU 17 facilities as a center for field study, internship, practicum, or student teaching placement, effective September 20, 2023 through September 20, 2028.*

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)**G. Contract for Services – CLSU Consulting, LLC**

The administration recommends that the Board *authorize a contract with CLSU Consulting, LLC* for Doug Ulkins to serve as the Regional Site Coordinator for the PA Inspired Leadership program (PIL), *effective July 1, 2023 through June 30, 2024; \$525 per day, Total Cost of Services not to exceed \$63,150.*

Funds to support this contract are available from the PIL Budget.

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

H. Contract for Services - Susquehanna Valley Professional Associates

The administration recommends the Board *approve a contract with Susquehanna Valley Professional Associates to provide psychiatric consultation services at a rate of \$14,000 per month for September through May; \$7,000 per month for June through August; additional time will be billed at \$225 per hour and \$180 for Physician Assistant services, additional services after January 1, 2024 to be billed at \$300 for no more than four hours per week, effective September 1, 2023 through August 31, 2024.*

Funds to support this are available from Medical ACCESS and districts' contracts.

Dr. Steinbacher-Reed and Dr. Beiter 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 2023-2024 Organizational Chart*. The organizational chart is enclosed.

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

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

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

Year-to-Date Earnings on Investments is \$77,950.25 (5.35% Cash Management Account), First Citizens Community Bank, Canton.

Year-to-Date Earnings on Project Fund is \$16,039.37 (5.34% Capital Fund Account), First Citizens Community Bank, Canton.

B. Student Services – Dr. Beiter**C. Technology Update – Mr. Confer****D. Educational Planning Update – Ms. Gibboney****E. Executive Director Update – Dr. Steinbacher-Reed****10. Other Items Raised by the Board and/or Staff.****11. Adjournment.**