

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 September 20, 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 7:00 p.m.

2. Roll Call.

Lori Baer, President (W)	Present
Scott Johnson, Vice President (W)	Present
Debra Agnew, Treasurer (C)	Present
Cathy Bachman (W)	Present
Susan Beery (W)	Present (arrived at 7:02)
Rebecca Charles (W)	Present
Jonathan DeSantis	Absent
Jessie Edwards (W)	Present
Brady Finogle	Absent
Peggy Hughes	Absent
Arica Jennings (C)	Present
Christina Kiessling (W)	Present
Dan Martin (C)	Present
Lisa McClintock	Absent
Julie Preston (C)	Present
Chad Riley (W)	Present
Hal Stockdill (C)	Present
Tiffani Warner	Absent
Athens	Vacated

Others present were: Brooke Beiter, Tim Confer, Rebecca Gibboney, Sheena Hindman, Mike Levin, Sara McNett, Amy Niemiec, Jon Paulhamus, Aimee Pepper, Mikaela Spalding, Cheryl Starr, and Christina Steinbacher-Reed.

3A. Introductions.

Ms. Hindman presented a Thank You Poster to the board thanking them on behalf of a group of Early Intervention students who were approved to take a field trip.

A copy of the agenda is attached as Pages 2733-1 through 2733-9.

3B. Public Comments.

None

Ms. Charles moved and Ms. Bachman seconded to approve the following:

4. Minutes.**A. Board Meeting – August 16 , 2023**

Minutes of the meeting held August 16, 2023 as presented.

The motion passed with unanimous affirmative vote.

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

5. Finance.**A. Approval of Bills**

Bills from August 12, 2023 through September 15, 2023, for General Operations, Special Education, and Capital Project Fund totaling \$4,421,039.06 are attached as Pages 2734-1 through 2734-9.

B. 2023-2024 Budgets

The administration recommends that the Board approve the 2023-2024 budgets, attached as Pages 2734-10 and 2734-11.

The motion passed with unanimous affirmative vote.

At 7:06 p.m. the Board went into Executive Session for personnel and attorney advisement. The regular meeting reconvened at 7:45 p.m.

Ms. Jennings moved and Ms. Charles seconded to accept an omnibus motion for the remaining agenda items.

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.
 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 attached as Pages 2735-1 and 2735-2.
 3. **Establishment of New Positions – Teacher Apprentice**

The administration recommends that the Board authorize the establishment of a new position of Teacher Apprentice. Job description is attached as Pages 2735-3 through 2735-5.
- 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.
 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.

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 2736-1 and 2736-2.
2. The administration recommends approval of the list of Mission One employees for the 2023-2024 school term, attached as Pages 2736-3 through 2736-5.

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.

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.

1. Nicole Klees – Retention Bonus

The Administration recommends that the Board approve the payment of a \$4,000 retention bonus to Nicole Klees, Director of Mental and Behavioral Health Services, in accordance with the Lycoming Clinton Health Choices (LCHC) retention grant.

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 2737-1.

B. PSBA Officers

The Board cast their votes for the following PSBA Leadership Positions:

Allison Mathis	President-Elect
Sabrina Backer	Vice President
Karen Beck Pooley	Treasurer
Marianne Neel	Trustee
Mike Faccinetto	Trustee
Jennifer Davidson	Forum Steering Committee
Bethanne Zeigler	Forum Steering Committee
JaimeLynn Zimerofsky	Forum Steering Committee

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. It is attached as Page 2737-2.

D. Approved Field Trips

The Executive Director would like to inform the Board that the list of Field Trips, attached as Page 2737-3 has been approved for the current school year.

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.

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.

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.

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.

I. 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 attached as Page 2738-1.

J. Contract for Services – Pennsylvania Association for Supervision and Curriculum Development (PASCD)

The administration recommends that the Board authorize an agreement with PASCD to provide two (2) on-site days of professional learning facilitation effective December 5 - 6, 2023; \$1,500 per day inclusive of travel, Total Cost of Services not to exceed \$3,000.

K. Contract for Services – Pennsylvania Association for Supervision and Curriculum Development (PASCD)

The administration recommends that the Board authorize an agreement with PASCD to provide three (3) days of on-site professional learning facilitation effective September 19, 2023, December 7, 2023 and March 7, 2024; PASCD will receive 50% of the registration fees after expenses.

L. Memorandum of Understanding – Loyalsock Township School District

The administration recommends that the Board authorize a Memorandum of Understanding with Loyalsock Township School District to provide evacuation transportation to sheltering and mass care sites 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.

M. Contract for Services – Halo Service Solutions

The administration recommends that the Board authorize a contract with Halo Service Solutions to provide an all-in-one platform for IT services effective October 1, 2023 to September 30, 2024; \$459 per month with a total cost of \$5,508.

The motion passed with unanimous affirmative vote.

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.

Ms. McNett reported to the Board that the annual audit of BLaST financials is currently underway as agreed in the engagement letter issued on June 21, 2023 by Myers, Patsy & Associates. The auditors began with an on-site visit starting on September 18, 2023. Their report will be issued on approximately November 30, 2023.

B. Student Services – Dr. Beiter

- Early Learning Centers

C. Technology Update – Mr. Confer

- Help Desk Tickets
- Summer Technology Projects

D. Educational Planning Update – Ms. Gibboney

- Taith Program

E. Executive Director Update – Dr. Steinbacher-Reed

- Paraeducator Grant
- PAIU Update
- Legislative Update

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

11. Adjournment.

At 8:03 p.m. Mr. Riley moved and Ms. Charles seconded to adjourn the meeting. All were in favor.

Respectfully submitted,

Sara McNett
Board Secretary