

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 October 18, 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 7:02 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 7:04)
Rebecca Charles	Absent
Jonathan DeSantis	Absent
Jessie Edwards (W)	Present
Brady Finogle (C)	Present
Peggy Hughes	Absent
Arica Jennings (C)	Present
Christina Kiessling (W)	Present
Dan Martin	Absent
Lisa McClintock (W)	Present
Julie Preston	Absent
Chad Riley (W)	Present
Hal Stockdill (C)	Present
Douglas Eberlin (C)	Present
Athens	Vacated

Others present were: Monique Anderson-Parker, Brooke Beiter, Dan Coran, Tim Confer, Sandra Finnerty, Molly Forney, Tristin Forney, Ashley Heckrote, Sheena Hindman, Robin Holmes, Erica Hoyt, Nicole Klees, Mike Levin, Sara McNett, Judy McMullen, Jeramy Mohler, Jon Paulhamus, Aimee Pepper, Mikaela Spalding, Cheryl Starr, Christina Steinbacher-Reed, Rebecca Swinehart, Dana Vermilya and student Erika.

Ms. Agnew moved and Ms. Jennings seconded to approve the following:

2B. Resignation, IU Board Member

1. Ms. Tiffani Warner – Wyalusing Area School District

Ms. Tiffani Warner has resigned as the Wyalusing Area School District

representative on the IU 17 Board of Directors.

It is recommended that the Board accept Ms. Warner's resignation, effective October 18, 2023.

2C. Appointment, IU 17 Board Member.

1. Mr. Douglas Eberlin – Wyalusing Area School District

The Wyalusing Area School District has taken formal action, in accord with Act 316 of 1982, to recommend that Mr. Douglas Eberlin be appointed to a position on the BLaST Board to replace Ms. Tiffani Warner. It would be appropriate for the Board to appoint Mr. Eberlin, effective October 18, 2023, until the time of next election (October 18 2023 – June 30, 2024), in accordance with Act 30 of 1982. The term of the Wyalusing Area School District representative expires June 30, 2024.

The motion passed with unanimous affirmative vote.

3A. Introductions.

Dr. Steinbacher-Reed welcomed two newly hired employees, Tristin Forney and Sandra Finnerty.

Dr. Beiter introduced Monique Anderson-Parker who was in attendance to meet a requirement of her Pennsylvania College of Technology degree program. Dr. Beiter then went on to introduce Ashley Heckrote, Jeramy Mohler and student Erika from the Academy of Integrated Studies – South. An overview of their hydroponic production of lettuce was given.

A copy of the agenda is attached as Pages 2742-1 through 2742-10.

3B. Public Comments.

None

Ms. Agnew moved and Mr. Johnson seconded to accept an omnibus motion for the remaining agenda items. Dr. Steinbacher-Reed noted that item 8.I. is a conflict of interest for Ms. McNett but that she was not involved in the procurement and is not involved in the oversight of this agreement.

4. Minutes.

A. Board Meeting – September 20 , 2023

Minutes of the meeting held September 20, 2023 as presented.

5. Finance.

A. Approval of Bills

Bills from September 16, 2023 through October 13, 2023, for General Operations, Special Education, and Capital Project Fund totaling \$4,022,361.07 are attached as Pages 2743-1 through 2743-9.

B. 2023-2024 Budgets

The administration recommends that the Board approve the 2023-2024 budgets, attached as Pages 2743-10 through 2743-13.

6A. Personnel, Resignations.

None

6B. Personnel, Requests for Leave.

None

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

1. Establishment of Additional Positions – Teacher Apprentice

The administration recommends that the Board authorize the establishment of three additional Teacher Apprentice positions.

2. Revised Job Description – STEM and Online Learning Specialist

The administration recommends that the Board approve a revision to the position of STEM and Online Learning Specialist. A copy of the job description is attached as Pages 2743-14 and 2743-15 .

3. Establishment of New Position – ESL Teacher

Due to requests from our component school districts for an ESL (English as a Second Language) Teacher, the administration recommends that the Board approve the establishment of two ESL Teacher positions. A copy of the job description is attached as Pages 2743-16 and 2743-17.

4. Establishment of New Position – Social Worker/Treatment Team Leader

The administration recommends that the Board approve the establishment of Social Worker/Treatment Team Leader position. A copy of the job description is attached as Page 2743-18 through 2743-20.

7B. Personnel, Employments.

1. The administration recommends Board approval of the following temporary professional and/or professional employee appointments:

- A. **Sandra Finnerty**, Developmental Teacher, effective November 28, 2023 or when released. Salary –Step 15 Bachelors - \$77,300, Early Intervention Budget, 190 days, prorated to the actual number of days worked. Professional Employee’s contract. To fill vacancy created by the internal transfer of Nichole Burns. This employment is contingent upon receipt of current clearances.
 - B. **Joshua T. Eck**, ESL Teacher, October 23, 2023. Salary – Step 3 Masters - \$58,135, districts’ contracts, 190 days, prorated to the actual number of days worked. Temporary Employee’s contract. To fill the new position created by the Board. This employment is contingent upon receipt of current clearances.
2. The administration recommends the employment of the following personnel:
- A. **Aaron Nicholson**, Voice Services Specialist Level I, effective October 17, 2023, Salary \$52,000 - RWAN Budget, 261 days, prorated to actual number of days worked, Support Staff Handbook, to fill the new position created by the Board. This employment is contingent upon receipt of current clearances.
 - B. **Miranda Kelley**, Health and Wellness Coordinator, effective November 20, 2023 – \$51,000; NTIC Contract, 215 days prorated to the actual number of days worked, Support Staff Handbook. To fill the vacancy created by the resignation of Courtney Sexton. This employment is contingent upon receipt of current clearances and obtaining a Health Coach Certification.
 - C. **Tristin Forney**, Curriculum Specialist, effective December 15, 2023 or when released. Salary – \$85,000, 261-day assignment; district contracts, prorated to the actual number of days worked. Employment in accord with policy as adopted in the 2023-2026 Act 93 Administrative Compensation Plan. To fill the vacancy created by the resignation of Megan Wagner. This employment is contingent upon receipt of current clearances.
 - D. **Sean Meleski**, Information Technology Support Specialist, effective October 30, 2023, Salary \$55,000; districts’ contracts, 261 days, prorated to actual number of days worked, Support Staff Handbook, to fill one of the new positions created by the Board on September 20, 2023. This employment is contingent upon receipt of current clearances.

7C. Personnel, Abolishment of Positions.

1. Due to a department restructuring, the Administration recommends that the Board abolish two positions of Information Technology Specialist effective October 19, 2023.

7D. Personnel, Change of Work Assignment.

1. William Dewald – Voice Services Specialist Level II

The administration recommends that the Board authorize an internal transfer for William Dewald to a position of Voice Services Specialist Level II, effective October 19, 2023, at no change in salary or number of days to be worked.

2. Joseph Rafter – Voice Services Specialist Level II

The administration recommends that the Board authorize an internal transfer for Joseph Rafter to a position of Voice Services Specialist Level II, effective October 19, 2023, at no change in salary or number of days to be worked.

3. Amanda Fair – STEM and Online Learning Specialist

The administration recommends that the Board authorize an internal transfer for Amanda Fair from Help Desk Technician to the position of STEM and Online Learning Specialist, effective October 30, 2023, remaining at 261 days, with a change in salary to \$75,530.

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 Page 2745-1.
2. The administration recommends approval of the list of Mission One employees for the 2023-2024 school term, attached as Page 2745-2.

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 list of 2023-2024 drivers to transport eligible preschool children to specialized programs, attached as Page 2746-1.

B. Contract to Allocate 2023-2024 IDEA Funds to School Districts

IU 17 has received signed contracts from the following school districts for the projected allocation of IDEA funds, attached as Page 2746-2, to their school districts:

Athens	Sayre
Canton	South Williamsport
East Lycoming	Southern Tioga
Jersey Shore	Sullivan County
Loyalsock Township	Towanda
Montgomery	Troy
Montoursville	Wellsboro
Muncy	Williamsport
Northern Tioga	Wyalusing
Northeast Bradford	

The administration recommends that the Board authorize the execution of the contracts to the school districts listed above.

C. Contract for Services – Successful Practices Network (SPN)

The administration recommends that the Board approve a contract with Successful Practices Network (SPN) to provide consultation for regional administrative teams, effective February 8, 2024. Total cost not to exceed \$5,500.

D. Contract for Services – Peter Loudenslager

The administration recommends that the Board approve a contract with Peter Loudenslager for facilities management at a rate of \$30/hour for up to 10 hours/week. If the IU exceeds the monthly retainer hours, the rate will increase to \$45/hour, effective July 1, 2023 through June 30, 2024.

E. Contract for Services – All Around Maintenance Man, LLC.

The administration recommends that the Board authorize a contract with All Around Maintenance Man, LLC. to provide inclement weather maintenance at the Williamsport Office, effective September 1, 2023 through June 30, 2024, at rates of \$275 per plow, \$215 per salting, \$35 to salt sidewalks and \$45 to clear sidewalks.

F. Approved Field Trips

The Executive Director would like to inform the Board that the list of Field Trips, attached as Page 2747-1 has been approved for the current school year.

G. Contract for TelePractice Services – ProCare Therapy, LLC

The administration recommends that the Board authorize a contract with ProCare Therapy, LLC for Speech Tele-practice services for school age students in Bradford, Tioga and Sullivan Counties, at a rate of \$107/hour all inclusive, effective October 6, 2023 through June 7, 2024.

H. Contract for Services – Peter’s Place

The administration recommends that the Board approve a contract with Peter’s Place to provide training for the School Counselor Collaborative, effective October 18, 2023. Total cost not to exceed \$1,750.

I. Agreement for Services - Douglas McNett, Doug’s Landscaping

The administration recommends that the Board authorize entering into an agreement with Doug’s Landscaping, for lawn, parking lot and property care at the Canton Office and Monroe Franklin Building. Effective October 1, 2023 through September 30, 2024. At a rate of \$110 per plow at either building; \$110 per salting at either building; \$20 to shovel and \$15 to salt sidewalks at Canton office; \$10 to shovel and \$10 to salt sidewalks at Monroe Franklin Building; \$50 per mowing, weed control at \$60/hour with a \$25 minimum charge at Canton Office, and additional grounds maintenance at \$60/hour plus cost of materials.

J. Contract for Services - Zito Media

The administration recommends that the Board authorize a 36-month contract with Zito Media to provide E-line services between the Canton and Williamsport offices, at a rate of \$750 per month, effective November 16, 2023 through November 15, 2026, not to exceed \$27,000

The motion passed with unanimous affirmative vote.

9. Administrative Reports.

A. Report of Investments

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

Year-to-Date Earnings on Investments is \$121,884.38 (5.39% Cash Management Account), First Citizens Community Bank, Canton.

Year-to-Date Earnings on Project Fund is \$24,423.21 (5.39% Capital Fund Account), First Citizens Community Bank, Canton.

B. Student Services – Dr. Beiter

- Safety Updates

C. Technology Update – Mr. Confer

D. Educational Planning Update – Dr. Steinbacher-Reed

- Mobile Science and Math Education Program Grant

E. Executive Director Update – Dr. Steinbacher-Reed

- Legislative Update
- Organizational Updates
- PDE Updates

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

11. Adjournment.

Mr. Stockdill moved and Mr. Johnson seconded to adjourn the meeting at 7:50 p.m. All were in favor. At that time and until 8:41, the Board was in Executive Session for attorney advisement and personnel matters.

Respectfully submitted,

Sara McNett
Board Secretary