

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

**February 21, 2024**

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

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

**1. Call to Order.**

**2A. Roll Call.**

**3A. Introductions.**

**3B. Public Comments.**

**None**

**4. Minutes.**

**A. Board Meeting – January 17, 2024**

Minutes of the meeting held January 17, 2024 are presented, attached as pages 7-15. 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 January 13, 2024 through February 16, 2024, 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.

**6A. Personnel, Resignations.**

**1. Sabrina Swan, Special Education Teacher, effective February 27, 2024.**

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

**None**

**7A. Personnel, Establishment of New Positions, New Programs, and/or Program Revisions.****1. Establishment of New Position – Information Technology (IT) Systems Specialist - Level II**

The administration recommends that the Board *authorize the establishment of an Information Technology (IT) Systems Specialist - Level II position*. Job description enclosed.

Funds to support this are available from districts' contracts.

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

**2. Establishment of New Position – Information Technology (IT) Network Specialist Level II**

The administration recommends that the Board *authorize the establishment of an Information Technology (IT) Network Specialist - Level II position*. Job description enclosed.

Funds to support this are available from districts' contracts.

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

**3. Establishment of New Position – Part-Time Teacher of Deaf and Hard of Hearing**

The administration recommends that the Board *authorize the establishment of one (1) part-time position of Teacher of Deaf and Hard of Hearing*. Job Description is enclosed.

Funds to support this are available from Early Intervention Budget and districts' contracts.

Dr. Christina Steinbacher-Reed and 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. Kelly Young**, Teacher of the Deaf and Hard of Hearing, effective March 7, 2024. Part-Time, Salary – Step 15 Masters - \$54,901, Early Intervention Budget and districts' contracts, 133 days, prorated to the actual number of days worked. Temporary Professional Employee's contract. To fill new position approved by the Board. 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)**

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

- A. **Benjamin Comfort IV**, Dean of Students, South Academy for Integrated Services, effective March 1, 2024, Salary \$55,000 - districts' contracts, 220 days, prorated to actual number of days worked, Support Staff Handbook, to fill the new position created by the Board at the December 6, 2023 meeting. 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. **Marykate De Notaris**, Conversion Coordinator, AIM Center, effective March 11, 2024. Salary \$48,000, PaTTAN Budget, 261 days, prorated to actual number of days worked. Employment in accord with the Support Staff Handbook, to fill new position approved by the Board on January 17, 2024. This employment is contingent upon receipt of current clearances.

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

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

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 page 16.
2. The administration recommends approval of the list of Mission One employees for the 2023-2024 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 list of 2023-2024 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. 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 Mr. Coran will discuss this item at the pleasure of the Board.

**C. School Psychology Internship Affiliation Agreement – Millersville University**

The administration recommends that the Board *authorize a School Psychology Internship Affiliation Agreement with Millersville University to utilize BLaST IU 17 facilities as a practicum/internship site, effective July 1, 2024 through June 30, 2029.*

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

**D. Assistance Program Agreement – Bradford/Sullivan Drug & Alcohol, Single County Authority**

The administration recommends that the Board *authorize an agreement with Bradford/Sullivan Drug and Alcohol, Single County Authority to provide a Drug and Alcohol Student Assistance Program Liaison at the North Academy of Integrated Services, effective from July 1, 2023 through June 30, 2024.*

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)****E. Contract for Speech Therapy Services – EPIC Special Education Staffing**

The administration recommends that the Board *authorize a contract with EPIC Special Education Staffing for Speech Therapy services for Early Intervention students in Bradford County, at a rate of \$105/hour plus mileage at the current IRS rate, effective February 8, 2024 through June 24, 2024.*

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

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

**F. Contract for Facility Use – Troy Sale Barn Operating Corporation**

The administration recommends that the Board *authorize a contract with Troy Sale Barn Operating Corporation for the use of their facility for “Celebrate Your Voice Day” at a rate of \$250 plus a refundable security deposit of \$250, effective May 21, 2024 and May 22, 2024.*

Funds to support this are available from the BLaST Educational Enhancement Foundation.

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

**G. Contract for Services - PenTeleData**

The administration recommends that the Board *authorize a contract with PenTeleData for internet service at the North Academy for Integrated Services at a monthly rate of \$226.95, effective July 1, 2024 through June 30, 2027.*

Funds to support this contract are available from the E-Rate program and districts’ contracts.

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

**H. Contract for Services – Zito Media**

The administration recommends that the Board *authorize a contract with Zito Media to provide internet service to LaSaQuik, effective from July 1, 2024 to June 30, 2025 at a cost of \$242.56 per month plus applicable taxes/fees.*

Funds to support this contract are available from the E-Rate program and districts’ contracts.

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

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

The record of investments dated January 31, 2024 is presented as follows:

Year-to-Date Earnings on Investments is \$301,915.75 (5.46% Cash Management Account), First Citizens Community Bank, Canton.

Year-to-Date Earnings on Project Fund is \$57,436.18 (5.46% Capital Fund Account), First Citizens Community Bank, Canton.

**B. Student Services – Dr. Beiter**

- Annual Needs Assessment

**C. Technology Update – Mr. Confer****D. Educational Planning Update – Ms. Gibboney**

- eQUIP Online Learning

**E. Executive Director Update – Dr. Steinbacher-Reed**

- Harrisburg Updates
- Organizational Updates

**10. Other Items Raised by the Board and/or Staff.****11. Adjournment.**