

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 February 21, 2024 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.

2A. Roll Call.

Lori Baer, President (W)	Present
Scott Johnson, Vice President (W)	Present
Debra Agnew, Treasurer (C)	Present
Cathy Bachman (W)	Present
Jessie Edwards (W)	Present
Brady Finogle (C)	Present
Heather Hanna (C)	Present
Peggy Hughes (C)	Present
Arica Jennings (Virtual)	Present
Lisa McClintock (W)	Present
Sharon Meyer (W)	Present
Duane Naugle (C)	Present
Julie Preston	Absent
Chad Riley	Absent
Ryan Schrader (C)	Present
Michael Zicoello (W)	Present
Montgomery	Vacant
Wellsboro	Vacant
Athens	Vacated

Others present were: Brooke Beiter, Tim Confer, Dan Coran, Alyssa English, Rebecca Gibboney, Ashley Heckrote, Sheena Hindman, Erica Hoyt (7:26), Mike Levin, Sara McNett, Aimee Pepper, Cheryl Starr, Christina Steinbacher-Reed, Dana Vermilya and Rebecca Swinehart (7:26).

3A. Introductions.

Dr. Steinbacher-Reed introduced Alyssa English, Information Technology Support Specialist.

A copy of the Agenda is attached as Pages 2768-1 through 2768-7.

3B. Public Comments.

None

Mr. Naugle moved and Ms. Hanna seconded to approve the following:

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

Minutes of the meeting held January 17, 2024 as presented.

The motion passed with unanimous affirmative vote.

Ms. Hughes moved and Mr. Zicoello seconded to approve the following:

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

Bills from January 13, 2024 through February 16, 2024, for General Operations, Special Education, and Capital Project Fund totaling \$3,562,010.71 are attached as Pages 2769-1 through 2769-8.

The motion passed with unanimous affirmative vote.

At 7:04 p.m. the Board went into Executive Session for personnel and attorney advisement. The regular meeting resumed at 7:21 p.m.

Ms. Agnew moved and Mr. Naugle seconded to accept an omnibus motion for the remaining agenda items.

6A. Personnel, Resignations.

1. **Sabrina Swan**, Special Education Teacher, effective February 27, 2024.
2. **Patricia Babinsack**, ESL Teacher, effective June 30, 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 is attached as Pages 2770-1 through 2770-3.

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 is attached as Pages 2770-4 through 2770-6.

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 attached as Pages 2770-7 through 2770-9.

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.

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.

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.

7C. Personnel, Abolishment of Positions.

None

7D. Personnel, Change of Work Assignment.**1. Megan Millard – School Nurse**

Megan Millard is now a PDE certified school nurse. Therefore, the administration recommends that the Board approve a change for Megan Millard effective January 1, 2024, Salary – Step 7 Bachelors - \$63,405, districts' contracts, 190 days prorated to the actual number of days worked; Temporary Professional Employee's Contract.

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 2771-1.
2. The administration recommends approval of the list of Mission One employees for the 2023-2024 school term, attached as Page 2771-2.

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 2771-3.

B. Approved Field Trips

The Executive Director would like to inform the Board that the list of Field Trips, attached as Page 2771-4 has been approved for the current school year.

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.

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.

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.

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.

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.

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.

I. Affiliation Agreement – Lebanon Valley College

The administration recommends that the Board authorize an affiliation agreement with Lebanon Valley College to utilize BLaST IU 17 facilities as a clinical, internship and practicum experience site, effective January 1, 2024 through December 31, 2026.

The motion passed with unanimous affirmative vote.

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

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.

At 7:44 p.m. Mr. Naugle moved and Mr. Johnson seconded to adjourn the meeting. All were in favor.

Respectfully submitted,

Sara McNett
Board Secretary