

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

**March 20, 2024**

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

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

**1. Call to Order.**

**2A. Roll Call.**

**2B. Appointment, IU 17 Board Members.**

**1. Mr. Jerry Curreri – Wellsboro Area School District**

The Wellsboro Area School District has taken formal action, in accord with Act 316 of 1982, to recommend that Mr. Jerry Curreri be appointed to a position on the BLaST Board to replace Ms. Rebecca Charles. It would be appropriate for the Board to appoint Mr. Curreri, effective March 20, 2024, until the time of next election (March 20, 2024 – June 30, 2024), in accordance with Act 30 of 1982. The term of the Wellsboro Area School District representative expires June 30, 2025.

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

**3A. Introductions.**

**3B. Public Comments.**

**4. Minutes.**

**A. Board Meeting – February 21, 2024**

Minutes of the meeting held February 21, 2024 are presented, attached as pages 8-13. 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 February 17, 2024 through March 15, 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. **Scott Ringkamp**, Coordinator of Operational and Online Services, effective March 5, 2024.

**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 four additional Teacher Apprentice positions.*

Funds to support this are available from districts' contracts.

Dr. 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. Natalie Hoffman**, Speech Therapist, effective May 20, 2024. Salary – Step 4 Master's - \$59,735, districts' contracts, 190 days prorated to the actual number of days worked. Temporary Professional Employee's contract. To fill position created by the resignation of Lindsey Callado. 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)**

- B. Christie Robinson**, Speech Therapist, effective April 8, 2024. Salary – Step 15 Bachelor’s - \$77,300, Early Intervention Budget, 190 days prorated to the actual number of days worked. Professional Employee’s contract. To fill position created by the resignation of McKayla Bodine. 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. Brittany Zelewicz**, Teacher Apprentice, effective April 8, 2024, or upon receipt of current clearances. Salary \$23,000, districts’ contracts, 190 days, prorated to actual number of days worked, Paraprofessional Handbook. To fill new position created by the Board.

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

- B. Schwanna Kutt**, Teacher Apprentice, effective April 8, 2024, or upon receipt of current clearances. Salary \$23,000, districts’ contracts, 190 days, prorated to actual number of days worked, Paraprofessional Handbook. To fill new position created by the Board.

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

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

None

**7D. Personnel, Change of Work Assignment.**

- 1. Sheena Hindman – Special Education Supervisor**

The Administration recommends the Board approve a change in workdays for Sheena Hindman from 215 days to 261 days and a salary increase to \$98,000, prorated to the actual number of days worked, effective July 1, 2024.

Funds to support this are available from the Early Intervention and CORE budgets.

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

**7D. Personnel, Change of Work Assignment. (Continued)****2. Ashley Heckrote – Board Certified Behavioral Analyst (BCBA)/Special Education Supervisor**

The administration recommends the Board approve the internal transfer of Ashley Heckrote to the position of Board Certified Behavioral Analyst (BCBA)/Special Education Supervisor, with a salary of \$80,556, 215 days prorated to the actual number of days worked, effective July 1, 2024. To fill new position created by the Board at the December 6, 2023 meeting.

Funds to support this are available from districts' contracts and Act 89.

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

**3. Erica Hoyt – Supervisor – South Academy for Integrated Services**

The administration recommends the Board approve the internal transfer of Erica Hoyt to the position of Supervisor – South Academy for Integrated Services, with a salary of \$96,000, 261 days prorated to the actual number of days worked, effective July 1, 2024. To fill vacancy created by the internal transfer of Ashley Heckrote.

Funds to support this are available from the CORE budget.

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

**4. Ethan Smith - Information Technology Network Specialist – Level II**

The administration recommends that the Board *authorize an internal transfer for Ethan Smith to the position of Information Technology Network Specialist Level II, effective March 21, 2024, with a change in salary to \$62,000, prorated to actual number of days worked.*

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

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

**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 14.
- 2.** The administration recommends approval of the list of Mission One employees for the 2023-2024 school term, attached as page 15.

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. Approved Field Trips**

The Executive Director would like to inform the Board that the list of Field Trips, attached as page 16 has been approved for the current school year.

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

**B. Contract for Services – Benergy1**

The administration recommends that the Board *approve a contract with Benergy1 to provide the Keynote at the Paraprofessional Conference, effective August 8, 2024. Total cost not to exceed \$1,100.*

Funds to support this contract are available from the Paraprofessional Conference funds.

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

**C. First and Second Reading of Policies**

Policies for first and second reading are enclosed.

Policy 810      Transportation - Revised

Policy 903      Public Comment in Board Meetings – Revised

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)****D. 2024-2025 Early Intervention Yearly Calendar**

The administration recommends that the Board *approve the 2024-2025 yearly calendar for the Early Intervention Program*. It is attached as page 17.

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

**E. Contract for Services – Zito Business**

The administration recommends that the Board *authorize a contract with Zito Business to provide internet service to the IU 17 Regional Wide-Area Network (RWAN), under a 3-year contract from July 1, 2024 to June 30, 2027 at a cost of \$2,135 per month plus applicable taxes/fees*.

Funds to support this contract are available from the E-Rate program, RWAN Budget and districts' contracts.

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

**F. Contract for Services – Zito Business**

The administration recommends that the Board *authorize a contract with Zito Business to provide a Wide Area Network E-line at 10,000 Mbps under a three year contract, with a One-time installation fee of \$2,000 and a monthly fee of \$1,900 plus applicable taxes/fees*.

Funds to support this contract are available from the E-Rate program, RWAN Budget and districts' contracts.

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

**G. Agreement for Services – MAC Builders & Design, Inc.**

The administration recommends that the Board *accept a quote and enter into an agreement with MAC Builders & Design, Inc. to paint at the North Academy for Integrated Services, total cost not to exceed \$17,151.80*.

Funds to support this are available from districts' contracts and the ELECT Budget.

Dr. Beiter 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 February 29, 2024 is presented as follows:

Year-to-Date Earnings on Investments is \$356,262.03 (5.44% Cash Management Account), First Citizens Community Bank, Canton.

Year-to-Date Earnings on Project Fund is \$65,290.69 (5.44% 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.**