

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 April 17, 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 7:02 p.m.

2A. Roll Call.

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

Others present were: Brooke Beiter, Tim Confer, Dan Coran, Jennifer Dean, Rebecca Gibboney, Ashley Heckrote, Robin Holmes, Erica Hoyt, Nicole Klees, Mike Levin, Sara McNett, Jon Paulhamus, Aimee Pepper, Cheryl Starr, Christina Steinbacher-Reed, Rebecca Swinehart, and Dana Vermilya.

3A. Introductions.

Dr. Steinbacher-Reed introduced Jerry Curreri, new board member from Wellsboro Area School District.

Mr. Coran introduced Jennifer Dean. Ms. Dean thanked the Board and gave them a brief description of her background.

A copy of the Agenda is attached as Pages 2782-1 through 2782-10.

3B. Public Comments.

None

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

4. Minutes.

A. Board Meeting – March 20, 2024

Minutes of the meeting held March 20, 2024 as presented.

5. Finance.

A. Approval of Bills

Bills from March 16, 2024 through April 12, 2024, for General Operations, Special Education, and Capital Project Fund totaling \$1,630,774.94 are attached as Pages 2782-11 through 2782-17.

B. Board Acceptance of 2022-2023 Audit Report by Myers, Patsy & Associates, LLC, Certified Public Accountants

The administration recommends the Board approve the 2022-2023 Audit Report as prepared by Myers, Patsy & Associates, LLC. A copy is attached as Pages 2782-18 through 2782-100.

C. Programs and Services Budget for Fiscal Year 2024-2025

The proposed 2024-2025 General Operations Budget was approved by the BLAST Intermediate Unit 17 Board at the January 17, 2024 meeting. The budget will be acted upon by each component school district board prior to April 17, 2024. A tabulation of votes as of April 17, 2024, is attached as Page 2782-101 and 2782-102.

The Intermediate Unit auditors and administration recommend that the Intermediate Unit 17 Board adopt the proposed 2024-2025 General Operations Budget (\$3,310,911), contingent upon approval of at least a majority of component districts and at least a majority of the proportionate votes of all school directors.

6A. Personnel, Resignations.

- 1. Jesse Plocinski, Special Education Teacher, resignation effective June 7, 2024.**

2. **Jana Strong**, Administrative Assistant, retirement effective February 1, 2025.
3. **Lesley Pardoe**, Graphic Design, Marketing and Branding Specialist, resignation effective April 26, 2024.

6B. Personnel, Requests for Leave.

None

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

1. **Establishment of Additional Positions – Special Education Teacher**

The administration recommends that the Board approve the establishment of two additional Special Education Teacher positions.

2. **Establishment of New Position – Treatment Team Leader/Mental Health Professional**

The administration recommends that the Board approve the establishment of the new position of Treatment Team Leader/Mental Health Professional. The job description is attached as Pages 2783-1 through 2783-3.

7B. Personnel, Employments.

1. The administration recommends Board approval of the following temporary professional and/or professional employee appointments:
 - A. **Emily Walter**, Speech Therapist, effective June 3, 2024. Salary – Step 4 Master’s - \$61,305, Early Intervention, 190 days prorated to the actual number of days worked. Temporary Professional Employee’s contract. To fill vacancy created by the resignation of Jaclyn Sweetra. This employment is contingent upon receipt of current clearances.
 - B. **Nichole Campbell**, Special Education Teacher, effective May 3, 2024. Salary –Step 1 Bachelor’s - \$55,375, districts’ contracts, 190 days prorated to the actual number of days worked. Temporary Professional Employee’s contract. To fill vacancy created by the resignation of Sabrina Swan. This employment is contingent upon receipt of current clearances.
 - C. **Molly Shoudt**, Special Education Teacher, effective August 1, 2024. Salary –Step 1 Bachelor’s - \$55,375, districts’ contracts, 190 days prorated to the actual number of days worked. Temporary Professional Employee’s contract. To fill vacancy created by the resignation of Jesse Plocinski. This employment is contingent upon receipt of current clearances.
 - D. **Tasey Baggerly**, Special Education Teacher, effective August 1, 2024, Salary – Step 1 Bachelor’s - \$55,375, districts’ contracts, 190 days

prorated to the actual number of days work. Temporary Professional Employee's contract. To fill new position approved by the Board on April 17, 2024. This employment is contingent upon receipt of current clearances.

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

- A. **Jennifer Dean**, Principal - North Academy for Integrated Services, effective May 1, 2024. Salary - \$98,000, 261-day assignment; districts' contracts and CORE Budget, 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 vacancy created by the resignation of Amy Niemiec. This employment is contingent upon receipt of current clearances.
- B. **Lauren Groff**, Treatment Team Leader/Mental Health Professional, effective April 22, 2024 or when released. Salary - \$57,000; funds to support this are available from Medical ACCESS, 261 day employee prorated to the actual number of days worked, Support Staff Handbook, to fill the new position approved by the Board on April 17, 2024. This employment is contingent upon receipt of current clearances.
- C. **Dan Feldhaus**, Online Learning Coordinator, effective June 15, 2024 or when released. Salary - \$80,000; funds to support this are available from districts' contracts, 261 day employee prorated to the actual number of days worked, Support Staff Handbook, to fill the vacancy created by the resignation of Scott Ringkamp. This employment is contingent upon receipt of current clearances.

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

None

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

1. **Robin Holmes – Teacher of the Visually Impaired**

The Administration recommends the Board approve a change in assignment for Robin Holmes from Special Education Supervisor to Teacher of the Visually Impaired, effective July 1, 2024. Salary – Step 15 Master's +30 - \$81,358, districts' contracts, 190 days prorated to the actual number of days worked. Professional Employee's contract. To fill vacancy created by the resignation of Mary Baumann.

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 2784-1.

2. The administration recommends approval of the list of Mission One employees for the 2023-2024 school term, attached as Page 2785-1.

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 2785-2 has been approved for the current school year.

B. 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 2785-3.

C. Approval of Pay Dates and Holidays – 2024-2025

Schedule of pay dates and holidays for the fiscal year and school year 2024-2025 is attached as Page 2785-4.

D. First and Second Reading of Policies

Policies for first and second reading are attached as Pages 2785-5 through 2785-32.

Policy 146.1 Trauma-Informed Approach - New
 Policy 251 Students Experiencing Homelessness and Other Educational Instability – Revised
 Policy 819 Suicide Awareness, Prevention, and Response – Revised
 Policy 830.1 Data Governance – Storage/Security – New

E. Contract for Services – Albright College – Total Experience Learning

The administration recommends that the Board approve a contract with Albright College – Total Experience Learning to provide professional learning

collaboration for Environmental Literacy, effective June 19, 2024 through June 20, 2024. Total cost not to exceed \$8,450.

F. Contract for Services – The Hershey Hotel

The administration recommends that the Board approve an agreement with The Hershey Hotel to provide guest rooms for the Superintendent Institute, effective November 19, 2024 to November 22, 2024 at a rate of \$334 per room, per night.

G. Contract for Services – Bayada Home Health Care, Inc.

The administration recommends the Board authorize a contract with Bayada Home Health Care, Inc. to provide nursing services at the North Academy of Integrated Services for Extended School Year and substitute nursing services at the North Academy of Integrated Services for the 2024-2025 school year, effective June 24, 2024, through June 24, 2025, at a rate of \$60 per hour.

H. 2024-2025 Yearly Calendars

The administration recommends that the Board approve the 2024-2025 yearly calendars for the following programs: North Academy for Integrated Services, South Academy for Integrated Services, Clear Vision, DTAC/BSI Partial Hospitalization Program, LaSaQuik, and Lycoming Day Treatment. The calendars are attached as Pages 2786-1 through 2786-6 .

I. Contract for Services - Sampson Plumbing and Heating

The administration recommends that the Board approve a contract with Sampson Plumbing & Heating for the installation of a new rooftop unit at the IU Williamsport Office. Total cost of the contract not to exceed \$20,886.

J. Contract for Services – Dr. Lisa Feil, Inner Compass, LLC.

The administration recommends that the Board approve a contract with Dr. Lisa Feil, Inner Compass, LLC , to provide psychological evaluations for the Early Intervention Clinic, effective July 1, 2024 through December 31, 2024, \$600 per day of service, not to exceed 15 days of services; total cost of services not to exceed \$9,000.

K. Contract Addendum for Tele-Practice Services – ProCare Therapy, LLC

The administration recommends that the Board authorize an addendum to the contract with ProCare Therapy, LLC for Speech Tele-practice services for school age students in Bradford County, at a rate of \$110.58/hour all inclusive, effective April 2, 2024 through May 30, 2024.

L. Contract for Services – CDC’s Teen Link House – 2024-2025 School Year

The administration recommends that the Board authorize a contract with Hope Enterprises, Inc's Children's Development Center for the use of the Teen Link Facility for 40 days, at a rate of \$125 per day, effective October 3, 2024 through May 30, 2025. Total cost of services not to exceed \$5,000.

M. Contract for Services – John Killian

The administration recommends that the Board approve a contract with John Killian to facilitate district assessment coordination services, effective April 1, 2024 through December 31, 2024, \$450 per day of service, not to exceed 20 days of services; total cost of services not to exceed \$9,000.

N. Contract for Services - Comcast Business

The administration recommends that the Board authorize BLaST to enter into a 2-year agreement with Comcast Business for internet service at BSI in South Williamsport, effective March 7, 2024 through March 7, 2026; total cost of services not to exceed \$4,700.

The motion passed with Ms. Agnew abstaining from Item 7B- D. and Mr. Johnson voting Nay on Items 8D – Policy 146.1 and 8F.

9. Administrative Reports.

A. Report of Investments

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

Year-to-Date Earnings on Investments is \$419,734.93 (5.41% Cash Management Account), First Citizens Community Bank, Canton.

Year-to-Date Earnings on Project Fund is \$73,669.03 (5.41% Capital Fund Account), First Citizens Community Bank, Canton.

B. Student Services – Dr. Beiter

C. Technology Update – Mr. Paulhamus

- Regional Wide Area Network Overview

D. Educational Planning Update – Ms. Gibboney

- 7th Annual Regional K'NEX TEM Design Challenge

E. Executive Director Update – Dr. Steinbacher-Reed

- PA Secretary of Education Tour

10. Other Items Raised by the Board and/or Staff.**A. Formation of Nominating Committee**

The Nominating Committee will consist of Ms. McClintock, Ms. Preston and Ms. Bachman. Ms. Preston will serve as chairperson.

11. Adjournment.

At 7:45 p.m. Mr. Naugle moved and Ms. Preston seconded to adjourn the meeting. All were in favor.

Immediately following adjournment, the Board went into Executive Session for personnel and attorney advisement until 8:16 p.m.

Respectfully Submitted,

Sara McNett
Board Secretary