

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

**May 15, 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.**

1. BLaST Intermediate Unit 17 Ambassadors – Pamela Aldenderfer, Jessica Marzo and Candi Williams

**3B. Public Comments.**

**4. Minutes.**

**A. Board Meeting – April 17, 2024**

Minutes of the meeting held April 17, 2024 are presented, attached as pages 11-18. 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 April 13, 2024 through May 10, 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.**

None

**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 four additional Special Education Teacher positions.*

Funds to support these positions 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. Jacob Schwartz, Special Education Teacher, effective April 29, 2024. Salary – Step 1 Bachelor's - \$53,805, districts' contracts, 190 days prorated to the actual number of days worked. Temporary Professional Employee's contract. To fill new position created by the Board on May 15, 2024. 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. Laura Abel, Grade 7-12 Content Certified/Special Education Teacher, effective August 1, 2024. Salary – Step 12 Masters - \$74,405, districts' contracts, 190 days prorated to the actual number of days worked. Professional Employee's contract. To fill vacancy created by the retirement of Deborah Norton. 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. Ian Nevius, Programmer Analyst Specialist, effective May 16, 2024, Salary \$55,000 - General Operations Budget, 261 days, prorated to actual number of days worked, Support Staff Handbook, to fill the vacancy created by the internal transfer of Eric Budd. This employment is contingent upon receipt of current clearances.**

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

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

None

**7D. Personnel, Change of Work Assignment.****1. Lauren Zangara – School Psychologist Intern**

At the January 17, 2024 meeting the Board approved Lauren Zangara as a School Psychologist Intern to complete her paid internship from July 1, 2024 through June 30, 2025 at a stipend to not exceed \$25,000. Due to additional requests from districts, the administration requests that the Board *approve a change in stipend to not exceed \$45,000.*

Funds to support this are available from grants and district contracts.

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

**2. Monica McCarty – School Outreach Specialist/Student Assistance Program**

The administration recommends that the Board *approve a salary adjustment for Monica McCarty, School Outreach Specialist/Student Assistance Program to \$71,000, due to a change in assignment, effective July 1, 2024.*

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

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

**7E. Personnel, Extension of Work Year.****1. Andrea Schmucker – Training and Consulting**

Due to a request, the administration recommends that the Board *approve an extension of work year for Andrea Schmucker up to an additional ten (10) days at their 2023-2024 per diem rate.*

Funds to support this are available from districts' contracts.

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

**7E. Personnel, Extension of Work Year. (Continued)**

**2. James Rinehimer – Training and Consulting**

Due to a request, the administration recommends that the Board *approve an extension of work year for James Rinehimer up to an additional ten (10) days at their 2023-2024 per diem rate.*

Funds to support this are available from districts' contracts.

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

**3. Thomas Woodhouse – School Psychologist**

Due to a request, the administration recommends that the Board *approve an extension of work year for Thomas Woodhouse up to an additional twelve (12) days at their 2023-2024 per diem rate.*

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.

**7F. 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 19.
2. The administration recommends approval of the list of Mission One employees for the 2023-2024 school term, attached as page 20.

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

**7G. Personnel, Request for Internship, Observations or Student Teaching.**

None

**7H. Personnel, Mentor Teachers/Supervisors.**

None

**7I. 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 21 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. 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 22.

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.

**C. Affiliation Agreement – Indiana University of Pennsylvania**

The administration recommends that the Board *authorize an Affiliation Agreement with Indiana University of Pennsylvania to utilize BLaST IU 17 as a center for field experience, effective May 1, 2024 through May 1, 2029.*

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

**D. OPEB Participation - OPEB Trust**

The administration recommends that the Board *approve contributions to the Pennsylvania OPEB Trust as noted on the Participation Agreement.* A copy is enclosed for your review.

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

**E. Appointment of Special Counsel - McNees, Wallace, & Nurick, LLC**

The administration recommends that the Board *approve the appointment of McNees, Wallace, and Nurick, LLC, as BLaST IU 17 special counsel for the 2024-2025 school year at the rate of \$490 per hour.*

Dr. Beiter will discuss this item at the pleasure of the Board.

**8. Items Requiring Routine Formal Action by the Board. (Continued)****F. Appointment of Special Counsel - Levin Legal Group**

The administration recommends that the Board *approve the appointment of Levin Legal Group as BLaST IU 17 special counsel for the 2024-2025 school year at the rate of \$210 per hour.*

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

**G. Appointment of Solicitor - McNerney, Page, Vanderlin & Hall**

The administration recommends that the Board *approve the appointment of McNerney, Page, Vanderlin & Hall as BLaST IU 17 solicitor for the 2024-2025 school year at the rate of \$175 per hour.*

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

**H. Appointment of Special Counsel - Stock and Leader**

The administration recommends that the Board *approve the appointment of Stock and Leader as BLaST IU 17 special counsel for the 2024-2025 school year at the rate of \$245 per hour.*

Dr. Beiter will discuss this item at the pleasure of the Board.

**I. First and Second Reading of Policy**

Policy for first and second reading is enclosed.

Policy 830     Security of Computerized Personal Information/Breach  
Notification - New

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

**J. Contract for Services – Capital Area Intermediate Unit 15**

The administration recommends that the Board *approve a contract with Capital Area Intermediate Unit 15 for SentinelOne workstation licenses at a price of \$8,025 per year effective July 1, 2024 through June 30, 2026. Total cost of the contract not to exceed \$16,050.*

Funds are available as a prorated share across all Intermediate Unit budgets.

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

**8. Items Requiring Routine Formal Action by the Board. (Continued)****K. Revised School Psychology Internship Affiliation Agreement – Millersville University**

The administration recommends that the Board *authorize a revised 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.

**L. Contract for Services – Innovamat**

The administration recommends that the Board *approve a contract with Innovamat for a Math Professional Development Series, at a price of \$3,000 per day, effective April 28, 2024 through June 30, 2025. Total cost of the contract not to exceed \$15,000.*

Funds are available from Educational Planning.

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

**M. Consideration of Salaries, Wages, and Fringe Benefits for Special Education Paraprofessionals, Support Staff, Technology Staff, and Other Employees for 2024-2025**

The Board authorizes pooled salary increases of \_\_\_ % for the following classifications of employees for 2024-2025: Paraprofessional/Job Coaches, Business/Support Staff, Technology Staff, Interpreters/Social Workers, Grants/Wellness Staff, Instructional Staff, and Nurses. Salary summary enclosed.

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

**N. Consideration of Salaries, Wages, and Fringe Benefits for PaTTAN Employees for 2024-2025**

The Board authorizes 2024-2025 pooled salary increases of \_\_\_% for employees of the PaTTAN program, Harrisburg. Salary summary enclosed.

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

**8. Items Requiring Routine Formal Action by the Board. (Continued)****O. Lease – Hope Enterprises, Inc. – South Academy for Integrated Services**

The administration recommends that the Board *approve a short term rental agreement with Hope Enterprises, Inc., for the rental of classroom space and cleaning services, effective May 1, 2024 through June 30, 2024; at a rate of \$1,518 per month for classroom space and cleaning services, total cost of services not to exceed \$3,036.*

Funds to support this contract are available from districts' contracts.

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

**P. 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 \$115/hour all inclusive, effective May 6, 2024 through May 30, 2024.*

Funds to support this contract are available from districts' contracts.

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

**Q. Lease – Southern Tioga School District – Early Intervention 2024-2025**

The administration recommends that the Board *authorize a rental agreement with the Southern Tioga School District for space to be used by the Early Intervention clinic and service providers, effective July 1, 2024 through June 30, 2025; at a rate of \$252.00 per month. Total cost not to exceed \$3,024.*

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

Dr. Beiter and Ms. Hindman will discuss this item at the pleasure of the Board.

**R. Contract for Services – Cloud Connexions, LLC**

The administration recommends that the Board *authorize a contract with Cloud Connexions, LLC to provide equipment and installation for a Zoom room in the BLaST Canton office. Total cost not to exceed \$67,990.*

Funds to support this are available from the Capital Account.

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



**8. Items Requiring Routine Formal Action by the Board. (Continued)****S. Contract for Services – Just 4 Kids**

The administration recommends that the Board *approve a contract with Just 4 Kids, to provide occupational therapy services to eligible early intervention students in Bradford County, effective July 1, 2024 through June 30, 2025. OT services at a rate \$37.16/15 minutes and COTA services at a rate of \$33.66/15 minutes. Total cost not to exceed \$150,000.*

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.

**T. Contract for Services – UPMC Susquehanna**

The administration recommends that the Board *approve a contract with UPMC Susquehanna to provide physical therapy services to eligible early intervention students in Lycoming County, effective July 1, 2024 through June 30, 2025. PT services at a rate of \$100/hour, PTA services at a rate of \$90/hour, evaluations at a rate of \$160 each, and travel at \$50/hour. Total cost not to exceed \$145,000.*

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

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

**U. Contract for Services – Keeley Loy Photography**

The administration recommends that the Board *approve a contract with Keeley Loy Photography to provide photography services at a rate of \$200 per event plus an additional \$50/hour after the first hour, and travel reimbursement beyond 20 miles at the IRS rate.*

Funds to support this contract are available through grants, General Operations Budget and districts' contracts.

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

**V. Event Contract – Pennsylvania College of Technology**

The administration recommends that the Board *approve a contract with the Pennsylvania College of Technology to use certain facilities and services provided by the college for the Annual IU Inservice on August 5 & 6, 2024. Total Cost of Services not to exceed \$13,850.*

Funds to support this contract are available from the CORE, Early Intervention and General Operations Budgets.

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

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

The record of investments dated April 30, 2024 is presented as follows:

Year-to-Date Earnings on Investments is \$481,902.86 (5.39% Cash Management Account), First Citizens Community Bank, Canton.

Year-to-Date Earnings on Project Fund is \$81,784.39 (5.39% Capital Fund Account), First Citizens Community Bank, Canton.

**B. Election of Members to the BLaST Board of Directors**

According to the tabulation of ballots received from districts, the following members have been elected to the BLaST Board of Directors for terms expiring June 30, 2027:

MEYER, Sharon, Montoursville Area School District  
PRESTON, Julie, Northern Tioga School District  
FINOGLE, Brady, Towanda Area School District  
BAER, Lori, Williamsport Area School District  
NAUGLE, Duane, Wyalusing Area School District

**C. Student Services – Dr. Beiter**

- New Programs Reflected in the Special Education Plan

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

- 8<sup>th</sup> Annual Paraeducator Conference

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

- COVID Health and Safety Plan – 6 Month Review – Attached as pages 23-25
- Review of IU Annual Safety and Security Report – Executive Session

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