

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 May 15, 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 7:01 p.m.

**2A. Roll Call.**

Lori Baer, President (W)	Present
Scott Johnson, Vice President	Absent
Debra Agnew, Treasurer (C)	Present
Cathy Bachman (W)	Present
Jerry Curreri	Absent
Jessie Edwards (W)	Present
Brady Finogle (C)	Present
Heather Hanna (Virtual)	Present
Peggy Hughes (C)	Present
Arica Jennings	Absent
Lisa McClintock	Absent
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: Pamela Aldenderfer, Brooke Beiter, Tim Confer, Dan Coran, Jennifer Dean, Rebecca Gibboney, Ashley Heckrote, Sheena Hindman, Robin Holmes, Erica Hoyt, Mike Levin, Sara McNett, Sean Meleski, Aimee Pepper, Cheryl Starr, Christina Steinbacher-Reed, Rebecca Swinehart and Candi Williams.

**3A. Introductions.**

Pamela Aldenderfer and Candi Williams, BLaST Intermediate Unit 17 Ambassadors, were introduced by Ms. Gibboney. Ms. Gibboney also gave an overview of the Ambassador Program.

Dr. Steinbacher-Reed introduced Sean Meleski, IT Specialist.

A copy of the Agenda is attached as Pages 2790-1 through 2790-12.

**3B. Public Comments.**

None

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

**4. Minutes.**

**A. Board Meeting – April 17, 2024**

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

The motion passed with unanimous affirmative vote.

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

**5. Finance.**

**A. Approval of Bills**

Bills from April 13, 2024 through May 10, 2024, totaling \$2,788,799.87 for General Operations, Special Education, and Capital Project Fund are attached as Pages 2790-13 through 2790-20.

The motion passed with unanimous affirmative vote.

At 7:11 p.m. the Board went into Executive Session for personnel and attorney advisement.  
At 7:42 p.m. the Board resumed their regular meeting.

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

**6A. Personnel, Resignations.**

1. **Sara Fuhlhage**, Special Education Teacher, resignation effective June 4, 2024.

**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.

**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.
  - 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.
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.

**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.

**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.

**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.

**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.

**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.

**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 2792-1.

2. The administration recommends approval of the list of Mission One employees for the 2023-2024 school term, attached as Page 2792-2.

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

None

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

None

**7I. Personnel, Salary Adjustments.****1. Nichole Campbell – Special Education Teacher**

At the April 17, 2024 meeting the Board approved Nichole Campbell at a Salary of Step 1 – Bachelor's - \$55,375. Due to an error in salary, the administration requests that the Board approve a correction to her salary to Step 1 – Bachelor's \$53,805.

**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 2793-1 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 2793-2.

**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.

**D. OPEB Participation - OPEB Trust**

The administration recommends that the Board approve contributions to the Pennsylvania OPEB Trust as noted on the Participation Agreement. It is attached as Page 2793-3.

**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.

**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.

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

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

**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.

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

Policies for first and second reading are attached as Pages 2794-1 through 2794-9.

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

Policy 210.1 Possession/Administration of Asthma Inhalers/Epinephrine Auto-  
Injectors - New

**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.

**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.

**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.

**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 3 % 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 attached as Page 2794-10.

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

The Board authorizes 2024-2025 pooled salary increases 3% for employees of the PaTTAN program, Harrisburg. Salary summary attached as Page 2794-10.

**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.

**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.

**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.

**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.

**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.

**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.

**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.

**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.

**W. Contract for Services – Xtego, LLC**

The administration recommends that the Board authorize a contract with Xtego, LLC to provide a main building security system at Clear Vision Residential Treatment. Total cost not to exceed \$9,337.

**X. Contract for Services – Xtego, LLC**

The administration recommends that the Board authorize a contract with Xtego, LLC to provide a door access management upgrade at Clear Vision Residential Treatment. Total cost not to exceed \$12,037.

The motion passed with unanimous affirmative vote.

**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



**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 2797-1 through 2797-3
- Review of IU Annual Safety and Security Report – Executive Session
- Variety the Children’s Charity
- BLaST Intermediate Unit 17 Ambassadors

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

Dr. Steinbacher-Reed informed the Board that the June Board meeting date is being moved from the 19<sup>th</sup> to the 26<sup>th</sup>.

**11. Adjournment.**

At 8:15 p.m. Ms. Agnew moved and Ms. Hanna seconded to adjourn the meeting. All were in favor.

Respectfully submitted,

Sara McNett  
Board Secretary