

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

**November 13, 2024**

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

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

**1. Call to Order.**

**2. Roll Call.**

**3A. Introductions.**

1. Statewide Teacher Certification Testing Presentation

**3B. Public Comments.**

**4. Minutes.**

**A. Board Meeting – October 16, 2024**

Minutes of the meeting held October 16, 2024, are presented, attached as pages 7-13. 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 October 12, 2024 through November 8, 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.

**5. Finance. (Continued)****B. 2024-2025 Budgets**

The 2024-2025 budgets can be viewed online at [www.iu17.org](http://www.iu17.org), click on About BLaST, then click on the Board of Directors link and the new budgets are listed under Board Documents.

The administration recommends that the Board *approve the 2024-2025 budgets.*

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

**6A. Personnel, Resignations.**

1. **Thomas Woodhouse**, School Psychologist, retirement effective December 24, 2024.
2. **Tasey Baggerly**, Special Education Teacher, resignation effective December 20, 2024 or when released.

**6B. Personnel, Requests for Leave.**

1. **Tara Michaels**, Post Secondary Transition & Community Classroom Teacher, has requested uncompensated leave effective November 1, 2024 to December 31, 2024.

The administration recommends that the Board *approve an uncompensated leave for Tara Michaels from November 1, 2024 to December 31, 2024.*

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

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

1. **Revised Job Description – Director of Behavioral and Mental Health Services/Principal**

The administration recommends that the Board *approve a revision to the job description for Director of Behavioral and Mental Health Services/Principal.* Job description is enclosed.

Dr. Steinbacher-Reed 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:

**None**

**7B. Personnel, Employments. (Continued)**

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

- A. **Brooke Wise**, Marketing, Graphic Design, and Branding Specialist effective November 4, 2024. Salary - \$65,000; 261 days prorated to the actual number of days worked; General Operations Budget, Educational Planning Budget, EQUIP Budget, and various grants. To fill vacancy created by the resignation of Lesley Pardoe. Employment in accord with Board policy on office support. This employment is contingent upon receipt of current clearances.

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

- B. **Shanna Haden**, STEM & Online Learning Specialist effective January 7, 2025 or when released. Salary \$75,000; 261 days prorated to actual number of days worked; Scope of Work, EQUIP Budget and districts' contracts. To fill the vacancy created by the internal transfer of Amanda Fair. Employment in accord with Board policy on office support. This employment is contingent upon receipt of current clearances.

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

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

None

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

None

**7E. Personnel, Extension of Work Year.**

None

**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 2024-2025 school term, attached as page 14.
- 2. The administration recommends approval of the list of Mission One employees for the 2024-2025 school term, attached as page 15.

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 16 has been approved for the current school year.

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

**B. Transportation Drivers**

The administration recommends that the Board *approve the list of 2024-2025 drivers to transport eligible preschool children to specialized programs*, attached as page 17.

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. Second Reading of Policies**

Policies for first reading are enclosed.

Policy 103     Discrimination/Harassment Affecting Students – Revised  
Policy 103.1     Nondiscrimination – Qualified Students with Disabilities - Revised  
Policy 104     Discrimination/Harassment Affecting Staff – Revised  
Policy 247     Hazing – Revised  
Policy 249     Bullying/Cyberbullying – Revised

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

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

Policies for first and second reading are enclosed.

Policy 719     Therapy and Facility Dogs

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

**8. Items Requiring Routine Formal Action by the Board. (Continued)**

**E. Contract to Allocate 2024-2025 IDEA Funds to School Districts**

IU 17 has received signed contracts from the following school districts for the projected allocation of IDEA funds, attached as page 18, to their school districts:

Athens	Sayre
Canton	South Williamsport
East Lycoming	Southern Tioga
Jersey Shore	Sullivan County
Loyalsock Township	Towanda
Montgomery	Troy
Montoursville	Wellsboro
Muncy	Williamsport
Northern Tioga	Wyalusing
Northeast Bradford	

The administration recommends that the Board *authorize the execution of the contracts to the school districts listed above.*

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

**F. Social Media**

The administration recommends that the Board *approve the following list of social media platforms to serve as official BLaST IU 17 approved accounts:*

- Facebook: BLaST IU 17
- Instagram: BLaST\_IU17
- LinkedIn: BLaST Intermediate Unit 17
- X (formerly Twitter): BLaSTIU17
- YouTube: BLaSTIU17
- Facebook: Starting Point Preschool
- Instagram: StartingPointPreK

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

**G. Agreement for Legal Services - Frantz Law Group, Dillon McCandless King Coulter & Grahams and the Levin Legal Group**

The administration recommends that the Board *approve the agreement with the Frantz Law Group, Dillon McCandless King Coulter & Grahams and the Levin Legal Group for social media litigation as presented.*

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

**8. Items Requiring Routine Formal Action by the Board. (Continued)****H. Contract for Services - Staffing & Consulting Group, Inc.**

*The administration recommends that the Board approve a contract with Staffing and Consulting Group, Inc. for Dr. Polmueller, M.D. to provide onsite and tele-psychiatry services for the North Academy for Integrated Services, at a rate of \$248 per hour inclusive; on call (emergency) \$315 per hour, effective January 1, 2025 through January 31, 2025.*

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

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 October 31, 2024 is presented as follows:

Year-to-Date Earnings on Investments are \$164,636.16 (5.03% Cash Management Account), First Citizens Community Bank, Canton.

Year-to-Date Earnings on Project Fund is \$34,760.18 (5.03% Capital Fund Account), First Citizens Community Bank, Canton.

**B. Student Services – Ms. Swinehart****C. Technology Update – Mr. Confer****D. Educational Planning Update – Ms. Gibboney****E. Executive Director Update – Dr. Steinbacher-Reed**

Health and Safety Plan – 6 Month Review

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