

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

January 15, 2025

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

NOTE: THERE WILL BE AN EXECUTIVE SESSION.

1. Call to Order.

2A. Roll Call.

2B. Resignation, IU Board Members.

1. Mr. Ryan Schrader – Troy Area School District

Mr. Ryan Schrader has resigned as the Troy Area School District representative on the IU 17 Board of Directors.

It is recommended that the Board accept Mr. Schrader's resignation, effective December 4, 2024.

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

2. Ms. Lisa McClintock – East Lycoming School District

Ms. Lisa McClintock has resigned as the East Lycoming School District representative on the IU 17 Board of Directors.

It is recommended that the Board accept Ms. McClintock's resignation, effective December 4, 2024.

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

2C. Appointment, IU 17 Board Members.

1. Mr. Abramo Capece – Troy Area School District

The Troy Area School District has taken formal action, in accord with Act 316 of 1982, to recommend that Mr. Abramo Capece be appointed to a position on the BLaST Board to replace Mr. Ryan Schrader. It would be appropriate for the Board to appoint Mr. Capece, effective January 15, 2025, until the time of next election (January 15, 2025 – June 30, 2025), in accordance with Act 30 of 1982. The term of the Troy Area School District representative expires June 30, 2026.

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

2C. Appointment, IU 17 Board Members. (Continued)**2. Mr. Craig Dudek – East Lycoming School District**

The East Lycoming County School District has taken formal action, in accord with Act 316 of 1982, to recommend that Mr. Craig Dudek be appointed to a position on the BLaST Board to replace Ms. Lisa McClintock. It would be appropriate for the Board to appoint Mr. Dudek, effective January 15, 2025, until the time of next election (January 15, 2025 – June 30, 2025), in accordance with Act 30 of 1982. The term of the East Lycoming School District representative expires June 30, 2025.

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

3A. Introductions.**1. Board Recognition – Dr. Steinbacher-Reed****3B. Public Comments.**

None

4. Minutes.**A. Board Meeting – November 13, 2024**

Minutes of the meeting held November, 13 2024 are presented, attached as pages 10-16. 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 November 9th, 2024 through January 10, 2025, 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. Proposed General Operations Budget for Fiscal Year 2025-2026**

The proposed 2025-2026 IU 17 General Operations budget was distributed to the IU 17 Advisory Council of Superintendents. A copy of the Budget is enclosed.

The administration recommends that the Board *adopt this budget as presented*.

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

C. 2024-2025 Budgets

The 2024-2025 budgets can be viewed online at 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. **Brooke Beiter**, Assistant Executive Director, resignation effective March 4, 2025 or when released.
2. **Noah Johnson**, Teacher Apprentice, resignation effective November 26, 2024.
3. **Tara Michaels**, Post Secondary Transition & Community Classroom Teacher, resignation effective December 31, 2024.
4. **Jeffrey Pelly**, Training and Consulting, resignation effective February 3, 2025 or when released.
5. **Rebecca Weber**, Accessibility Specialist, resignation effective January 17, 2025.
6. **Morgan Whitteker**, Communications Specialist/Executive Assistant, resignation effective December 6, 2024.
7. **Lauren Groff**, Social Worker, resignation effective January 10, 2025.
8. **Emily Cipolla-DeSanto**, Speech Therapist, resignation effective March 8, 2025.

6B. Personnel, Requests for Leave.

None

7A. Personnel, Establishment of New Positions, New Programs, and/or Program Revisions.**1. Establishment of Position – Licensed Social Worker**

The administration recommends that the Board *authorize the establishment of position – Licensed Social Worker*. Job description enclosed.

Funds to support this are available from districts' contracts.

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

2. Establishment of Position – Web Developer II

The administration recommends that the Board *authorize the establishment of position – Web Developer II*. Job description enclosed.

Funds to support this are available from districts' contracts.

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

3. Establishment of Position – Assistant to the Personnel Specialist

The administration recommends that the Board *authorize the establishment of an Assistant to the Personnel Specialist*. Job description enclosed.

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

Dr. Christina 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:

- A. **Bailee Connors**, Elementary Teacher/ESL Teacher, effective January 20, 2025. Salary- Step 1 Bachelor's - \$55,375; districts' contracts, 190 days prorated to actual number of days worked. Temporary Professional Employee's contract. To fill the position created by the resignation of Lynette Clements. This employment is contingent upon receipt of current clearances.

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

7B. Personnel, Employments(Continued)

- B. **Mia Shuler**, Early Intervention Classroom teacher, effective January 20, 2025. Salary - Step 1 Bachelor's - \$55,375; Early Intervention Budget, 190 days prorated to actual number of days worked. Temporary Professional Employee's contract. To fill the vacancy created by the internal transfer of Amelia Smith. This employment is contingent upon receipt of current clearances.

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

- C. **Emily Ludwikowski**, School Psychologist, effective January 20, 2025. Salary- Step 10 Master's + 15 - \$72,280; Early Intervention Budget and districts' contracts, 190 days prorated to actual number of days worked. Temporary Professional Employee's contract. To fill the position created by the resignation of Sarah Lehman. This employment is contingent upon receipt of current clearances.

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

- D. **Sarah Kosakowski**, Special Education Teacher, effective January 3, 2025. Salary – Step 2 Bachelor's - \$56,975; districts' contracts, 190 days prorated to actual number of days worked. Temporary Professional Employee's contract. To fill the position created by the resignation of Tasey Baggerly. This employment is contingent upon receipt of current clearances.

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

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

None

7C. Personnel, Abolishment of Positions.

None

7D. Personnel, Change of Work Assignment.

None

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 2024-2025 school term, attached as page 17.
2. The administration recommends approval of the list of Mission One employees for the 2024-2025 school term, attached as page 18.

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

7F. Personnel, Request for Internship, Observations or Student Teaching.

1. The administration requests that the Board *approve Kelle Steinbacher, a Psychiatric Mental Nurse Practitioner student at Walden University, to complete an internship with an effective date of February 2025 through October 2025.* They will be under the total direction of one of the IU's fully certified professionals. This internship is contingent upon receipt of current clearances.

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

2. The administration requests that the Board *approve Krystal Kellum, a student at Lycoming College in the Psychology Program, to complete her internship from January 13, 2025 through May 2, 2025.* They will be under the total direction of one of the IU's fully certified professionals. This is contingent upon receipt of current clearances.

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

7G. Personnel, Mentor Teachers/Supervisors.

None

7H. Personnel, Salary Adjustments.

None

8. Items Requiring Routine Formal Action by the Board.**A. 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 19.

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.

B. Approved Field Trips

The Executive Director would like to inform the Board that the list of Field Trips, attached as page 20 has been approved for the current school year.

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)**C. Affiliation Agreement – Walden University Affiliation Agreement**

The administration recommends that the Board *authorize an affiliation agreement with Walden University to utilize BLaST IU 17 facilities as a center for field study, internship, practicum, or student teaching placement, effective September 20, 2024 through September 20, 2029.*

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

D. Contract for Services - TSW Corp, County Pest Control

The administration recommends that the Board *authorize a contract with TSW Corp - County Pest Control, to provide pest control services to the Canton and Williamsport BLaST offices, for 1 year starting February 1, 2025. Services will be provided at a rate of \$2,275.00 annually.*

Funds to support this contract are available from the general operations budget.

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

E. Contract for Services - TSW Corp, County Pest Control

The administration recommends that the Board *authorize a contract with TSW Corp - County Pest Control, provide pest control services to Catawissa Ave location, for 1 year starting January 1, 2025. Services will be provided at a rate of \$1,625.00 annually.*

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

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

F. 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 January 6, 2025 through June 30, 2025, \$600 per day of service, not to exceed 22 days of services; Total Cost of Services not to exceed \$10,200.*

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

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)

G. Contract for Services – Ellie’s Cleaning

The administration recommends that the Board *authorize a contract with Ellie’s Cleaning to provide cleaning services at the Academy of Integrated Services - North, effective from January 1, 2025 through December 31, 2025, at a rate of \$2,825 per month. Total cost does not exceed \$33,900.*

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

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

H. Contract for Services – Ellie’s Cleaning

The administration recommends that the Board *authorize a contract with Ellie’s Cleaning to provide cleaning services for the BLaST IU 17 Canton office, effective from January 1, 2025 through December 31, 2025 at a rate of \$1,475 per month. Total cost does not exceed \$17,700.*

Funds to support this contract are available from the general operations budget.

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

I. First and Second Reading of Policies

Policies for first and second reading are enclosed.

- Policy 005 Organization - Revised
- Policy 224 Care of Intermediate Unit Property - Revised
- Policy 233 Suspension and Expulsion – Revised
- Policy 823 Opioid Antagonist - Revised

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 December 31, 2024 is presented as follows:

Year-to-Date Earnings on Investments is \$226,161.95 (4.64% Cash Management Account), First Citizens Community Bank, Canton.

Year-to-Date Earnings on Project Fund is \$50,413.20 (4.64% Capital Fund Account), First Citizens Community Bank, Canton.

9. Administrative Reports (Continued)**B. Business Management Services – Ms. McNett**

- General Operations Budget Process

C. 2025 Election of Directors to BLaST Intermediate Unit 17 Board – Sample Ballot enclosed – Dr. Steinbacher-Reed and Ms. McNett**D. Student Services – Dr. Beiter****E. Technology Update – Mr. Confer****F. Educational Planning Update – Ms. Gibboney****G. Executive Director Update – Dr. Steinbacher-Reed****10. Other Items Raised by the Board and/or Staff.****11. Adjournment.**