

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 November 13, 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.

2. Roll Call.

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

Others present were: Kelly Beck, Tim Confer, Dan Coran, Jennifer Dean, Rebecca Gibboney, Paul Haden, Shanna Haden, Sheena Hindman, Erica Hoyt, Nicole Klees, Mike Levin, Sara McNett, Jon Paulhamus, Aimee Pepper, Erin Powell, Corrie Roadarmel, April Seeley, Cheryl Starr, Christina Steinbacher-Reed, and Rebecca Swinehart.

3A. Introductions.

1. Dr. Steinbacher-Reed introduced BLaST new hire Shanna Haden and her husband Paul Haden to the Board.
2. Ms. Gibboney provided an overview of Ms. Haden's role at the IU.
3. Ms. Beck gave a presentation on Statewide Teacher Certification Testing.

A copy of the Agenda is attached as Pages 2835-1 through 2835-6.

3B. Public Comments.

None

Mr. Riley moved and Mr. Naugle seconded to approve the following:

4. Minutes.

A. Board Meeting – October 16, 2024

Minutes of the meeting held October 16, 2024 are presented.

The motion passed with unanimous affirmative vote.

Mr. Riley moved and Mr. Naugle seconded to approve the following:

5. Finance.

A. Approval of Bills

Bills from October 12, 2024 through November 8, 2024, for General Operations, Special Education, and Capital Project Fund totaling \$3,050,306.05 are attached as Pages 2835-7 through 2835-12.

B. 2024-2025 Budgets

The administration recommends that the Board approve the 2024-2025 budgets attached as 2835-13.

The motion passed with unanimous affirmative vote.

From 7:16 pm until 8:25 pm the Board met in Executive Session for personnel and attorney advisement.

Mr. Naugle moved and Ms. Agnew seconded to accept an omnibus motion for the remaining agenda items with the exception of items 8C and 8F.

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

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 attached as Pages 2836-1 and 2836-2.

7B. Personnel, Employments.

1. The administration recommends Board approval of the following temporary professional and/or professional employee appointments:

None

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.
- 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.

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 2837-1.
2. The administration recommends approval of the list of Mission One employees for the 2024-2025 school term, attached as Page 2837-2.

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 2837-3, has been approved for the current school year.

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 2837-4.

D. First and Second Reading of Policy

Policy for first and second reading is attached as 2837-5 through 2837-7.

Policy 719 Therapy and Facility Dogs

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 2837-8, 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.

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.

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.

The motion passed with a unanimous affirmative vote with Ms. Agnew abstaining from Item 6A 2 and Ms. Hanna abstaining from Item 8H.

Mr. Johnson moved and Ms. Bachman seconded to approve the following:

8. Items Requiring Routine Formal Action by the Board.

C. Second Reading of Policies

Policies for first reading are attached as 2838-1 through 2838-47.

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

The motion passed with all in favor except for Mr. Johnson voting nay.

Mr. Johnson moved and Ms. McClintock seconded to approve the following:

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

The motion passed with all in favor except for Mr. Johnson voting nay.

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

Starting Point Preschool Update

C. Technology Update – Mr. Paulhamus

Bradford-Tioga Head Start Phone Update

D. Executive Director Update – Dr. Steinbacher-Reed

- Health and Safety Plan – 6 Month Review
- Legislative Update

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

11. Adjournment.

Mr. Riley moved and Mr.Naugle seconded to adjourn the meeting at 8:49 pm. All were in favor.

Respectfully submitted,

Sara McNett
Board Secretary