

COMMITTEE-OF-THE-WHOLE MEETING

I. BCIU HONORS

- ◆ EMPLOYEE-OF-THE-MONTH
 - Kamie Rothenberger, Head Start Teacher, Office of Early Childhood and Student Services
- ◆ RETIREES
 - Linda Boltz, Transportation Driver, Office of Business Services / Operations
- ◆ FEATURED PROGRAM
 - INSIDEBCIU...JUST FOR YOU! – OFFICE OF THE EXECUTIVE DIRECTOR
 - Dr. Jill Hackman, Executive Director

II. EXECUTIVE DIRECTOR'S REPORT

- A. Executive Director Update
 - 1. Newslink
 - 2. Legislative Update
 - 3. Start of the Year | State of the Unit
 - 4. PSBA Mandated Training for School Directors | Wednesday, December 11, 2019
(snow date Wednesday, January 8, 2020) | BCIU Main Office
Registration information: <https://www.psba.org/education-training/required-school-director-training/>
 - **New School Director Training:** 2:30 P.M. – Registration Opens; 3:30 P.M. – Program Begins; 5:30 P.M. – Dinner; 6:00-9:00 P.M. – Remaining Program
 - **Advanced School Director Training:** 4:30-5:30 P.M. – Registration and Dinner; 5:30-9:00 P.M. – Program
 - 5. Equitable and Excellent: Schools Where All Students Succeed with Dr. Tyrone C. Howard
(Special Presentation for Berks County Board Members and Superintendents) |
October 15, 2019 | 5:00 to 6:00 P.M. | Crowne Plaza Reading
 - 6. Other Items
- B. Agenda Review

III. EXECUTIVE SESSION

REGULAR MEETING

01. CALL TO ORDER

- A. Pledge to the Flag and Roll Call
- B. Announcements
 - 1. Executive session
 - 2. Agenda update
 - 3. Persons desiring to be heard

02. APPROVAL OF MINUTES

- A. Meeting of August 15, 2019

03. APPROVAL/RATIFICATION OF BCIU GENERAL FUND BILLS (Detailed list of bills are available.)

SOURCE		PAGE	AMOUNT
August	2019 Ratifications	1-54	\$4,706,912.88
August	2019 Ratifications-PSDLAF	1-1	\$20,777.64
September	2019 Ratifications	1-15	\$756,140.44
September	2019 Approvals	1-19	\$662,190.66
TOTAL			\$6,146,021.62

04. INFORMATION ITEM – TOMPKINS/VIST REVENUE ANTICIPATION NOTE – \$6,000,000:

Amount Outstanding
September 13, 2019
\$0

05. INFORMATION ITEM – ACCOUNTS RECEIVABLE AGING REPORT AS OF SEPTEMBER 13, 2019:

Funding Source	Current	30 Days	60 Days	90 Days	120 Days
School Districts	\$125,088.13	\$5,634.19	\$793,811.98	\$4,145.36	
Commonwealth of PA	\$6,095,397.33	\$0.00	\$2,385,786.44	\$1,926,992.36	\$1,136,650.23
Other Revenue Sources	\$174,949.68	\$4,835.08	\$89,457.79	\$728.00	\$5,818.00
TOTALS	\$6,395,435.14	\$10,469.27	\$3,269,056.21	\$1,931,865.72	\$1,142,468.23
GRAND TOTAL	\$12,749,294.57				

06. APPROVAL/RATIFICATION OF HEAD START:

- Head Start Grant Application - 2020
- Financial Statements (August 2019)
- Credit Card Purchases (August 2019)
- Non-Federal Share Report (August 2019)
- Policy Council Minutes/Resolutions (August 2019)
- Program Information/Updates/Attachments
- Head Start Annual Report

07. COMBINED FINANCIAL REPORT

CASH

BEGINNING BALANCE August 1, 2019		\$5,626,059.79
RECEIPTS		
REVENUE RECEIPTS	\$8,445,782.25	
RETURNED CHECKS	\$0.00	
INVESTMENT REDEMPTIONS	<u>\$0.00</u>	<u>\$8,445,782.25</u>
		\$14,071,842.04
DISBURSEMENTS		
PRE-BOARD RATIFICATIONS	\$325,014.83	
BOARD APPROVALS	\$1,508,451.65	
POST BOARD RATIFICATIONS	<u>\$4,727,690.52</u>	
TOTAL CHECKS WRITTEN	\$6,561,157.00	
CHECKS VOIDED	(\$40.35)	
PAYROLL DISTRIBUTIONS	<u>\$6,353,472.21</u>	<u>\$12,914,588.86</u>
ENDING BALANCE - August 31, 2019		\$1,157,253.18

	<u>INVESTMENTS</u>	
	CERTIFICATES	
	<u>OF DEPOSIT</u>	<u>TOTAL</u>
BEGINNING BALANCE	\$0.00	\$0.00
PURCHASES	\$0.00	\$0.00
REDEMPTIONS	<u>\$0.00</u>	<u>\$0.00</u>
ENDING BALANCE	\$0.00	\$0.00
CASH AVAILABLE-August 31, 2019		\$1,157,253.18

08. INVESTMENT OF FUNDS

Interest earned on investments is as follows:

August 2019

Tompkins VIST	\$8,806.62
PNC	\$37.72

09. COMMUNICATIONS

Elizabeth S. Huhn, *Secretary*

1. Thank you note from Mr. James Ulrich
2. Thank you note from Dr. Edward B. Michalik – 2019 BCIU Community Partner
3. PSBA Officer Elections
4. The Coherence Lab Fellowship

10. OLD BUSINESS

11. REPORT OF NEGOTIATIONS COMMITTEE

Gary McEwen, *Chair*

12. BUDGETS

A. New and Proposed Budgets

1. PA Key Early Head Start Child Care Partnership (EHS-CCP) – Program 19-288

Office of Professional Development and Curriculum

8/1/19 – 7/31/20

\$5,975,360

This program consists of funding for the administration and facilitation of OCDEL’s Early Head Start-Child Care Partnership (EHS-CCP) Program that serves 368 low-income, at-risk children and their families. The funding supports contracted professional Nutrition, Health and Mental Health coaches, and portions of the EHS Manager, EHS Specialist, and other staff positions to administer the grant, along with appropriate travel and supplies. PA Key staff partners with seven (7) agencies to provide monitoring, assistance, training and oversight to give full report to OCDEL’s Early Head Start Policy Council and Governing Body. These partner agencies receive pass-thru funding as part of this grant. Each year, we resubmit our plan for this grant, #03HP000326 on behalf of OCDEL (new).

B. Initial Budgets

1. Head Start - Program 20-165

Office of Early Childhood and Student Services
1/1/20 – 12/31/20

\$7,281,386

Funded primarily by federal dollars through the Department of Health and Human Services, Administration for Children and Families, with additional monies from the Child and Adult Care Food Program, this program provides education services to approximately 610 children in 18 school districts (since 1965).

2. Special Education Contracted Services – Program 302

Office of Early Childhood and Student Services
7/1/19-6/30/20

\$5,952,066

This proprietary program provides to local school districts special education instructional programs and services including Hearing Impaired classrooms, Life Skills Support classrooms, Interpreter services, and Itinerant services (since 1991).

3. Extended School Year Program – Program 303

Office of Early Childhood and Student Services
7/1/19-6/30/20

\$71,529

Funded by contracts with districts using Component 4 IDEA dollars, this six-week program serves students who demonstrate regression and limited ability to recoup academic information during planned school breaks (since 1988).

4. Head Start State Supplemental Assistance Program – Program 170

Office of Professional Development and Curriculum
7/1/19 – 6/30/20

\$641,384

Funded by the federal government through the Pennsylvania Department of Education and the Head Start State Collaboration Office, this program provides monitoring and technical assistance to Head Start State Supplemental grantees throughout the state (since 2005).

5. PA Key – Program 225

Office of Professional Development and Curriculum
7/1/19 – 6/30/20

\$17,430,091

The PDE Office of Child Development and Early Learning and BCIU collaborate to provide statewide leadership in the development of an integrated system of quality early childhood education programs. PA Key works to develop a statewide quality improvement plan that includes professional development, technical assistance, career lattices, and a data management system for all preschool, childcare, and Head Start centers. This program is federally funded through Child Care Development Fund, the Head Start Fund, the American Reinvestment and Recovery Act (ARRA) Child Development Fund, and the Affordable Care Act (ACA) Maternal, Infant and Early Childhood Home Visiting Program Fund (since 2005).

6. Career Readiness – Program 273

Office of Professional Development and Curriculum

7/1/19 – 6/30/20

\$266,709

The BCIU will provide technical assistance to operationally define and manage the training, technical support, program planning, evidence collection, and monitoring necessary to implement the College and Career Readiness indicators associated with Every Student Succeeds Act, the Future Ready PA Index, and proposed Pennsylvania graduation requirements (since 2018).

7. Berks Teacher in the Workplace Grant - Program 19-283

Office of Professional Development and Curriculum

4/1/19 – 6/30/20

\$45,249

The BCIU, through an agreement with the County of Berks, will provide contracted services to recruit businesses to be part of the Career Ready Berks initiatives, develop employer/educator relationships, plan professional development, and implement two Educator in the Workplace programs in support of K-12 educators in Berks County (since 2018).

8. Central Inventory Warehouse - Program 698

Office of Business Services

7/1/19 – 6/30/20

\$29,000

This program is designed to provide warehouse supplies services to all programs channeled through the Intermediate Unit. Efficiencies come from the BCIU purchasing in bulk instead of program purchasing separately (since 1980).

C. Changes to Initial Budgets

1. BCIU Pre-K Counts - Program 230

Office of Early Childhood and Student Services

7/1/19 – 6/30/20

\$27,400

Total Proposed Revised Budget: \$1,333,801

Pre-K Counts is a state-funded initiative designed to provide high quality preschool services to children. This program, administered through the PA Department of Education, provides funding to serve 137 at-risk children who primarily reside in Reading School District plus other areas of Berks County as defined in the BCIU's contract with the Berks Community Action Program. PDE has defined "at-risk" as children whose families earn less than 300% of the federal poverty level, those who are English Language Learners, or children who have special needs as defined by their I.E.P (since 2007). This change is necessary due to an increase in the cost per child.

2. BCIU Pre-K Counts Partnership - Program 231

Office of Early Childhood and Student Services

7/1/18 – 6/30/19

\$6,950

Total Proposed Revised Budget: \$1,432,811

Funded by the state and administered by the PA Department of Education, the BCIU Pre-K Counts Partnership provides high quality preschool services to 140 at risk children, which as defined is living in households below 300 percent of the federal poverty rate, those who are English language learners, or are at risk due to community factors, academic difficulties, or economic disadvantage. BCIU Pre-K Counts is operated in partnership with participating Berks County school districts and two local Child Care centers (since 2016). These changes are necessary due to year end projections.

3. BCIU Pre-K Counts Partnership - Program 231

Office of Early Childhood and Student Services

7/1/19 – 6/30/20

\$100,771

Total Proposed Revised Budget: \$1,540,144

Funded by the state and administered by the PA Department of Education, the BCIU Pre-K Counts Partnership provides high quality preschool services to 140 at risk children, which as defined is living in households below 300 percent of the federal poverty rate, those who are English language learners, or are at risk due to community factors, academic difficulties, or economic disadvantage. BCIU Pre-K Counts is operated in partnership with participating Berks County school districts and two local Child Care centers (since 2016). These changes are necessary due to an increase in the cost per child and additional slots.

4. Title I - Neglected - Program 19-261

Office of Early Childhood and Student Services

7/1/19 – 9/30/20

(\$19,343)

Total Proposed Revised Budget: \$23,818

Funded by the federal government through the Pennsylvania Department of Education, this program offers remedial reading and math instruction to students in the Immigration Family Shelter facility during the summer of 2020 (since 1996). These changes are necessary due to a reduction in the allocation.

5. Early Intervention - School Age Program - Program 300

Office of Early Childhood and Student Services

7/1/18 – 6/30/19

\$17,288

Total Proposed Revised Budget: \$596,416

Mandated by the Department of Education and contracted through a MAWA (Mutually Agreed Upon Written Agreement), this program serves preschool children identified with special education needs who are transitioning to placement in their respective districts. In the year prior to eligibility for school age placement, parents have the option to maintain placement for their child in the Early Intervention Program for an additional year. Educational costs for school age students who remain in the EI Program is the responsibility of the home district (since 1983). These changes are necessary to reflect year-end projections.

6. Early Intervention - Program 348

Office of Early Childhood and Student Services

7/1/18 – 6/30/19

(\$97,689)

Total Proposed Revised Budget: \$15,861,210

Funded by the state, this program provides services to newly identified, preschool handicapped children in Berks County (since 1983). These changes are necessary to reflect year-end projections due to staff vacancies.

7. Berks Business Education Partnership Grant - Program 282

Office of Professional Development and Curriculum

6/1/18 – 6/30/19

\$1,901

Total Proposed Revised Budget: \$51,891

The BCIU, through an agreement with the County of Berks, will provide a Business-Education Liaison and contracted services to recruit businesses to be part of the Career Ready Berks platform, implement Career Pathways Advisory Groups, plan professional development on workforce trends, and provide a community leadership forum to share current Career Ready Berks initiatives, updates, and next steps as a means of building business-education collaboration and support for Berks County educators and nearly 70,000 students (new). This change is necessary due to year end projections.

8. Berks Online Learning - Program 680

Office of Professional Development and Curriculum

7/1/18 – 6/30/19

\$72,554

Total Proposed Revised Budget: \$781,906

This proprietary program is a partnership between the BCIU and multiple cyber course providers to offer local school districts online education options for K-12 students (since 2008). These changes are necessary to reflect year-end projections.

9. Special Education Transportation - Program 344

Office of Business Services

7/1/18 – 6/30/19

\$304,063

Total Proposed Revised Budget: \$7,750,350

Funded by the state, this budget provides for transportation of approximately 1800 special needs children between their homes and schools and to activities prescribed by the individual education program (since 1969). These changes are necessary to reflect year-end projections.

10. Early Learning Resource Center Marketing Campaign - Program 18-198

Office of Administration

5/1/18 – 6/30/20

\$367,000

Total Proposed Revised Budget: \$1,207,000

The BCIU Executive Office Creative Team, through a memorandum of understanding with the PA Key Office and the Office of Childhood Development and Early Learning (OCDEL), will provide contracted services for the Early Learning Resource Center (ELRC) marketing campaign (new). This change is necessary due to an increase in funding.

D. Budgetary Transfers

1. Berks Teacher in the Workplace Grant – Program 18-283

Office of Professional Development and Curriculum

6/1/18 – 9/30/19

\$20,734

The BCIU, through an agreement with the County of Berks, will provide contracted services to recruit businesses to be part of the Career Ready Berks initiatives, develop employer/educator relationships, plan professional development, and implement two Educator in the Workplace programs in support of K-12 educators in Berks County (new). These transfers are necessary due to year-end projections.

2. Comprehensive Support and Improvement - Program 284

Office of Professional Development and Curriculum

9/1/18 – 6/30/19

\$1,335

The BCIU, through an agreement with the Allegheny Intermediate Unit (AIU3), will provide services associated with the overall system for school improvement and specifically services associated with the Comprehensive Support and Improvement (CSI) that AIU3 has contracted with the Pennsylvania Department of Education to provide statewide. BCIU's services will include the recruitment, hiring, logistics, and supervision of the Statewide School Improvement Dashboard Manager. The BCIU will also serve as a lead partner and advisory member for CSI statewide services (new). These transfers are necessary due to year-end projections.

3. Network and Computer Services - Program 670

Office of Information Technology

7/1/18 – 6/30/19

\$50

Comprised of two sub-budgets including the Berks County Wide Area Network (WAN) project, this program combines networking, PAIUNET, and other technology related services for external customers (since 1989). These transfers are necessary due to year-end projections.

13. PERSONNEL MATTERS

—ROB ROSENBERRY, DIRECTOR

A. General

1. To approve a Memorandum of Understanding between the Board of Directors of the Berks County Intermediate Unit and District Council 88, American Federation of State, County, and Municipal Employees, AFL-CIO, Local 1160 (AFSCME) which provides for an amendment to Article 19 (Salaries and Wages) of the collective bargaining agreement to provide for an additional wage increase to three (3) Educational Interpreters effective July 1, 2019.
2. To approve the Substitute Remedial Teacher, Office of Professional Development and Curriculum wage rate of \$15.45 per hour.
3. Resolved, for the Board of Directors to approve the following Atlas Transportation employees to be assigned to the Berks County Intermediate Unit to provide transportation services according to the terms of the agreement with Atlas Transportation:
 - a. Luisa Delerme
 - b. Ileana Malave
 - c. Hector Rodriguez
 - d. Chad De-Shong
 - e. Jose Rodriguez
 - f. Ninoshka Rodriguez
 - g. Juan Valdez
 - h. Karinie Gonzalez
4. To ratify the unpaid internship of Kayla Scarpill, Penn State University undergraduate student majoring in Rehabilitation and Human Services, under the supervision of Ed Yeager, Guidance Counselor, effective August 20, 2019, through December 13, 2019.

5. To ratify the unpaid student teaching placements as noted below:
 - a. Daniel Savage, Kutztown University undergraduate student majoring in Elementary Education PK-4, under the supervision of Amanda Potteiger, Pre-K Counts Teacher, effective October 21, 2019, through December 12, 2019.
 - b. Sara Crowley, Kutztown University undergraduate student majoring in Elementary Education PK-4, under the supervision of Denali Shook, Pre-K Counts Teacher, effective August 27, 2019, through October 15, 2019.

6. To ratify the unpaid Level 1 field experiences as noted below:
 - a. Analise Fouracre, Alvernia University undergraduate student majoring in Occupational Therapy, under the supervision of Sara West Hoffert, Occupational Therapist, effective September 9, 2019, through October 28, 2019.
 - b. Maria Russolello, Alvernia University undergraduate student majoring in Occupational Therapy, under the supervision of Leigh Mesner, Occupational Therapist, effective September 9, 2019, through October 28, 2019.
 - c. Nicole Acosta, Alvernia University undergraduate student majoring in Occupational Therapy, under the supervision of Kristi Bassetti, Occupational Therapist, effective September 9, 2019, through October 28, 2019.
 - d. Claudia Jones, Elizabethtown College undergraduate student majoring in Occupational Therapy, under the supervision of Theresa Soley, Occupational Therapist, effective September 9, 2019, through September 30, 2019.

7. To acknowledge receipt of the list containing salaries for Board Approval, effective September 30, 2019.

B. Employment – Ratifications

1. Business Services/Operations Office
 - a. Tiffany L. Bazzley - Part-time Bus/Van Assistant and Misc. Transportation
Recommended Hourly Rates - \$11.85 and \$10.83
Effective Date - August 26, 2019
Replacement

 - b. Johanna De La Cruz - Part-time School Bus Driver Trainee
Recommended Hourly Rate - \$11.90
Effective Date - August 26, 2019
Replacement

 - c. Lewis G. Fains - Part-time Driver w/o Bus License, Assistant and Misc. Transportation
Recommended Hourly Rates - \$14.00, \$11.85 and \$10.83
Effective Date - August 26, 2019
Replacement

 - d. Tara M. Hart - Part-time Bus/Van Assistant and Misc. Transportation
Recommended Hourly Rates - \$11.85 and \$10.83
Effective Date - September 9, 2019
Replacement

- e. Denisa Rivera-Torres - Part-time Driver w/o Bus License, Assistant and Misc. Transportation
Recommended Hourly Rates - \$14.00, \$11.85 and \$10.83
Effective Date - September 9, 2019
Replacement
- f. Asia C. Williams - Part-time Driver w/o Bus License, Assistant and Misc. Transportation
Recommended Hourly Rates - \$14.00, \$11.85 and \$10.83
Effective Date - August 26, 2019
Replacement
- 2. Early Childhood & Student Services Office
 - a. Jessica L. Bailey - Guidance Counselor, Alternative Education
Recommended Annual Salary - Col. 4, Step 3, \$58,600
Effective Date - August 19, 2019
Replacement
 - b. Orquidea Batista - Paraeducator, Head Start
Recommended Hourly Rate - Level I, Probationary, \$11.87
Effective Date - August 12, 2019
New Position
 - c. Cory L. Clark - Board Certified Behavior Analyst, Special Education
Recommended Annual Salary - Col. 4, Step 1, \$57,611
Effective Date - August 19, 2019
New Position
 - d. Susan F. Cornish - Paraeducator, Head Start
Recommended Hourly Rate - Level I, Probationary, \$11.87
Effective Date - August 12, 2019
Replacement
 - f. Haley M. Didget - Specialized Preschool Teacher-Classroom, Early Intervention
Recommended Annual Salary - Col. 1, Step 1, \$46,159 (to be prorated)
Effective Date - August 19, 2019
New Position
 - g. Ad-beel Gracius - Paraeducator, Head Start
Recommended Hourly Rate - Level I, Probationary, \$11.87
Effective Date - August 12, 2019
New Position
 - h. Michael Hall - Paraeducator, Head Start
Recommended Hourly Rate - Level I, Probationary, \$11.87
Effective Date - August 26, 2019
New Position

- i. Amanda C. Hess - Specialized Preschool Teacher-Classroom, Early Intervention
Recommended Annual Salary - Col. 4, Step 1, \$57,611 (to be prorated)
Effective Date - August 19, 2019
Replacement
- j. Danielle P. Hilton - Teacher, Head Start
Recommended Hourly Rate - Level I, Probationary, \$17.93
Effective Date - September 9, 2019
Replacement
- k. Lori L. Hu - Psychologist, Special Education
Recommended Annual Salary - Col. 6, Step 1, \$58,996
Effective Date - August 19, 2019
Replacement
- l. Luis O. Huertas Cirino - Security Specialist, Alternative Education
Recommended Annual Salary - \$30,861
Effective Date - August 19, 2019
Replacement
- m. Andrew W. Johnson - Guidance Counselor, Alternative Education
Recommended Annual Salary - Col. 4, Step 5, \$60,332
Effective Date - August 19, 2019
New Position
- n. David J. Jones - Alternative Education Teacher, Alternative Education
Recommended Annual Salary - Col. 1, Step 5, \$48,880
Effective Date - August 19, 2019
Replacement
- o. Melissa Montanez-Rodriguez - Bilingual Enrollment Specialist, Child Care
Recommended Annual Salary - \$34,824 (to be prorated)
Effective Date - September 9, 2019
Replacement
- p. Yadnery Morales - Paraeducator, Head Start
Recommended Hourly Rate - Level I, Probationary, \$11.87
Effective Date - August 12, 2019
New Position
- q. Cheyenne G. Potts - Teacher of the Visually Impaired, Special Education
Recommended Annual Salary - Col. 1, Step 2, \$46,654
Effective Date - August 19, 2019
Replacement
- r. Jessica L. Prall - Speech Therapist, Early Intervention
Recommended Annual Salary - Col. 4, Step 8, \$64,042 (to be prorated)
Effective Date - September 3, 2019
Replacement

- s. Kaitlyn S. Quay - Paraeducator, Head Start
Recommended Hourly Rate - Level I, Probationary, \$11.87
Effective Date - August 12, 2019
Replacement
 - t. Cynthia Quirindongo - Paraeducator, Head Start
Recommended Hourly Rate - Level I, Probationary, \$11.87
Effective Date - August 12, 2019
Replacement
 - u. Iris R. Rivera - Level V Bilingual Program Secretary, Early Intervention
Recommended Hourly Rate - \$14.43
Effective Date - August 26, 2019
Replacement
 - v. Jasmine Rodriguez - Paraeducator, Head Start
Recommended Hourly Rate - Level III, Probationary, \$12.95
Effective Date - August 12, 2019
New Position
 - w. Rebecca R. Thomas - Administrative Assistant - Health & Nutrition Services, Head Start
Recommended Hourly Rate - Level III, Probationary, \$18.36
Effective Date - September 3, 2019
Replacement
 - x. Kelli R. Wilson - Speech Therapist, Early Intervention
Recommended Annual Salary - Col. 4, Step 1, \$57,611 (to be prorated)
Effective Date - August 19, 2019
Replacement
3. Professional Development and Curriculum Office
- a. Amy E. Barrett - Workforce Apprenticeship Coordinator, PA Key
Recommended Annual Salary - \$54,315 (to be prorated)
Effective Date - September 9, 2019
New Position
 - b. Megan M. Penson - Infant Early Childhood Mental Health Supervisor, PA Key
Recommended Annual Salary - \$62,475 (to be prorated)
Effective Date - August 12, 2019
New Position
 - c. Tracy L. Walter - Regional Program Quality Assessor, PA Key
Recommended Annual Salary - \$55,845 (to be prorated)
Effective Date - September 3, 2019
Replacement

C. Change of Status – Ratifications

1. Business Services/Operations Office

a. Jean Anastil

Change from Substitute Driver w & w/o Bus License, Assistant and Misc. Transportation to Part-time Driver w & w/o Bus License, Assistant and Misc. Transportation

No Change in Recommended Hourly Rates

Effective Date - August 22, 2019

Replacement

b. Dewilka Basora

Change from Part-time Driver w/o Bus License, Assistant and Misc. Transportation to Substitute Driver w/o Bus License, Assistant and Misc. Transportation

No Change in Recommended Hourly Rates

Effective Date - August 21, 2019

Voluntary Reassignment

c. Ivanova Campo

Change from Part-time Driver w/o Bus License, Assistant and Misc. Transportation to Substitute Driver w/o Bus License, Assistant and Misc. Transportation

No Change in Recommended Hourly Rates

Effective Date - August 27, 2019

Voluntary Reassignment

d. Carmen Colon

Change from Part-time Driver w/o Bus License, Assistant and Misc. Transportation to Substitute Driver w/o Bus License, Assistant and Misc. Transportation

No Change in Recommended Hourly Rates

Effective Date - August 21, 2019

Voluntary Reassignment

e. Belkis Diaz Vasquez

Change from Part-time Driver w & w/o Bus License, Assistant and Misc. Transportation to Substitute Driver w & w/o Bus License, Assistant and Misc. Transportation

No Change in Recommended Hourly Rates

Effective Date - August 15, 2019

Voluntary Reassignment

f. Cindy Emerich

Change from Part-time Bus/Van Assistant and Misc. Transportation to Substitute Bus/Van Assistant and Misc. Transportation

No Change in Recommended Hourly Rates

Effective Date - August 21, 2019

Voluntary Reassignment

g. Lori Goldsborough

Change from Part-time Driver w/o Bus License, Assistant and Misc. Transportation to Substitute Driver w/o Bus License, Assistant and Misc. Transportation

No Change in Recommended Hourly Rates

Effective Date - August 20, 2019

Voluntary Reassignment

- h. Susan Hettrick
Change from Part-time School Bus Driver Trainee to Part-time Driver w & w/o Bus License,
Assistant and Misc. Transportation
Change Recommended Hourly Rate from \$11.90 to \$16.70, \$14.00, \$11.85 and \$10.83
Effective Date - August 19, 2019
Obtained CDL
- i. James Mahoney
Change from Substitute Driver w/o Bus License, Assistant and Misc. Transportation to
Part-time Driver w/o Bus License, Assistant and Misc. Transportation
No Change in Recommended Hourly Rates
Effective Date - August 21, 2019
Replacement
- j. Erika Montoya
Change from Substitute Driver w/o Bus License, Assistant and Misc. Transportation to
Part-time Driver w/o Bus License, Assistant and Misc. Transportation
No Change in Recommended Hourly Rates
Effective Date - August 21, 2019
Replacement
- k. Kathleen Rabun
Change from Part-time School Bus Driver Trainee to Part-time Driver w & w/o Bus License,
Assistant and Misc. Transportation
Change Recommended Hourly Rate from \$11.90 to \$16.70, \$14.00, \$11.85 and \$10.83
Effective Date - August 21, 2019
Obtained CDL
- l. Sandra Richardson
Change from Substitute Bus/Van Assistant and Misc. Transportation to Part-time Bus/Van
Assistant and Misc. Transportation
No Change in Recommended Hourly Rates
Effective Date - August 21, 2019
Replacement
- m. Luis Rosario
Change from Part-time Driver w/o Bus License, Assistant and Misc. Transportation to
Substitute Driver w/o Bus License, Assistant and Misc. Transportation
No Change in Recommended Hourly Rates
Effective Date - September 9, 2019
Voluntary Reassignment
- n. Dale Shiffer - Level III Custodian, Facilities
Recommended Hourly Rate - \$14.97
Effective Date - September 10, 2019
Additional Assignment

- o. Marilyn Singlar
Change from Part-time Driver w/o Bus License, Assistant and Misc. Transportation to Substitute Driver w/o Bus License, Assistant and Misc. Transportation
No Change in Recommended Hourly Rates
Effective Date - August 16, 2019
Voluntary Reassignment
- p. Robert Smith
Change from Part-time School Bus Driver Trainee to Part-time Driver w & w/o Bus License, Assistant and Misc. Transportation
Change Recommended Hourly Rate from \$11.90 to \$16.70, \$14.00, \$11.85 and \$10.83
Effective Date - August 2, 2019
Obtained CDL
- q. Kristy Stoudt
Change from Part-time Driver w & w/o Bus License, Assistant and Misc. Transportation to Substitute Driver w & w/o Bus License, Assistant and Misc. Transportation
No Change in Recommended Hourly Rates
Effective Date - August 19, 2019
Voluntary Reassignment
- 2. Early Childhood & Student Services Office
 - a. Megan Cusano - Educational Interpreter, Special Education
Change Recommended Hourly Rate from \$22.82 to \$23.50
Effective Date - July 1, 2019
Salary Adjustment per AFSCME Memorandum of Understanding
 - b. Jennifer Dixon - Alternative Education Teacher, Alternative Education
Change Recommended Annual Salary from Col. 6, Step 5, \$61,717 to Col. 7, Step 5, \$63,102
Effective Date - September 1, 2019
Salary Adjustment per BCIUEA Agreement
 - c. Audrianna Faria - Educational Interpreter, Special Education
Change Recommended Hourly Rate from \$22.42 to \$23.50
Effective Date - July 1, 2019
Salary Adjustment per AFSCME Memorandum of Understanding
 - d. Emily Guilbe
Change from Part-time Paraeducator, Child Care to Substitute Paraeducator, Child Care
Change Recommended Hourly Rate from \$11.02 to \$9.68
Effective Date - September 9, 2019
Voluntary Reassignment
 - e. Lauren Hammond
Change from Intern, Education of Children & Youth Experiencing Homelessness to Part-time Tutor, Education of Children & Youth Experiencing Homelessness
No Change in Recommended Hourly Rate
Effective Date - August 19, 2019
New Position

- f. Debbie Heilman - Educational Interpreter, Special Education
Recommended Hourly Rate - \$26.83
Effective Date - August 21, 2019 - June 5, 2020
Additional Days (not to exceed 5 days)
 - g. Denise Laguidara - Pre-K Counts Teacher, Pre-K Counts
Change Recommended Annual Salary from Col. 1, Step 4, \$39,416 to Col. 2, Step 4, \$44,477
Effective Date - September 1, 2019
Salary Adjustment per SEIU Agreement
 - h. Stephanie Maier
Change from Teacher, Child Care to Substitute Teacher, Child Care
Change Recommended Hourly Rate from \$17.62 to \$14.73
Effective Date - August 30, 2019
Voluntary Reassignment
 - i. Dianne Plaza - Family Engagement Worker, Head Start
Change Recommended Annual Salary from Level VI, Entry \$15.49 to Level VIII, Entry \$16.68
Effective Date - July 1, 2019
Salary Adjustment per Head Start Schedule
 - j. Adam Solomon - Teacher, Child Care
Recommended Monthly Stipend - \$100
Effective Date - July 1, 2019 - June 30, 2020
Additional Responsibilities
 - k. Jennifer St. Clair - Educational Interpreter, Special Education
Change Recommended Hourly Rate from \$22.58 to \$23.50
Effective Date - July 1, 2019
Salary Adjustment per AFSCME Memorandum of Understanding
 - l. Kara Stezenko - Communication Facilitator, Special Education
Change Recommended Hourly Rate from \$18.53 to \$21.96
Effective Date - July 1, 2019
Rate Correction
 - m. Lashae Stitt - Pre-K Counts Teacher, Pre-K Counts
Change Recommended Annual Salary from Col. 1, Step 4, \$39,416 to Col. 2, Step 4, \$44,477
Effective Date - September 1, 2019
Salary Adjustment per SEIU Agreement
3. Information Technology Office
- a. Robert Kirker - Systems Analyst Developer
Change Recommended Annual Salary from \$68,081.26 to \$75,081.26
Effective Date - September 2, 2019
Additional Responsibilities

4. Professional Development and Curriculum Office
 - a. Molly Basilio - Remedial Teacher, Act 89
Change Recommended Annual Salary from Col. 7, Step 13, \$79,280 to Col. 8, Step 13, \$80,517
Effective Date - September 1, 2019
Salary Adjustment per BCIUEA Agreement
 - b. Chrysan Buck - Remedial Teacher, Act 89
Change Recommended Annual Salary from Col. 2, Step 5, \$49,598 to Col. 4, Step 5, \$60,332
Effective Date - September 1, 2019
Salary Adjustment per BCIUEA Agreement
 - c. Melissa Evans
Infant Early Childhood Mental Health Consultant, PA Key
Change Recommended Annual Salary from \$51,000 to \$55,845 (to be prorated)
Effective Date - July 29, 2019
Rate Correction
 - d. Michael Herb - Educational Consultant, Training and Consultation
Recommended Hourly Rate - \$66.65
Effective Date - August 19, 2019 - September 30, 2019
Additional Hours (not to exceed 20 hours)
 - e. Melissa Kauffman - Remedial Teacher, Act 89
Change Recommended Annual Salary from Col. 7, Step 8, \$66,813 to Col. 8, Step 8, \$68,049
Effective Date - September 1, 2019
Salary Adjustment per BCIUEA Agreement
 - f. Hope Kavka - Remedial Teacher, Act 89
Change Recommended Annual Salary from Col. 7, Step 6, \$64,339 to Col. 8, Step 6, \$65,576
Effective Date - September 1, 2019
Salary Adjustment per BCIUEA Agreement
 - g. Nicole Kinsey - Remedial Teacher, Act 89
Change Recommended Annual Salary from Col. 6, Step 9, \$66,664 to Col. 7, Step 9, \$68,049
Effective Date - September 1, 2019
Salary Adjustment per BCIUEA Agreement

D. Additions to 2018-2019 Approved Substitute Lists – Ratifications

Transportation

Cynthia Herbein-Strausburger, Fueler - Effective September 7, 2018

Additions to 2019-2020 Approved Substitute Lists – Ratifications

Alternative Education

Nicole Ackley, Specialist - Effective August 21, 2019

Marie Garrett, Specialist - Effective August 12, 2019

Child Care

Nicole Ackley, Teacher - Effective August 21, 2019

Early Intervention

Nicole Ackley, Paraeducator - Effective August 21, 2019

Marie Garrett, Paraeducator - Effective August 12, 2019

Head Start

Marie Garrett, Paraeducator - Effective August 12, 2019

Pre-K Counts

Nicole Ackley, Teacher - Effective August 21, 2019

Marie Garrett, Paraeducator - Effective August 12, 2019

Special Education

Nicole Ackley, Specialist - Effective August 21, 2019

Marie Garrett, Specialist - Effective August 12, 2019

E. Additions to Approved 2019-2020 Out-Of-Class Substitute Lists – Ratifications

Head Start

Zenaida Calero-Nieves, Teacher, Level II, Probationary - Effective September 3, 2019

Yohanni Lantigua Pena, Teacher, Level III, Probationary - Effective September 3, 2019

F. Remove from 2019-2020 Approved Substitute Lists

Alternative Education

Alyssa Hiser, Teacher - Effective August 7, 2019

Christine Sleppy, Specialist - Effective September 3, 2019

Child Care

Erica Felty, Teacher - Effective September 2, 2019

Alyssa Hiser, Teacher - Effective August 7, 2019

Jessica Mountz, Teacher - Effective September 2, 2019

Christine Sleppy, Teacher - Effective September 3, 2019

Early Intervention

Alyssa Hiser, Teacher - Effective August 7, 2019

Jessica Mountz, Teacher - Effective September 2, 2019

Head Start

Alyssa Hiser, Teacher - Effective August 7, 2019

Christine Sleppy, Teacher - Effective September 3, 2019

Pre-K Counts

Alyssa Hiser, Teacher - Effective August 7, 2019

Jessica Mountz, Paraeducator - Effective September 2, 2019

Christine Sleppy, Teacher - Effective September 3, 2019

Special Education

Alyssa Hiser, Teacher - Effective August 7, 2019

Christine Sleppy, Specialist - Effective September 3, 2019

Substitute Services

Donna Van Kirk, Substitute Service Caller - Effective August 19, 2019

Transportation

Cynthia Herbein-Strausburger, Fueler - Effective July 18, 2019

G. Employment – Approvals

No Items to Consider

H. Change of Status - Approvals

1. Executive Office

a. Julie Bunnick - Lead Creative Team Specialist

Recommended Monthly Stipend - \$200

Effective Date - September 30, 2019

Additional Responsibilities

2. Human Resources Office

a. Alexis Luckhart

Change from Human Resources Administrator to Program Administrator

Change Recommended Annual Salary from \$61,848.06 to \$75,000 (to be prorated)

Effective Date - September 30, 2019

Reorganization

I. Leave of Absence Requests

1. Early Childhood & Student Services Office

Personal Leave (unpaid - with benefits - FMLA)

a. M. Glynnes Smith - Assistant Program Administrator, Early Intervention

Effective Date - February 21, 2019 (*Date Amended*)

Personal Leave (unpaid - without benefits - not FMLA)

b. Jocelyn LeConte - Paraeducator, Child Care

Effective Date - July 12, 2019

J. Return from Leave of Absence Requests

1. Business Services/Operations Office

Personal Leave (unpaid - without benefits - not FMLA)

a. Norma Folk - Part-time Driver w/o Bus License, Assistant and Misc. Transportation

Effective Date - August 20, 2019

b. Brenda Williams - Part-time Driver w & w/o Bus License, Assistant and Misc. Transportation

Effective Date - August 1, 2019

2. Early Childhood & Student Services Office

Personal Leave (unpaid - with benefits - FMLA)

a. Megan Cusano - Educational Interpreter, Special Education

Effective Date - August 20, 2019

b. Melanie Lozenski - Teacher, Pre-K Counts

Effective Date - August 20, 2019

K. Retirements

1. Business Services/Operations Office
 - a. Linda L. Boltz - Part-time Driver w & w/o Bus License, Assistant and Misc. Transportation
Effective Date - August 20, 2019
 - b. William C. Muir - Part-time Bus/Van Assistant and Misc. Transportation
Effective Date - June 6, 2019
2. Professional Development and Curriculum
 - a. Roberta A. Philson - Regional Program Quality Assessor, PA Key
Effective Date - December 20, 2019

L. Resignations

1. Business Services/Operations Office
 - a. Frankie Alers - Part-time Driver w & w/o Bus License, Assistant and Misc. Transportation and Substitute Fueler
Effective Date - August 12, 2019
 - b. Tammy L. Gerber - Part-time Driver w/o Bus License, Assistant and Misc. Transportation
Effective Date - August 15, 2019
 - c. Dahiana Pena - Part-time School Bus Driver Trainee
Effective Date - August 16, 2019
 - d. Eladio A. Pena - Part-time Driver w/o Bus License, Assistant and Misc. Transportation
Effective Date - August 23, 2019
 - e. Heather M. Stichter - Part-time Driver w/o Bus License, Assistant and Misc. Transportation
Effective Date - August 27, 2019
 - f. Shanna N. Warunek - Part-time Driver w/o Bus License, Assistant and Misc. Transportation
Effective Date - August 22, 2019
2. Early Childhood & Student Services Office
 - a. Nathaniel J. Bentley - Program Administrator, Early Intervention
Effective Date - September 27, 2019
 - b. Aimee M. Colindres - Alternative Education Teacher, Immigration and Customs Enforcement
Effective Date - September 3, 2019
 - c. Donna M. Reber - Floating Paraeducator, Head Start
Effective Date - August 29, 2019
 - d. Sonia M. Rodriguez - Tutor, Education of Children & Youth Experiencing Homelessness
Effective Date - August 14, 2019

M. Terminations

No Items to Consider

N. Other

1. Early Childhood & Student Services Office
 - a. Cortney Kline - Summer Program Teacher, Education of Children & Youth Experiencing Homelessness
Effective Date - July 18, 2019
End of Assignment

2. Executive Office
 - a. Zachary C. Brown - Web Design Specialist
Recommended Annual Salary - \$45,500 (to be prorated)
Effective Date - August 19, 2019
Date Amended

3. Human Resources Office
 - a. Doreen M. Kutzler - Assistant Director
Effective Date - October 4, 2019
Elimination of Position

 - b. Thomas J. Rhoads - Fingerprint Technician
Effective Date - October 18, 2019
Elimination of Position

 - c. Cynthia C. Shires - Benefits Specialist
Recommended Annual Salary - \$46,000 (to be prorated)
Effective Date - August 19, 2019
Date Amended

4. Professional Development and Curriculum Office
 - a. Aimee R. Currier - Regional Program Quality Assessor, PA Key
Recommended Annual Salary - \$51,765 (to be prorated)
Effective Date - July 8, 2019
Date Amended

 - b. Emily Gault - Intern, PA Key
Effective Date - June 28, 2019
End of Assignment

14. OTHER MATTERS FOR CONSIDERATION

A. EARLY CHILDHOOD & STUDENT SERVICES

—MICHELLE REICHARD-HUFF, DIRECTOR

1. To ratify an agreement between the Berks County Intermediate Unit (BCIU) and the Berks Community Action Program, Inc., for the BCIU to operate the Pre-K Counts Program for 137 eligible Pre-K children, three and four years of age, in full day programs, effective July 1, 2019, through June 30, 2020, with funding in the amount of \$1,130,250.

2. To ratify a partner agency agreement between the Berks County Intermediate Unit (BCIU) and the Early Learning Community, Inc. (the Pre-K Counts Partner Agency), for the Early Learning Community, Inc. to administer Pre-K Counts services to execute and implement the PA Department of Education Office of Child Development and Early Learning (OCDEL) Grant Plan to serve twenty-four (24) full-day children, five (5) days a week, five (5) hours per day for 180 days at their facility on behalf of the BCIU for the grant amount of \$200,520 effective July 1, 2019, through June 30, 2020.

3. To ratify a partner agency agreement between the Berks County Intermediate Unit (BCIU) and Touching the Future, LLC (the Pre-K Counts Partner Agency), for Touching the Future, LLC to administer Pre-K Counts services to execute and implement the PA Department of Education Office of Child Development and Early Learning (OCDEL) Grant Plan to serve seventeen (17) full-day children, five (5) days a week, five (5) hours per day for 180 days at their facility on behalf of the BCIU for the grant amount of \$142,035 effective July 1, 2019, through June 30, 2020.
4. To ratify an amendment to the grant agreement between the Berks County Intermediate Unit (BCIU) and the Pennsylvania Department of Education, for the BCIU to operate the Education for Homeless Children and Youth Grant Agreement across Region 2, with additional funding in the amount of \$51,529 for the Summer Programming Initiative for a total contract amount of \$588,079 effective July 1, 2018, to September 30, 2019.
5. To ratify an agreement between the Berks County Intermediate Unit (BCIU) and Cornerstone Pediatric Therapy Services, for Cornerstone Pediatric Therapy Services to provide Occupational Therapy Services, at the rate of \$110/hour, effective August 15, 2019, through August 14, 2020.

B. PROFESSIONAL DEVELOPMENT & CURRICULUM

—DANIEL RICHARDS, DIRECTOR

1. To authorize the appropriate officers to execute an agreement between the Berks County Intermediate Unit (BCIU) and LinkedIn Government at Carahsoft, for LinkedIn at Carahsoft to provide professional learning content and development to support the statewide Comprehensive Support and Improvement initiative for a fee of \$14,380 effective September 23, 2019, through September 23, 2020.
2. To authorize the appropriate officers to execute an agreement between the Berks County Intermediate Unit (BCIU) and IPC Global, for IPC Global to provide consulting services to support the statewide Comprehensive Support and Improvement dashboard development initiative for a fee not to exceed \$61,515 effective September 23, 2019, according to the agreement.
3. To authorize the appropriate officers to execute an agreement between the Berks County Intermediate Unit (BCIU) and IPC Global, for IPC Global to provide Qlik software, implementation, and hosting to support the statewide Comprehensive Support and Improvement initiative for a fee not to exceed \$30,698.41 effective September 23, 2019, according to the agreement.
4. To authorize the appropriate officers to execute an agreement between the Berks County Intermediate Unit (BCIU) and Jason Mundok, LLC, for Jason Mundok, LLC to provide services to assist development of a custom data management system for the statewide Comprehensive Support and Improvement initiative for a fee not to exceed \$75,000 effective September 23, 2019, according to the agreement.
5. To ratify an agreement between the Berks County Intermediate Unit (BCIU) and the Chester County Intermediate Unit (CCIU), for the BCIU to provide Core Team Members for math, ELA, School Climate, and Data related to Comprehensive School Improvement effective July 1, 2019, through September 30, 2020, per fees according to the agreement.

6. To ratify agreements and addendums to agreements between the Berks County Intermediate Unit (BCIU) and the following school districts for the BCIU to provide Title I services to students who reside within Title I eligible schools and attend nonpublic schools, effective August 1, 2019, through June 15, 2020:

School District	Total Services
Antietam	27,739.00
Daniel Boone Area	11,941.00
Fleetwood Area	9,853.00
Governor Mifflin	13,907.00
Oley Valley	5,026.00
Schuylkill Valley	4,000.00
Tulpehocken Area	2,495.00
Upper Perkiomen	2,993.00
Wilson	8,692.00

7. To ratify addendums to current agreements between the Berks County Intermediate Unit (BCIU) and the following school districts, for the BCIU to provide Title I services to students who reside within Title I eligible schools and attend nonpublic schools, effective September 1, 2019, through August 31, 2020:

School District	Total Services
Boyertown Area	2,037.00
Reading	630,783.57

8. To ratify agreements between the Berks County Intermediate Unit (BCIU) and the following school districts, for the BCIU to provide Title II services to students who reside within Title II eligible schools and attend nonpublic schools, effective August 1, 2019, through August 31, 2020:

School District	Total Services
Daniel Boone Area	4,173.00
Governor Mifflin	5,829.20
Schuylkill Valley	4,161.30
Wilson	6,362.20

9. To ratify addendums to current agreements between the Berks County Intermediate Unit (BCIU) and the following school districts, for the BCIU to provide Title II services to students who reside within Title II eligible schools and attend nonpublic schools, effective September 1, 2019, through August 31, 2020:

School District	Total Services
Boyertown Area	6,277.95
Reading	90,396.04

10. To authorize the appropriate officers to execute agreements between the Berks County Intermediate Unit and the following school districts for BCIU to provide Title IV services to students who reside within Title IV eligible schools and attend nonpublic schools, effective August 1, 2019 through August 31, 2020:

School District	Total Services
Antietam	4,204.20
Daniel Boone Area	1,427.00
Governor Mifflin	4,860.00
Schuylkill Valley	1,675.00
Wilson	2,440.00

11. To ratify addendums to current agreements between the Berks County Intermediate Unit (BCIU) and the following school districts, for the BCIU to provide Title IV services to students who reside within Title IV eligible schools and attend nonpublic schools, effective September 1, 2019, through August 31, 2020:

School District	Total Services
Boyertown Area	2,255.40
Reading	79,424.34

12. To ratify addendums to current agreements between the Berks County Intermediate Unit (BCIU) and the Exeter Township, Hamburg Area, Muhlenberg, and Wyomissing Area school districts, for the BCIU to provide Titles I, II, and IV services to students who reside within Title I, II, and IV eligible schools and attend nonpublic schools. The addendums remove or change prior language in the agreement to align with federal guidelines.
13. To ratify an agreement between the Berks County Intermediate Unit (BCIU) and Caspian Consulting Strategies, for Caspian Consulting Strategies to continue to conduct a formative/implementation evaluation of the Keystone STARS program for Year Two for the Office of Child Development and Early Learning (OCDEL) through the PA Key/BCIU for a fee of \$50,000 effective July 1, 2019, through June 30, 2020 (PA Key).
14. To ratify an agreement between the Berks County Intermediate Unit (BCIU) and Central Susquehanna Intermediate Unit/Center for Schools and Communities, for Central Susquehanna Intermediate Unit/Center for Schools and Communities to conduct Community Asset Mapping (CAM) of various community organizations throughout the Commonwealth for a fee of \$25,000 effective September 3, 2019, through June 30, 2020 (PA Key).
15. To ratify an agreement between the Berks County Intermediate Unit (BCIU) and District 1199c Training & Upgrading Fund for District 1199c Training & Upgrading Fund to serve the Office of Child Development and Early Learning (OCDEL) in support of advancing Pennsylvania’s Early Childhood Education Apprenticeship: Associates Level for a fee of \$200,000 effective September 1, 2019, through December 1, 2019 (PA Key).

16. To ratify an agreement between the Berks County Intermediate Unit (BCIU) and Public Health Management Corporation (PHMC) for PHMC to serve the Office of Child Development and Early Learning (OCDEL) in support of advancing Pennsylvania's Early Childhood Education Apprenticeship: Associates Level for a fee of \$200,000 effective September 1, 2019, through December 1, 2019 (PA Key).
17. To ratify an agreement between the Berks County Intermediate Unit (BCIU) and Shippensburg University, for Shippensburg University to serve the Office of Child Development and Early Learning (OCDEL) in support of advancing Pennsylvania's Early Childhood Education Apprenticeship: Associates Level for a fee of \$200,000 effective September 1, 2019, through December 1, 2019 (PA Key).
18. To ratify an agreement between the Berks County Intermediate Unit (BCIU) and Harrisburg Area Community College's Early Education Program, for Harrisburg Area Community College's Early Education Program to deliver Child Development Associate courses to early childhood education professionals within the Commonwealth of Pennsylvania for a fee of \$52,000 effective September 1, 2019, through June 30, 2020 (PA Key).

C. INFORMATION TECHNOLOGY

—SCOTT MAJOR, CIO / DIRECTOR

1. To authorize the appropriate officers to execute an agreement between the Berks County Intermediate Unit and Candoris Technologies, LLC, for Candoris Technologies, LLC to provide consulting services in migrating the existing 2008 SQL databases to SQL 2016. Services will begin after agreement execution and will be completed by December 31, 2019, at fixed fee of \$7,100.
2. To authorize the appropriate officers to execute a revised lease schedule with HP, Inc. for a three-year lease for 100 laptop computers, including a three-year warranty on hardware for an additional amount of \$7,000; the total revised cost is \$72,670 effective upon receipt of equipment.
3. To authorize the appropriate officers to execute a five-year lease agreement with HP, Inc. to replace our existing data storage hardware with HP Nimbol equipment at a cost not to exceed \$60,027.05 with annual payments of \$12,005.41 and a \$1.00 buyout option at the end of the term.

D. BUSINESS SERVICES/OPERATIONS

—GEORGE LONGRIDGE, CFO / COO

1. To authorize the appropriate officers to execute an agreement between the Berks County Intermediate Unit and Conrad Siegel Actuaries, for Conrad Siegel Actuaries to provide professional services for the completion of Affordable Care Act (ACA) reporting for the 2019 calendar year at a projected fee of \$7,500 (no increase).
2. To authorize the appropriate officers to execute a Services Agreement with the Wilson School District, for the BCIU to provide accounting services for the period of August 29, 2019, to September 30, 2019.

3. To approve a five-year finance agreement with Tompkins VIST Bank for \$208,250 with a 3.25% fixed rate and a monthly payment of \$3,767.50; funding is for the roof replacement at the BCIU main office building.
4. To authorize the appropriate officers to execute an agreement between the Berks County Intermediate Unit (BCIU) and Centro Hispano Daniel Torres, Inc., for Centro Hispano Daniel Torres, Inc. to provide food service for the BCIU Head Start, Child Care, Pre-K Counts, and Early Intervention programs, effective October 1, 2019, through September 30, 2020, at the following rates:

Breakfast	\$1.25 per meal
Lunch	\$2.58 per meal
Snack	\$.75 per meal

E. ADMINISTRATION

—DR. JILL HACKMAN, EXECUTIVE DIRECTOR

No Items to Consider

15. BOARD MEMBERS DESIRING TO BE HEARD

16. ADJOURNMENT