

**OFFICIAL PROCEEDINGS OF THE
BCIU BOARD OF DIRECTORS
SEPTEMBER 19, 2019
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The regular meeting of the Berks County Intermediate Unit Board of Directors was held on Thursday, September 19, 2019, in the Berks County Intermediate Unit Main Office Building, 1111 Commons Boulevard, Reading, Pennsylvania.

President Timothy Heffner called the meeting to order 7:55 p.m. Following the pledge of allegiance, Jan Krotee, recording secretary, called the roll. Attendance was as follows:

- Intermediate Unit Board: Bill Carl; Dr. David Hemberger; Elizabeth S. Huhn; Jean Kelleher; Dr. Amy Kennedy; Linda R. Lash; Randall R. Madara; Oscar Manbeck; Gary McEwen; David Rathgeb; Ralph C. Richard; Carl Ziegler. and Timothy M. Heffner.
- Absent: Jill A. Dennin; Ann Sellers; Brian Specht; Terrie Taylor, LSW; and James Ulrich.
- Intermediate Unit: Dr. Jill M. Hackman; George Longridge; Scott Major; Michelle Reichard-Huff; Dan Richards; Rob Rosenberry; and Jan Krotee
- Solicitor: John Stott, Esquire
James Mancuso, Esquire
- Guest/s: None
- Press: None

Following the pledge of allegiance and roll call, President Heffner noted that an executive session was necessary prior to the meeting to discuss personnel matters.

**Announcements
& Agenda Update**

President Heffner asked if anyone present would like to speak regarding an agenda item. No one desired to speak.

**Persons Desiring to Be
Heard**

A motion was made by Carl, seconded by Rathgeb, to approve the minutes of the meeting of Thursday, August 15, 2019.

**Approval of Minutes
—Item 02.**

Motion carried.

Voice Vote

A motion was made by Lash, seconded by Ziegler, to ratify / approve / acknowledge the following:

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

**IU Bills and Financial
Reports—Items 03., 04., 05.,
06., 07., & 08.**
*(Detailed list of bills available
for review.)*

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

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04. TOMPKINS/VIST REVENUE ANTICIPATION NOTE – \$6,000,000 (Information Item):

Amount Outstanding
September 13, 2019
\$0

05. ACCOUNTS RECEIVABLE AGING REPORT AS OF SEPTEMBER 13, 2019 (Information item):

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	\$2,385,786.4	\$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	\$3,269,056.2	\$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

INVESTMENTS

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

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08. INVESTMENT OF FUNDS

Interest earned on investments is as follows:

August 2019	
Tompkins VIST	\$8,806.62
PNC	\$37.72

Yeas:	Carl; Hemberger; Huhn; Kelleher; Kennedy; Lash; Madara; Manbeck; McEwen; Rathgeb; Richard; Ziegler; Heffner.	Roll Call Vote
Nays:	None. Motion carried.	

09. COMMUNICATIONS

Secretary Huhn shared a note from Mr. James Ulrich thanking the Board for the beautiful planter, cards, phone calls, and concerns that were given to him during his recent surgery and rehab.

**COMMUNICATION
Thank you note from Mr. James Ulrich
—Item 09. 1.**

Secretary Huhn shared a second note from Dr. Edward B. Michalik, Administrator of the Berks County Mental Health / Developmental Disabilities Program, thanking the Board for the honor of being recognized as the 2019 BCIU Outstanding Community Partner. In his note, he stated that 10 years ago, he would have not have remotely imagined being able to consider the education community as family. “Our work together along with the District Attornwy’s Office, School Districts, and Law Enforcement has been nothing short of extraordinary. I look forward to the work we will accomplish in the next 10 years.”

Thank you note from Dr. Edward Michalik / 2019 Outstanding Community Partner—Item 09. 2.

Secretary Huhn reviewed the list of candidates seeking election for PSBA officers for 2019. She told the Board that all candidates seeking election were running unopposed and were highly recommended by the PSBA Leadership Development Committee. After discussion, Mrs. Huhn read the proposed slate of candidates, as follows:

**PSBA Officer Elections
—Item 09. 3.**

- President Elect: Art Levinowitz, SD of Upper Dublin (Montgomery Co.)
- Vice President: David Hein, Parkland School District (Lehigh County)
- PSBA Insurance Trust Trustees (Two Candidates for a Two-Year Term):
 - Kathy Swope, Lewisburg Area School District (Union County)
 - Mark Miller, Centennial School District (Bucks County)

A motion was made by Rathgeb, seconded by Ziegler, to nominate the slate as presented.

Motion carried.	Voice Vote
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Mrs. Huhn told Board members that votes will be registered electronically on behalf of the BCIU.

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Secretary Huhn told Board members that Dr. Hackman was recently selected by Education Secretary Pedro Rivera to serve with him on the “Coherence Lab Fellowship.” The Coherence Lab Fellowship is a research initiative facilitated by the Aspen Institute Education and Society Program, the Council of Chief State School Officers (CCSSO), and Education First.

**The Coherence Lab
Fellowship
—Item 09. 4.**

The fellowship brings together state, district, and school leaders for an 18-month fellowship, which will focus on policy and best education practices. It is an honor to be selected to serve in this capacity. A total of four states were selected for this National Fellowship program: Pennsylvania, Colorado, Nebraska, and Tennessee.

10. OLD BUSINESS

No Items to Report.

Old Business—Item 10.

11. REPORT OF NEGOTIATIONS COMMITTEE

No Items to Report.

**Report of Negotiations
Committee —Item 11.**

A motion was made by Kelleher, seconded by Carl, to approve the following budget items:

A. New and Proposed Budgets

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).

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- 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).

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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.

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- 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.

Yeas:	Carl; Hemberger; Huhn; Kelleher; Kennedy; Lash; Madara; Manbeck; McEwen; Rathgeb; Richard; Ziegler; Heffner.	Roll Call Vote
Nays:	None. Motion carried.	

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13. PERSONNEL MATTERS

—ROB ROSENBERRY, DIRECTOR

A motion was made by Huhn, seconded by Kelleher, to approve the following items under Personnel Matters:

A. General

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.

To approve the Substitute Remedial Teacher, Office of Professional Development and Curriculum wage rate of \$15.45 per hour.

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

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.

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.

PERSONNEL MATTERS

GENERAL

**MOU with AFSCME /
Amendment / Additional
Wage Increase for
Educational Interpreters
—Item 13. A. 1.**

**Substitute Remedial Teacher
(OPDC) Wage Rate
—Item 13. A. 2.**

**Approve Atlas
Transportation Employees
—Item 13. A. 3.**

**Unpaid Internship for
Kayla Scarpill
—Item 13. A. 4.**

**Unpaid Student Teaching
Placements for Daniel
Savage and Sara Crowley
—Item 13. A. 5.**

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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.

**Unpaid Field Experiences
for Analise Fouracre, Maria
Russolello, Nicole Acosta,
and Claudia Jones
—Item 13. A. 6.**

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

**Receipt of Salary List
—Item 13. A. 6.**

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

**Ratifications – Employment
—Items 13. B.**

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- 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

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- 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

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- 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

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- 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

**Ratifications – Change of
Status —Items 13. C.**

- 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

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- 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

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1. 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

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- 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

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- 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

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- 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
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

**Ratifications – Additions to
2018-2019 Approved
Substitute Lists
—Item 13. D.**

**Ratifications – Additions to
2019-2020 Approved
Substitute Lists**

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

**Ratifications – Additions to
2019-2020 Out-Of-Class
Substitute Lists—Item 13. E.**

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

**Remove from 2019-2020
Approved Substitute Lists
—Item 13. F.**

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

**Approvals – Employment
—Item 13. G.**

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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

**Change of Status –
Approvals —Item 13. H.**

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

**Leave of Absence Requests
—Item 13. I.**

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

**Return from Leave of
Absence Requests
—Item 13. J.**

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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

**Retirements
—Item 13. K.**

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

**Resignations
—Item 13. L.**

M. Terminations

No Items to Consider

**Terminations
—Item 13. M.**

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N. Other

Other—Item 13. N.

1. Early Childhood & Student Services Office
 - a. Courtney 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

Yeas: Carl; Hemberger; Huhn; Kelleher; Kennedy; Lash; Madara; Manbeck; McEwen; Rathgeb; Richard; Ziegler; Heffner.
Nays: None. Motion carried.

Roll Call Vote

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A motion was made by Richard, seconded by Kelleher, to approve/ratify the following items under Other Matters for Consideration:

14. OTHER MATTERS FOR CONSIDERATION

A. EARLY CHILDHOOD & STUDENT SERVICES

—MICHELLE REICHARD-HUFF, DIRECTOR

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.

To ratify an 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.

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.

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.

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.

**OTHER MATTERS
FOR CONSIDERATION**

**Agreement with Berks
Community Action Program,
Inc. / Pre-K Counts Program
—Item 14. A. 1.**

**Agreement with Early
Learning Community, Inc.
—Item 14. A. 2.**

**Agreement with Touching the
Future, LLC — Item 14. A. 3.**

**Amendment to the Agreement
with PDE / Education for
Homeless Children and Youth
Grant — Item 14. A. 4.**

**Agreement with Cornerstone
Pediatric Therapy Services
—Item 14. A. 5.**

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B. PROFESSIONAL DEVELOPMENT & CURRICULUM

—DAN RICHARDS, DIRECTOR

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.

**Agreement with LinkedIn Government at Carahsoft / Comprehensive Support and Improvement Initiative
—Item 14. B. 1.**

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.

**Agreement with IPC Global / Comprehensive Support and Improvement Dashboard Development
—Item 14. B. 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 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.

**Agreement with IPC Global / Qlik Software for Comprehensive Support and Improvement Initiative
—Item 14. B. 3.**

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.

Agreement with Jason Mundok / Data Management System for Comprehensive Support and Improvement Initiative—Item 14. B. 4.

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.

**Agreement with Chester County IU / Core Team Members for CSI
—Item 14. B. 5.**

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:

**Title I Agreements for Antietam, Daniel Boone Area, Fleetwood Area, Governor Mifflin, Oley Valley, Schuylkill Valley, Tulpehocken Area, Upper Perkiomen, and Wilson School Districts
—Item 14. B. 6.**

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

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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:

**Addendums to Title I
Agreements with Boyertown
Area and Reading School
Districts
—Item 14. B. 7.**

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

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:

**Title II Agreements with
Daniel Boone Area, Governor
Mifflin, Schuylkill Valley, and
Wilson School Districts
—Item 14. B. 8.**

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

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:

**Addendums to Title II
Agreements with Boyertown
Area and Reading School
Districts —Item 14. B. 9.**

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

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:

**Title IV Agreements with
Antietam, Daniel Boone Area,
Governor Mifflin, Schuylkill
Valley, and Wilson School
Districts
—Item 14. B. 10.**

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

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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

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.

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).

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).

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).

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).

Addendums to Title IV Agreements with Boyertown Area and Reading School Districts —Item 14. B. 11.

Addendums to Agreements for Title I, II, and IV Services with Exeter Township, Hamburg Area, Muhlenberg, and Wyomissing Area School Districts —Item 14. B. 12.

Agreement with Caspian Consulting Strategies / Evaluation of Keystone STARS (PA Key) —Item 14. B. 13.

Agreement with Central Susquehanna IU / Center for Schools and Communities / Community Assessment Mapping (PA Key) —Item 14. B. 14.

Agreement with District 1199c Training and Upgrading Fund / PAs Early Childhood Education Apprenticeship (PA Key) —Item 14. B. 15.

Agreement with Public Health Management Corporation / PAs Early Childhood Education Apprenticeship: Associate’s Level (PA Key) —Item 14. B. 16.

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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).

Agreement with Shippensburg University / PAs Early Childhood Education Apprenticeship: Associate's Level (PA Key)
—Item 14. B. 17.

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).

Agreement with Harrisburg Area Community College's Early Education Program / Child Development Associate Courses (PA Key)
—Item 14. B. 18.

C. INFORMATION TECHNOLOGY
—SCOTT MAJOR, DIRECTOR

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.

Agreement with Candoris Technologies, LLC
—Item 14. C. 1.

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.

Revised Lease Schedule with HP, Inc. / Three-Year Lease of 100 Laptops
—Item 14. C. 2.

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

Lease Schedule with HP, Inc. / Replacement of Data Storage Hardware
—Item 14. C. 3.

D. BUSINESS SERVICES/OPERATIONS
—GEORGE LONGRIDGE, CFO / COO

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).

Agreement with Conrad Siegel Actuaries
—Item 14. D. 1.

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.

Agreement with Wilson School District for Accounting Services
—Item 14. D. 2.

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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.

Five-Year Finance Agreement with Tompkins VIST Bank / Roof Replacement—Item 14. D. 3.

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:

Agreement Centro Hispano Daniel Torres for Food Service—Item 14. D. 4.

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

E. ADMINISTRATION

—DR. JILL M. HACKMAN, EXECUTIVE DIRECTOR

No Items to Consider

Yeas: Carl; Hemberger; Huhn; Kelleher; Kennedy; Lash; Madara; Manbeck; McEwen; Rathgeb; Richard; Ziegler; Heffner.	Roll Call Vote
Nays: None. Motion carried.	

President Heffner announced that Mr. Longridge would be on Chanel 69 New Berks Edition at 10:30 P.M. During the taping, Mr. Longridge addressed questions regarding the school safety and security initiatives in Berks County and countywide commitment to school safety efforts.

Board Members Desiring to be Heard

A motion was made by Richard, seconded by Kelleher, to adjourn the meeting at 8:07 p.m.

Adjournment

Motion carried.	Voice Vote
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Approved by,

Elizabeth S. Huhn, Secretary

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**THE FOLLOWING TOOK PLACE PRIOR TO THE REGULAR BOARD MEETING,
DURING COMMITTEE-OF-THE-WHOLE:**

Kyle Batz, Transportation Supervisor, introduced **Linda Boltz** to the Board upon her retirement. Mr. Batz shared that Mrs. Boltz is a bus driver for Tulpehocken and has served in the Transportation Department since August 2003. She has been a very committed and reliable employee and has showed up extra-early for work each day. She will be missed by staff and the children.

RETIREES
— **Linda Boltz, Office of Business Services / Operations**

Linda was accompanied by her husband to the Board meeting. She thanked Mr. Batz and Board members and said she has enjoyed her job.

Mary Ann Heleo, Head Start Program Administrator, introduced **Kamie Rothenberger** as the Employee of the Month for September. Mrs. Heleo shared that Kamie is a teacher in the Head Start Program, but also works as a teacher and mentor in the Education for Children and Youth Experiencing Homelessness (ECYEH) Program. Kamie was nominated for EOM by Kristen Hoffa, Region 2 ECYEH Program Coordinator. Mrs. Hoffa reported that Kamie relates well to the needs of the children experiencing homelessness and always puts the children's needs first. She has gotten extremely creative in her role, and brings contagious enthusiasm and new ideas to meet the challenges and everchanging needs of the children.

EMPLOYEE OF THE MONTH – SEPTEMBER 2019
— **Kamie Rothenberger, Office of Early Childhood and Student Services**

Kamie thanked the Board for the recognition. She was accompanied by her husband to the meeting.

Dr. Jill Hackman announced the new format of Inside BCIU ... Just for You! The videos will include a series of employee-focused tapings/clips featuring various departments of the BCIU (Executive Director's Office, Information Technology, Transportation, OPDC, Human Resources, PA Key, ECSS, and Business Services). The videos are intended to equip employees with updates, tips, and informational items which will assist them in their work.

FEATURED PROGRAM
— **Inside BCIU ... Just for You! First Edition: Office of the Executive Director**

The first edition, featuring the Executive Office, provided an organization overview. This video can be used for employee orientation and other programs to introduce the audience to what an IU is, why they were created, and what services and programs are provided.

Next month will feature the Office of Information Technology.