

COMMITTEE-OF-THE-WHOLE MEETING

I. BCIU HONORS

- ◆ EMPLOYEE OF THE MONTH FOR FEBRUARY 2020
 - ◆ Brenda Mell, Operations Specialist, Office of Business Services / Operations

FEATURED PROGRAM | SAFETY AND SECURITY

- ◆ Office of Business Services / Operations
 - Donna DeLoretta, Chief Financial Officer / Chief Operating Officer
 - Bill Gleason, Safety and Security Program Administrator

BCIU “NEW” PUBLIC WEBSITE OVERVIEW

- ◆ Office of the Executive Director / Creative Team
 - Zach Brown, Digital Marketing Specialist
 - Amelia Krotee, Marketing Communications Specialist
 - Julie Bunnick, Lead Creative Specialist

II. EXECUTIVE DIRECTOR’S REPORT

- A. Executive Director Update
 - 1. Newslink
 - 2. Proposed State Budget
 - 3. State Mandates Document
 - 4. CrisisGo Update
 - 5. Keeping Kids Safe: Raising Our Awareness | Wednesday, April 15, 2020 | 7:30 A.M. to 3:30 P.M. | Crowne Plaza Reading
 - 6. 50th Annual Convention of Berks County School Directors | Thursday, April 23, 2020 | 5:30 P.M. – Registration / Tours | 6:30 P.M. – Welcome / Dinner | 7:30 P.M. – Program / Business Meeting
 - 7. Other Items
- B. Head Start Board Governance
 - Head Start Management Systems
 - Head Start Program Governance Board Training
- C. 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
- C. To acknowledge receipt of bids through the Berks County Joint Purchasing Board for Fuel on Thursday, January 30, 2020, at 1:00 P.M.

02. APPROVAL OF MINUTES

- A. Meeting of January 16, 2020

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

SOURCE		PAGE	AMOUNT
January	2020 Ratifications	1-21	\$3,737,044.15
January	2020 Ratifications-PSDLAF	1-01	\$15,703.65
February	2020 Ratifications	1-05	\$589,595.25
February	2020 Approvals	1-08	\$1,691,041.04
TOTAL			\$6,033,384.09

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

Amount Outstanding
February 14, 2020
\$0

05. INFORMATION ITEM – ACCOUNTS RECEIVABLE AGING REPORT AS OF FEBRUARY 14, 2020:

Funding Source	Current	30 Days	60 Days	90 Days	120 Days
School Districts	\$2,165,907.31	\$60,351.77	\$22,880.96	\$298,076.10	\$10,277.20
Commonwealth of PA	\$7,760,626.91	\$2,006,008.21	\$0.00	\$0.00	\$0.00
Other Revenue Sources	\$625,810.63	\$47,123.61	\$4,052.24	\$15,291.81	\$14,196.62
TOTALS	\$10,552,344.85	\$2,113,483.59	\$26,933.20	\$313,367.91	\$24,473.82
GRAND TOTAL	\$13,030,603.37				

06. APPROVAL/RATIFICATION OF HEAD START:

- Financial Statements (December 2019 and January 2020)
- Credit Card Purchases (January 2020)
- Non-Federal Share Report (January 2020)
- Policy Council Minutes/Resolutions (January 2020)
- Head Start Director’s Report (February 2020)

07. COMBINED FINANCIAL REPORT

CASH

BEGINNING BALANCE January 1, 2020 **\$4,750,017.26**

RECEIPTS

REVENUE RECEIPTS	\$10,837,557.52	
RETURNED CHECKS	\$0.00	
INVESTMENT REDEMPTIONS	<u>\$0.00</u>	<u>\$10,837,557.52</u>
		\$15,587,574.78

DISBURSEMENTS

PRE-BOARD RATIFICATIONS	\$235,826.06	
PRE-BOARD RATIFICATIONS-PSDLAF	\$20,334.10	
BOARD APPROVALS	\$618,695.08	
POST BOARD RATIFICATIONS PSDLAF	\$15,703.65	
POST BOARD RATIFICATIONS IU	<u>\$3,737,044.15</u>	
TOTAL CHECKS WRITTEN	\$4,627,603.04	
CHECKS VOIDED	(\$496.97)	
PAYROLL DISTRIBUTIONS	<u>\$7,421,969.83</u>	<u>\$12,049,075.90</u>
ENDING BALANCE - January 31, 2020		\$3,538,498.88

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-January 31, 2020 **\$3,538,498.88**

08. INVESTMENT OF FUNDS

Interest earned on investments is as follows:

January 2020

Tompkins VIST	\$9,231.71
PNC	\$31.60

09. COMMUNICATIONS

Brian Specht, *Secretary*

1. Thank you from Mrs. Kathy Heffner

10. OLD BUSINESS

No Items to Consider

11. REPORT OF NEGOTIATIONS COMMITTEE

Elizabeth S. Huhn, *Chair*

12. BUDGETS

A. New and Proposed Budgets

1. Safe Schools Targeted Grant - Program 179

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

\$116,219

The purpose of the Safe Schools Initiative Targeted Grant is to assist school entities by providing funding for services related to security planning and/or purchasing of security-related technology. This budget represents the compilation of awards to six recipients including BCIU, St. Margaret School, King’s Academy, Saint Francis Academy, Touching the Future and Berks Catholic High School. This is state funding provided by The Pennsylvania Department of Education’s Office for Safe Schools (new).

2. PA Science Standards Revision - Program 217

Office of Professional Development and Curriculum
1/20/20 – 9/30/20

\$340,000

The BCIU through an agreement with the Pennsylvania Department of Education will provide services to support the Pennsylvania Science Standards revision process. Services under this agreement will include assistance in facilitation of initial information gathering and creation of a landscape report, stakeholder engagement sessions, steering committee and writing work groups, community feedback, and presentation to State Board of Education. The BCIU will support and supply technical assistance to the Pennsylvania Department of Education throughout the revision process. Additionally, the BCIU will secure an external contractor and monitor work of contractor as needed during this process (new).

B. Initial Budgets

1. Statewide System of Support Initiatives - Program 209

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

\$185,066

Funded with both State and Federal dollars, the Commonwealth of Pennsylvania has contracted with the BCIU to provide training and technical assistance for facilitation and coordination of PDE initiatives: Data Governance, Federal Equity, Safe Schools Support, School Climate, State Classroom Diagnostic Tools, State STEM, State Text Dependent Analysis, and Targeted School Improvement (since 2015).

C. Changes to Initial Budgets

No items to consider.

D. Budgetary Transfers

1. Head Start – Program 19-165

Office of Early Childhood and Student Services
1/1/19 – 12/31/19

\$294,000

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). These transfers are necessary for year-end projections.

2. Head Start Training & Technical Assistance – Program 19-175

Office of Early Childhood and Student Services

1/1/19 – 12/31/19

\$2,000

Funded by federal dollars through the Department of Health and Human Services, Administration for Children and Families, the Head Start Training and Technical Assistance Program supports the professional development needs of Head Start staff, which may include the cost of trainings, supplies associated with training, costs to attend conferences, and coaching needs. Program funds may also be used to support the professional development and training needs of parents whose children are enrolled in the Head Start program (since 1985). These transfers are necessary for year-end projections.

13. PERSONNEL MATTERS

—ROB ROSENBERY, DIRECTOR

A. General

1. To ratify the unpaid classroom observations as noted below:
 - a. Madeline Bean, Penn State University undergraduate student majoring in Early Childhood Education, under the supervision of Misty Esslinger, Pre-K Counts Teacher, effective November 19, 2019, through January 20, 2020.
 - b. Amethyst Hymans, Penn State University undergraduate student majoring in Early Childhood Education, under the supervision of Kelly Kinsella, Pre-K Counts Teacher, effective November 19, 2019, through January 20, 2020.
 - c. Jade Miller, Brandywine Heights Area School District high school student, under the supervision of Amanda Potteiger, Pre-K Counts Teacher, effective January 21, 2020, through May 21, 2020.
 - d. Briana Smith, Penn State University undergraduate student majoring in Early Childhood Education, under the supervision of Melody McCulley, Head Start Teacher, effective November 19, 2019, through January 20, 2020.
2. To ratify the unpaid clinical externships as note below:
 - a. Kendall Graff, Kutztown University undergraduate student majoring in Special Education/Visual Impairment, under the supervision of Amanda Kutzura, Special Education Teacher, effective March 16, 2020, through May 7, 2020.
 - b. Olivia Morano, Kutztown University undergraduate student majoring in Special Education/Visual Impairment/Elementary Education, under the supervision of Byron Grossefinger, Special Education Teacher, effective January 22, 2020, through March 13, 2020.
 - c. Connor Yourkavitch, Kutztown University undergraduate student majoring in Special Education/Visual Impairment, under the supervision of Larry Kern, Special Education Teacher, effective March 16, 2020, through May 7, 2020.
3. To ratify the unpaid internships as noted below:
 - a. Chad DeLay, Penn State University undergraduate student majoring in Rehabilitation/Human Services, under the co-supervision of Ann Kowalski, Head Start Program Administrator, and Sara George, Assistant Director of Early Childhood and Student Services, effective March 13, 2020, through May 10, 2020.
 - b. Riley Owen, Kutztown University undergraduate student majoring in Educational Studies, under the supervision of Beth Weckel, Head Start Teacher, effective January 22, 2020, through May 8, 2020.

- c. Danielle Reed, Alvernia University undergraduate student majoring in Social Work, under the supervision of Ann Kowalski, Head Start Program Administrator, effective January 21, 2020, through May 8, 2020.
 - d. Casey Lynn Resneck, Penn State University undergraduate student majoring in Rehabilitation/Human Services, under the supervision of Elizabeth Angstadt, Early Intervention Program Administrator, effective January 13, 2020, through May 1, 2020.
 - e. Elizabeth Rice, Kutztown University undergraduate student majoring in Elementary Education, under the supervision of Tiffany Ziegler, Early Intervention Specialized Preschool Teacher, effective January 21, 2020, through May 8, 2020.
 - f. Hanna Supplee, Kutztown University undergraduate student majoring in Elementary Education, under the supervision of Melody McCulley, Head Start Teacher, effective January 21, 2020, through May 8, 2020.
4. To ratify the unpaid student teaching placement of Olivia Morano, Kutztown University undergraduate student majoring in Special Education/Visual Impairment/Elementary Education, under the supervision of Amanda Potteiger, Pre-K Counts Teacher, effective March 16, 2020, through May 7, 2020.
 5. To approve the following position descriptions:
 - a. Lead School Counselor, Office of Early Childhood and Student Services
 - b. Career Readiness and STEM Specialist, Office of Professional Development and Curriculum
 - c. Improvement Facilitator, Office of Professional Development and Curriculum
 - d. Subject Matter Expert Serving CSI Schools, Office of Professional Development and Curriculum
 6. 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. Charlotte Cruz
 - b. Luisa Delerma
 7. Resolved, for the Board of Directors to approve the following Klein Transportation employees to be assigned to the Berks County Intermediate Unit to provide transportation services according to the terms of the agreement with Klein Transportation:
 - a. John Coakley
 - b. Petrina McVeigh
 - c. Carlos Juan Negron Rivera Jr.
 - d. Mark Regetta
 - e. Shelbourne Richardson
 - f. Lynn Scherzer

B. Employment – Ratifications

1. Business Services/Operations Office
 - a. Scott H. Bender – Part-time Driver w/o Bus License, Assistant, and Misc. Transportation
Recommended Hourly Rates – \$14.00, \$11.85, and \$10.83
Effective Date – February 10, 2020
Replacement

- b. Jessenia Castillo – Fiscal Specialist, Fiscal Services
Recommended Annual Salary – \$44,797 (to be prorated)
Effective Date – January 13, 2020
Replacement
 - c. Gary D. Crossley – Part-time Bus/Van Assistant and Misc. Transportation
Recommended Hourly Rates – \$11.85, and \$10.83
Effective Date – February 10, 2020
Replacement
 - d. Cheri K. Garcia – Part-time School Bus Driver Trainee
Recommended Hourly Rate – \$11.90
Effective Date – January 13, 2020
Replacement
 - e. Linda M. Guldin – Part-time Bus/Van Assistant and Misc. Transportation
Recommended Hourly Rates – \$11.85, and \$10.83
Effective Date – January 13, 2020
Replacement
 - f. Amy L. Reidmiller – Part-time School Bus Driver Trainee
Recommended Hourly Rate – \$11.90
Effective Date – January 13, 2020
Replacement
 - g. Sarah E. Scharf – Part-time Bus/Van Assistant and Misc. Transportation
Recommended Hourly Rates – \$11.85, and \$10.83
Effective Date – February 10, 2020
Replacement
 - h. Rileydi Tapia – Part-time School Bus Driver Trainee
Recommended Hourly Rate – \$11.90
Effective Date – February 10, 2020
Replacement
2. Early Childhood & Student Services Office
- a. Jacqueline D. Baker – Paraeducator, Early Intervention
Recommended Hourly Rate – \$12.30
Effective Date – January 13, 2020
Replacement
 - b. Katelyn F. Cutts – Specialized Preschool Teacher, Early Intervention
Recommended Annual Salary – Col. 4, Step 3, \$58,600 (to be prorated)
Effective Date – January 27, 2020
Replacement
 - c. Josmarie Garcia Corona – Paraeducator, Head Start
Recommended Hourly Rate – Level I, Probationary, \$11.87
Effective Date – January 20, 2020
Replacement

- d. Jean M. Heyer – Substitute Floating Teacher, Child Care
Recommended Hourly Rate – \$13.15
Effective Date – January 27, 2020
New Position
 - e. Deja L. King – Paraeducator, Child Care
Recommended Hourly Rate – \$10.95
Effective Date – January 13, 2020
Replacement
 - f. Amanda M. Olaguibel – Paraeducator, Head Start
Recommended Hourly Rate – Level I, Probationary, \$11.87
Effective Date – January 20, 2020
Additional Position
 - g. Chelsea P. Salgado Ortega – Teacher, Head Start
Recommended Hourly Rate – Level III, Probationary, \$19.57
Effective Date – January 27, 2020
Replacement
 - h. Kayla C. Scarpill – Emotional Support Specialist, Alternative Education
Recommended Annual Salary – \$23,892 (to be prorated)
Effective Date – January 27, 2020
Replacement
 - i. Ashley N. Sierra – Paraeducator, Head Start
Recommended Hourly Rate – Level I, Probationary, \$11.87
Effective Date – January 20, 2020
Replacement
3. Information Technology Office
- a. Kelly L. Knarr – Systems Analyst/Developer
Recommended Annual Salary - \$60,500 (to be prorated)
Effective Date – February 10, 2020
Replacement
4. Professional Development & Curriculum Office
- a. Alec W. Johnson – Technical Support Specialist, PA Key
Recommended Annual Salary – \$40,770 (to be prorated)
Effective Date – February 3, 2020
New Position
- C. Change of Status – Ratifications**
1. Business Services/Operations Office
- a. Dary Esther Del Orbe Rosa
Change from Substitute Driver w/o Bus License, Assistant, and Misc. Transportation to
Dispatcher, Transportation
Change Recommended Hourly Rates from \$14.00, \$11.85, and \$10.83 to \$15.32
Effective Date – February 10, 2020
Replacement

- b. Mayette Espinal
Change from Part-time School Bus Driver Trainee to Substitute School Bus Driver Trainee,
Transportation
No Change in Recommended Hourly Rate
Effective Date – January 22, 2020
Voluntary Reassignment

- c. Yasmina Francisco
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 – December 10, 2019
Voluntary Reassignment

- d. Rose Gehret – Level III Custodian, Facilities
Recommended Hourly Rate – \$18.06
Effective Date – January 13, 2020 – January 24, 2020
Temporary Additional Assignment

- e. Megan Griffin
Change from Part-time School Bus Driver Trainee to Substitute School Bus Driver Trainee,
Transportation
No Change in Recommended Hourly Rate
Effective Date – February 17, 2020
Voluntary Reassignment

- f. Lydia Lopez
Change from Supervisor, Transportation, Muhlenberg, Head Start and Antietam to
Operations Specialist, Transportation
Change in Recommended Annual Salary from \$45,173 to \$43,175 (to be prorated)
Effective Date – July 8, 2019
New Position – Rate Correction

- g. Mariluz Montanez
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 – February 3, 2020
Voluntary Reassignment

- h. Amy Reidmiller
Change from Part-time School Bus Driver Trainee to
Part-time Driver w/o Bus License, Assistant, and Misc. Transportation
Change Recommended Hourly Rate from \$11.90 to \$14.00, \$11.85, and \$10.83
Effective Date – January 13, 2020
Replacement

- i. Jelisa Rhodes
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 23, 2019
Voluntary Reassignment
- j. Leslie Schilling
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 – February 3, 2020
Voluntary Reassignment
- k. Joanne Sierra Castrillo – Part-time Driver w/o Bus License, Transportation
Recommended Hourly Rate – \$14.00
Effective Date – January 2, 2020
Additional Assignment
- l. Kiaonna Tucker
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 – January 16, 2020
Obtained CDL
2. Early Childhood & Student Services Office
 - a. Carolina Castaneda Escobar – Paraeducator, Head Start
Change Recommended Hourly Rate from Level I, Probationary, \$11.87 to Level I, Entry, \$12.42
Effective Date – January 20, 2020
Completed Probationary Period
 - b. Jamie Hivner – Teacher, Head Start
Change Recommended Hourly Rate from Level III, Probationary, \$19.57 to Level III, Entry, \$20.11
Effective Date – February 3, 2020
Completed Probationary Period
 - c. Linda Johnson – Teacher, Head Start
Change Recommended Hourly Rate from Level II, Probationary, \$18.48 to Level I, Entry, \$19.02
Effective Date – January 13, 2020
Completed Probationary Period
 - d. Marlenny Martinez Inoa – Paraeducator, Head Start
Change Recommended Hourly Rate from Level II, Probationary, \$12.42 to Level II, Entry, \$12.95
Effective Date – February 10, 2020
Completed Probationary Period
 - e. Yadnery Morales
Change from Paraeducator, Head Start to Substitute Paraeducator, Head Start
Change Recommended Hourly Rate from Level I, Entry, \$12.42 to \$9.68
Effective Date – February 10, 2020
Voluntary Reassignment

- f. Katherine Palm-Seiler
Change from Paraeducator, Child Care to Teacher, Child Care
Change Recommended Hourly rate from \$13.35 to \$13.15
Effective Date – January 27, 2020
Replacement – Date Amended
 - g. Joy Polignano – Psychologist, Early Intervention
Recommended Hourly Rate – \$51.32
Effective Date – December 28, 2019 – June 30, 2020
Additional Days (not to exceed 5 days) & Additional Hours (not to exceed 2.75 hours)
 - h. Jasmine Rodriguez – Floating Teacher, Head Start
Change Recommended Hourly Rate from Level I, Probationary, \$17.93 to Level I, Entry, \$18.48
Effective Date – February 10, 2020
Completed Probationary Period
 - i. Marissa Solis – Speech Therapist, Early Intervention
Recommended Hourly Rate – \$50.25
Effective Date – December 2, 2019 – June 30, 2020
Additional Days (not to exceed 3 days)
 - j. Madison Van Pelt – Family Engagement Worker, Head Start
Change Recommended Hourly Rate from Level VI, Probationary, \$14.95 to Level VI, Entry, \$15.49
Effective Date – January 27, 2020
Completed Probationary Period
3. Professional Development & Curriculum Office
- a. Gina Bongiovanni – Educational Consultant, Training and Consultation
Recommended Hourly Rate – \$50.25
Effective Date – February 3, 2020 – March 30, 2020
Additional Hours (not to exceed 20 hours)
 - b. Stacey Breiner – Educational Consultant, Training and Consultation
Recommended Hourly Rate – \$66.11
Effective Date – February 3, 2020 – March 30, 2020
Additional Hours (not to exceed 20 hours)
 - c. Michael Herb – Educational Consultant, Training and Consultation
Recommended Hourly Rate – \$66.65
Effective Date – February 3, 2020 – March 30, 2020
Additional Hours (not to exceed 20 hours)

D. Additions to 2019-2020 Approved Substitute Lists – Ratifications

Alternative Education

- Carolina Castaneda Escobar, Specialist – Effective February 10, 2020
- Nicole Fosko, Teacher/Specialist – Effective January 13, 2020
- Wen Gan, Specialist – Effective January 20, 2020
- Deja King, Specialist – Effective January 13, 2020
- Yadnery Morales, Specialist – Effective February 10, 2020
- Casey Resneck, Specialist – Effective January 13, 2020

Child Care

Casey Resneck, Paraeducator – Effective January 13, 2020

Driver Education

Ryan Thomas, Driver Education Certified Instructor – Effective January 20, 2020

Early Intervention

Esmeralda Calderon, Language Interpreter – January 27, 2020

Carolina Castaneda Escobar, Paraeducator – Effective February 10, 2020

Nicole Fosko, Teacher – Effective January 13, 2020

Wen Gan, Paraeducator – Effective January 20, 2020

Deja King, Paraeducator – Effective January 13, 2020

Yadnery Morales, Paraeducator – Effective February 10, 2020

Casey Resneck, Paraeducator – Effective January 13, 2020

Head Start

Nicole Fosko, Teacher – Effective January 13, 2020

Wen Gan, Paraeducator – Effective January 20, 2020

Deja King, Paraeducator – Effective January 13, 2020

Casey Resneck, Paraeducator – Effective January 13, 2020

Pre-K Counts

Carolina Castaneda Escobar, Paraeducator – Effective February 10, 2020

Nicole Fosko, Teacher – Effective January 13, 2020

Wen Gan, Paraeducator – Effective January 20, 2020

Deja King, Paraeducator – Effective January 13, 2020

Yadnery Morales, Paraeducator – Effective February 10, 2020

Casey Resneck, Paraeducator – Effective January 13, 2020

Special Education

Carolina Castaneda Escobar, Specialist – Effective February 10, 2020

Nicole Fosko, Teacher – Effective January 13, 2020

Wen Gan, Specialist – Effective January 20, 2020

Deja King, Specialist – Effective January 13, 2020

Yadnery Morales, Specialist – Effective February 10, 2020

Casey Resneck, Specialist – Effective January 13, 2020

Transportation

Wayne Husbands, Substitute Driver w/o Bus License, Assistant, and Misc. Transportation
Effective January 27, 2020

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

No Items to Consider

Remove from Approved 2019-2020 Out-of-Class Substitute Lists

Child Care

Katherine Palm-Seiler – Effective January 27, 2020 (*Date Amended*)

F. Remove from 2019-2020 Approved Substitute Lists

Act 89

Alia Emery, Remedial Teacher – Effective December 6, 2019

Alternative Education

Shirley Fantozzi, Specialist – Effective January 20, 2020

Child Care

Shirley Fantozzi, Teacher – Effective January 20, 2020

Early Intervention

Shirley Fantozzi, Paraeducator– Effective January 20, 2020

Head Start

Shirley Fantozzi, Teacher – Effective January 20, 2020

Pre-K Counts

Shirley Fantozzi, Teacher – Effective January 20, 2020

Special Education

Shirley Fantozzi, Specialist – Effective January 20, 2020

Charles Rowdon, Teacher/Communications Facilitator – Effective January 20, 2020

Transportation

Luke Troutman, Substitute Fueler
Effective January 31, 2020

G. Employment – Approvals

1. Professional Development & Curriculum Office
 - a. Colleen Rios – Educational Consultant, Training and Consultation
Recommended Annual Salary – Col. 4, Step 16, \$86,080 (to be prorated)
Effective Date – to be determined pending pre-employment process
Replacement

H. Change of Status – Approvals

1. Human Resources Office
 - a. Alexis Luckhart – Program Administrator, Office of Human Resources
Change Recommended Annual Salary from \$75,000 to \$88,000 (to be prorated)
Effective Date – March 2, 2020
Additional Responsibilities
2. Professional Development & Curriculum Office
 - a. Jillian Darlington
Change from Online Learning and Technology Specialist to Career Readiness and STEM Specialist
Change Recommended Annual Salary from \$41,648 to \$51,037 (to be prorated)
Effective Date – March 2, 2020
New Position

I. Leave of Absence Requests

1. Business Services/Operations Office
Personal Leave (unpaid - without benefits – not FMLA)
 - a. Evelyn Arce – Part-time Bus/Van Assistant and Miscellaneous Transportation
Effective Date – January 17, 2020

2. Early Childhood & Student Services Office
Personal Leave (unpaid - with benefits – FMLA)
 - a. Jennifer St. Clair – Educational Interpreter, Special Education
Effective Date – January 15, 2020
Personal Leave (unpaid - with benefits – not FMLA)
 - b. Nancy Echevarria – Paraeducator, Early Intervention
Effective Date – January 16, 2020

J. Return from Leave of Absence Requests

1. Business Services/Operations Office
Personal Leave (unpaid – without benefits – not FMLA)
 - a. Jael Rivera – Part-time Bus/Van Assistant and Misc. Transportation
Effective Date – November 11, 2019

2. Early Childhood & Student Services Office
Personal Leave (unpaid - with benefits – not FMLA)
 - a. Nancy Echevarria – Paraeducator, Early Intervention
Effective Date – January 22, 2020

K. Retirements

1. Early Childhood & Student Services Office
 - a. Janice A. Burgess – Paraeducator, Early Intervention
Effective Date – February 3, 2020

L. Resignations

1. Business Services/Operations Office
 - a. Jessenia Castillo – Fiscal Specialist, Fiscal Services
Effective Date – February 7, 2020
 - b. Marlo Chestnut – Level III Custodian, Facilities
Effective Date – February 13, 2020
 - c. Brittany L. Hamm – Part-time Driver w/o Bus License, Assistant, and Misc. Transportation
Effective Date – January 31, 2020
 - d. Martha Rodriguez – Part-time Driver w/o Bus License, Assistant, and Misc. Transportation
Effective Date – January 15, 2020
 - e. Jocelyn R. Sass – Part-time Driver w/o Bus License, Assistant, and Misc. Transportation
Effective Date – January 31, 2020
 - f. Luke F. Troutman – Part-time Driver w & w/o Bus License, Assistant, and Misc. Transportation
Effective Date – January 31, 2020

2. Early Childhood & Student Services Office
 - a. Jennifer K. Barney – Site Coordinator, Education of Children and Youth Experiencing Homelessness
Effective Date – February 21, 2020
 - b. Elizabeth D. Fortuner – Specialist, Education of Children and Youth Experiencing Homelessness
Effective Date – February 11, 2020
 - c. Cassidy A. Stress – Paraeducator, Early Intervention
Effective Date – January 10, 2020
3. Professional Development & Curriculum Office
 - a. Lokia M. Taylor – Administrative Assistant, PA Key
Effective Date – February 28, 2020

M. Terminations

1. Business Services/Operations Office
 - a. Rebecca H. Bush – Part-time Bus/Van Assistant and Misc. Transportation
Effective Date – February 21, 2020
Violation of Policy
 - b. Jacqueline Paredes – Part-time Driver w & w/o Bus License, Assistant, and Misc. Transportation
Effective Date – February 21, 2020
Violation of Policy
 - c. Wanda I. Santini – Part-time Driver w/o Bus License, Assistant, and Misc. Transportation
Effective Date – February 21, 2020
Job Abandonment

N. Other

1. Early Childhood & Student Services Office
 - a. Jodi L. Readinger – Tutor, Education for Children & Youth Experiencing Homelessness
Effective Date – December 9, 2019
End of Assignment

14. OTHER MATTERS FOR CONSIDERATION

A. EARLY CHILDHOOD & STUDENT SERVICES

—MICHELLE REICHARD-HUFF, DIRECTOR

1. To approve the 2020-2021 BCIU Child Care Holiday Calendar.
2. To approve the submission of the Annual Investment 2020 Application, including certification of Patriot Act Compliance, by the Berks County Intermediate Unit Child Care Program, to the United Way of Berks County for the July 2019 – June 2022 Investment Cycle.
3. To authorize the appropriate officers to execute an agreement between the Berks County Intermediate Unit and Cumberland Therapy Services LLC, D/B/A the Stepping Stones Group, for the Stepping Stones Group to provide speech-language services, at the rate of \$70/hour, effective March 1, 2020, through June 30, 2021.

B. PROFESSIONAL DEVELOPMENT & CURRICULUM

—DANIEL RICHARDS, DIRECTOR

1. To ratify an agreement between the Berks County Intermediate Unit (BCIU) and the Pennsylvania Department of Education for the BCIU to provide professional services relative to providing technical assistance to support the PA Science Standards revision process for a fee of \$340,000 effective January 20, 2020, through September 30, 2020.
2. To ratify an agreement between the Berks County Intermediate Unit (BCIU) and American Institutes for Research, (AIR), for AIR to provide professional services relative to providing technical assistance to support the science standards revision process on behalf of the Pennsylvania Department of Education for a fee of \$280,000 effective January 20, 2020, through August 31, 2020.
3. To ratify an agreement between the Berks County Intermediate Unit (BCIU) and Dr. C. Eve J. Kimball, for Dr. Kimball to provide professional services relative to the Pennsylvania Child Care Health Consultant Pilot Project (CCHC Pilot Project) through the Pennsylvania Head Start State Collaboration Office (HSSCO) for a fee of \$50,000 effective January 1, 2020, through June 30, 2020 (PA Key).
4. To ratify an agreement between the Berks County Intermediate Unit (BCIU) and New World NOW, LLC. (NWN), for NWN to provide professional services relative to the implementation of a Quality Rating and Improvement System (QRIS) for a fee of \$793,650 effective January 22, 2020, through December 31, 2020 (PA Key).
5. To ratify an agreement between the Berks County Intermediate Unit (BCIU) and the Public Health Management Corporation (PHMC), for the BCIU to provide professional services through New World Now, LLC (NWN) relative to the implementation of the Professional Development Registry for Philadelphia, with total services in the amount of \$241,687 effective July 1, 2019, through June 30, 2020 (PA Key).
6. To ratify Amendment #2 to the current agreement between the Berks County Intermediate Unit (BCIU) and the Fred Rogers Center at Saint Vincent College for the Fred Rogers Center at Saint Vincent to modify the scope of services to capture stories from an extended group of individuals who are part of family engagement relationships and expand the creation of resources and tools to promote family engagement relationships and to extend the term through June 30, 2020. This amendment provides for a funding increase of \$25,000 for a revised total of \$205,000. All other terms and conditions remain in force (PA Key).
7. To approve Amendment #2 to the current agreement between the Berks County Intermediate Unit (BCIU) and Propulsion Squared for Propulsion Squared to modify the scope of services to serve the Office of Child Development and Early Learning (OCDEL) in a consultant capacity to provide professional development support to the Quality Coached at the Early Learning Resource Centers. This amendment provides for a funding increase of \$30,000 for a revised total of \$245,000. All other terms and conditions remain in force (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 (BCIU) and Comcast Cable Communications Management, LLC, to renew WAN circuits to 18 BCIU remote locations at a cost of \$3,363.30/month. The term of the agreement is July 1, 2020, through June 30, 2021.
2. To authorize the appropriate officers to execute an agreement between the Berks County Intermediate Unit (BCIU) and PenTeleData, to renew WAN circuits to Transition House Birdsboro at a cost of \$100.95/month. The term of the agreement is July 1, 2020, through June 30, 2021.
3. To authorize the appropriate officers to execute an agreement between the Berks County Intermediate Unit (BCIU) and the PAIUnet for the provisioning of 8000 Mbps of commodity internet services for dedicated use by the BCIU, effective July 1, 2020, through June 30, 2021, at a cost of \$1,200/month pre-Erate discount application.
4. To authorize the appropriate officers to execute a lease (Schedule Number: 539730928200013) with HP, Inc. for a three-year lease for 32 laptop computers at a cost not to exceed \$23,232 effective upon receipt of equipment.
5. To approve the purchase of an InfoSeal PS300 High Volume Folder/Sealer from George Hill Systems at a cost of \$10,495.
6. To authorize the appropriate officers to execute an agreement between the Berks County Intermediate Unit and Blackboard Inc., for Connect Services at a cost of \$1,896/year for 1,200 licenses. The term of this agreement is three years: April 1, 2020, through March 31, 2023.
7. To ratify an agreement between the Berks County Intermediate Unit and DocuSign, Inc. for the purchase of eSignature Enterprise Pro licensing and Premier Support for the period of February 2, 2020, through June 30, 2020, at a cost of \$2,242.50.
8. To approve the purchase of Cofense PhishMe Licenses (for Cybersecurity Education, Training and Awareness platform) from Central Susquehanna Intermediate Unit and on behalf of 14 districts/schools in Berks County, at a cost of \$0.79/license and a total cost of \$4,393.19.
9. To ratify a Service Agreement between the Berks County Intermediate Unit (BCIU) and the Reading School District, for the BCIU to provide PIMS Administration and Support Services, at a rate of \$110/hour not to exceed 15 hours per week, beginning January 13, 2020, through June 30, 2020.
10. To ratify agreements between the Berks County Intermediate Unit and Custom Computer Specialists, Inc., on behalf of the following school districts, for Infinite Campus Implementation Services:
 - a. Daniel Boone Area School District, at a cost of \$84,400
 - b. Fleetwood Area School District, at a cost of \$78,000
 - c. Muhlenberg School District, at a cost of \$79,000
 - d. Oley Valley School District, at a cost of \$60,800

11. To authorize the appropriate officers to execute agreements between the Berks County Intermediate Unit (BCIU) and the following school districts, for the BCIU to provide Infinite Campus Standard Support Services at a cost of \$6.00/student, for the period of July 1, 2020, through June 30, 2021.
 - a. Fleetwood Area School District
 - b. Muhlenberg School District

D. BUSINESS SERVICES/OPERATIONS

—DONNA DELORETTA, CFO / COO

1. To request permission to solicit bids for food service paper products for 2020-2021.
2. To award contracts through the Berks County Joint Purchasing Board for Fuel.
3. To ratify agreements between the Berks County Intermediate Unit and Atlas Transportation, for Atlas Transportation to provide transportation services as follows:
 - a. Transport Contracted Reading students to/from Kutztown University at a rate of \$250/day, effective January 27, 2020.
 - b. Transport Special Needs students to/from Green Valley Academy and Child Career Development Center at a cost of \$375/day, effective February 18, 2020.
 - c. Transport Special Needs students to/from New Story Perkiomen at a rate of \$300/day, effective February 19, 2020.
4. To ratify an agreement between the Berks County Intermediate Unit and Klein Transportation, for Klein Transportation to transport Contracted Reading students to/from Reading Central Middle School (three runs) at a cost of \$159/day, effective January 27, 2020.

E. ADMINISTRATION

—DR. JILL HACKMAN, EXECUTIVE DIRECTOR

1. To appoint Scott Major as the Berks County Intermediate Unit School Digital Millennium Copyright Act (DCMA) Officer, effective February 21, 2020.

15. BOARD MEMBERS DESIRING TO BE HEARD

16. ADJOURNMENT