

COMMITTEE-OF-THE-WHOLE MEETING

I. BCIU HONORS

- ◆ 2020 BCIU OUTSTANDING COMMUNITY PARTNER
 - Daniel W. Fogarty, Director of Workforce Development / Chief Operating Officer, Berks County Workforce Development Board
- ◆ EMPLOYEE OF THE MONTH FOR SEPTEMBER 2020
 - Shamima Mukhtarzada, Paraeducator, Office of Early Childhood and Student Services
- ◆ RETIREMENTS
 - Carol J. Christy, Alternative Education Teacher, Office of Early Childhood and Student Services

FEATURED PROGRAM

- ◆ **INSIDE BCIU: THANKS AND APPRECIATION TO BCIU AND PA KEY STAFF MEMBERS**
 - Dr. Jill M. Hackman, Executive Director

II. EXECUTIVE DIRECTOR'S REPORT

- A. Executive Director Update
 - 1. Newslink
 - 2. Legislative Update
 - 3. Staying Safe: Protocols for Responding to COVID-19
 - 4. BCIU Custodial Checklist
 - 5. Berks County Equity Committee (BCEC)
 - 6. Other Items
- B. Agenda Review

III. EXECUTIVE SESSION

REGULAR MEETING

01. CALL TO ORDER

- A. Pledge to the Flag and Roll Call
- B. Announcements
 - 1. Executive Session
 - 2. Agenda Update
 - 3. Persons Desiring to be Heard
- C. To seat the following BCIU Board representatives, as follows:
 - a. James H. Dotzenroth, Conrad Weiser Area School District, to fill the unexpired term of William Carl, ending June 30, 2022.
 - b. Robin Costenbader-Jacobson, Reading School District, to fill the unexpired term of Jean Kelleher, ending June 30, 2022.

02. APPROVAL OF MINUTES
 A. Meeting of August 20, 2020

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

SOURCE		PAGE	AMOUNT
August	2020 Ratification - IU	1-08	\$2,853,473.50
August	2020 Ratifications - PSDLAF	1-01	\$16,160.97
September	2020 Ratification - IU	1-05	\$338,698.55
September	2020 Approvals - IU	1-05	\$1,759,582.94
TOTAL			\$4,967,915.96

04. INFORMATION ITEM – TOMPKINS/VIST REVENUE ANTICIPATION NOTE – \$10,000,000:

Amount Outstanding
September 11, 2020
\$0

05. INFORMATION ITEM – ACCOUNTS RECEIVABLE AGING REPORT AS OF SEPTEMBER 11, 2020:

Funding Source	Current	30 Days	60 Days	90 Days	120 Days
School Districts	\$602,692.31	\$49,824.73	\$1,918,177.15	\$5,382.88	\$71,999.23
Commonwealth of PA	\$1,509,766.88	\$0.00	\$2,528,981.48	\$0.00	\$0.00
Other Revenue Sources	\$97,912.30	\$67,676.45	\$151,487.69	\$992.00	\$41,096.43
TOTALS	\$2,210,371.49	\$117,501.18	\$4,598,646.32	\$6,374.88	\$113,095.66
GRAND TOTAL	\$7,045,989.53				

06. APPROVAL/RATIFICATION OF HEAD START:

- Head Start Annual Report
- BCIU Head Start Professional Development Training Plan for 2020-2021
- BCIU Head Start Continuation Grant Application for 2021
- Financial Statements (August 2020)
- Credit Card Purchases (August 2020)
- Non-Federal Share Report (August 2020)
- Policy Council Minutes/Resolutions (August 2020)
- Head Start Director’s Report (September 2020)

07. COMBINED FINANCIAL REPORT

CASH

BEGINNING BALANCE AUGUST 1, 2020		\$3,580,092.96
RECEIPTS		
REVENUE RECEIPTS	\$11,978,374.00	
RETURNED CHECKS	\$0.00	
INVESTMENT REDEMPTIONS	<u>\$0.00</u>	<u>\$11,978,374.00</u>
		\$15,558,466.96
DISBURSEMENTS		
PRE-BOARD RATIFICATIONS	\$1,490,441.43	
PRE-BOARD RATIFICATIONS-PSDLAF	\$0.00	
BOARD APPROVALS	\$821,467.19	
POST BOARD RATIFICATIONS PSDLAF	\$16,160.97	
POST BOARD RATIFICATIONS IU	<u>\$2,853,473.50</u>	
TOTAL CHECKS WRITTEN	\$5,181,543.09	
CHECKS VOIDED	(\$433,073.68)	
PAYROLL DISTRIBUTIONS	<u>\$4,358,841.98</u>	<u>\$9,107,311.39</u>
ENDING BALANCE -AUGUST 31, 2020		\$6,451,155.57
CASH AVAILABLE-AUGUST 31, 2020		\$6,451,155.57

08. INVESTMENT OF FUNDS

Interest earned on investments is as follows:

August 2020

Tompkins VIST	\$1,692.79
PNC	\$1.86

09. COMMUNICATIONS

Brian Specht, *Secretary*

10. OLD BUSINESS

1. PSBA Slate of Candidates

11. REPORT OF NEGOTIATIONS COMMITTEE

Elizabeth S. Huhn, *Chair*

12. BUDGETS

A. New and Proposed Budgets

1. BCIU PRE-K COUNTS CARES Act for COVID-19 Relief – Program 130

Office of Early Childhood and Student Services

3/1/20 – 11/30/20

\$40,069

As a result of the CARES Act, BCIU Pre-K Counts has been awarded a supplemental grant for activities in response of COVID-19. This supplement contains funding for actions or activities to prevent, prepare for, and respond to COVID-19. Activities may include, but are not limited to, mental health supports for children and families, needed training for staff, cleaning and sanitizing costs directly related to COVID-19, and other related costs such as PPE, take-home materials for students, and/or technology needs (new).

2. PA PKC & HSSAP CARES Act for COVID-19 Relief – Program 131

Office of Early Childhood and Student Services

3/1/20 – 11/30/20

\$72,829

As a result of the CARES Act, PA Pre-K Counts and Head Start have been awarded a combined supplemental grant for activities in response of COVID-19. This supplement contains funding for actions or activities to prevent, prepare for and respond to COVID-19. Activities may include, but are not limited to, mental health supports for children and families, needed training for staff, cleaning and sanitizing costs directly related to COVID-19, and other related costs such as PPE, take-home materials for students, and/or technology needs (new).

B. Initial Budgets

1. Project ELECT/Fatherhood Initiative – Program 235

(Education Leading to Employment and Career Training)

Office of Early Childhood and Student Services

7/1/20 – 6/30/21

\$652,727

Funded by state, local, and federal monies through the Family Support Act which is designed to enable families with dependent children to become financially independent of public assistance, this budget helps ELECT participants to complete high school and train for a job. Additionally, the fatherhood initiative provides education resources to custodial and non-custodial fathers under the age of 22 who are enrolled in middle school, high school, or GED programs (since 1993).

2. Title I – Neglected – Program 20-261

Office of Early Childhood and Student Services

7/1/20 – 9/30/21

\$34,307

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).

3. Extended School Year – Program 303

Office of Early Childhood and Student Services

7/1/20 – 6/30/21

\$47,681

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. Prison Program – Program 307

Office of Early Childhood and Student Services

7/1/20 – 6/30/21

\$323,238

Funded by the participant's resident district, this program provides education services to adjudicated adolescents who are housed in the Adult Prison Program, including young adults with disabilities who have not yet reached their 21st birthday and have not finished high school (since 1997).

- 5. Pennsylvania Inspired Leadership Initiative – Program 152**
Office of Professional Development and Curriculum
7/1/20 – 6/30/21 \$144,056
Funded by the federal government through Appalachia Intermediate Unit, this program supports the development and improvement of leadership skills through the Principals Induction Program (PIP) and the Continuing Professional Education component for all other school administrators. This consortium, which is led by the BCIU, includes Schuylkill, Colonial, and Carbon-Lehigh Intermediate Units (since 2005).
- 6. Early Childhood Mental Health Initiative – Program 223**
Office of Professional Development and Curriculum
7/1/20 – 6/30/21 \$912,423
Funded by the federal government through BCIU IDEA Section-619 and BCIU State Early Intervention funds, this program provides funding for Early Childhood Mental Health Consultant Specialists to provide targeted mental health support and monitoring to pre-school children in Pre-K Counts, Head Start State Supplemental and Accountability Block Grant programs throughout the state (since 2009).
- 7. Career Readiness – Program 273**
Office of Professional Development and Curriculum
7/1/20 – 6/30/21 \$197,488
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).
- 8. Berks Business Education Partnership Grant – Program 282**
Office of Professional Development and Curriculum
7/1/20 – 6/30/21 \$29,455
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 (since 2019).
- 9. Comprehensive Support and Improvement – Program 284**
Office of Professional Development and Curriculum
7/1/20 – 6/30/21 \$402,168
The BCIU, through agreements with the Allegheny Intermediate Unit (AIU3) and Chester County Intermediate Unit (CCIU24), 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. BCIU will also serve as a lead partner and advisory member for CSI statewide services (2018).

10. Professional Development Programs – Program 600

Office of Professional Development and Curriculum
7/1/20 – 6/30/21

\$86,588

This budget is a proprietary program which provides Continuing Professional Education Courses and charges an appropriate fee to cover the costs of instructors, materials, lab costs, clerical support, and advertising (since 1982).

C. Changes to Initial Budgets

1. Head Start Federal COVID-19 Supplement - Program 20-166

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

\$359,173

Total Proposed Revised Budget: \$536,073

As a result of the CARES Act, Head Start has been awarded a supplemental grant for activities in response of COVID-19. This supplement contains funding for actions or activities to prevent, prepare for, and respond to COVID-19. Activities may include, but are not limited to, mental health supports for children and families, needed training for staff, cleaning and sanitizing costs directly related to COVID-19, and other related costs such as PPE, take-home materials for students, and/or technology needs (new). This change is necessary due to increase in CARES funding.

2. Early Head Start Child Care Partnership - Program 20-168

Office of Early Childhood and Student Services
8/1/20 – 7/31/21

\$28,122

Total Proposed Revised Budget: \$518,231

The Commonwealth of Pennsylvania, Office of Child Development and Early Learning (OCDEL) has contracted with the BCIU to partner with two local Child Care Centers to provide Early Head Start services. The Early Head Start Child Care Partnership (EHS-CCP) will provide full day, full year services designed to promote the development of young children birth to three. Early Head Start promotes the school readiness of low-income children (since 2015). This change is necessary due to COVID-19 funding through the CARES Act.

3. BCIU Pre-K Counts Partnership - Program 231

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

\$6,125

Total Proposed Revised Budget: \$1,546,269

Funded by the state and administered by the PA Department of Education, the BCIU Pre-K Counts Partnership provides high quality preschool services to 160 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.

4. Comprehensive Support and Improvement - Program 284

Office of Professional Development and Curriculum

7/1/19 – 6/30/20

\$3,191

Total Proposed Revised Budget: \$397,623

The BCIU, through agreements with the Allegheny Intermediate Unit (AIU3) and Chester County Intermediate Unit (CCIU24), 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. BCIU will also serve as a lead partner and advisory member for CSI statewide services (2018). This change is necessary due to an increase in allocation.

D. Budgetary Transfers

1. Early Head Start Child Care Partnership – Program 19-168

Office of Early Childhood and Student Services

8/1/19 – 7/31/20

\$4,127

The Commonwealth of Pennsylvania, Office of Child Development and Early Learning (OCDEL) has contracted with the BCIU to partner with two local Child Care Centers to provide Early Head Start services. The Early Head Start Child Care Partnership (EHS-CCP) will provide full day, full year services designed to promote the development of young children birth to three. Early Head Start promotes the school readiness of low-income children (since 2015). These transfers are necessary due to year end projections.

2. PA PRE-K COUNTS - OCDEL – Program 228

Office of Professional Development and Curriculum

7/1/19 – 6/30/20

\$346,600

Funded by the Pennsylvania Department of Education through a contract with the BCIU, this program provides monitoring, technical assistance, consultation, and training and materials for all Pennsylvania Pre-K Counts approved providers. In addition, the BCIU will administer a sub-grant program for two faith-based Pennsylvania Pre-K Counts approved providers (since 2007). These budget transfers were necessary to make year-end adjustments.

3. Special Education Transportation – Program 344

Office of Business Services

7/1/19 – 6/30/20

\$266,150

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 budget transfers are necessary to adjust expenditures to year-end projections.

13. PERSONNEL MATTERS

—ROB ROSENBERRY, DIRECTOR

A. General

1. To approve the Bus/Van Deep Cleaner, Transportation wage rate of \$17.50 per hour.
2. To acknowledge receipt of the list containing Transportation staff changing from part-time status to substitute status due to COVID-19, effective September 1, 2020.
3. To award a professional contract to Tiffany A. Ziegler, Specialized Preschool Teacher - Classroom, Early Intervention, who has completed three years of satisfactory service, effective September 5, 2020.

B. Employment – Ratifications

1. Early Childhood & Student Services Office
 - a. Mariangelin Cruz-Berrios – Paraeducator, Head Start
Recommended Hourly Rate – Level II, Probationary, \$12.67
Effective Date – September 8, 2020
Additional Position
 - b. Kendall A. Graff – Teacher of the Visually Impaired – Itinerant, Special Education
Recommended Annual Salary – Column 1, Step 1, \$46,784 (to be prorated)
Effective Date – August 24, 2020
Replacement
 - c. Riley Owen – Teacher, Head Start
Recommended Hourly Rate – Level III, Probationary, \$19.96
Effective Date – September 8, 2020
Replacement
 - d. Ilein N. Parra – Level V Bilingual Secretary, Pre-K Counts
Recommended Hourly Rate – \$14.43
Effective Date – August 31, 2020
Replacement
 - e. Virginia A. Popoli – Teacher of the Hearing Impaired – Classroom, Special Education
Recommended Annual Salary – Column 2, Step 16, \$75,165 (to be prorated)
Effective Date – August 24, 2020
Additional Position
 - f. Andrea Zabrecchi – Mental Health Specialist, Head Start
Recommended Hourly Rate – Level I, Probationary, \$23.22
Effective Date – September 8, 2020
Additional Position

C. Change of Status – Ratifications

1. Business Services/Operations Office
 - a. Rosann Becker – Part-time Bus/Van Deep Cleaner, Transportation
Recommended Hourly Rate – \$17.50
Effective Date – August 31, 2020
Additional Assignment

- b. Jose Cintron-Silva
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 – September 2, 2020
Voluntary Reassignment
- c. Darlenny Diaz
Change from Part-time Driver w & w/o Bus License, Assistant, Misc., and Trainer, Transportation to Substitute Driver w & w/o Bus License, Assistant, Misc., and Trainer, Transportation
No Change in Recommended Hourly Rates
Effective Date – August 19, 2020
Voluntary Reassignment
- d. Sherry Fidler – Part-time Bus/Van Deep Cleaner, Transportation
Recommended Hourly Rate – \$17.50
Effective Date – August 31, 2020
Additional Assignment
- e. Kristen Grassley – Part-time Bus/Van Deep Cleaner, Transportation
Recommended Hourly Rate – \$17.50
Effective Date – August 31, 2020
Additional Assignment
- f. Ivelisse Guerra
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 17, 2020
Voluntary Reassignment
- g. Lakia Harris – Part-time Bus/Van Deep Cleaner, Transportation
Recommended Hourly Rate – \$17.50
Effective Date – August 31, 2020
Additional Assignment
- h. Kathleen Rabun
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 17, 2020
Voluntary Reassignment
- i. Amy Reidmiller
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 17, 2020
Voluntary Reassignment

- j. Luz Ruiz – Part-time Bus/Van Deep Cleaner, Transportation
Recommended Hourly Rate – \$17.50
Effective Date – August 31, 2020
Additional Assignment
- k. Thomas Semmel – Part-time Bus/Van Deep Cleaner, Transportation
Recommended Hourly Rate – \$17.50
Effective Date – August 31, 2020
Additional Assignment
- l. Rileydi Tapia
Change from Part-time School Bus Driver Trainee, Transportation to
Part-time Driver w/o Bus License, Assistant, and Misc. Transportation
Change in Recommended Hourly Rate from \$12.20 to \$14.35, \$12.15, and \$11.08
Effective Date – September 1, 2020
Replacement
- m. Jeremy Tinnin
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 31, 2020
Voluntary Reassignment
- n. Jose Valdez – Part-time Bus/Van Deep Cleaner, Transportation
Recommended Hourly Rate – \$17.50
Effective Date – August 31, 2020
Additional Assignment
- o. Mark Veres
Change from Part-time School Bus Driver Trainee, Transportation to
Part-time Driver w & w/o Bus License, Assistant, and Misc. Transportation
Change in Recommended Hourly Rate from \$12.20 to \$17.10, \$14.35, \$12.15, and \$11.08
Effective Date – August 17, 2020
Obtained CDL
- p. Jacqueline Yoder – Part-time Bus/Van Deep Cleaner, Transportation
Recommended Hourly Rate – \$17.50
Effective Date – August 31, 2020
Additional Assignment
- 2. Early Childhood & Student Services Office
 - a. Dr. JoAnna Cogan-Ferchalk – School Psychologist, Early Intervention
Change Recommended Annual Salary from Column 8, Step 11, \$73,661 to
Column 8, Step 11, \$88,393.20
Effective Date – September 8, 2020
Reorganization (10 months to 12 months)

- b. Susan Gernert – Paraeducator, Pre-K Counts
Recommended Hourly Rate – \$12.30
Effective Date – August 14, 2020
Additional Hours (not to exceed 6.5 hours)
- c. Megan Griffin – Enrollment Specialist, Pre-K Counts
Effective Date – September 8, 2020
Removal of Assignment
- d. Jamie Kingsbury – Special Education Teacher – Itinerant, Special Education
Change Recommended Annual Salary from Column 7, Step 7, \$66,201 to
Column 8, Step 7, \$67,438
Effective Date – September 1, 2020
Salary Adjustment per BCIUEA Agreement
- e. Lindsay Nester – Speech Therapist, Early Intervention
Change Recommended Annual Salary from Column 5, Step 5, \$61,650 to
Column 6, Step 5, \$62,342
Effective Date – July 1, 2020
Salary Adjustment per BCIUEA Agreement
- f. Marina Nunez
Change from Paraeducator, Early Intervention to Substitute Paraeducator, Early Intervention
Change Recommended Hourly Rate from \$13.69 to \$10.05
Effective Date – August 31, 2020
Voluntary Reassignment
- g. Shelly Olexa Marino – Paraeducator, Pre-K Counts
Recommended Hourly Rate – \$12.37
Effective Date – August 10, 2020 – August 22, 2020
Additional Hours (not to exceed 6.5 hours)
- h. Marlaina Schlegel
Change from Specialized Preschool Teacher – Classroom, Early Intervention to
Specialized Preschool Teacher – Coordinator, Early Intervention
No Change in Recommended Annual Salary
Effective Date – September 8, 2020
Replacement
- i. Denali Shook – Teacher, Pre-K Counts
Recommended Hourly Rate – \$33.44
Effective Date – August 10, 2020 – August 22, 2020
Additional Hours (not to exceed 14 hours) – Correction to End Date
- j. Jennifer St. Clair
Change from Educational Interpreter, Special Education to
Substitute Educational Interpreter, Special Education
Change in Recommended Hourly Rate from \$24.00 to \$20.57
Effective Date – August 31, 2020
Voluntary Reassignment

- k. Erika Tarnoski – Specialized Preschool Teacher – Itinerant, Early Intervention
Change Recommended Annual Salary from Column 3, Step 1, \$48,293 to
Column 4, Step 1, \$58,236
Effective Date – July 1, 2020
Salary Adjustment per BCIUEA Agreement

3. Professional Development & Curriculum Office

- a. Nichole Kinsey – Remedial Teacher, Act 89
Change Recommended Annual Salary from Column 7, Step 10, \$70,010 to
Column 8, Step 10, \$71,247
Effective Date – September 1, 2020
Salary Adjustment per BCIUEA Agreement
- b. Carissa Noel – Program Administrator, OPDC
Change Recommended Annual Salary from \$87,326.28 to \$43,663.14 (to be prorated)
Effective Date – September 1, 2020
Change in Status

D. Additions to 2020-2021 Approved Substitute Lists – Ratifications

Alternative Education

Marina Nunez, Specialist – Effective August 24, 2020

Child Care

Chianna Irrizary, Teacher – Effective August 31, 2020

Head Start

Chianna Irrizary, Teacher – Effective August 31, 2020

Marina Nunez, Teacher – Effective August 24, 2020

Special Education

Marina Nunez, Specialist – Effective August 24, 2020

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

No Items to Consider

F. Remove from 2019-2020 Approved Substitute Lists

Transportation

Helen Finkbone, Substitute Bus/Van Assistant and Misc. Transportation

Effective Date – June 9, 2020

Remove from 2020-2021 Approved Substitute Lists

Child Care

Chianna Irrizary, Paraeducator – Effective August 28, 2020

Head Start

Chianna Irrizary, Paraeducator – Effective August 28, 2020

Marina Nunez, Paraeducator – Effective August 21, 2020

G. Employment – Approvals

1. Human Resources Office
 - a. Heather A. Chambers – Human Resources Coordinator
Recommended Annual Salary – \$58,000 (to be prorated)
Effective Date – October 7, 2020
Replacement

H. Change of Status – Approvals

1. Business Services/Operations Office
 - a. Cecilia Carpenter – Dispatcher, Transportation
Effective Date – September 21, 2020
Removal of Assignment
 - b. Bethzaida Cheek – Dispatcher, Transportation
Effective Date – September 21, 2020
Removal of Assignment
 - c. Tina Grande – Driver/Garage Assistant, Transportation
Effective Date – September 21, 2020
Removal of Assignment
 - d. Patricia Stefanick – Driver/Garage Assistant, Transportation
Effective Date – September 21, 2020
Removal of Assignment
 - e. Jeffrey Webber – Vehicle Maintenance Technician, Transportation
Effective Date – September 21, 2020
Removal of Assignment
2. Human Resources Office
 - a. Alexis Luckhart
Change from Program Administrator, Office of Human Resources to
Assistant Director, Office of Human Resources
Change Recommended Annual Salary from \$88,000 to \$100,945
Effective Date – October 5, 2020
Reorganization
3. Early Childhood and Student Services Office
 - a. Katherine Kline – Speech Therapist
Change Recommended Annual Salary from Column 4, Step 3, \$59,225 to Column 5,
Step 3, \$59,918
Effective Date – January 1, 2021
Salary Adjustment per BCIUEA Agreement
4. Professional Development & Curriculum Office
 - a. Marcelle McGhee – Educational Technology Specialist, OPDC
Change Recommended Annual Salary from \$59,651.33 to \$60,651.33 (to be prorated)
Effective Date – September 21, 2020
Reorganization

I. Leave of Absence Requests

1. Business Services/Operations Office

Personal Leave (paid – with benefits – FMLA)

- a. Christopher Hess – Vehicle Maintenance Technician, Transportation
Effective Date – September 14, 2020

Personal Leave (paid – without benefits – FMLA)

- b. Alicia Kachel – Part-time Driver w & w/o Bus License, Assistant, and Misc. Transportation
Effective Date – August 31, 2020
- c. Jennifer Pineda – Part-time Driver w/o Bus License, Assistant, and Misc. Transportation
Effective Date – September 14, 2020
- d. Masiel Ramirez de Gomez – Part-time Driver w & w/o Bus License, Assistant, and Misc. Transportation
Effective Date – August 31, 2020

Personal Leave (unpaid – without benefits – FMLA)

- e. Yahaira Haddock – Part-time Driver w & w/o Bus License, Assistant, and Misc. Transportation
Effective Date – August 19, 2020
- f. Freddy Peralta – Part-time Driver w/o Bus License, Assistant, and Misc. Transportation
Effective Date – September 3, 2020

Personal Leave (unpaid – without benefits – not FMLA)

- g. David Arentz – Level II Custodian, Facilities
Effective Date – August 25, 2020
- h. Melissa Beltran Del Rio – Part-time Driver w/o Bus License, Assistant, and Misc. Transportation
Effective Date – September 2, 2020
- i. Timothy Koch – Part-time Driver w/o Bus License, Assistant, and Misc. Transportation
Effective Date – September 2, 2020

2. Early Childhood & Student Services Office

Personal Leave (paid – with benefits – FMLA)

- a. Luis Huertas-Cirino, Security Specialist, Alternative Education
Effective Date – September 8, 2020
- b. Yameiry Perez – Paraeducator, Head Start
Effective Date – August 31, 2020
- c. Ashley Sierra – Paraeducator, Head Start
Effective Date – August 19, 2020
- d. Sarah Thompson – Specialized Preschool Teacher – Classroom, Early Intervention
Effective Date – September 14, 2020

Personal Leave (paid – with benefits – Intermittent FMLA)

- e. David Kapoana – Supervisor, Alternative Education
Effective Date – August 28, 2020
- f. Alyssa Kulik – Specialized Preschool Teacher – Classroom, Early Intervention
Effective Date – September 14, 2020

J. Return from Leave of Absence Requests

1. Business Services/Operations Office

Personal Leave (unpaid – without benefits – not FMLA)

- a. David Arentz – Level II Custodian, Facilities
Effective Date – August 31, 2020

2. Early Childhood & Student Services Office
Personal Leave (unpaid – with benefits – not FMLA)
 - a. Jill Brossman – Teacher, Head Start
Effective Date – August 17, 2020
3. Professional Development & Curriculum Office
Personal Leave (unpaid – with benefits – FMLA)
 - a. Carissa Noel – Program Administrator, OPDC
Effective Date – September 1, 2020

K. Retirements

1. Business Services/Operations Office
 - a. Norma E. Folk – Part-time Driver w/o Bus License, Assistant, and Misc. Transportation
Effective Date – June 16, 2020
 - b. Freddy Peralta – Part-time Driver w/o Bus License, Assistant, and Misc. Transportation
Effective Date – September 10, 2020
2. Early Childhood & Student Services Office
 - a. Kathleen M. Weber – Paraeducator, Pre-K Counts
Effective Date – August 14, 2020

L. Resignations

1. Business Services/Operations Office
 - a. Ibharr G. Campo – Part-time Driver w/o Bus License, Assistant, and Misc. Transportation
Effective Date – June 16, 2020
 - b. Russell C. Crow – Part-time Driver w & w/o Bus License, Assistant, and Misc. Transportation
Effective Date – June 5, 2020
 - c. Jeannie L. Frey – Part-time Driver w/o Bus License, Assistant, and Misc. Transportation
Effective Date – June 11, 2020
 - d. Tracy L. Karabaich – Part-time Driver w/o Bus License, Assistant, and Misc. Transportation
Effective Date – September 3, 2020
 - e. Jassmin Mejia – Part-time Bus/Van Assistant and Misc. Transportation
Effective Date – September 4, 2020
 - f. Quentin H. Veil – Part-time Driver w/o Bus License, Assistant, and Misc. Transportation
Effective Date – June 11, 2020
2. Early Childhood & Student Services Office
 - a. Christian A. Burggraf – Security Specialist, Alternative Education
Effective Date – August 21, 2020
 - b. Barbara E. Burgos – Teacher, Head Start
Effective Date – September 11, 2020
 - c. Conni L. DeAcosta – Paraeducator, Pre-K Counts
Effective Date – August 25, 2020
 - d. Monica A. Dean – Paraeducator, Early Intervention
Effective Date – September 1, 2020
 - e. Misty R. Esslinger – Teacher, Pre-K Counts
Effective Date – October 1, 2020
 - f. Amanda L. Laky – Paraeducator, Pre-K Counts
Effective Date – August 17, 2020
 - g. Amanda M. Olaguibel – Paraeducator, Head Start
Effective Date – August 17, 2020

3. Professional Development & Curriculum Office
 - a. Melissa E. Evans – Infant and Early Childhood Mental Health Consultant, PA Key
 Effective Date – September 4, 2020

M. Terminations

1. Early Childhood & Student Services Office
 - a. Carmen I. Cortes – Paraeducator, Head Start
 Effective Date – September 18, 2020
Job Abandonment
 - b. Steven B. Long – Teacher, Pre-K Counts
 Effective Date – September 18, 2020
Violation of Policy

N. Other

1. Business Services/Operations Office
 - a. Adaline T. Jordan – Supervisor, Transportation, Training and Safety
 Effective Date – September 21, 2020
Furlough

14. OTHER MATTERS FOR CONSIDERATION

A. EARLY CHILDHOOD & STUDENT SERVICES

—DR. MICHELLE REICHARD-HUFF, DIRECTOR

1. To ratify Amendment #5 to the current agreement #ICA-184683-16 between the Berks County Intermediate Unit (BCIU) and the County of Berks, for the County of Berks to extend the current agreement related to the delivery of alternative education services to residents placed in the County Residential Center with amendments to the scope of work for a one (1) year term, effective August 1, 2020, through July 31, 2021. Additionally, each month from September 2020 through June 2021, the BCIU will invoice the County 1/10 of the \$506,580 agreement amount.

B. PROFESSIONAL DEVELOPMENT & CURRICULUM

—DANIEL RICHARDS, DIRECTOR

1. To ratify agreements between the Berks County Intermediate Unit (BCIU) and the following school districts, for BCIU to provide Title I services to students who reside within Title I eligible schools and attend nonpublic schools, effective August 1, 2020, through June 15, 2021:

School District	Total Services
Antietam	28,612.48
Exeter Township	6,242.00
Fleetwood Area	3,443.00
Oley Valley	2,832.00

2. To ratify an addendum to the current agreement between the Berks County Intermediate Unit (BCIU) and the Reading School District, for the BCIU to provide Title I, Title II, and Title IV services to students who reside within Title I, Title II, and Title IV eligible schools and attend nonpublic schools, effective September 1, 2020, through August 31, 2021, for the following amounts:

Reading School District	Total Services
Title I	\$564,919.00
Title II	22,596.76
Title IV	5,706.00

3. To ratify an agreement between the Berks County Intermediate Unit and Discovery Education Services for streaming video services on behalf of the Berks County school districts for \$77,094.05. The term of the agreement is from July 1, 2020, through June 30, 2021.
4. To ratify agreements between the Berks County Intermediate Unit and the following organizations, for the noted organizations to provide professional services related to the Pennsylvania Pre-K Counts Program, effective July 1, 2020, through June 30, 2021 (PA Key):

ENTITY	ALLOCATION	CHILDREN SERVED
Lancaster Mennonite School	\$350,000	40 Full Day
Imani Christian School	\$157,500	18 Full Day

5. To ratify an agreement between the Berks County Intermediate Unit (BCIU) and South Central Community Action Programs, Inc. (SCCAP), for SCCAP to provide technical assistance activities to early childhood education practitioners for a fee of \$179,274 effective July 1, 2020, through June 30, 2021 (PA Key).
6. To ratify an agreement between the Berks County Intermediate Unit (BCIU) and the Center for Schools and Communities (CSC), for CSC to provide a series of qualitative and quantitative analyses of survey and administrative data from Pennsylvania’s Head Start programs and other sources to assess the landscape of Head Start activities in Pennsylvania as well as participate in the Head Start Collaboration Office’s Homelessness Stakeholder Group, including developing resources that result from its efforts for a fee of \$20,000 for the period of July 1, 2020, through June 30, 2021 (PA Key).
7. To ratify Amendment #1 to the current agreement between the Berks County Intermediate Unit (BCIU) and the Pennsylvania State University (PSU), for PSU to modify its scope of services to develop a series of vodcasts to provide updates based on the latest science and discoveries for best practice routines for Early Childhood Education professionals as they care for young children throughout the pandemic. This amendment provides for a funding increase of \$8,050 for a revised total of \$376,547. All other terms and conditions remain in force (PA Key).
8. To ratify an agreement between the Berks County Intermediate Unit (BCIU) and Veirdre Jackson, for Ms. Jackson to provide coaching services supporting OCDEL’s Early Head Start Child Care Partnership and Home-based programs on behalf of the BCIU for a total amount not to exceed \$76,000 for the period of August 1, 2020, through July 31, 2021 (PA Key).

9. To ratify an agreement between the Berks County Intermediate Unit (BCIU) and Mary Ellen Mannix, for Ms. Mannix to provide coaching services supporting OCDEL's Early Head Start Child Care Partnership behalf of the BCIU for a total amount not to exceed \$45,000 for the period of August 1, 2020, through July 31, 2021 (PA Key).
10. To ratify an agreement between the Berks County Intermediate Unit (BCIU) and Mary Ellen Mannix, for Ms. Mannix to provide health consultation services supporting OCDEL's Early Head Start Child Care Partnership behalf of the BCIU for a total amount not to exceed \$58,430 for the period of August 1, 2020, through July 31, 2021 (PA Key).
11. To ratify an agreement between the Berks County Intermediate Unit (BCIU) and Roger D. Phillips, Ph.D., for Dr. Phillips to provide program mental health consulting services supporting OCDEL's Early Head Start Program behalf of the BCIU for a total amount not to exceed \$83,470 for the period of August 1, 2020, through July 31, 2021 (PA Key).
12. To ratify an agreement between the Berks County Intermediate Unit (BCIU) and Lauren Ryan, for Ms. Ryan to provide coaching services supporting OCDEL's Early Head Start Child Care Partnership behalf of the BCIU for a total amount not to exceed \$45,000 for the period of August 1, 2020, through July 31, 2021 (PA Key).

C. INFORMATION TECHNOLOGY

—SCOTT MAJOR, CIO / DIRECTOR

1. To ratify an agreement between the Berks County Intermediate Unit (BCIU) and Zoom Video Communications, Inc., for the consortium purchase of Zoom licenses to be utilized by and invoiced to participating member school districts. The term of the agreement is August 26, 2020, through August 25, 2021, at a cost not to exceed \$45,000.
2. To ratify the renewal of a service agreement between the Berks County Intermediate Unit and Norstar Networks, for service and ongoing maintenance of the Mitel Unified Communications system at a cost of \$27,557 for the term of September 1, 2020, through August 31, 2021.
3. To authorize the appropriate officers to execute a lease (Schedule Number: 539730928200015) with HP, Inc., for a three-year lease for 100 laptop computers at a cost not to exceed \$72,100 effective upon receipt of the equipment.

D. BUSINESS SERVICES/OPERATIONS

—DONNA DELORETTA, CFO / COO

1. To ratify a three-year renewal agreement between the Berks County Intermediate Unit (BCIU) and GANDL, LLC, for the BCIU to lease building space from GANDL, LLC for the operation of Child Care, Head Start, Pre-K-Counts, and Early Intervention programs. The base monthly rent is \$9,716.67 with annual base rent increases thereafter of 3%, effective September 1, 2020, through August 31, 2023, with automatic one-year renewals.
2. To authorize the appropriate officers to execute an agreement between the Berks County Intermediate Unit (BCIU) and Conrad Siegel Actuaries, for Conrad Siegel Actuaries to provide professional services for the completion of Affordable Care Act (ACA) reporting for the 2020 calendar year at a fee of \$7,500 (no increase).

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, 2020, through September 30, 2021, at the following rates:

Breakfast	\$1.30 per meal
Lunch	\$2.68 per meal
Snack	\$.77 per meal
Pantry Box	\$4.85 per meal (Breakfast / Lunch)
Pantry Box	\$4.30 per meal (Lunch / Snack)

4. To ratify agreements between the Berks County Intermediate Unit (BCIU) and the following schools for the schools to provide meals for Head Start, effective July 1, 2020, through June 30, 2021, as follows:

<u>Provider (lunches)</u>	<u>Rate/Child</u>	<u>Increase</u>
BCTC East (Oley)	\$2.56	\$.08 child
BCTC West (Blue Marsh)	\$2.56	\$.08 child
<u>Reading-Muhlenberg CTC</u>	<u>Rate/Child</u>	<u>Increase</u>
Breakfast	\$1.69	\$.04 child
Lunch	\$2.56	\$.06 child
Snack	\$1.13	\$.03 child
<u>Cumru and Mifflin Park</u>	<u>Rate/Child</u>	<u>Increase</u>
Breakfast	\$2.26	\$.22 child
Lunch	\$3.51	\$.29 child

E. ADMINISTRATION

—DR. JILL HACKMAN, EXECUTIVE DIRECTOR

No Items to Consider

15. BOARD MEMBERS DESIRING TO BE HEARD

16. ADJOURNMENT