

**COMMITTEE-OF-THE-WHOLE MEETING**

**I. BCIU HONORS**

- ◆ **EMPLOYEE OF THE MONTH FOR FEBRUARY 2021**  
 — Jason Pehlman, Transportation Mechanic, Office of Business Services / Operations
- ◆ **RETIREES**  
 — Suzanne P. Glenn, Regional Program Quality Assessor, The Pennsylvania Key
- ◆ **FEATURED PROGRAM**  
 — Inside BCIU: A Look At My Job | Transportation Program

**II. EXECUTIVE DIRECTOR’S REPORT**

- A. Executive Director Update
1. Newslink
  2. BCIU Marketing Communication Plan
  3. Proposed State Budget
  4. Legislative Report
  5. Committee on Legislative Action (COLA) Targeted Advocacy Campaign
  6. Bridging the Digital Divide: Increasing Internet Access
  7. State Program Reviews for Head Start, Pre-K Counts, and Early Intervention
  8. Annie Sullivan Awards | Wednesday, April 7, 2021 | 5:00 P.M. to 6:00 P.M. (Virtual)
  9. Other Items

**III. EXECUTIVE SESSION**

**IV. AGENDA REVIEW**

**REGULAR MEETING**

**01. CALL TO ORDER**

- A. Pledge to the Flag and Roll Call
- B. Announcements
1. Executive Session
  2. Agenda Update
  3. Persons Desiring to be Heard

**02. APPROVAL OF MINUTES**

- A. Meeting of January 21, 2021

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

SOURCE		PAGE	AMOUNT
January	2021 Ratifications - IU	1-09	\$1,505,254.07
January	2021 Ratifications - PSDLAF	1-01	\$8,315.38
February	2021 Ratifications - IU	1-04	\$688,754.85
February	2021 Approvals	1-04	\$940,017.19
<b>TOTAL</b>			<b>\$3,142,341.49</b>

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

<b>Amount Outstanding</b>
February 12, 2021
\$0

**05. INFORMATION ITEM – ACCOUNTS RECEIVABLE AGING REPORT AS OF FEBRUARY 12, 2021:**

Funding Source	Current	30 Days	60 Days	90 Days	120 Days
School Districts	\$1,894,652.70	\$393,526.32	\$45,313.13	\$380,050.25	\$53,470.70
Commonwealth of PA	\$6,522,563.57	\$0.00	\$50,422.22	\$0.00	\$0.00
Other Revenue Sources	\$277,928.62	\$76,309.00	\$11,650.86	\$3,679.12	\$7,743.68
<b>TOTALS</b>	<b>\$8,695,144.89</b>	<b>\$469,835.32</b>	<b>\$107,386.21</b>	<b>\$383,729.37</b>	<b>\$61,214.38</b>
<b>GRAND TOTAL</b>	<b>\$9,717,310.17</b>				

**06. APPROVAL/RATIFICATION OF HEAD START:**

- Financial Statements (January 2021)
- Credit Card Purchases (January 2021)
- Non-Federal Share Report (January 2021)
- Policy Council Minutes/Resolutions (January 2021)
- Head Start Director’s Reports
- 2021-2022 BCIU Head Start Full Day Calendar
- 2021-2022 BCIU Head Start Part Day Calendar

**07. COMBINED FINANCIAL REPORT**

**CASH**

<b>BEGINNING BALANCE JANUARY 1, 2021</b>		<b>\$6,116,149.47</b>
RECEIPTS		
REVENUE RECEIPTS	\$9,618,743.97	
RETURNED CHECKS	\$0.00	
INVESTMENT REDEMPTIONS	<u>\$0.00</u>	<u>\$9,618,743.97</u>
		\$15,734,893.44
DISBURSEMENTS		
PRE-BOARD RATIFICATIONS	\$816,861.79	
PRE-BOARD RATIFICATIONS-PSDLAF	\$0.00	
BOARD APPROVALS	\$1,036,864.72	
POST BOARD RATIFICATIONS		
PSDLAF	\$8,315.38	
POST BOARD RATIFICATIONS IU	<u>\$1,505,254.07</u>	
TOTAL CHECKS WRITTEN	\$3,367,295.96	
CHECKS VOIDED	(\$13,728.34)	
PAYROLL DISTRIBUTIONS	<u>\$4,712,874.02</u>	<u>\$8,066,441.64</u>
ENDING BALANCE -JANUARY 31, 2021		\$7,668,451.80
<b>CASH AVAILABLE-JANUARY 31,2021</b>		<b>\$7,668,451.80</b>

**08. INVESTMENT OF FUNDS**

Interest earned on investments is as follows:

**JANUARY 2021**

Tompkins VIST	\$680.08
PNC	\$1.04

**09. COMMUNICATIONS**

Brian Specht, *Secretary*

1. Letter of appreciation to the Berks County Intermediate Unit Education for Children and Youth Experiencing Homelessness (ECYEH) staff from Dr. Tracy Shank, Superintendent, on behalf of the Board of Directors of the Oley Valley School District for donations and support for students and families.
2. Note of appreciation to the Berks County Intermediate Unit Board, the Twin Valley School District School Board, and Reading Pediatrics from Dr. Michele O'Brien, NCC, NCSC, Twin Valley School District Counselor, for the offerings and assistance to school district employees by providing the COVID vaccination.
3. Note of appreciation to the Berks County Intermediate Unit Board of Directors from the BCIU Act 89 staff for School Director Recognition Month.
4. Certificate of appreciation from the U.S. Census Bureau for Berks County Intermediate Unit's participation in the 2020 Census Community Partnership and Engagement Program.

**10. OLD BUSINESS**

*No Items to Consider*

**11. REPORT OF NEGOTIATIONS COMMITTEE**

Elizabeth S. Huhn, *Chair*

**12. BUDGETS**

**A. New and Proposed Budgets**

**1. Early Intervention – GEER - Continuity of Education  
for Compensatory Education Services – Program 20-146**

Office of Early Childhood and Student Services

3/13/20 – 9/30/21

\$232,684

As a result of the CARES Act, Early Intervention has been awarded a supplemental grant for activities in response to COVID-19. This supplement contains funding to provide compensatory services and support to eligible young children who did not make meaningful progress as a result of their inability to access FAPE during COVID-19 mitigation efforts. Compensatory services will be provided by contracted service providers and BCIU staff beyond their annual contractual calendar year. Various general and technology supplies will be purchased in order to support the fluid movement between in person and teleintervention instruction models based on the COVID situation in our community and assist with the mitigation efforts.

- 2. Early Intervention – GEER - Health and Safety – Program 20-148**  
Office of Early Childhood and Student Services  
3/13/20 – 9/30/21 \$130,384  
As a result of the CARES Act, Early Intervention has been awarded a supplemental grant for activities in response to COVID-19. This supplement contains funding for staff training, policy development, equipment, and support to meet the public health guidelines for reopening. This includes cleaning/sanitation guidelines, providing personal protective equipment (PPE) for staff, and establishing other protocols designed to ensure the health and safety of children and adults. In order to support staff social distancing, an unused area of the Lower Alsace Learning Center will be renovated to accommodate office space, phones, and internet connections for 10 staff members.
  
- 3. The Pennsylvania Key Professional Services – Program 675**  
Office of Professional Development and Curriculum  
7/1/20 – 6/30/21 \$138,520  
This proprietary program captures fee-for-service projects that utilize the professional expertise of The Pennsylvania Key and the agencies with which they are engaged. Activities will not compete or conflict with the primary objectives of OCDEL, are governed by an OCDEL-approved cost allocation plan and will be funded by local and other organizational revenues (new).

**B. Initial Budgets**

- 1. Safe Schools Initiative Targeted Grant (Non-Public) – Program 179**  
Office of Professional Development and Curriculum  
7/1/20 – 6/30/21 \$48,488  
The purpose of the Safe Schools Initiative Targeted Grant (Non-Public) is to assist school entities by providing funding for services related to security planning and/or purchasing of security-related technology. This budget represents two awards to LaSalle Academy and St. Ignatius School. This is state funding provided by The Pennsylvania Department of Education’s Office for Safe Schools (since 2019).
  
- 2. Statewide System of Support Initiatives – Program 209**  
Office of Professional Development and Curriculum  
7/1/20 – 6/30/21 \$249,921  
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**

- 1. Early Intervention - ACCESS – Program 215**  
Office of Early Childhood and Student Services  
7/1/20 – 6/30/21 \$92,007  
**Total Proposed Revised Budget: \$869,127**  
Funded by the state, this program, now referred to as School-Based Access Program (SBAP), is an avenue for the BCIU to receive additional federal funding through Medicaid dollars for medical/mental health related special education services to students in the PA Medical Assistance Program (since 1991). This change reflects an increase to our reimbursement target.

- 2. Early Intervention – Program 348**  
Office of Early Childhood and Student Services  
7/1/20 – 6/30/21 \$992,481  
**Total Proposed Revised Budget: \$17,773,498**  
Funded by the state, this program provides services to newly identified, preschool handicapped children in Berks County (since 1983). The change is necessary due to an additional state funding allocation of \$900,474 and a \$92,007 increased MA target.
- 3. ESSER-NON-PUBLIC – Program 193**  
Office of Professional Development and Curriculum  
3/13/20 – 9/30/22 \$541,628  
**Total Proposed Revised Budget: \$604,596**  
The Non-Public ESSER program is one-time federal emergency funds to help private schools respond to COVID-19 impacts. These funds are intended to support COVID-19 response efforts and may be spent on 10 allocable activities. The Berks County school districts may choose to contract with the Berks County Intermediate Unit to manage these funds for the eligible non-public schools within Berks County. The ESSER services for non-public schools are developed in consultation with officials of the school districts and in accordance with federal regulations (since 2020). This change is necessary due to agreements with additional school districts.
- 4. Early Childhood Mental Health Initiative – Program 223**  
Office of Professional Development and Curriculum  
7/1/19 – 6/30/20 \$108,956  
**Total Proposed Revised Budget: \$1,010,102**  
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). This budget change reflects additional funding provided in FY 19/20.
- 5. The Pennsylvania Key – Program 225**  
Office of Professional Development and Curriculum  
7/1/19 – 6/30/20 \$214,079  
**Total Proposed Revised Budget: \$18,231,977**  
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. The Pennsylvania 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). This budget change is necessary to reflect year end expenditures and additional funding for special initiatives.

**6. CARES ACT Funding – County of Berks – Program 134**

Office of Business Services

7/1/20 – 9/30/20

\$687

**Total Proposed Revised Budget: \$85,634**

The purpose of the Berks County CARES Grant Program is to assist educational institutions and educational services in the County that have been negatively impacted by the COVID-19 public health crisis. The BCIU will utilize this grant towards defraying the costs of employee paid leave due to COVID-19 illness or quarantine, increased technology requirements, and additional cleaning supplies, labor and PPE required for the safe operation of our student transportation services. This change to budget is necessary to make program-end adjustments.

**D. Budgetary Transfers**

*No Items to Consider*

**13. PERSONNEL MATTERS**

—ROB ROSENBERRY, DIRECTOR

**A. General**

1. To ratify the unpaid internship of Jessica Dunn, Kutztown University undergraduate student majoring in Special Education: Vision Impairment, under the supervision of Sheri Hoffert, Special Education Itinerate Teacher, and Cindy Mock, Special Education Itinerate Teacher, effective January 20, 2021 through May 6, 2021.
2. To approve the elimination of the following positions effective February 19, 2021:
  - a. Driver Education Certified Instructor (with additional Test Certification)
  - b. Driver Education Certified Instructor
  - c. Driver Education Trainer

**B. Employment – Ratifications**

1. Business Services/Operations Office
  - a. Carl E. Andrzejewski – Part-time Driver w/o Bus License, Assistant, and Misc. Transportation  
Recommended Hourly Rates – \$14.35, \$12.15, and \$11.08  
Effective Date – February 8, 2021  
*Replacement*
  - b. Cory L. Hambrick – Level II Custodian, Custodial  
Recommended Hourly Rate – \$13.16  
Effective Date – January 18, 2021  
*Additional Position*
2. Early Childhood & Student Services Office
  - a. Chasity L. Boyer – Paraeducator, Head Start  
Recommended Hourly Rate – Level I, Probationary, \$12.11  
Effective Date – January 18, 2021  
*Replacement*
  - b. Mary-Teresa C. James – Audiologist, Special Education  
Recommended Hourly Rate – Column 7, Step 16, \$68.74  
Effective Date – January 25, 2021  
*Additional Position*

**C. Change of Status – Ratifications**

1. Business Services/Operations Office

a. Jose Cintron-Silva

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 – October 27, 2020

*Rescind Replacement*

b. Dennis Damiani

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 21, 2020

*Voluntary Reassignment*

c. Lizette DeLong

Change from Assistant Payroll Specialist, Fiscal Services to Payroll Specialist, Fiscal Services

No Change in Recommended Annual Salary

Effective Date – February 1, 2021

*Position Title Change*

d. Kaytlin Kramer

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 – January 19, 2021

*Voluntary Reassignment*

e. Mariluz Montanez

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 – January 22, 2021

*Voluntary Reassignment*

f. Kim Murray

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 – October 30, 2020

*Voluntary Reassignment*

g. Aaron Schutter

Change from Part-time School Bus Driver Trainee 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 – January 14, 2021

*Obtained CDL*

- h. Beth Stewart  
Change from Assistant Payroll Specialist, Fiscal Services to Payroll Specialist, Fiscal Services  
No Change in Recommended Annual Salary  
Effective Date – February 1, 2021  
*Position Title Change*
  
- 2. Early Childhood & Student Services Office
  - a. Jessica Bailey – Guidance Counselor, Alternative Education  
Change Recommended Annual Salary from Column 4, Step 4, \$59,720 to  
Column 5, Step 4, \$60,413 (to be prorated)  
Effective Date – February 1, 2021  
*Salary Adjustment per BCIUEA Agreement*
  
  - b. Jennifer Frick  
Change from Teacher, Head Start to Mental Health Specialist, Head Start  
Change Recommended Hourly Rate from Level III, Entry, \$20.51 to Level I, Probationary, \$23.22  
Effective Date – January 25, 2021  
*Replacement*
  
  - c. Amy Kauffman  
Change from Floating Teacher, Head Start to Teacher, Head Start  
No Change in Recommended Hourly Rate  
Effective Date – January 25, 2021  
*Replacement*
  
  - d. Christeen Kazmierczak – Specialized Preschool Teacher – Classroom, Early Intervention  
Change Recommended Annual Salary from Column 5, Step 11, \$70,346 to  
Column 6, Step 11, \$71,039 (to be prorated)  
Effective Date – January 1, 2021  
*Salary Adjustment per BCIUEA Agreement*
  
  - e. Stacey Orth  
Change from Paraeducator, Early Intervention to Substitute Paraeducator, Early Intervention  
Change Recommended Hourly Rate from \$11.35 to \$10.05  
Effective Date – January 5, 2021  
*Voluntary Reassignment*
  
  - f. Grace Phillips – Paraeducator, Head Start  
Change Recommended Hourly Rate from Level I, Entry, \$12.67 to Level II, Entry, \$13.21  
Effective Date – January 20, 2021  
*Obtained CDA*
  
  - g. Jamie Sauselen – Paraeducator, Head Start  
Change Recommended Hourly Rate from Level I, Entry, \$12.67 to Level II, Entry, \$13.21  
Effective Date – January 14, 2021  
*Obtained CDA*



- h. Catherine Skrocki – Specialized Preschool Teacher – Classroom, Early Intervention  
Change Recommended Annual Salary from Column 3, Step 16, \$75,965 to  
Column 4, Step 16, \$86,705 (to be prorated)  
Effective Date – January 1, 2021  
*Salary Adjustment per BCIUEA Agreement*
- i. Amy Slovick – Speech Therapist, Early Intervention  
Change Recommended Annual Salary from Column 5, Step 10, \$67,932 to  
Column 6, Step 10, \$68,625 (to be prorated)  
Effective Date – January 1, 2021  
*Salary Adjustment per BCIUEA Agreement*
- j. Sarah Thompson  
Change from Specialized Preschool Teacher – Classroom, Early Intervention to  
Specialized Preschool Teacher – Itinerant, Early Intervention  
No Change in Recommended Annual Salary  
Effective Date – January 11, 2021  
*Replacement*
- k. Alicia Vaux – Teacher, Pre-K Counts  
Change Recommended Annual Salary from Column 1, Step 5, \$41,008 to  
Column 2, Step 5, \$46,079 (to be prorated)  
Effective Date – February 1, 2021  
*Salary Adjustment per SEIU Agreement*
- l. Yadja Wagner – Speech Therapist, Early Intervention  
Change Recommended Annual Salary from Column 5, Step 12, \$72,721 to  
Column 6, Step 12, \$73,414 (to be prorated)  
Effective Date – January 1, 2021  
*Salary Adjustment per BCIUEA Agreement*
- m. Sara West Hoffert – Occupational Therapist, Early Intervention  
Change Recommended Annual Salary from Column 4, Step 6, \$62,194 to  
Column 5, Step 6, \$62,886 (to be prorated)  
Effective Date – January 1, 2021  
*Salary Adjustment per BCIUEA Agreement*
- n. Kelli Wilson – Speech Therapist, Early Intervention  
Change Recommended Annual Salary from Column 4, Step 2, \$58,731 to  
Column 5, Step 2, \$59,423 (to be prorated)  
Effective Date – January 1, 2021  
*Salary Adjustment per BCIUEA Agreement*

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

Transportation

Lawrence Benning, Substitute Miscellaneous, Transportation –  
Effective February 8, 2021

Maryangel Fuentes-Shaffer, Substitute Bus/Van Assistant and Misc. Transportation –  
Effective February 8, 2021

Laurann Singleton, Substitute Bus/Van Assistant and Misc. Transportation –  
Effective February 8, 2021

David Soriano, Substitute School Bus Driver Trainee, Transportation –  
Effective February 8, 2021

**E. Additions to Approved 2020-2021 Out-Of-Class Substitute Lists – Ratifications**

Early Intervention

Linda Schmitz – Effective January 4, 2021

Head Start

Grace Phillips – Effective January 20, 2021

Jamie Sauselen – Effective January 14, 2021

**F. Remove from 2020-2021 Approved Substitute Lists**

*No Items to Consider*

**G. Employment – Approvals**

*No Items to Consider*

**H. Change of Status - Approvals**

1. Early Childhood & Student Services

- a. Brian Hocking – Driver Education Certified Instructor, Driver Education  
Effective Date – February 19, 2021  
*Removal of Assignment*

2. Human Resources Office

- a. Kellilyn Aten – Human Resources Specialist  
Change Recommended Annual Salary from \$47,300 to \$49,000 (to be prorated)  
Effective Date – March 1, 2021  
*Reorganization*
- b. Heather Chambers  
Human Resources Coordinator to Human Resources Supervisor  
Change Recommended Annual Salary from \$58,000 to \$70,000 (to be prorated)  
Effective Date – March 1, 2021  
*Reorganization*
- c. Debra Gaenzle – Attendance and Compensation Specialist  
Change Recommended Annual Salary from \$46,920 to \$48,620 (to be prorated)  
Effective Date – March 1, 2021  
*Reorganization*

- d. Kelly Hollenbach – Staffing/Recruitment Specialist  
Change Recommended Annual Salary from \$51,815.04 to \$53,515 (to be prorated)  
Effective Date – March 1, 2021  
*Reorganization*
- e. Cynthia Shires – Benefits Specialist  
Change Recommended Annual Salary from \$46,950 to \$48,650 (to be prorated)  
Effective Date – March 1, 2021  
*Reorganization*
- f. Lori Swenk – Human Resources Specialist  
Change Recommended Annual Salary from \$43,723 to \$45,423 (to be prorated)  
Effective Date – March 1, 2021  
*Reorganization*

**I. Leave of Absence Requests**

- 1. Business Services/Operations Office  
Personal Leave (unpaid – without benefits – not FMLA)
  - a. Blanca Lopez – Part-time Driver w/o Bus License, Assistant, and Misc. Transportation  
Effective Date – January 25, 2021

**J. Return from Leave of Absence Requests**

- 1. Business Services/Operations Office  
Personal Leave (unpaid – without benefits – not FMLA)
  - a. Randy Becker – Level III Custodian, Custodial  
Effective Date – January 19, 2021
- 2. Professional Development & Curriculum Office  
Personal Leave (unpaid – with benefits – not FMLA)
  - a. Erika Burns – Infant Early Childhood Mental Health Consultant, The Pennsylvania Key  
Effective Date – February 8, 2021

**K. Retirements**

- 1. Early Childhood & Student Services Office
  - a. Deborah C. Sittler – Level V Program Secretary, Early Intervention  
Effective Date – July 6, 2021

**L. Resignations**

- 1. Business Services/Operations Office
  - a. Beverly M. May – Part-time Driver w/o Bus License, Assistant, and Misc. Transportation  
Effective Date – July 24, 2019
  - b. Selina Ortiz – Part-time Driver w/o Bus License, Assistant, and Misc. Transportation  
Effective Date – January 27, 2021
  - c. Aileen Vega Pagan – Part-time Driver w/o Bus License, Assistant, and Misc. Transportation  
Effective Date – January 15, 2021

2. Early Childhood & Student Services Office
  - a. Chasity L. Boyer – Paraeducator, Head Start  
Effective Date – February 12, 2021
  
3. Professional Development & Curriculum Office
  - a. Elizabeth J. Fox-Parks – Early Head Start Specialist, The Pennsylvania Key  
Effective Date – February 19, 2021

**M. Terminations**

*No Items to Consider*

**N. Other**

1. Early Childhood & Student Services Office
  - a. Scott A. Charles – Driver Education Certified Instructor, Driver Education  
Effective Date – February 19, 2021  
*Position Elimination*
  - b. Ryan M. Thomas – Driver Education Certified Instructor, Driver Education  
Effective Date – February 19, 2021  
*Position Elimination*

**14. OTHER MATTERS FOR CONSIDERATION**

**A. EARLY CHILDHOOD & STUDENT SERVICES**

—DR. MICHELLE REICHARD-HUFF, DIRECTOR

*No Items to Consider*

**B. PROFESSIONAL DEVELOPMENT & CURRICULUM**

—DANIEL RICHARDS, DIRECTOR

1. To approve a memorandum of understanding between the Berks County Intermediate Unit (BCIU) and Albright College, for the terms of partnership regarding the marketing, enrollment, and offering of cross-organizational Continuing Professional Education (CPE) and graduate-level courses. The MOU is effective upon completion of all entity signatures.
  
2. To ratify an agreement between the Berks County Intermediate Unit (BCIU) and The Health Federation of Philadelphia (HFP), for the HFP to provide a “Becoming Trauma Informed Workshop Series” and “Becoming Trauma Informed Training of Trainers” to support the professional development needs expressed by The Pennsylvania Key’s Cross Systems Infant Early Childhood Mental Health Initiatives for a fee not to exceed \$41,200 for the period of February 1, 2021, through December 31, 2021 (The Pennsylvania Key).
  
3. To ratify an agreement between the Berks County Intermediate Unit (BCIU) and Grace Whitney, Ph.D., for Dr. Whitney to provide data analysis of Pennsylvania Head Start Collaboration Office needs assessment data and develop and deliver training for a fee not to exceed \$38,000 for the period of February 15, 2021, through June 30, 2021 (The Pennsylvania Key).
  
4. To ratify an agreement between the Berks County Intermediate Unit (BCIU) and the Public Health Management Corporation (PHMC), for the PHMC to provide the Alternative Pathway Program to PK-4 certification to a minimum of twenty-one (21) PA PKC teachers in the Southeast region for a fee not to exceed \$211,890 for the period of February 1, 2021, through June 30, 2021 (The Pennsylvania Key).

5. To ratify Amendment #1 to the current agreement between the Berks County Intermediate Unit (BCIU) and The Devereux Center for Resilient Children (DCRC), for DCRC to modify its scope of services to provide additional professional development webinars. This amendment is effective February 3, 2021, and provides for a funding increase of \$6,750 for a revised total of \$126,350. All other terms and conditions remain in force (The Pennsylvania Key).
6. To ratify Amendment #4 to the current agreement between the Berks County Intermediate Unit (BCIU) and Living Strong Consulting, LLC, for Living Strong Consulting, LLC to modify its scope of services to provide additional related Trauma Informed Collaboration Services; provide additional Early Head Start Home Based Coaching Services; and reduce the cost of services for prior coaching services. This amendment provides for a net funding increase of \$52,008 for a revised total of \$200,608 and an extension to the agreement from July 31, 2021, to December 31, 2021. All other terms and conditions remain in force (The Pennsylvania Key).
7. To ratify Amendment #1 to the current agreement between the Berks County Intermediate Unit (BCIU) and Roger D. Phillips, Ph.D. to modify its scope of services to increase the number of hours of related services provided per month from up to 60 hours to up to 75 hours. This amendment is effective February 1, 2021 and provides for a funding increase of \$20,930 for a revised total of \$104,400. All other terms and conditions remain in force (The Pennsylvania Key).
8. To approve Amendment #1 to the agreement between the Berks County Intermediate Unit (BCIU) and the Central Susquehanna Intermediate Unit (CSIU), for CSIU to modify its scope of services to continue to provide professional services related to the maintenance and minimal development of the SMART / Document Uploader databases effective July 1, 2021, through March 31, 2021. This amendment provides for a funding increase of \$121,746 for a revised total of \$282,150 (The Pennsylvania 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 Windstream Enterprise, for building-to-building network connection at the Transportation Center, 61 Berkley Road, at a cost of \$630 per month (\$7,560 for the year). The term of the contract is July 1, 2021, through June 30, 2024.
2. To authorize the appropriate officers to execute an agreement between the Berks County Intermediate Unit (BCIU) and Comcast Cable Management LLC, for building-to-building network connection at the Pennsylvania Key Office, 200 N 3rd Street, Harrisburg, at a cost of \$910 per month (\$10,920 per year). The term of the agreement is July 1, 2021, through June 30, 2024. Note that this is a savings of more than \$478 per month over the previous contract while increasing bandwidth from 200Mbps to 500Mbps.
3. To authorize the appropriate officers to execute an agreement between the Berks County Intermediate Unit (BCIU) and Comcast Cable Communications Management LLC, for building-to-building network connections at both the St. Paul's and Lower Alsace buildings, at a combined cost of \$1,074 per month (\$12,888 per year). The term of the agreement is July 1, 2021, through June 30, 2024. Note that this is a savings of more than \$1,200 per month over the previous contract while increasing bandwidth from 100Mbps to 200Mbps.

4. To ratify 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, to June 30, 2021, at a cost of \$1,200 per month pre-Erate discount application.

**D. BUSINESS SERVICES/OPERATIONS**

—DONNA DELORETTA, CFO / COO

1. To approve Chase Bank as an additional depository for BCIU funds, effective February 18, 2021.

**E. ADMINISTRATION**

—DR. JILL HACKMAN, EXECUTIVE DIRECTOR

*No Items to Consider*

**15. BOARD MEMBERS DESIRING TO BE HEARD**

**16. ADJOURNMENT**