COMMITTEE-OF-THE-WHOLE MEETING

I. BCIU HONORS

♦ EMPLOYEE OF THE MONTH FOR APRIL 2021
   — Mary-Kate McGuire, Early Intervention Specialized Preschool Teacher, Office of Early Childhood and Student Services

♦ RETIREE
   — Kathryn Raifsnider, Assistant Program Administrator, Transportation, Office of Business Services / Operations

♦ BCIU CHAMPIONS
   — Bill Gleason, Program Administrator for Safety and Security, Office of Business Services
   — Candace Hall, Program Administrator, Office of Professional Development and Curriculum
   — Beth Kozloski, Executive Assistant, Office of the Executive Director
   — Dr. Brenda Robertson, BCIU Pandemic Coordinator, and Program Administrator of Logistics, Office of Early Childhood and Student Services

II. FEATURED PROGRAM

♦ Inside BCIU | The Pennsylvania Key’s Equity Awareness Project
   — Dr. Marnie Aylesworth, Executive Director, The Pennsylvania Key

♦ Committee on Legislative Action (COLA) Targeted Advocacy Campaign: Special Education Funding | Meet Paisley’s Team
   — Dr. Michelle Reichard-Huff, Director, Office of Early Childhood and Student Services

III. EXECUTIVE DIRECTOR’S REPORT

A. Executive Director Update
   1. Newslink
   2. Vaccine Clinic Update
   3. PAIU Day on the Hill
   4. Legislative Report
   5. Other Items

IV. EXECUTIVE SESSION

V. 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

C. To seat Joseph A. Lupia, Jr. as the BCIU Representative from the Muhlenberg School District, to fill the unexpired term of Randall R. Madara, effective March 10, 2021, through June 30, 2022.
D. To acknowledge receipt of bids through the Berks County Joint Purchasing Board for the following:
1. Fuel on Wednesday, December 2, 2020, at 11:00 A.M.
2. Physical Education Equipment and Supplies on Tuesday, February 23, 2021, at 11:00 A.M.
3. Digital Media Equipment and Technology Supplies on Tuesday, March 2, 2021, at 11:00 A.M.

02. APPROVAL OF MINUTES
A. Meeting of March 18, 2021

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

<table>
<thead>
<tr>
<th>SOURCE</th>
<th>PAGE</th>
<th>AMOUNT</th>
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<tr>
<td>March</td>
<td>2021 Ratifications - IU</td>
<td>1-16</td>
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<td>March</td>
<td>2021 Ratifications - PSDLAF</td>
<td>1-01</td>
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<tr>
<td>April</td>
<td>2021 Ratifications - IU</td>
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04. INFORMATION ITEM – TOMPKINS/VIST REVENUE ANTICIPATION NOTE – $10,000,000:

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<td>April 9, 2021</td>
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05. INFORMATION ITEM – ACCOUNTS RECEIVABLE AGING REPORT AS OF APRIL 9, 2021:

<table>
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<tr>
<th>Funding Source</th>
<th>Current</th>
<th>30 Days</th>
<th>60 Days</th>
<th>90 Days</th>
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<td>School Districts</td>
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<td>Commonwealth of PA</td>
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<td>Other Revenue Sources</td>
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<td>$0.00</td>
<td>$9,270.88</td>
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<td>TOTALS</td>
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<td>$1,978,538.48</td>
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<td>$293,685.79</td>
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<td>GRAND TOTAL</td>
<td>$5,192,158.40</td>
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</tbody>
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06. APPROVAL/RATIFICATION OF HEAD START:
- Head Start Cost of Living Adjustment (COLA) 2021 Application
- Head Start CRRSA Act 2021 Application
- Head Start Salary Scale 2021 (also listed at 13. A. 3.)
- OHS COLA Funding Guidance Letter
- OHS CRRSA Funds Application Announcement
- Head Start December 2020 Final Report
- Financial Statements (March 2021)
- Credit Card Purchases (March 2021)
- Non-Federal Share Report (March 2021)
- Policy Council Minutes/Resolutions (March 2021)
- Head Start Director’s Reports
**07. COMBINED FINANCIAL REPORT**

**CASH**

**BEGINNING BALANCE MARCH 1, 2021**  
$8,247,749.09

**RECEIPTS**

- REVENUE RECEIPTS  
  $12,006,448.79

- RETURNED CHECKS  
  $0.00

- INVESTMENT REDEMPTIONS  
  $0.00  
  $12,006,448.79

**DISBURSEMENTS**

- PRE-BOARD RATIFICATIONS  
  $625,154.57

- PRE-BOARD RATIFICATIONS-PSDLAF  
  $4,372.90

- BOARD APPROVALS  
  $902,609.14

- POST BOARD RATIFICATIONS

  - PSDLAF  
    $5,900.59

  - POST BOARD RATIFICATIONS IU  
    $1,719,775.07

- TOTAL CHECKS WRITTEN  
  $3,257,812.27

- CHECKS VOIDED  
  ($140,452.27)

- PAYROLL DISTRIBUTIONS  
  $4,946,243.04  
  $8,063,603.04

**ENDING BALANCE -MARCH 31, 2021**  
$12,190,594.84

**CASH AVAILABLE-MARCH 31, 2021**  
$12,190,594.84

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**08. INVESTMENT OF FUNDS**

Interest earned on investments is as follows:

**MARCH 2021**

- Tompkins VIST  
  $1,021.40

- PNC  
  $.44

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**09. COMMUNICATIONS**

Brian Specht, *Secretary*

1. Acknowledgement and thank you for contribution to West Lawn United Methodist Church for the Benevolence Fund in memory of Mr. Randy Madara.

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**10. OLD BUSINESS**

*No Items to Consider*

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**11. REPORT OF NEGOTIATIONS COMMITTEE**

Elizabeth S. Huhn, *Chair*
12. **BUDGETS**

A. **New and Proposed Budgets**

1. **Tower Behavioral Health – Program 624**
   
   Office of Early Childhood and Student Services
   
   2/1/21 – 6/30/21
   
   BCIU and Tower Behavioral Health joined to develop a collaborative program for students in inpatient hospitalization for mental health treatment. The Tower Behavioral Health Program is a licensed hospitalization program serving students through crisis, emergency hospitalization, parent referrals, community agency referrals, and school district recommendation. Students receive counseling services provided by Tower Health staff. Educational services and social skills instruction are provided by an IU teacher. There is coordination with the students’ hospitalization treatment team and resident school district to provide a continuum of academic support with efforts focused on maintaining students’ progress in their home district’s curriculum. The educational component is funded by the resident school districts of the students. This program has been in existence (since February 2021).

   **Budget**
   
   $60,525

B. **Initial Budgets**

   *No Items to Consider*

C. **Changes to Initial Budgets**

   *No Items to Consider*

D. **Budgetary Transfers**

1. **BCIU PRE-K Counts – Program 230**
   
   Office of Early Childhood and Student Services
   
   7/1/20 – 6/30/21
   
   Pre-K Counts is a state-funded initiative designed to provide high quality preschool services to children. This program, administered through the PA Department of Education, provides funding to serve 137 at-risk children who primarily reside in Reading School District plus other areas of Berks County as defined in the BCIU’s contract with the Berks Community Action Program. PDE has defined “at-risk” as children whose families earn less than 300% of the federal poverty level, those who are English Language Learners, or children who have special needs as defined by their I.E.Ps (since 2007). These transfers are necessary for year-end projections.

   **Budget**
   
   $8,440

2. **BCIU PRE-K Counts Partnership – Program 231**
   
   Office of Early Childhood and Student Services
   
   7/1/20 – 6/30/21
   
   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 transfers are necessary for year-end projections.

   **Budget**
   
   $56,500
3. The Pennsylvania Key Early Head Start Home Visiting (EHS-HV) – Program 20-287
Office of Professional Development and Curriculum
1/1/20 – 12/31/20 $146,371
This program consists of funding for the administration and facilitation of OCDEL’s Early Head Start Home Visiting Program that serves 168 children and families in Lawrence, Lebanon, and Lancaster counties. Early Head Start programs provide family-centered services for low-income families tailored for the unique needs of infants and toddlers to promote their physical, cognitive, social and emotional development. The funding supports contracted professional Nutrition, Health and Mental Health coaches, and portions of the EHS Manager, EHS Specialist, and other staff positions to administer the grant, along with appropriate travel and supplies. The Pennsylvania Key staff partners with Lancaster-Lebanon IU#13 and Children’s Advocacy Center of Lawrence County and provides monitoring, assistance, training and oversight to give full report to OCDEL’s Early Head Start Policy Council and Governing Body. Each year, we resubmit our plan for this grant, #03CH3474 on behalf of OCDEL. It is considered a non-competing application contingent on program compliance (since 2019). These budget transfers were necessary to make year-end adjustments.

13. PERSONNEL MATTERS
—ROB ROSENBERRY, DIRECTOR
A. General
1. To award professional contracts to the following employees who have completed three years of satisfactory service as noted below:
   a. Janet L. Guidotto, Specialized Preschool Teacher – Classroom, Early Intervention, effective April 3, 2021
   b. Katherine A. Kline, Speech Therapist, Early Intervention, effective April 9, 2021
2. To approve the position description for Early Head Start Data Specialist, The Pennsylvania Key.
3. To approve the revised Berks County Head Start Salary Schedule, effective January 1, 2021.
4. To approve the elimination of the Training and Safety Supervisor, Transportation position, effective April 16, 2021.

B. Employment – Ratifications
1. Business Services/Operations Office
   a. Josephine M. Audette – Part-time Driver w/o Bus License, Assistant, and Misc. Transportation
      Recommended Hourly Rates – $14.35, $12.15, and $11.08
      Effective Date – March 29, 2021
      Replacement
   b. Mauro A. Ciabattoni – Part-time Driver w/o Bus License, Assistant, and Misc. Transportation
      Recommended Hourly Rates – $14.35, $12.15, and $11.08
      Effective Date – March 22, 2021
      Replacement
   c. Jose E. Garcia – Part-time School Bus Driver Trainee, Transportation
      Recommended Hourly Rate – $12.20
      Effective Date – March 29, 2021
      Replacement
d. Steven W. George – Part-time Driver w/o Bus License, Assistant, and Misc. Transportation
   Recommended Hourly Rates – $17.10, $14.35, $12.15, and $11.08
   Effective Date – April 5, 2021
   Replacement

e. Miosodis O. Gonzalez – Part-time Bus/Van Assistant and Misc. Transportation
   Recommended Hourly Rates – $12.15 and $11.08
   Effective Date – March 29, 2021
   Replacement

C. Change of Status – Ratifications
1. Business Services/Operations Office
   a. Joseph Angelisanti, Jr.
      Change from Substitute Driver w/o Bus License, Assistant, and Misc. Transportation to
      Part-time Driver w/o Bus License, Assistant, and Misc. Transportation
      No Change in Recommended Hourly Rates
      Effective Date – March 22, 2021
      Replacement

   b. Bobbi Behm
      Change from Substitute Driver w/o Bus License, Assistant, and Misc. Transportation to
      Part-time Driver w/o Bus License, Assistant, and Misc. Transportation
      No Change in Recommended Hourly Rates
      Effective Date – March 22, 2021
      Replacement

   c. Lawrence Benning
      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 – March 1, 2021
      Replacement

   d. Lawrence Benning
      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 – March 29, 2021
      Voluntary Reassignment

   e. Patricia Care
      Change from Substitute Driver w/o Bus License, Assistant, and Misc. Transportation to
      Part-time Driver w/o Bus License, Assistant, and Misc. Transportation
      No Change in Recommended Hourly Rates
      Effective Date – March 22, 2021
      Replacement

   f. Cecilia Carpenter – Dispatcher, Transportation
      Recommended Hourly Rate – $18.05
      Effective Date – March 15, 2021
      Additional Assignment
g. Kelly Carter
  Change from Substitute Driver w/ w/o Bus License, Assistant, and Misc. Transportation to
  Part-time Driver w/ w/o Bus License, Assistant, and Misc. Transportation
  No Change in Recommended Hourly Rates
  Effective Date – March 22, 2021
  Replacement

h. Darryl Damiani
  Change from Substitute Driver w/ Bus License, Assistant, and Misc. Transportation to
  Part-time Driver w/ Bus License, Assistant, and Misc. Transportation
  No Change in Recommended Hourly Rates
  Effective Date – March 22, 2021
  Replacement

i. Nagah Deyab
  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 – March 22, 2021
  Replacement

j. Peggy Ferko
  Change from Substitute Driver w/ Bus License, Assistant, and Misc. Transportation to
  Part-time Driver w/ Bus License, Assistant, and Misc. Transportation
  No Change in Recommended Hourly Rates
  Effective Date – March 22, 2021
  Replacement

k. Deborah Fisher
  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 – March 22, 2021
  Replacement

l. Jan Fisher
  Change from Substitute Driver w/ w/o Bus License, Assistant, and Misc. Transportation to
  Part-time Driver w/ w/o Bus License, Assistant, and Misc. Transportation
  No Change in Recommended Hourly Rates
  Effective Date – March 22, 2021
  Replacement

m. Cheri Garcia
  Change from Substitute Driver w/ w/o Bus License, Assistant, and Misc. Transportation to
  Part-time Driver w/ w/o Bus License, Assistant, and Misc. Transportation
  No Change in Recommended Hourly Rates
  Effective Date – March 22, 2021
  Replacement
n. Cheri Garcia – Bus/Van Deep Cleaner, Transportation
   Recommended Hourly Rate – $17.50
   Effective Date – March 22, 2021
   Additional Assignment

o. Ralph Haag
   Change from Substitute Driver w & w/o Bus License, Assistant, and Misc. Transportation to
   Part-time Driver w & w/o Bus License, Assistant, and Misc. Transportation
   No Change in Recommended Hourly Rates
   Effective Date – March 22, 2021
   Replacement

p. Amanda Hill
   Change from Substitute Driver w/o Bus License, Assistant, and Misc. Transportation to
   Part-time Driver w/o Bus License, Assistant, and Misc. Transportation
   No Change in Recommended Hourly Rates
   Effective Date – March 22, 2021
   Replacement

q. Tammy Hill
   Change from Substitute Driver w & w/o Bus License, Assistant, and Misc. Transportation to
   Part-time Driver w & w/o Bus License, Assistant, and Misc. Transportation
   No Change in Recommended Hourly Rates
   Effective Date – March 22, 2021
   Replacement

r. Sandra Hines
   Change from Substitute Driver w/o Bus License, Assistant, and Misc. Transportation to
   Part-time Driver w/o Bus License, Assistant, and Misc. Transportation
   No Change in Recommended Hourly Rates
   Effective Date – February 26, 2021
   Replacement

s. Tammy Hunsicker
   Change from Substitute Driver w & w/o Bus License, Assistant, and Misc. Transportation to
   Part-time Driver w & w/o Bus License, Assistant, and Misc. Transportation
   No Change in Recommended Hourly Rates
   Effective Date – March 22, 2021
   Replacement

t. Tammy Hunsicker
   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 – March 24, 2021
   Voluntary Reassignment
u. Kaytlin Kramer
   Change from Substitute Driver w/o Bus License, Assistant, and Misc. Transportation to
   Part-time Driver w/o Bus License, Assistant, and Misc. Transportation
   No Change in Recommended Hourly Rates
   Effective Date – March 22, 2021
   Replacement

v. Clarence Lash
   Change from Substitute Driver w/o Bus License, Assistant, and Misc. Transportation to
   Part-time Driver w/o Bus License, Assistant, and Misc. Transportation
   No Change in Recommended Hourly Rates
   Effective Date – January 11, 2021
   Replacement

w. Elizabeth Lebo
   Change from Substitute Driver w & w/o Bus License, Assistant, and Misc. Transportation to
   Part-time Driver w & w/o Bus License, Assistant, and Misc. Transportation
   No Change in Recommended Hourly Rates
   Effective Date – March 22, 2021
   Replacement

x. Carolyn Marquardt
   Change from Substitute Driver w & w/o Bus License, Assistant, and Misc. Transportation to
   Part-time Driver w & w/o Bus License, Assistant, and Misc. Transportation
   No Change in Recommended Hourly Rates
   Effective Date – March 22, 2021
   Replacement

y. Wanda Marrero
   Change from Substitute Driver w & w/o Bus License, Assistant, and Misc. Transportation to
   Part-time Driver w & w/o Bus License, Assistant, and Misc. Transportation
   No Change in Recommended Hourly Rates
   Effective Date – March 22, 2021
   Replacement

z. Iralisa Mercedes
   Change from Substitute Driver w & w/o Bus License, Assistant, and Misc. Transportation to
   Part-time Driver w & w/o Bus License, Assistant, and Misc. Transportation
   No Change in Recommended Hourly Rates
   Effective Date – March 22, 2021
   Replacement

aa. Michael Molina
   Change from Substitute Driver w & w/o Bus License, Assistant, and Misc. Transportation to
   Part-time Driver w & w/o Bus License, Assistant, and Misc. Transportation
   No Change in Recommended Hourly Rates
   Effective Date – March 22, 2021
   Replacement
bb. Mariluz Montanez  
Change from Substitute Driver w & w/o Bus License, Assistant, and Misc. Transportation to  
Part-time Driver w & w/o Bus License, Assistant, and Misc. Transportation  
No Change in Recommended Hourly Rates  
Effective Date – April 6, 2021  
Replacement

c. Kim Murray  
Change from Substitute Driver w & w/o Bus License, Assistant, and Misc. Transportation to  
Part-time Driver w & w/o Bus License, Assistant, and Misc. Transportation  
No Change in Recommended Hourly Rates  
Effective Date – March 22, 2021  
Replacement

dd. Migieny Peralta  
Change from Substitute Driver w & w/o Bus License, Assistant, and Misc. Transportation to  
Part-time Driver w & w/o Bus License, Assistant, and Misc. Transportation  
No Change in Recommended Hourly Rates  
Effective Date – March 22, 2021  
Replacement

e. Linda Rimes  
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 – March 19, 2021  
Voluntary Reassignment

ff. Maria Rodriguez  
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 – March 22, 2021  
Replacement

gg. Daniel Rosa  
Change from Substitute Driver w/o Bus License, Assistant, and Misc. Transportation to  
Part-time Driver w/o Bus License, Assistant, and Misc. Transportation  
No Change in Recommended Hourly Rates  
Effective Date – March 1, 2021  
Replacement

hh. Aaron Schutter  
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 – March 22, 2021  
Voluntary Reassignment
ii. Jeffery Shaffer
   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 – April 12, 2021
   Voluntary Reassignment

jj. Jeffery Shaffer – School Bus Fueler, Transportation
   Effective Date – April 12, 2021
   Removal of Assignment

kk. Michael Szajna – Bus/Van Deep Cleaner, Transportation
   Recommended Hourly Rate – $17.50
   Effective Date – March 22, 2021
   Additional Assignment

ll. Marsha Walter
   Change from Substitute Driver w & w/o Bus License, Assistant, and Misc. Transportation to Part-time Driver w & w/o Bus License, Assistant, and Misc. Transportation
   No Change in Recommended Hourly Rates
   Effective Date – March 22, 2021
   Replacement

mm. Brenda Williams
   Change from Substitute Driver w & w/o Bus License, Assistant, and Misc. Transportation to Part-time Driver w & w/o Bus License, Assistant, and Misc. Transportation
   No Change in Recommended Hourly Rates
   Effective Date – March 22, 2021
   Replacement

nn. Stephanie Wolfe
   Change from Substitute Driver w & w/o Bus License, Assistant, and Misc. Transportation to Part-time Driver w & w/o Bus License, Assistant, and Misc. Transportation
   No Change in Recommended Hourly Rates
   Effective Date – March 22, 2021
   Replacement

2. Early Childhood & Student Services Office
   a. Gleidy Bachiller Duran – Paraeducator, Head Start
      Change Recommended Hourly Rate from Level II, Probationary, $12.67 to Level II, Entry, $13.21
      Effective Date – March 15, 2021
      Completed Probationary Period

   b. Ana Moya-Perez – Paraeducator, Head Start
      Change Recommended Hourly Rate from Level I, Entry, $12.67 to Level II, Entry, $13.21
      Effective Date – March 6, 2021
      Obtained CDA
c. Kara Stezenko – Educational Interpreter, Special Education  
   Recommended Hourly Rate – $23.50  
   Effective Date – March 29, 2021 – June 1, 2021  
   Additional Hours (not to exceed 15 hours)

d. Alison Zeller – Paraeducator, Head Start  
   Change Recommended Hourly Rate from Level I, Probationary, $12.11 to Level I, Entry, $12.67  
   Effective Date – March 15, 2021  
   Completed Probationary Period

3. Professional Development & Curriculum Office  
   a. Melissa Montanez-Rodriguez  
      Change from Enrollment Specialist, Child Care to Online Learning, Training and Consultation and Technology Project Specialist, OPDC  
      Change Recommended Annual Salary from $35,774 to $40,377 (to be prorated)  
      Effective Date – March 29, 2021  
      Replacement

   b. Sandra Webber  
      Change from Level V Accounting Clerk, Fiscal Services to Level V Program Secretary, OPDC  
      No Change in Recommended Hourly Rate  
      Effective Date – April 12, 2021  
      Replacement

D. Additions to 2020-2021 Approved Substitute Lists – Ratifications  
   Transportation  
   Michael Molina, Substitute School Bus Fueler – Effective March 22, 2021  
   Luisa Rodriguez, Substitute School Bus Fueler – Effective March 22, 2021  
   Kiaonna Tucker, Substitute Bus/Van Deep Cleaner – Effective March 22, 2021  
   Stephanie Wolfe, Substitute Bus/Van Deep Cleaner – Effective March 22, 2021

E. Additions to Approved 2020-2021 Out-Of-Class Substitute Lists – Ratifications  
   Ana Moya-Perez – Effective March 6, 2021

F. Remove from 2020-2021 Approved Substitute Lists  
   No Items to Consider

G. Employment – Approvals  
   1. Business Services/Operations Office  
      a. John J. Coakely – Assistant Program Administrator, Transportation  
         Recommended Annual Salary – $76,000 (to be prorated)  
         Effective Date – to be determined pending pre-employment process  
         Replacement

H. Change of Status - Approvals  
   1. Early Childhood & Student Services Office  
      a. Neishlarie Iraola  
         Change from Level V Program Secretary, Child Care to Level V Program Secretary, Early Intervention  
         No Change in Recommended Hourly Rate  
         Effective Date – July 1, 2021  
         Replacement
b. Jennifer Viveiros  
Change from Education Supervisor, Head Start to  
Assistant Program Administrator, Family Services, Head Start  
Change in Recommended Annual Salary from $48,116.67 to $64,265.27 (to be prorated)  
Effective Date – April 26, 2021  
Replacement

I. Leave of Absence Requests  
1. Business Services/Operations Office  
Personal Leave (unpaid – without benefits – FMLA)  
a. Tina Grande – Part-time Driver w/o Bus License, Assistant, and Misc. Transportation  
   Effective Date – February 19, 2021  
Personal Leave (unpaid – without benefits – not FMLA)  
b. Brenda Williams – Part-time Driver w/o Bus License, Assistant, and Misc. Transportation  
   Effective Date – March 24, 2021  

2. Early Childhood & Student Services Office  
Personal Leave (unpaid – with benefits – Special Leave)  
a. Alyssa Kulik – Specialized Preschool Teacher – Classroom, Early Intervention  
   Effective Date – March 4, 2021  
Personal Leave (unpaid – with benefits – FMLA)  
b. Megan Lieb – Special Education Itinerant Teacher, Special Education  
   Effective Date – March 22, 2021  
Personal Leave (unpaid – with benefits – not FMLA)  
c. Blanca Piguave Castillo – Teacher, Head Start  
   Effective Date – March 30, 2021  

J. Return from 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 – February 25, 2021  

2. Early Childhood & Student Services  
Personal Leave (unpaid – with benefits – Special Leave)  
a. Alyssa Kulik – Specialized Preschool Teacher – Classroom, Early Intervention  
   Effective Date – March 5, 2021  
Personal Leave (unpaid – with benefits – FMLA)  
b. Denali Shook – Teacher, Pre-K Counts  
   Effective Date – March 15, 2021  

K. Retirements  
1. Business Services/Operations Office  
a. Donna M. Claypoole – Supervisor, Transportation, Reading and BCTC, Transportation  
   Effective Date – September 24, 2021  
b. Josefina Marte – Substitute Driver w/o Bus License, Assistant, and Misc. Transportation  
   Effective Date – March 25, 2021
2. Early Childhood & Student Services Office  
   a. Kathy A. Loeb – Emotional Support Specialist, Alternative Education  
      Effective Date – May 7, 2021

L. Resignations
1. Business Services/Operations Office  
   a. Keith A. Heller – Part-time Driver w/o Bus License, Assistant, and Misc. Transportation  
      Effective Date – March 31, 2021

2. Early Childhood & Student Services Office  
   a. Lori J. Fetterolf – Teacher, Child Care  
      Effective Date – March 30, 2021
   b. Emily A. Haws – Specialized Preschool Teacher – Classroom, Early Intervention  
      Effective Date – May 4, 2021

3. Professional Development & Curriculum Office  
   a. Janay S. Gordon – Administrative Assistant, The Pennsylvania Key  
      Effective Date – March 24, 2021
   b. Christopher L. Mizenko – Preschool Program Specialist, The Pennsylvania Key  
      Effective Date – April 1, 2021

M. Terminations  
No Items to Consider

N. Other  
No Items to Consider

14. OTHER MATTERS FOR CONSIDERATION
A. EARLY CHILDHOOD & STUDENT SERVICES  
   —DR. MICHELLE REICHARD-HUFF, DIRECTOR
   1. To approve the Special Education, Early Intervention, and Student Services Rates  
      schedule effective July 1, 2021, through June 30, 2022.

B. PROFESSIONAL DEVELOPMENT & CURRICULUM  
   —DANIEL RICHARDS, DIRECTOR
   1. To authorize the appropriate officers to execute an agreement between the Berks County Intermediate Unit (BCIU) and New World Now, LLC (NWN), for NWN to provide annual support and maintenance relative to the PD Registry System for a fee of $286,047.30 effective July 1, 2021, through June 30, 2022 (The Pennsylvania Key).

   2. To ratify an agreement between the Berks County Intermediate Unit (BCIU) and JBiRD iNK, Ltd., for JBiRD iNK, Ltd., to provide a pre-recorded and edited virtual presentation and products for both the Office of Child Development and Early Learning’s (OCDEL) Early Head Start Child Care Partnerships and The Pennsylvania Key for a fee not to exceed $11,925 plus shipping costs, effective March 10, 2021 (The Pennsylvania Key).
3. To ratify Amendment #1 to the current agreement between the Berks County Intermediate Unit (BCIU) and Shawn Bryant to modify its scope of services to increase the number of hours of related services provided per month from up to 20 hours to up to 40 hours. This amendment provides for a funding increase of $7,800 for a revised total of $17,160. All other terms and conditions remain in force (The Pennsylvania Key).

4. To ratify Amendment #2 to the current agreement between the Berks County Intermediate Unit (BCIU) and New World Now, LLC. (NWN), for NWN to modify its scope of services relative to the provision of its annual support and maintenance of the Quality Rating and Improvement System (QRIS). This amendment provides for a funding increase of $2,849.50 for a revised total of $1,168,688.98 and extends the term of the agreement to June 30, 2026. All other terms and conditions remain in force (The Pennsylvania Key).

5. To ratify Amendment #10 to the current agreement between the Berks County Intermediate Unit (BCIU) and New World Now, LLC. (NWN), for NWN to modify its scope of services to provide professional services relative to their software systems. This amendment provides for a funding increase of $384,601 for a revised total of $2,433,330.50. All other terms and conditions remain in force (The Pennsylvania Key).

C. INFORMATION TECHNOLOGY
   —SCOTT MAJOR, CIO / DIRECTOR
   1. To authorize the appropriate officers to execute a lease with HP, Inc. for a three-year lease for 13 laptop computers at a cost not to exceed $25,000 effective upon receipt of the equipment.

D. BUSINESS SERVICES/OPERATIONS
   —DONNA DELORETTA, CFO / COO
   1. A resolution of the Board of Directors of the Berks County Intermediate Unit, setting forth its intent to issue a taxable Revenue Anticipation Note, Series of 2021, in a principal amount not to exceed $10 million dollars ($10,000,000) plus bank fees and interest, to be effective on or after July 1, 2021, with a maturity date of June 30, 2022. The Board authorizes the administration to take steps to investigate terms, to be presented for approval at a future Board meeting.

   2. To approve the following financial entities as depositories, effective July 1, 2021, to June 30, 2022: Tompkins VIST Bank, Chase Bank, PAINVEST, PLGIT (Pennsylvania Local Government Investment Trust), and PSDLAF (Pennsylvania School District Liquid Asset Fund).

   3. To approve the continuation of legal services of Brumbach, Mancuso & Fegley P.C., effective July 1, 2021, through June 30, 2022, with John M. Stott, Esquire and James E. Mancuso, Esquire as solicitors for the Berks County Intermediate Unit, at a fee of $140/hour and a fee of $150/hour (no increase) for labor negotiations work.

   4. To approve the continuation of Tompkins Insurance as broker of record for insurance services to the Berks County Intermediate Unit, effective July 1, 2021, through June 30, 2022.

   5. To award contracts for the following:
      a. Fuel
      b. Physical Education Equipment & Supplies Catalog
      c. Digital Media Equipment & Technology Supplies Catalog
E. ADMINISTRATION
—Dr. Jill Hackman, Executive Director
1. RESOLVED, that the Executive Director is authorized to execute an agreement between the Berks County Intermediate Unit and Idemia Identity & Security USA, L.L.C., for the Berks County Intermediate Unit to collect biometric and biographic information as Idemia’s subcontractor as per the terms of the agreement, effective March 22, 2021, until terminated by either party under the terms of the agreement.

15. BOARD MEMBERS DESIRING TO BE HEARD

16. ADJOURNMENT