The regular meeting of the Berks County Intermediate Unit Board of Directors was held on Thursday, March 18, 2021. The meeting was held virtually via Zoom.

President Gary McEwen called the meeting to order at 7:58 p.m. Following the pledge of allegiance, Jan Krotee, recording secretary, called the roll. Attendance was as follows:

Intermediate Unit Board: Robin Costenbader-Jacobson; Jill A. Dennin; James Dotzenroth; Dr. David Hemberger; Elizabeth S. Huhn; Dr. Amy Kennedy; Oscar Manbeck; Ralph C. Richard; Rev. Dr. Dennis Ritter; Terrie Taylor, LSW; James Ulrich; and Gary McEwen.

Absent: Linda R. Lash; Kevin L. Manmiller; Steven Miller; Ann Sellers; and Brian Specht.

Intermediate Unit: Dr. Jill M. Hackman; Donna DeLoretta; Scott Major; Dr. Michelle Reichard-Huff; Dan Richards; Rob Rosenberry; Cherie Zimmerman; Beth Kozloski; and Jan Krotee.

Solicitor(s): John M. Stott, Esq. and James Mancuso, Esq.

Guest(s): None

Press: None

Following the pledge of allegiance and roll call, President McEwen welcomed participants to the BCIU Board meeting. He announced that the meeting was being held virtually due to the COVID-19 pandemic and the Johnson & Johnson vaccine clinic being held at the BCIU Main Office. He thanked those community members who attended via the livestream link provided. He stated that the meeting had been advertised and the agenda had been posted on the BCIU website prior to the meeting. A phone line was provided for those who wished to leave public comments and any public comments received via the phone line would be read during Agenda Item 01 C. 3. Persons Desiring to be Heard.

President McEwen then announced that an executive session was held to discuss personnel matters and the evaluation of the Executive Director.

He also noted that prior to the official Board meeting, Mr. Nicholas Bieber, CPA, Manager, Herbein + Company, joined the group to present information regarding the BCIU Financial and Compliance Report for Year Ended June 30, 2020. He commended Donna DeLoretta and her team on a clean audit and for their continued efforts in maintaining sound financial practices.
BCIU Board members observed a moment of silence in memory of Mr. Randall R. Madara, who passed away on March 2. President McEwen shared that Mr. Madara represented Muhlenberg School District and was seated on the BCIU Board in January 2018. He was an active and valued Board member and served on the negotiations committee during his time on the Board. He will be greatly missed.

President McEwen announced that no one had left a public comment on the phone line provided to be shared at the meeting.

A motion was made by Ritter, seconded by Costenbader-Jacobson, to approve the minutes of the February 18, 2021 Board meeting. Motion carried.

A motion was made by Ulrich seconded by Richard, to approve agenda items 03. through 12., as follows:

03. **APPROVAL/RATIFICATION OF BCIU GENERAL FUND BILLS**

(Detailed list of bills is available.)

<table>
<thead>
<tr>
<th>SOURCE</th>
<th>PAGE</th>
<th>AMOUNT</th>
</tr>
</thead>
<tbody>
<tr>
<td>February 2021 Ratifications - IU</td>
<td>1-09</td>
<td>$3,088,508.60</td>
</tr>
<tr>
<td>February 2021 Ratifications - PSDLAF</td>
<td>0-0</td>
<td>$0.00</td>
</tr>
<tr>
<td>March 2021 Ratifications - IU</td>
<td>1-04</td>
<td>$625,154.57</td>
</tr>
<tr>
<td>March 2021 Ratifications - PSDLAF</td>
<td>1-01</td>
<td>$4,372.90</td>
</tr>
<tr>
<td>March 2021 Approvals</td>
<td>1-06</td>
<td>$902,609.14</td>
</tr>
<tr>
<td>TOTAL</td>
<td></td>
<td>$4,620,645.21</td>
</tr>
</tbody>
</table>

04. **TOMPKINS/VIST REVENUE ANTICIPATION NOTE – $10,000,000** (Information Item):

| Amount Outstanding | March 12, 2021 | $0 |

05. **ACCOUNTS RECEIVABLE AGING REPORT AS OF MARCH 12, 2021** (Information item):

<table>
<thead>
<tr>
<th>Funding Source</th>
<th>Current</th>
<th>30 Days</th>
<th>60 Days</th>
<th>90 Days</th>
<th>120 Days</th>
</tr>
</thead>
<tbody>
<tr>
<td>School Districts</td>
<td>$3,216,987.89</td>
<td>$517,535.91</td>
<td>$14,462.50</td>
<td>$392,606.74</td>
<td>$71,048.54</td>
</tr>
<tr>
<td>Commonwealth of PA</td>
<td>$4,887,207.63</td>
<td>$24,200.33</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$0.00</td>
</tr>
<tr>
<td>Other Revenue Sources</td>
<td>$261,785.02</td>
<td>$2,550.00</td>
<td>$0.00</td>
<td>$8,010.86</td>
<td>$7,278.15</td>
</tr>
<tr>
<td>TOTAL</td>
<td>$8,365,980.54</td>
<td>$544,286.24</td>
<td>$14,462.50</td>
<td>$400,617.60</td>
<td>$78,326.69</td>
</tr>
<tr>
<td>GRAND TOTAL</td>
<td>$9,403,673.57</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
06. **APPROVAL/RATIFICATION OF HEAD START:**
- Head Start NOA Balance of Funds 2021
- Program Instruction FY 2021 Head Start Funding Increase
- Financial Statements (February 2021)
- Credit Card Purchases (February 2021)
- Non-Federal Share Report (February 2021)
- BCIU Head Start Eligibility Requirements 2021
- Policy Council Minutes/Resolutions (February 2021)
- Head Start Director’s Reports

07. **COMBINED FINANCIAL REPORT**

**CASH**

<table>
<thead>
<tr>
<th>BEGINNING BALANCE FEBRUARY 1, 2021</th>
<th>$7,668,451.80</th>
</tr>
</thead>
<tbody>
<tr>
<td>RECEIPTS</td>
<td></td>
</tr>
<tr>
<td>REVENUE RECEIPTS</td>
<td>$10,162,413.17</td>
</tr>
<tr>
<td>RETURNED CHECKS</td>
<td>$0.00</td>
</tr>
<tr>
<td>INVESTMENT REDEMPTIONS</td>
<td>$0.00</td>
</tr>
<tr>
<td></td>
<td>$10,162,413.17</td>
</tr>
<tr>
<td></td>
<td>$17,830,864.97</td>
</tr>
<tr>
<td>DISBURSEMENTS</td>
<td></td>
</tr>
<tr>
<td>PRE-BOARD RATIFICATIONS</td>
<td>$688,754.85</td>
</tr>
<tr>
<td>PRE-BOARD RATIFICATIONS-PSDLAF</td>
<td>$0.00</td>
</tr>
<tr>
<td>BOARD APPROVALS</td>
<td>$940,017.19</td>
</tr>
<tr>
<td>POST BOARD RATIFICATIONS</td>
<td></td>
</tr>
<tr>
<td>POST BOARD RATIFICATIONS IU</td>
<td>$3,088,508.60</td>
</tr>
<tr>
<td>TOTAL CHECKS WRITTEN</td>
<td>$4,717,280.64</td>
</tr>
<tr>
<td>CHECKS VOIDED</td>
<td>($23,646.64)</td>
</tr>
<tr>
<td>PAYROLL DISTRIBUTIONS</td>
<td>$4,889,481.88</td>
</tr>
<tr>
<td></td>
<td>$9,583,115.88</td>
</tr>
<tr>
<td>ENDING BALANCE -FEBRUARY 28, 2021</td>
<td>$8,247,749.09</td>
</tr>
<tr>
<td>CASH AVAILABLE-FEBRUARY 28,2021</td>
<td>$8,247,749.09</td>
</tr>
</tbody>
</table>

08. **INVESTMENT OF FUNDS**

Interest earned on investments is as follows:

**MARCH 2021**

- Tompkins VIST $194.38
- PNC $1.02

09. **COMMUNICATIONS**

Brian Specht, Secretary

*No Items to Report*

10. **OLD BUSINESS**

*No Items to Report*

11. **REPORT OF NEGOTIATIONS COMMITTEE**

*No Items to Report*
12. BUDGETS

A. New and Proposed Budgets

No Items to Consider

B. Initial Budgets

1. Pennsylvania Key – Early Head Start-Home Visiting (EHS-HV) – Program 21-287

Office of Professional Development and Curriculum
1/1/21 – 12/31/21

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 & Mental Health coaches, and portions of the EHS Manager, EHS Specialist, and other staff positions to administer the grant, along with appropriate travel and supplies. PA Key staff partners with Lancaster-Lebanon IU#13 and Children’s Advocacy Center of Lawrence County and provides monitoring, assistance, training & 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).

C. Changes to Initial Budgets

No Items to Consider

D. Budgetary Transfers

1. Professional Development Programs – Program 600

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

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). These transfers are necessary due to year-end actuals.

2. Staff Development Workshops – Program 609

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

This proprietary program provides in-service opportunities on a non-credit basis to school district and intermediate unit personnel. Professional staff and support staff are eligible to participate in these programs designed to increase an individual’s skills and knowledge (since 1987). These transfers are necessary due to year-end actuals.

Yeas: Costenbader-Jacobson; Dennin; Dotzenroth; Hemberger; Huhn; Kennedy; Manbeck; Richard; Ritter; Taylor; Ulrich; McEwen

Nays: None. Motion carried.
13. PERSONNEL MATTERS
—ROB ROSENBERRY, DIRECTOR

A. General

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

To approve the elimination of the following positions, effective July 1, 2021:

a. Child Care Teacher
b. Child Care Paraeducator
c. Child Care Aide
d. Floating Child Care Teacher
e. Floating Child Care Paraeducator

To acknowledge receipt of the list containing stipend payments for participation in the Trauma-Informed Train-the-Trainer Program for Board Approval.

To extend the COVID-19 Leave Plan through June 30, 2021. All other terms and conditions remain in force.

To extend the $300.00 referral bonus to employees who recommend employment candidates through June 30, 2021, ultimately hired by the Berks County Intermediate Unit to serve as school bus drivers, school bus driver trainees, van drivers, and/or bus assistants. All other terms and conditions remain in force.

Resolved, for the Board of Directors to ratify the following Atlas Transportation employees to be assigned to the Berks County Intermediate Unit to provide transportation services according to the terms of the agreement with Atlas Transportation during the 2020-2021 fiscal year:

a. Aide
   i. Karinie Gonzalez – Effective December 20, 2020
b. Van Driver
   i. Ileana Amarao – Effective September 14, 2020
   ii. Luisa Delerma – Effective September 14, 2020
   iii. Chad Deshong – Effective September 14, 2020
   iv. Jose Paulino Rodriguez – Effective October 5, 2020
   v. Juan Taveres – Effective September 14, 2020
   vi. Gregoria Tejada – Effective August 26, 2020
B. Employment – Ratifications

1. Business Services/Operations Office
   a. Stephanie D. Brown – Part-time Bus/Van Assistant and Misc. Transportation
      Recommended Hourly Rates – $12.15 and $11.08
      Effective Date – March 8, 2021
      Replacement

   b. Erica L. Diaz – Part-time School Bus Driver Trainee, Transportation
      Recommended Hourly Rate – $12.20
      Effective Date – March 8, 2021
      Replacement

2. Early Childhood & Student Services Office
   a. Mary Gupta – Specialized Preschool Teacher – Itinerant, Early Intervention
      Recommended Annual Salary – Column 4, Step 8, $64,667 (to be prorated)
      Effective Date – February 22, 2021
      Additional Position

   b. June E. Malocu – Health and Nutrition Specialist, Head Start
      Recommended Hourly Rate – Level I, Entry, $18.85
      Effective Date – March 1, 2021
      Replacement

C. Change of Status – Ratifications

1. Business Services/Operations Office
   a. Lawrence Benning
      Change from Substitute Miscellaneous, Transportation to Part-time Miscellaneous, Transportation
      No Change in Recommended Hourly Rate
      Effective Date – February 8, 2021
      Correct Assignment / Replacement

   b. Lawrence Benning
      Change from Part-time Miscellaneous, Transportation to Part-time School Bus Driver Trainee, Transportation
      Change in Recommended Hourly Rate from $11.08 to $12.20
      Effective Date – March 1, 2021
      Replacement

   c. Catherine Cintron-Valentin
      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 18, 2021
      Replacement
d. Darryl 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

e. Maryangel Fuentes-Shaffer  
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 – February 8, 2021  
Correct Assignment / Replacement

f. Shirley Moore  
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 – February 22, 2021  
Replacement

g. Aimee Morello  
Change from Part-time School Bus Driver Trainee, Transportation to Substitute School Bus Driver Trainee, Transportation  
No Change in Recommended Hourly Rate  
Effective Date – November 18, 2020  
Voluntary Reassignment

h. Elidania Reyes  
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 – November 20, 2020  
Voluntary Reassignment

i. Lauri Serrano  
Change from Substitute Driver w & w/o Bus License, Assistant, Misc., and Fueler, Transportation to Part-time Driver w & w/o Bus License, Assistant, Misc., and Fueler Transportation  
No Change in Recommended Hourly Rates  
Effective Date – March 1, 2021  
Replacement

j. Laurann Singleton  
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 – February 8, 2021  
Correct Assignment / Replacement
2. Early Childhood & Student Services Office
   a. Lynda Drasher – Specialized Preschool Teacher – Classroom, Early Intervention
      Change Recommended Annual Salary from Column 1, Step 5, $49,505 to
      Column 4, Step 5, $60,957 (to be prorated)
      Effective Date – January 1, 2021
      Salary Adjustment per BCIEUA Agreement

   b. Ad-Beel Gracius – Paraeducator, Head Start
      Change Recommended Hourly Rate from Level I, Entry, $12.67 to Level II, Entry, $13.21
      Effective Date – February 25, 2021
      Obtained CDA

   c. Sheri Hoffert – Special Education Teacher – Itinerant, Special Education
      Change Recommended Annual Salary from Column 5, Step 10, $67,932 to
      Column 6, Step 10, $68,625 (to be prorated)
      Effective Date – February 1, 2021
      Salary Adjustment per BCIEUA Agreement

   d. Kimberly Keim – Specialized Preschool Teacher – Classroom, Early Intervention
      Change Recommended Annual Salary from Column 3, Step 1, $48,293 to
      Column 4, Step 1, $58,236 (to be prorated)
      Effective Date – January 1, 2021
      Salary Adjustment per BCIEUA Agreement

   e. Cynthia Quirindongo – Paraeducator, Head Start
      Change Recommended Hourly Rate from Level I, Entry, $12.67 to Level II, Entry, $13.21
      Effective Date – March 4, 2021
      Obtained CDA

   f. Kimberly Rolon
      Change from Supervisor, Early Childhood Programs, Child Care to
      Assistant Program Administrator, Child Care and Pre-K Counts
      Change Recommended Annual Salary from $47,841 to $60,568 (to be prorated)
      Effective Date – March 1, 2021
      Reorganization

   g. Theresa Soley – Occupational Therapist, Early Intervention
      Recommended Hourly Rate – $46.40
      Effective Date – February 26, 2021 – September 30, 2021
      Additional Hours (as assigned)

   h. Edward Yeager – Guidance Counselor, Alternative Education
      Recommended Hourly Rate – $68.74
      Effective Date – November 2, 2020 – June 30, 2021
      Additional Days (not to exceed 10 days)

3. Human Resources Office
   a. Tina Blatt
      Change from Program Administrator, Child Care to Human Resources Supervisor
      No Change in Recommended Annual Salary
      Effective Date – March 1, 2021
      Reorganization
4. Professional Development & Curriculum Office
   a. Amy Barrett
      Change from Workforce Apprenticeship Coordinator, The Pennsylvania Key to Workforce Initiatives Coordinator, The Pennsylvania Key
      No Change in Recommended Annual Salary
      Effective Date – February 17, 2021
      Position Title Change

D. Additions to 2020-2021 Approved Substitute Lists – Ratifications
   No Items to Consider

E. Additions to Approved 2020-2021 Out-of-Class Substitute Lists – Ratifications
   Head Start
   Ad-Beel Gracius – Effective February 25, 2021
   Cynthia Quirindongo – Effective March 4, 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
   No Items to Consider

I. Leave of Absence Requests
   1. Business Services/Operations Office
      Personal Leave (unpaid – without benefits – not FMLA)
      a. David Geist – Level II Custodian, Custodial
         Effective Date – February 16, 2021
      b. Freddie Morales Soto – Part-time Driver w/o Bus License, Assistant, and Misc. Transportation
         Effective Date – March 1, 2021
      c. Ciera Towles – Part-time Driver w/o Bus License, Assistant, and Misc. Transportation
         Effective Date – March 4, 2021

   2. Early Childhood & Student Services Office
      Personal Leave (unpaid – with benefits – FMLA)
      a. Marie Garrett – Paraeducator, Child Care
         Effective Date – February 12, 2021
      b. Denali Shook – Teacher, Pre-K Counts
         Effective Date – February 16, 2021
      c. Claire Stednitz – Paraeducator, Early Intervention
         Effective Date – February 24, 2021
J. Return from Leave of Absence Requests
   1. Business Services/Operations Office
      Personal Leave (unpaid – with benefits – FMLA)
      a. Marie Garrett – Paraeducator, Child Care
         Effective Date – February 22, 2021
      Personal Leave (unpaid – without benefits – not FMLA)
      b. Yamiery Perez – Paraeducator, Head Start
         Effective Date – March 1, 2021
      c. Maria Witkowski – Speech Therapist, Early Intervention
         Effective Date – March 3, 2021

K. Retirements
   1. Business Services/Operations Office
      a. Kathy L. Garrett – Substitute Driver w/o Bus License,
         Assistant, and Misc., Transportation
         Effective Date – February 26, 2021
      b. Kathryn J. Raifsnider – Assistant Program Administrator,
         Transportation
         Effective Date – June 14, 2021
   2. Early Childhood & Student Services Office
      a. Rina E. Perez – Paraeducator, Head Start
         Effective Date – May 14, 2021
   3. Professional Development & Curriculum Office
      a. Dr. Melody J. Shoemaker – Psychologist, Act 89
         Effective Date – June 30, 2021

L. Resignations
   1. Business Services/Operations Office
      a. Alyssa A. Strauss – Part-time Driver w & w/o Bus License,
         Assistant, Misc., Fueler, and Trainer, Transportation
         Effective Date – March 19, 2021
   2. Early Childhood & Student Services Office
      a. Stacy L. Elias – Paraeducator, Head Start
         Effective Date – March 12, 2021
      b. Evelyn Gonzalez – Enrollment Specialist, Pre-K Counts
         Effective Date – March 19, 2021

M. Terminations
   No Items to Consider

N. Other
   No Items to Consider

Yeas: Costenbader-Jacobson; Dennin; Dotzenroth; Hemberger; Huhn; Kennedy; Manbeck; Richard; Ritter; Taylor; Ulrich; McEwen
Nays: None. Motion carried.

Roll Call Vote
A motion was made by Manbeck, seconded by Ritter, to approve the following items under Other Matters for Consideration:

14. OTHER MATTERS FOR CONSIDERATION

A. EARLY CHILDHOOD & STUDENT SERVICES
   —MICHELLE REICHARD-HUFF, DIRECTOR

To authorize the appropriate officers to execute an agreement between the Berks County Intermediate Unit (BCIU) and Sweet, Stevens, Katz, and Williams LLP, for the firm to continue to provide the services of Andrew E. Faust, Esquire, as a legal consultant for special education to the BCIU and its constituent school districts, at a fee of $73,500 (no increase), in effect for the 2021-2022 school year.

To ratify an agreement between the Berks County Intermediate Unit (BCIU) and the Reading Behavioral Healthcare, LLC (Tower Behavioral Health), for the BCIU to provide educational services for the students placed in the Tower Behavioral Health in-patient treatment program, effective February 1, 2021.

To ratify an agreement between the Berks County Intermediate Unit (BCIU) and the Schuylkill Valley School District, for the BCIU to provide educational and related services for students placed in the Tower Behavioral Health in-patient treatment program, effective February 1, 2021.

B. PROFESSIONAL DEVELOPMENT & CURRICULUM
   —DAN RICHARDS, DIRECTOR

To ratify amendment #1 of current agreement between the Berks County Intermediate Unit (BCIU) and the County of Berks, for the BCIU to modify the scope of work with no change in funding to provide services in accordance with the Business-Education Partnership Grant agreement; all other terms and conditions remain in force.

To ratify Amendment #2 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. This amendment provides for a funding increase of $3,000 for a revised total of $129,350. All other terms and conditions remain in force (The Pennsylvania Key).

C. INFORMATION TECHNOLOGY
   —SCOTT MAJOR, DIRECTOR

To approve the Office of Information Technology Products / Services Rate Schedule, effective July 1, 2021, through June 30, 2022.
To authorize the appropriate officers to execute a 36-month agreement between the Berks County Intermediate Unit and Xtel Communications, Inc. for the purchase of 20 Gbps of commodity internet service to be shared by and distributed to member school districts of the Berks County Regional Wide Area Network Consortium at a monthly recurring cost of $8,114. This contract is effective July 1, 2021, through June 30, 2024.

To authorize the appropriate officers to execute a 60-month agreement between the Berks County Intermediate Unit and Crown Castle Fiber LLC, for the provisioning of telecommunication services for the Berks County Regional Wide Area Network Consortium. Monthly recurring costs of $22,640 for WAN transport fiber connections and equipment will be allocated to the consortium’s participating members based on their individual Telecommunication Service Orders. This contract is effective October 1, 2021, through September 30, 2026.

To ratify the purchase of Cofense PhishMe Licenses (for Cybersecurity Education, Training and Awareness platform), for a term of one year, from CDW-G and on behalf of 14 districts /schools in Berks County, at a cost not to exceed $2,745.

To approve an amendment to the five-year agreement with Zoom Video Communications, for the second-year renewal of Zoom licensing, for use by Berks County Intermediate Unit and Pennsylvania Key staff, at a cost of $9,000. The second-year term is from April 14, 2021, through April 13, 2022.

D. BUSINESS SERVICES/OPERATIONS
— DONNA DELORETTA, CFO / COO

To ratify an agreement between the Berks County Intermediate Unit and Atlas Transportation, for Atlas Transportation to provide transportation services as follows:

a. Transport Early Intervention Students to Highlands Center, effective September 14, 2020, at a rate of $535/day

b. Transport Early Intervention Students to St. Luke’s Center effective September 14, 2020, at a rate of $535/day

c. Transport Special Needs Students to Hogan Learning Academy effective August 26, 2020, at a rate of $250/day
   i. Revise run to Hogan Learning Academy by increasing to a 9-passenger van, effective December 20, 2020, at a rate of $350/day
   ii. Add aid to Hogan Learning Academy run at a rate of $130/day

d. Transport Special Needs Students to John Paul II effective October 5, 2020, at a rate of $350/day

e. Transport Special Needs Students to Hogan Learning Academy with an Aid effective March 8, 2021, at a rate of $400/day

Agreement with Xtel Communications / Purchase of Commodity Internet Service / Berks County Regional Wide Area Network Consortium — Item 14. C. 2.


Amendment to Five-Year Agreement with Zoom Video Communications / Second Year Renewal — Item 14. C. 5.

To request permission to solicit bids for the purchase/lease of the following:

- +/- (13) thirteen 9-passenger vans
- +/- (5) five 29-passenger minibuses
- +/- (2) two 48-passenger with lift school buses
- +/- (4) four 48-passenger school buses
- +/- (3) three 72-passenger with lift school buses
- +/- (9) nine 72-passenger school buses
- +/- (2) two pick-up trucks

E. ADMINISTRATION

—DR. JILL M. HACKMAN, EXECUTIVE DIRECTOR

No Items to Consider

<table>
<thead>
<tr>
<th>Yeas:</th>
<th>Costenhader-Jacobson; Dennin; Dotzenroth; Hemberger; Huhn; Kennedy; Manbeck; Richard; Ritter; Taylor; Ulrich; McEwen</th>
</tr>
</thead>
<tbody>
<tr>
<td>Nays:</td>
<td>None. Motion carried.</td>
</tr>
</tbody>
</table>

President McEwen asked Board members to watch their email for the survey link for the evaluation of the Executive Director. He requested 100% participation from Board members.

A motion was made by Richard, seconded by Taylor, to adjourn the meeting at 8:06 p.m.

Motion carried.

Approved by,

Brian R. Specht, Secretary
THE FOLLOWING TOOK PLACE PRIOR TO THE REGULAR BOARD MEETING,
DURING COMMITTEE-OF-THE-WHOLE:

Eric Clemmer, Assistant Director for the Office of Business Services / Operations, introduced Mr. Jason Pehlman, who was selected as Employee of the Month for February. Mr. Clemmer shared that Mr. Pehlman has served as a Mechanic in the Transportation Office since July 2015. Mr. Clemmer commended Mr. Pehlman for the comradery and talent he has brought to the department. Jason has the ability to work on many kinds of vehicles which has added to the services we can provide on-site. Jason is reliable, has a positive attitude, and a great team player.

Jason’s wife, Amy, attended the meeting virtually as Jason received his honors.

Ms. Tracy Duarte, Head Start Collaboration Director at the Pennsylvania Key, introduced Ms. Amy Requa, who was selected as Employee of the Month for March. Ms. Durate shared that they knew that Amy was “someone special” when she joined The Pennsylvania Key in January 2020. She hadn’t quite had time to be fully introduced to her colleagues when COVID-19 “hit” and she had to completely pivot and define a new role. As Senior Health Manager, Amy took it upon herself to develop a support system for child care providers in Pennsylvania regarding COVID mitigation efforts. She immediately took on the task of developing the new “Health and Safety Supports Systems” and served as the lead for all activities pertaining to this new system. Through these task forces and with Amy’s guidance, early childhood providers were supported, and their questions were answered. Dr. Marnie Aylesworth also joined the meeting and commended Ms. Requa’s efforts, saying, “OCDEL relies on Amy to interpret CDC guidelines to serve early childhood. Amy has built strong relationships and cross-systems teams, provided trainings, and technical assistance that have been invaluable as we continue our work.”

Ms. Requa thanked the Board and the BCIU and The Pennsylvania Key leadership teams for their collaboration and support. Amy shared that it was an honor to be recognized, and it has been a joy working at The Pennsylvania Key. She introduced her brother, Dave, who joined the meeting virtually, noting that Dave is a retired doctor who has always been an inspiration to her.

Mr. Dan Richards, Director of the Office of Professional Development and Curriculum (OPCD), introduced Mrs. Lynmarie (Lyn) Hilt to the Board. Lynmarie serves as a OPDC Program Administrator, whose responsibilities include PVASS, eMetric, GoogleApps for Education, K-12 Science, Student Competitions, STEM, and others. Mr. Richards shared that Lyn has been accepted as one of 36 ambassadors in the Pennsylvania STEM (Science, Technology, Engineering, Mathematics) Ambassadors Program, which aims to shape the future of STEM education in the Commonwealth. In this prestigious position, Lyn will serve as a role model and mentor in the STEM field, working with youth and building to build support for STEM education initiatives. Lyn shared that it is an honor to serve to strategically advocate for STEM learning in Berks County learning communities and across the state. This is a great opportunity for us to network with others across the state and affords us a voice in shaping the future of STEM education locally and across the Commonwealth.

Mr. Scott Major, CIO, introduced the Inside BCIU video which highlighted the initiative to address the needs across the county for broadband high speed internet access. The video highlighted the partnerships formed to identify gaps that exist and put a plan into motion to provide sufficient broadband access for the greater Berks County community.