

**OFFICIAL PROCEEDINGS OF THE
BCIU BOARD OF DIRECTORS
JUNE 17, 2021
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The regular meeting of the Berks County Intermediate Unit Board of Directors was held on Thursday, May 20, 2021. The meeting was held in a hybrid format.

President Gary McEwen called the meeting to order at 7:36 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; Dr. David Hemberger; Elizabeth S. Huhn; Dr. Amy Kennedy; Linda R. Lash; Joseph A. Lupia, Jr.; Oscar Manbeck; Kevin L. Manmiller; Steven Miller; Ralph C. Richard; Rev. Dr. Dennis Ritter; Ann Sellers; Brian Specht; Terrie Taylor, LSW; James Ulrich; and Gary McEwen

Absent: James Dotzenroth and Dr. Amy Kennedy

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

Solicitor(s): John M. Stott, Esq.

Guest(s): None

Press: None

Following the pledge of allegiance and roll call, President McEwen welcomed participants to the BCIU Board meeting. 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. B. 3. Persons Desiring to be Heard.

Announcements

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

**Persons Desiring to Be Heard
—Item 01. B. 3.**

A motion was made by Richard, seconded by Ulrich, to approve the following slate of Berks County Intermediate Unit Board representatives as elected via electronic ballot, and to seat these duly elected representatives for terms as noted, effective July 1, 2021, as follows:

**Approve Slate of BCIU
Board Representatives as
Elected via Electronic
Ballot—Item 01. C.**

THREE-YEAR TERM (EXPIRING JUNE 30, 2024)

Elizabeth S. Huhn	Brandywine Heights Area School District
James D. Ulrich	Governor Mifflin School District
Brian R. Specht	Hamburg Area School District
Rev. Dr. Dennis Ritter	Kutztown Area School District
Gary R. McEwen	Twin Valley School District
Dr. Amy Kennedy	Wilson School District

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ONE YEAR TERM (EXPIRING JUNE 30, 2022)

Robin Costenbader-Jacobson Reading School District
James H. Dotzenroth Conrad Weiser Area School District
Joseph A. Lupia, Jr. Muhlenberg School District

Yeas: Costenbader-Jacobson; Dennin; Hemberger; Huhn; Lash; Lupia; Manbeck; Manmiller; Miller; Richard; Ritter; Sellers; Specht; Taylor; Ulrich; McEwen	Roll Call Vote
Nays: None.	

A motion was made by Ulrich, seconded by Madara, to approve agenda items 01. D. through 9. D., as follows:

To acknowledge receipt of bids through the Berks County Joint Purchasing Board for Copy Paper on Tuesday, May 4, 2021, at 11:00 A.M.

**Receipt of Bids
—Item 01. D.**

To approve the minutes of the May 20, 2021 Board meeting.

**Approval of Minutes
—Item 02.**

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

IU Bills and Financial Reports—Items 03., 04., 05., 06., 07., 08., and 09.
(Detailed list of bills available for review.)

SOURCE		PAGE	AMOUNT
May	2021 Ratifications - IU	1-30	\$2,764,945.20
May	2021 Ratifications - PSDLAF	1-01	\$4,291.28
June	2021 Ratifications - IU	1-05	\$908,175.31
June	2021 Approvals - IU	1-08	\$880,337.58
TOTAL			\$4,557,749.37

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

Amount Outstanding
June 11, 2021
\$0

05. ACCOUNTS RECEIVABLE AGING REPORT AS OF JUNE 11, 2021 (Information item):

Funding Source	Current	30 Days	60 Days	90 Days	120 Days
School Districts	\$2,256,520.18	\$364,926.20	\$25,034.95	\$1,480,573.15	\$62,046.90
Commonwealth of PA	\$3,883,970.58	\$0.00	\$0.00	\$0.00	\$0.00
Other Revenue Sources	\$199,724.04	\$84,640.75	\$9,616.56	\$4,563.55	\$7,814.79
TOTALS	\$6,340,214.80	\$449,566.95	\$34,651.51	\$1,485,136.70	\$69,861.69
GRAND TOTAL	\$8,379,431.65				

06. APPROVAL/RATIFICATION OF HEAD START:

- Head Start 2021 Budget Revision
- Head Start Notice of Award CRRSA and ARP
- Financial Statements (May 2021)
- Credit Card Purchases (May 2021)
- Non-Federal Share Report (May 2021)
- Policy Council Minutes/Resolutions (May 2021)
- Head Start Director’s Reports

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07. COMBINED FINANCIAL REPORT

CASH

BEGINNING BALANCE MAY 1, 2021		\$8,466,575.00
RECEIPTS		
REVENUE RECEIPTS	\$8,236,155.31	
RETURNED CHECKS	\$0.00	
INVESTMENT REDEMPTIONS	<u>\$0.00</u>	<u>\$8,236,155.31</u>
		\$16,702,730.31
DISBURSEMENTS		
PRE-BOARD RATIFICATIONS	\$253,460.23	
PRE-BOARD RATIFICATIONS-PSDLAF	\$0.00	
BOARD APPROVALS	\$818,358.49	
POST BOARD RATIFICATIONS		
PSDLAF	\$4,291.28	
POST BOARD RATIFICATIONS IU	<u>\$2,764,945.20</u>	
TOTAL CHECKS WRITTEN	\$3,841,055.20	
CHECKS VOIDED	(\$19,599.10)	
PAYROLL DISTRIBUTIONS	<u>\$5,161,241.69</u>	<u>\$8,982,697.79</u>
ENDING BALANCE -MAY 31, 2021		\$7,720,032.52
CASH AVAILABLE-MAY 31,2021		\$7,720,032.52

08. INVESTMENT OF FUNDS

Interest earned on investments is as follows:

MAY 2021

Tompkins VIST	\$845.49
PNC	\$.34
Chase	\$3.81

09. BUDGETS

A. New and Proposed Budgets

BUDGETS

No Items to Consider

B. Initial Budgets

1. Head Start State Supplemental Assistance Program:

The Pennsylvania Key – Program 170

Office of Professional Development and Curriculum

7/1/21 – 6/30/22

\$649,128

Funded by the federal government through the Pennsylvania Department of Education and the Head Start State Collaboration Office, this program provides monitoring and technical assistance to Head Start State Supplemental grantees throughout the state (since 2005).

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- 2. Early Childhood Mental Health Initiative:
The Pennsylvania Key – Program 223**
Office of Professional Development and Curriculum
7/1/21 – 6/30/22 \$909,395
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).
- 3. The Pennsylvania Key – Program 225**
Office of Professional Development and Curriculum
7/1/21 – 6/30/22 \$17,594,200
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).
- 4. PA Pre-K Counts - OCDEL – PA Key – Program 228**
Office of Professional Development and Curriculum
7/1/21 – 6/30/22 \$2,427,175
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).

C. Changes to Initial Budgets

- 1. Head Start Federal COVID-19 Supplement – Program 21-166**
Office of Early Childhood and Student Services
4/1/21 – 3/31/23 \$750,962
Total Proposed Revised Budget: \$934,553
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 (since 2020). This change is necessary due to additional funds for the American Rescue Plan.

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2. Early Intervention - School Age Program – Program 300

Office of Early Childhood and Student Services

7/1/20 – 6/30/21

\$261,080

Total Proposed Revised Budget: \$930,958

Mandated by the Department of Education and contracted through a MAWA (Mutually Agreed Upon Written Agreement), this program serves preschool children identified with special education needs who are transitioning to placement in their respective districts. In the year prior to eligibility for school age placement, parents have the option to maintain placement for their child in the Early Intervention Program for an additional year. Educational costs for school age students who remain in the EI Program is the responsibility of the home district (since 1983). These changes are necessary to reflect year-end projections.

3. Early Childhood Social Emotional Marketing Campaign – Program 19-199

Office of Administration

6/1/19 – 6/30/22

\$250,000

Total Proposed Revised Budget: \$462,487

The BCIU Executive Office Creative Team through a memorandum of understanding with the PA Key Office and the Office of Childhood Development and Early Learning (OCDEL) will provide contracted services for the Pennsylvania Key Early Childhood Social Emotional marketing campaign (since 2019). This change is necessary due to additional funding.

D. Budgetary Transfers

1. Early Intervention – Program 348

Office of Early Childhood and Student Services

7/1/20 – 6/30/21

\$1,104,486

Funded by the state, this program provides services to newly identified, preschool handicapped children in Berks County (since 1983). These budget transfers are necessary to adjust expenditures to year-end projections.

Yeas:	Costenbader-Jacobson; Dennin; Hemberger; Huhn; Lash; Lupia; Manbeck; Manmiller; Miller; Richard; Ritter; Sellers; Specht; Taylor; Ulrich; McEwen	Roll Call Vote
Nays:	None. Motion carried.	

10. COMMUNICATIONS

No Items to Report

COMMUNICATIONS

—Item 10.

11. OLD BUSINESS

A motion was made by Costenbader-Jacobson, seconded by Dennin to appoint Dr. David Hemberger as the BCIU Voting Delegate for the PSBA Delegate Assembly.

Appointment of Dr. David Hemberger as BCIU Voting Delegate to the PSBA Delegate Assembly —Item 11. A.

Motion Carried	Voice Vote
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12. REPORT OF NEGOTIATIONS COMMITTEE

Mrs. Jill Dennin, Nominating Chair, recommended the proposed slate of officers for 2021-2022, as follows:

President: Gary McEwen
Vice-President Ralph Richard
Treasurer: Elizabeth Huhn
Secretary: Brian Specht

Control of the meeting was then turned over to John Stott, Solicitor, who reiterated that board members had heard the recommended slate of nominations for BCIU Board officers. He opened the floor for additional nominations for President, Vice President, Treasurer, and Secretary.

There being no further nominations, a motion was made by Ulrich, seconded by Ritter, to close nominations for any of the officer positions.

**REPORT OF NEGOTIATIONS
COMMITTEE—Item 11. B.
Report of Nomination Chair
/ Officer Elections
—Item 11. B.**

**Nominations for President,
Vice President, Treasurer,
and Secretary**

Motion carried

Voice Vote

Attorney Stott read the proposed slate of candidates for election.

President: Gary McEwen
Vice-President Ralph Richard
Treasurer: Elizabeth Huhn
Secretary: Brian Specht

A motion was made by Manbeck, seconded by Ritter, to cast a unanimous ballot for the positions of BCIU Board President, Vice President, Treasurer, and Secretary as proposed.

**Election of President, Vice
President, Treasurer, and
Secretary**

Yeas: Costenbader-Jacobson; Dennin; Hemberger; Huhn; Lash; Lupia; Manbeck; Manmiller; Miller; Richard; Ritter; Sellers; Specht; Taylor; Ulrich; McEwen
Nays: None. Motion carried.

Roll Call Vote

Mr. Stott turned the meeting over to President McEwen, who thanked the Board for their continued support.

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A motion was made by Manbeck, seconded by Huhn, to approve the following items under Personnel Matters and Other Matters for Consideration – Items 13. A. through 14. E.:

13. PERSONNEL MATTERS
—ROB ROSENBERY, DIRECTOR

PERSONNEL MATTERS

A. General

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:

Assign Atlas Transportation Employees to BCIU for Transportation Services
— Item 13. A. 1.

- a. Van Driver
 - i. Beatrice Torres – Effective May 17, 2021
 - ii. Yisoupi Ortiz – Effective May 24, 2021
 - iii. Priscila Sepulveda – Effective May 24, 2021

To approve wage rates for the following positions, effective July 1, 2021:

Approve Wage Rates
— Item 13. A. 2.

- a. Recording Secretary
- b. Business Services
- c. Technology and Support Services
- d. Early Intervention Substitute Classification
- e. Head Start Substitute Classification
- f. Pre-K Counts Substitute Classification
- g. Alternative Education and Student Services Substitute Classifications
- h. Special Education Substitute Classifications
- i. Student and Family Services: PA’s Education for Children and Youth Experiencing Homelessness Program
- j. Nolde Aides
- k. Head Start Summer Program
- l. Special Education Summer Program – Extended School Year Staff
- m. Title I Summer Program Staff
- n. Professional Development and Curriculum

To employ the following staff, effective July 1, 2021:

Employ Staff
— Item 13. A. 3.

- a. Recording Secretary
- b. Business Services
- c. Substitutes
- d. Nolde Aides
- e. (Continuing Professional Education (CPE) Instructors
- f. The Pennsylvania Key Quality Assurance System (PQAS) Reviewers

To employ the following staff, effective during the summer of 2021:

Employee Summer Staff
— Item 13. A. 4.

- a. Head Start Summer Program / Additional Summer Hours
- b. Special Education Summer Program – Extended School Year

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To acknowledge receipt of the lists containing 2021-2022 salaries for the following employee groups in accordance with the applicable collective bargaining agreement or compensation and benefits plan:

- a. American Federation of State, County and Municipal Employees (AFSCME)
- b. Berks County Intermediate Unit Education Association (BCIUEA) Employees
- c. Head Start Employees
- d. Leadership Team, Middle Management, Technology, and Support Services Staff
- e. The Pennsylvania Key Middle Management and Technology Support Services Staff
- f. Service Employees International Union (SEIU) Employees
- g. Transportation Employees

Receipt of 2021-2022 Salary Lists— Item 13. A. 5.

To acknowledge receipt of the list containing the removal of Substitute Child Care Teachers, Substitute Child Care Paraeducators, and Substitute Child Care Aides from the 2020-2021 Approved Substitute List, effective June 30, 2021.

Removal of Substitute Child Care Teachers, Paraeducators, and Aides from Approved Substitute List — Item 13. A. 6.

To acknowledge receipt of the list containing Early Intervention staff assigned additional hours related to compensatory services through August 31, 2021.

Receipt of List / EI Staff Assigned Additional Hours — Item 13. A. 7.

To approve the Bus / Van Cleaner, Transportation wage of \$17.80 per hour, effective July 1, 2021.

Approve Bus / Van Cleaner Wage — Item 13. A. 8.

To approve the elimination of the following position, effective June 27, 2021:

- a. Immigration and Customs Enforcement Specialist, Alternative Education

Elimination of ICE Specialist Position / Alt. Ed. — Item 13. A. 9.

To approve a Memorandum of Understanding between the Board of Directors of the Berks County Intermediate Unit and the Pennsylvania Social Services Union, Local 668, Service Employees International Union, AFL-CIO (SEIU) which because of the closure of the Child Care program, for any Child Care employees that accept a position within the Union, provides for employees to keep their hourly rate as long as it is within the wage range of the new position; employees that do not have the Chapter 14 Paraeducator Credentialing will keep their hourly rate as long as it is within the wage range of the new position with the expectation that the employee must get the credentialing within one year; full-time employees hired before July 1, 2010, may retain Two-Party or Family coverage as long as the employee accepts a position with benefits; employees will keep their benefits over the summer if the employee accepts a position with benefits that starts in August or September; and Employer will recognize employees' years under a certification and years of service in early childhood on the Pre-K Counts Teacher Salary Schedule.

MOU with PSSU re: Staff Accepting Position Within Union / Provision to Keep Hourly Rate and other Provisions due to Child Care Program Closure — Item 13. A. 10.

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B. Employment – Ratifications

**Ratifications – Employment
—Items 13. B.**

1. Business Services/Operations Office
 - a. Diana R. Caba – Level IV Clerk / Level V Program Secretary,
Fiscal Services
Recommended Hourly Rates – \$13.97 and \$14.43
Effective Date – June 14, 2021
Replacement
2. Professional Development & Curriculum Office
 - a. Erica A. Shortridge – Early Head Start Specialist, The
Pennsylvania Key
Recommended Annual Salary – \$52,020 (to be prorated)
Effective Date – May 17, 2021
Replacement

C. Change of Status – Ratifications

**Ratifications – Change of
Status — Items 13. C.**

1. Business Services/Operations Office
 - a. Carl Andrzejewski – Van Fueller, Transportation
Recommended Hourly Rate – \$14.80
Effective Date – May 3, 2021
Additional Assignment
 - b. Cynthia Boraten – Van Fueller, Transportation
Recommended Hourly Rate – \$14.80
Effective Date – April 12, 2021
Additional Assignment
 - c. Richard Ewen
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 19, 2021
Replacement
 - d. Miosodis Gonzalez – Part-time Driver w/o Bus License, Transportation
Recommended Hourly Rate – \$14.35
Effective Date – May 14, 2021
Additional Assignment
 - e. Kristen Grassley
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 19, 2021
Replacement

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- f. Carol Grube
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 19, 2021
Replacement

- g. Deborah Hoster
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 – May 21, 2021
Voluntary Reassignment

- h. Emelyn Matos-Hernandez
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 – May 25, 2021
Voluntary Reassignment

- i. Arsenio Melendez
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 19, 2021
Replacement

- j. Elsie Nieves
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 19, 2021
Replacement

- k. Luisa Rodriguez
Change from Substitute School Bus Fueler, Transportation to Substitute Van Fueler, Transportation
Change Recommended Hourly Rate from \$17.50 to \$14.80
Effective Date – March 22, 2021
Assignment Correction

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- l. Luz Ruiz
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 22, 2021
Replacement
- m. Felix Santiago
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 19, 2021
Replacement
- n. Lori Scheider – School Bus Fueler, Transportation
Recommended Hourly Rate – \$17.50
Effective Date – April 9, 2021
Additional Assignment
- o. Patricia Stefanick
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 – June 11, 2021
Voluntary Reassignment
- p. Rileydi Tapia
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 – May 10, 2021
Voluntary Reassignment
- q. Cynthia Thomas – School Bus Fueler, Transportation
Recommended Hourly Rate – \$17.50
Effective Date – May 5, 2021
Additional Assignment
- r. Jeffrey Webber
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 19, 2021
Replacement

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- s. Lori Williams
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 – April 19, 2021
Replacement

- 2. Early Childhood & Student Services Office
 - a. Kathryn Bates – Teacher, Pre-K Counts
Recommended Hourly Rate – \$39.91
Effective Date – June 8, 2021
Additional Hours (not to exceed 7 hours)

 - b. Kymberly Beyer
Change from Bilingual ESL Teacher, Alternative Education to Bilingual ESL Teacher, Special Education
No Change in Recommended Annual Salary
Effective Date – June 7, 2021
Additional Position

 - c. Zenaida Calero-Nieves
Change from Paraeducator, Head Start to Family Engagement Worker, Head Start
Change Recommended Hourly Rate from Level II, Entry, \$13.47 to Level V, Probationary, \$20.20
Effective Date – June 14, 2021
Replacement

 - d. Christina DeJesus – Family Life Education Specialist, Education Leading to Employment and Career Training (ELECT)
Recommended Hourly Rate - \$66.59
Effective Date – June 7, 2021 – August 16, 2021
Additional Hours (not to exceed 20 hours per week)

 - e. Ann Marie Hopler – Alternative Education Teacher, Alternative Education
Change Recommended Annual Salary from Column 4, Step 6, \$62,194 to Column 5, Step 6, \$62,886
Effective Date – September 1, 2020
Salary Adjustment per BCIUEA Agreement

 - f. Jari-Lin Jones – Substitute Paraeducator, Early Intervention
Change Recommended Hourly Rate from \$10.05 to \$12.70
Effective Date – July 1, 2020
Rate Correction

 - g. Molly Lenko – 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

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- h. Ryan Oberly
Change from Teacher, Child Care to Substitute Teacher, Child Care
Change Recommended Hourly Rate from \$19.00 to \$15.15
Effective Date – June 1, 2021
Voluntary Reassignment
- i. Lisa Pisano – Family Life Education Specialist, Education Leading to
Employment and Career Training (ELECT)
Recommended Hourly Rate - \$66.59
Effective Date – June 7, 2021 – August 16, 2021
Additional Hours (not to exceed 20 hours per week)
- j. Jacqueline Ruffer
Change from Immigration and Customs Enforcement Specialist,
Alternative Education to Emotional Support Specialist, Alternative
Education
No Change in Recommended Annual Salary
Effective Date – June 7, 2021
Replacement
- k. Kara Stezenko – Educational Interpreter, Special Education
Recommended Hourly Rate - \$23.50
Effective Date – March 29, 2021 – June 1, 2021
Additional Hours Correction (not to exceed 58 hours)
- l. Lashae Stitt – Teacher, Pre-K Counts
Recommended Hourly Rate – \$34.65
Effective Date – June 8, 2021 – June 9, 2021
Additional Hours (not to exceed 14 hours)
- m. Carmen Trinidad – Substitute Paraeducator, Early Intervention
Change Recommended Hourly Rate from \$10.05 to \$12.70
Effective Date – July 1, 2020
Rate Correction
- n. Diana Vaughn
Change from Immigration and Customs Enforcement Specialist,
Alternative Education to Emotional Support Specialist, Alternative
Education
No Change in Recommended Annual Salary
Effective Date – June 7, 2021
Additional Position
- o. Rosa Vidal De Camilo – Substitute Paraeducator, Early Intervention
Change Recommended Hourly Rate from \$10.05 to \$12.70
Effective Date – July 1, 2020
Rate Correction
- p. Annette Walton – Substitute Paraeducator, Early Intervention
Change Recommended Hourly Rate from \$10.05 to \$12.70
Effective Date – July 1, 2020
Rate Correction

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- q. Maria Yepez
Change from Paraeducator, Head Start to Teacher, Head Start
Change Recommended Hourly Rate from Level III, Entry, \$14.05 to
Level III, Probationary, \$20.20
Effective Date – June 14, 2021
Replacement

- 3. Professional Development & Curriculum Office
 - a. Misty Stoltzfus – Remedial Teacher, Act 89
Change Recommended Annual Salary from Column 4, Step 4, \$59,720 to
Column 5, Step 4, \$60,413
Effective Date – September 1, 2020
Salary Adjustment per BCIUEA Agreement

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

Alternative Education

Ryan Oberly, Teacher – Effective June 1, 2021

Early Intervention

Ryan Oberly, Teacher – Effective June 1, 2021

Head Start

Ryan Oberly, Teacher – Effective June 1, 2021

Pre-K Counts

Ryan Oberly, Teacher – Effective June 1, 2021

Special Education

Ryan Oberly, Teacher – Effective June 1, 2021

Transportation

Timothy Devlin, Substitute School Bus Fueler – Effective May 17, 2021

Mariluz Montanez, Substitute Bus/Van Deep Cleaner – Effective May 3, 2021

Robert Smith, Substitute Bus/Van Deep Cleaner – Effective May 3, 2021

E. Additions to Approved 2021-2022 Out-of-Class Substitute Lists – Ratifications

No Items to Consider

Removal from 2020-2021 Out-of-Class Substitute Lists – Ratifications

Child Care

Jennie Hafer – Effective June 30, 2021

Shamima Mukhtarzada – Effective June 30, 2021

Illiana Zayas – Effective June 30, 2021

Head Start

Zenaida Calero-Nieves – Effective June 14, 2021

Maria Yepez – Effective June 14, 2021

**Ratifications - Additions
to 2020-2021 Approved
Substitute Lists—Item 13. D.**

**Ratifications - Additions
to Approved 2021-2022
Out-of-Class Substitute Lists**

**Removal from 2020-21
Out-of-Class Substitute Lists
—Item 13. E.**

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F. Remove from 2020-2021 Approved Substitute Lists

Alternative Education

Jenna Reed, Specialist – Effective June 11, 2021

Early Intervention

Jenna Reed, Paraeducator – Effective June 11, 2021

Head Start

Jenna Reed, Paraeducator – Effective June 11, 2021

Pre-K Counts

Jenna Reed, Paraeducator – Effective June 11, 2021

Special Education

Jenna Reed, Specialist – Effective June 11, 2021

Transportation

Shanice Towles, Substitute Driver w/o Bus License, Assistant, and Misc.
Transportation

Effective – May 27, 2021

Charles Weaver, Substitute Driver w & w/o Bus License, Assistant, and
Misc. Transportation

Effective – May 24, 2021

Remove from 2021-2022 Approved Substitute Lists

Early Intervention

Jennie Hafer, Paraeducator – Effective July 1, 2021

**Remove from 2020-2021
Approved Substitute Lists
—Item 13. F.**

**Remove from 2020-2021
Approved Substitute Lists
—Item 13. F.**

G. Employment – Approvals

1. Executive Office

a. Gabriel P. Sabo – Digital Marketing Specialist

Recommended Annual Salary – \$45,424 (to be prorated)

Effective Date – June 21, 2021

Replacement

**Approvals – Employment
—Item 13. G.**

H. Change of Status – Approvals

1. Business Services/Operations Office

a. Cindy Auker

Change from Supervisor I, Transportation, Special Needs to
Supervisor II, Transportation, Special Needs

Change Recommended Annual Salary from \$45,173 to \$47,824

Effective Date – July 1, 2021

Reorganization

**Approvals – Change of
Status —Item 13. H.**

b. Kyle Batz

Change from Supervisor I, Transportation, Tulpehocken to
Supervisor II, Transportation, Tulpehocken

Change Recommended Annual Salary from \$44,773 to \$48,123

Effective Date – July 1, 2021

Reorganization

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- c. Donna Claypoole
Change from Supervisor I, Transportation, Reading and BCTC
to Supervisor II, Transportation, Reading and BCTC
Change Recommended Annual Salary from \$45,923 to \$49,273
Effective Date – July 1, 2021
Reorganization
 - d. Cathey Cruz
Change from Supervisor I, Transportation, Early Intervention to
Supervisor II, Transportation, Early Intervention
Change Recommended Annual Salary from \$50,643 to
54,055.86
Effective Date – July 1, 2021
Reorganization
 - e. Mark Loy
Change from Level V Program Secretary, Transportation to
Part-time Driver w & w/o Bus License, Assistant, and Misc.
Transportation
Change Recommended Hourly Rate from \$16.63 to \$18.15,
\$15.30, \$13.00, and \$11.83
Effective Date – July 7, 2021
Replacement
 - f. Sheila Wyatt
Change from Supervisor I, Transportation, Muhlenberg, Head
Start, and Antietam to Supervisor II, Transportation,
Muhlenberg, Head Start, and Antietam
Change Recommended Annual Salary from \$41,566 to \$45,424
Effective Date – July 1, 2021
Reorganization
2. Early Childhood & Student Services Office
- a. Karen Allen
Change from Teacher, Child Care to Specialized Preschool
Teacher – Classroom, Early Intervention
Change Recommended Hourly Rate from \$22.72 to Annual
Salary, Column 1, Step 1, \$48,319
Effective Date – July 1, 2021
Replacement
 - b. Christina Argentati – Lead Occupational Therapist, Early
Intervention
Recommended Annual Stipend – \$750
Effective Date – July 1, 2021 – June 30, 2022
Additional Assignment
 - c. Jamie Brendle – Lead Specialized Preschool Teacher,
Early Intervention
Recommended Annual Stipend – \$750
Effective Date – July 1, 2021 – June 30, 2022
Additional Assignment

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- d. Megan Carr – Teacher, Child Care
Effective Date – July 1, 2021
Removal of Assignment
- e. Mandy Gerhard
Change from Program Administrator, Head Start to
Program Administrator, Head Start / Pre-K Counts
Change Recommended Annual Salary from \$77,824.54 to
\$78,588
Effective Date – July 1, 2021
Reorganization
- f. Jennie Hafer
Change from Paraeducator, Child Care to Paraeducator,
Early Intervention
Change Recommended Hourly Rate from \$15.68 to \$16.25
Effective Date – July 1, 2021
Replacement
- g. Eileen LaScala – Lead Speech Therapist, Early Intervention
Recommended Annual Stipend – \$750
Effective Date – July 1, 2021 – June 30, 2022
Additional Assignment
- h. Rickiesha Logan
Change from Disabilities / Transition Specialist, Head Start to
Education Supervisor, Head Start
Change Recommended Hourly Rate from Level III, Entry,
\$25.37 to Annual Salary, \$48,197.59
Effective Date – June 21, 2021
Replacement
- i. Molly Manwiller
Change from Paraeducator, Child Care to Paraeducator,
Early Intervention
Change Recommended Hourly Rate from \$12.89 to \$13.46
Effective Date – July 1, 2021
Additional Position
- j. Kathy Miller
Change from Paraeducator, Child Care to Paraeducator,
Early Intervention
Change Recommended Hourly Rate from \$12.94 to \$13.51
Effective Date – July 1, 2021
Replacement
- k. Kettiya Monfort
Change from Paraeducator, Child Care to Paraeducator,
Head Start
Change Recommended Hourly Rate from \$11.54 to Level I,
Entry, \$12.82
Effective Date – July 1, 2021
Replacement

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- l. Shamima Mukhtarzada
Change from Paraeducator, Child Care to Paraeducator,
Pre-K Counts
Change Recommended Hourly Rate from \$13.27 to \$13.84
Effective Date – July 1, 2021
Replacement
- m. Katherine Palm-Seiler
Change from Teacher, Child Care to Floating Teacher,
Head Start
Change Recommended Hourly Rate from \$13.67 to Level I,
Entry, \$19.08
Effective Date – July 1, 2021
Replacement
- n. Kristina Rhodes – Specialized Preschool Teacher – Itinerant,
Early Intervention
Recommended Hourly Rate – \$49.71
Effective Date – July 1, 2021 – September 30, 2021
Additional Hours (as assigned)
- o. Kimberly Rolon
Change from Assistant Program Administrator, Child Care /
Pre-K Counts to Assistant Program Administrator, Pre-K
Counts
Change Recommended Annual Salary from \$60,568 to
\$61,779.36
Effective Date – July 1, 2021
Position Title Change
- p. Amber Sell
Change from Teacher, Child Care to Teacher, Pre-K Counts
Change Recommended Hourly Rate from \$22.44 to Annual
Salary, Column 1, Step 9, \$48,047
Effective Date – July 1, 2021
Replacement
- q. Alice Shomgard
Change from Teacher, Child Care to Paraeducator,
Early Intervention
Change Recommended Hourly Rate from \$16.17 to \$16.74
Effective Date – July 1, 2021
Replacement
- r. Cindy Silverman Chronister – Lead Psychologist,
Early Intervention
Recommended Annual Stipend – \$750
Effective Date – July 1, 2021 – June 30, 2022
Additional Assignment

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- s. Angela Smith – Teacher, Child Care
Effective Date – July 1, 2021
Removal of Assignment
 - t. Theresa Soley – Occupational Therapist, Early Intervention
Recommended Hourly Rate – \$47.39
Effective Date – July 1, 2021 – September 30, 2021
Additional Hours (as assigned)
 - u. Adam Solomon
Change from Teacher, Child Care to Teacher, Head Start
Change Recommended Hourly Rate from \$16.89 to Level III,
Entry, \$20.76
Effective Date – July 1, 2021
Replacement
 - v. Tara Springer
Change from Paraeducator, Child Care to Paraeducator,
Head Start
Change Recommended Hourly Rate from \$12.54 to Level I,
Entry, \$12.82
Effective Date – July 1, 2021
Replacement
 - w. Jennifer Wentzel
Change from Assistant Program Administrator, Child
Care / Pre-K Counts to Assistant Program Administrator,
Pre-K Counts
Change Recommended Annual Salary from \$63,201.24 to
\$64,465.26
Effective Date – July 1, 2021
Position Title Change
 - x. Iliana Zayas
Change from Paraeducator, Child Care to Paraeducator,
Head Start
No Change in Recommended Hourly Rate
Effective Date – July 1, 2021
Replacement
3. Information Technology Office
- a. Richard Loveless
Change from Supervisor, Applications, Architecture, and
Development to Program Administrator, Software Application
Development
Change Recommended Annual Salary from \$81,151.20 to
\$85,151.22
Effective Date – July 1, 2021
Reorganization

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4. Professional Development & Curriculum Office
 - a. Stephanie Camoni – Peer Reviewer, The Pennsylvania Key
Recommended Annual Stipend – \$1,000
Effective Date – July 1, 2021 – June 30, 2022
Additional Responsibilities
 - b. Kelli Harris – Peer Reviewer, The Pennsylvania Key
Recommended Annual Stipend – \$1,000
Effective Date – July 1, 2021 – June 30, 2022
Additional Responsibilities
 - c. Karen Henrichs
Change from Subject Matter Expert, OPDC to
Assistant Director of School Improvement Performance
Management, OPDC
Change Recommended Annual Salary from \$89,000 to \$90,780
Effective Date – July 1, 2021
Position Title Change
 - d. Amy Hoffman – Peer Reviewer, The Pennsylvania Key
Recommended Annual Stipend – \$1,000
Effective Date – July 1, 2021 – June 30, 2022
Additional Responsibilities
 - e. Michael Imburgia
Change from Statewide School Improvement Dashboard
Manager, OPDC to Director of School Improvement
Performance Management, OPDC
Change Recommended Annual Salary from \$123,807.60 to
\$126,283.75
Effective Date – July 1, 2021
Position Title Change
 - f. Amanda Janeshefskie
Change from Professional Development Specialist, The
Pennsylvania Key to Professional Development Registry
Administrative Coordinator, The Pennsylvania Key
Change Recommended Annual Salary from \$43,220 to \$47,650
Effective Date – July 1, 2021
Reorganization
 - g. Rebecca Lamar – Manager of Higher Education Initiatives,
The Pennsylvania Key
Recommended Annual Stipend – \$5,000
Effective Date – July 1, 2021 – June 30, 2022
Additional Responsibilities

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- h. Kris Madden
Change from Registry Project Manager, The Pennsylvania Key to Assistant Program Director of Workforce Systems, The Pennsylvania Key
Change Recommended Annual Salary from \$72,049 to \$79,061
Effective Date – July 1, 2021
Reorganization
- i. Lisa Mulliken – Peer Reviewer, The Pennsylvania Key
Recommended Annual Stipend – \$1,000
Effective Date – July 1, 2021 – June 30, 2022
Additional Responsibilities
- j. Amber Repman
Change from Administrative Coordinator Specialist, The Pennsylvania Key to Administrative Coordinator, The Pennsylvania Key
No Change in Annual Salary
Effective Date – July 1, 2021
Reorganization
- k. Betsy Saatman
Change from Technical Assistance Specialist, The Pennsylvania Key to School Age Child Care Initiatives Technical Assistance Specialist, The Pennsylvania Key
Change Recommended Annual Salary from \$57,743 to \$58,898
Effective Date – July 1, 2021
Position Title
- l. Beth Simon – Peer Reviewer, The Pennsylvania Key
Recommended Annual Stipend – \$1,000
Effective Date – July 1, 2021 – June 30, 2022
Additional Responsibilities
- m. Donna Wennerholt
Change from Professional Development Project Manager, The Pennsylvania Key to Career Pathway Verification Supervisor, The Pennsylvania Key
No Change in Annual Salary
Effective Date – July 1, 2021
Reorganization
- n. Holly Weyer – Psychologist, Act 89
Change Recommended Hourly Rate to an Annual Salary, from Column 6, Step 15, \$65.83 to \$88,155
Effective Date – August 17, 2021
Replacement

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I. Leave of Absence Requests

**Leave of Absence Requests
— Item 13. I.**

1. Professional Development & Curriculum Office
Personal Leave (unpaid – with benefits – not FMLA)
 - a. Shanta Austin – Infant Early Childhood Mental Health Consultant, The Pennsylvania Key
Effective Date – May 3, 2021

J. Return from Leave of Absence Requests

**Return from Leave of
Absence Requests
—Item 13. J.**

1. Business Services/Operations Office
Personal Leave (unpaid – without benefits – not FMLA)
 - a. David Geist – Level II Custodian, Custodial
Effective Date – May 26, 2021
 - b. Leslie Rhodes – Part-time Driver w/o Bus License, Assistant, and Misc. Transportation
Effective Date – January 6, 2021
 - c. Ciera Towles – Part-time Driver w/o Bus License, Assistant, and Misc. Transportation
Effective Date – May 3, 2021
2. Professional Development & Curriculum Office
Personal Leave (unpaid – with benefits – not FMLA)
 - a. Shanta Austin – Infant Early Childhood Mental Health Consultant, The Pennsylvania Key
Effective Date – May 24, 2021

K. Retirements

**Retirements
—Item 13. K.**

1. Early Childhood & Student Services Office
 - a. Bonnie R. Bibbus – Paraeducator, Child Care
Effective Date – June 30, 2021
 - b. Ava E. Brown – Family Engagement Worker, Head Start
Effective Date – July 1, 2021
 - c. Stacey J. Kilgore – Level V Program Secretary, Office of Early Childhood and Student Services
Effective Date – August 2, 2021
 - d. Lynne M. Rentschler – Paraeducator, Child Care
Effective Date – June 30, 2021

L. Resignations

**Resignations
—Item 13. L.**

1. Business Services/Operations Office
 - a. Brian K. Bachman – Vehicle Maintenance Technician, Transportation
Effective Date – July 6, 2021

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2. Early Childhood & Student Services Office
 - a. Kirsten E. Abraham – Paraeducator, Child Care
Effective Date – June 30, 2021
 - b. Rosanella Badalamenti – Speech Therapist, Early Intervention
Effective Date – July 14, 2021
 - c. Cheyenne G. Potts – Special Education Teacher – Itinerant, Special Education
Effective Date – June 3, 2021
 - d. Jennifer R. Schaffer – Level V Program Secretary, Early Intervention
Effective Date – June 18, 2021
 - e. Alicia M. Vaux – Teacher, Pre-K Counts
Effective Date – June 7, 2021

M. Terminations

**Terminations
—Item 13. M.**

1. Business Services/Operations Office
 - a. Juan A. Dorta – Part-time Bus/Van Assistant and Misc., Transportation
Effective Date – June 18, 2021
Violation of Policy
 - b. Rose M. Miller – Part-time Driver w/o Bus License, Assistant, and Misc., Transportation
Effective Date – June 18, 2021
Violation of Policy

N. Other

**Other
—Item 13. N.**

1. Business Services/Operations Office
 - a. John J. Coakley – Assistant Program Administrator, Transportation
Recommended Annual Salary – \$76,000 (to be prorated)
Effective Date – June 7, 2021
Date Amended
2. Early Childhood & Student Services Office
 - a. Jodi S. Bixler – Paraeducator, Child Care
Effective Date – July 1, 2021
Layoff
 - b. Linda D. Bryant – Teacher, Child Care
Effective Date – July 1, 2021
Layoff
 - c. Gladys R. Dellon – Paraeducator, Child Care
Effective Date – July 1, 2021
Layoff

- d. Marie A. Garrett – Paraeducator, Child Care
Effective Date – July 1, 2021
Layoff
- e. Grace A. Hall – Paraeducator, Child Care
Effective Date – July 1, 2021
Layoff
- f. Jean M. Heyer – Floating Substitute Teacher, Child Care
Effective Date – July 1, 2021
Layoff
- g. Deja L. King – Paraeducator, Child Care
Effective Date – July 1, 2021
Layoff
- h. Debra A. Oberly – Paraeducator, Child Care
Effective Date – July 1, 2021
Layoff
- i. Megan M. Parks – Paraeducator, Child Care
Effective Date – July 1, 2021
Layoff
- j. Shamella S. Peart – Teacher, Child Care
Effective Date – July 1, 2021
Layoff

14. OTHER MATTERS FOR CONSIDERATION

A. EARLY CHILDHOOD & STUDENT SERVICES

—DR. MICHELLE REICHARD-HUFF, DIRECTOR

To approve the BCIU Head Start Self-Assessment Summary Report for the 2020-2021 school year.

To approve the program recommendations for revisions to the BCIU Head Start Program five-year goals and action steps.

To approve the BCIU Head Start Community Needs Assessment Executive Summary.

OTHER MATTERS FOR CONSIDERATION

**BCIU Head Start Self-Assessment Summary Report
—Item 14. A. 1.**

**BCIU Head Start Program Five-Year Goals and Action Steps
—Item 14. A. 2**

BCIU Head Start Community Needs Assessment Executive Summary—Item 14. A. 3.

B. PROFESSIONAL DEVELOPMENT & CURRICULUM

—DANIEL RICHARDS, DIRECTOR

To appoint the following representatives to the BCIU Comprehensive Plan Professional Development Steering Committee in accordance with PA Statute 24§ 12-1205.1 (b):

- Parent Representatives
 - Ms. Shana Medina, Head Start Parent
 - Ms. Cynthia Quirindongo, Head Start Para Educator and Parent
- Local Business Representative – Mrs. Connie Skipper, Greater Reading Chamber Alliance and Billy’s Candies
- Community Representative – Dr. Rudy Ruth, Alvernia University

To authorize the appropriate officers to execute an agreement between the Berks County Intermediate Unit (BCIU) and Jason Mundok, LLC for Jason Mundok, LLC to provide consulting services to support the statewide Comprehensive Support and Improvement dashboard development initiative for a fee not to exceed \$10,755 effective upon signature date according to the agreement.

To authorize the appropriate officers to execute an agreement between the Berks County Intermediate Unit (BCIU) and Allegheny Intermediate Unit 3 (AIU), for the AIU to provide statewide professional development related to the Classroom Diagnostic Tool (CDT), for the amount of \$47,400 plus travel expenses according to the agreement, effective, July 1, 2021, through June 30, 2022.

To ratify Amendment #4 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 the Grants Module to be enabled and configured for The Pennsylvania Key’s version of the Insight Platform. This amendment provides for a funding increase of \$128,041 for a revised total of \$1,302,729.98. All other terms and conditions remain in force (The Pennsylvania Key).

To ratify Amendment #12 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 for organization review and validation process requirements and two factor authentication into identity. This amendment provides for a funding increase of \$58,330 for a revised total of \$2,557,485.50. All other terms and conditions remain in force (The Pennsylvania Key).

To ratify Amendment #1 to the current agreement between the Berks County Intermediate Unit (BCIU) and Public Health Management Corporation (PHMC), for the BCIU to modify its scope of services to provide Early Childhood Mental Health (ECMH) consultant services. This amendment provides for a funding increase of \$3,960 for a revised total of \$135,980. All other terms and conditions remain in force (The Pennsylvania Key).

**Appoint Representatives to the BCIU Comprehensive Plan Professional Development Steering Committee
—Item 14. B. 1.**

**Agreement with Jason Mundock / Consulting Services to Support Statewide Comprehensive Support and Improvement Dashboard Development Initiative
—Item 14. B. 2.**

**Agreement with Allegheny IU 3 for Professional Development / Classroom Diagnostic Tool (CDT) (The Pennsylvania Key)
—Item 14. B. 3.**

**Amendment #4 to Agreement with New World Now / Grants Module for Insight Platform (The Pennsylvania Key)
—Item 14. B. 4.**

**Amendment #12 to Agreement with New World Now / Organization Review and Validation Process Requirements and Two Factor Authentication into Identity (The Pennsylvania Key)
—Item 14. B. 5.**

Amendment #1 to Agreement with Public Health Management Corporation (PHMC) / Early Childhood Mental Health Consultant Services (The Pennsylvania Key)—Item 14. B. 6.

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To ratify Quote # 20/21-Q0011 between the Berks County Intermediate Unit (BCIU) and Penn State Better Kid Care Program, for Penn State to provide prepayment scholarship codes for use with the “CDA Course” in Better Kid Care’s on Demand. This quote provides funding for 100 scholarships to candidates approved by OCDEL / The Pennsylvania Key for a total of \$30,000 (The Pennsylvania Key).

**Quote #20/21-Q0011 with Penn State Better Kid Care Program / CDA Course in Better Kid Care’s on Demand / 100 Scholarships (The Pennsylvania Key)
—Item 14. B. 7.**

**C. INFORMATION TECHNOLOGY
—SCOTT MAJOR, DIRECTOR**

To authorize the appropriate officers to execute a Legal Services Consultation agreement between the Berks County Intermediate Unit and Sweet, Stevens, \Katz, and Williams, LLP, for Sweet, Stevens, Katz, and Williams, LLP, to provide legal services for participating school districts and career and technology centers as Technology Pool Counsel. Scheduled trainings and consultations will be provided for technology-related Board policies, phone conversations, and email advice, effective July 1, 2021, through June 30, 2022, for the amount of \$11,000. The cost of this service is invoiced and shared among all participating member school districts.

**Legal Services Consultation Agreement with Sweet, Stevens, Katz, and Williams, LLP
—Item 14. C. 1.**

To authorize the appropriate officers to execute an agreement between the Berks County Intermediate Unit and Seneca Highlands Intermediate Unit for the renewal of KnowBe4 Security Awareness Training Subscription at a rate of \$9,808 for a period of one year, beginning on July 31, 2021.

Agreement with Seneca Highlands IU / Renewal of KnowBe4 Security Awareness Training Subscription—Item 14. C. 2.

To approve the license fees for the third year of the five-year Microsoft Campus and School Agreement, through Lebanon Lancaster Intermediate Unit 13, at a cost of \$75,228 for the term of July 1, 2021, through June 30, 2022.

License Fees for Third Year Microsoft Campus and School Agreement Through IU 13—Item 14. C. 3.

To approve the renewal of the Barracuda Message Archiver subscription through IntegraONE, at a rate of \$5,814 for a period of one year, beginning on August 13, 2021.

Renewal of Barracuda Message Archiver Subscription Through IntegraONE—Item 14. C. 4.

To authorize the appropriate officers to execute an agreement between the Berks County Intermediate Unit and DocuSign, Inc. for the renewal of eSignature Enterprise Pro licensing and Premier Support for the period of July 1, 2021, through June 30, 2022, at a cost of \$24,840.

**Agreement with Docusign, Inc. / Renewal of eSignature Enterprise Pro Licensing and Premier Support
—Item 14. C. 5.**

To approve the one-year renewal of Netskope Secure Access Secure Edge (SASE) Cloud Security Services at a cost of \$67,981.57. Service dates are from July 1, 2021, to June 30, 2022.

**Renewal of Netskope Secure Access Secure Edge (SASE) Cloud Security Services
—Item 14. C. 6.**

To approve the purchase of a Tenable.io subscription from CDW-G at a cost of \$16,420. The term of the subscription will be one year, beginning on July 1, 2021.

**Purchase of Tenable.io Subscription from CDW-G
—Item 14. C. 7.**

To approve the purchase agreement for the renewal of five licenses to Pluralsight Online Technical training at a total cost of \$2,895 for a one-year subscription beginning July 2, 2021.

**Renewal of Five Licenses to Pluralsight Online Technical Training
—Item 14. C. 8.**

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To authorize the appropriate officers to execute an agreement between the Berks County Intermediate Unit (BCIU) and Instructure, Inc., for the renewal of an agreement for licensing of the Canvas Learning Management System utilized by the BCIU for professional development opportunities. The cost for 200 licenses is \$950 for the term July 1, 2021, through June 30, 2022.

**Agreement with
Instructure, Inc. / Renewal
of Canvas Learning
Management System
Licensing
—Item 14. C. 9.**

To authorize the appropriate officers to execute a three-year lease with HP, Inc. for 25 laptop computers at a cost not to exceed \$37,593.32 effective upon receipt of the equipment.

**Three-Year Lease with HP,
Inc. for 25 Laptop
Computers
—Item 14. C. 10.**

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

To award contracts through the Berks County Joint Purchasing Board for Copy Paper.

**Award Contracts for Copy
Paper—Item 14. D. 1.**

To authorize the appropriate officers to execute an Intergovernmental Agreement (IGA) with the Pennsylvania Department of Education (PDE) and the Berks County Intermediate Unit (BCIU), for BCIU to receive and then provide to its respective districts standardized All Hazards training. The BCIU will support PDE's Office for Safe Schools (OSS) by communicating with school entities on school safety, emergency planning, and their entities' needs for training and technical assistance in such areas as emergency management operations at a total cost of \$12,500. This is a two-year initiative, effective July 1, 2021, through June 30, 2023.

**Intergovernmental
Agreement with PDE /
Standardized All Hazards
Training in Support of
PDE's Office for Safe
Schools (OSS)
—Item 14. D. 2.**

To authorize the appropriate officers to execute a five- agreement between the Berks County Intermediate Unit (BCIU) and St. Luke's Evangelical Lutheran Church, 44 North Ninth Street, Reading, PA, for the rental of 11,038.33 square feet of classroom and miscellaneous space for BCIU Head Start and Early Intervention programs at a rate of \$6,657.46 per month (2.75% increase), effective July 1, 2021. The contract will then increase 2.75% annually for the remaining four years starting July 1, 2022, through June 30, 2026.

**Five-Year Agreement with
St. Luke's Evangelical
Lutheran Church / Rental of
Space for Head Start and EI
Programs—Item 14. D. 3.**

To authorize the appropriate officers to execute the lease/purchase agreements between the Berks County Intermediate (BCIU) and Municipal Capital Finance for the lease/purchase of the following:

**Lease / Purchase Agreements
with Municipal Capital
Finance for Vehicles
—Item 14. D. 4.**

- Loan amount of \$ 1,308,900 with a monthly payment of \$ 22,661.55 for 60 months (1.56%) for the (13) 2021 9-Passenger Vans, (1) 2021 and (1) 2022 Pickup Trucks, (1) 2017 48-Passenger Bus, and (9) 2017 72-Passenger Diesel School Buses
- Loan amount of \$ 1,072,605 with a monthly payment of \$12,019.49 for 96 months (1.87%) for (4) 2021 29-Passenger Vans, (3) 2022 48-Passenger School Buses, (3) 2022 48-Passenger with Lift School Buses, and (3) 2022 72-Passenger with Lift School Buses

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To authorize the appropriate officers to execute a one-year agreement between the Berks County Intermediate Unit (BCIU) and Ironworker Properties, LLC, for the BCIU to lease 39,000 square feet of parking area to be used for the parking of buses and vans used for the Muhlenberg regular transportation contract and Head Start, effective August 1, 2021, through July 31, 2022, at an annual cost of \$17,940 (\$1,495/month), a 13.6% increase.

**Agreement with Ironworker Properties, LLC / Lease of Parking Ares for Muhlenberg Regular Transportation Contract and Head Start
—Item 14. D. 5.**

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

**Agreement with Atlas Transportation for Transportation of Special Needs Students
—Item 14. D. 6.**

- To transport Special Needs Students to Amanda Stoudt effective May 17, 2021 at a rate of \$375 per day
- To transport Special Needs Students to RMCTC effective May 13, 2021 at a rate of \$490 per day
- To transport Special Needs Students to Amanda Stoudt effective May 24, 2021 at a rate of \$475 per day

E. ADMINISTRATION

—DR. JILL M. HACKMAN, EXECUTIVE DIRECTOR

To approve the Berks County Intermediate Unit (BCIU) Health and Safety Plan (Safe Return to In-Person Instruction and Continuity of Services Plan), as per Section 2001(i)(1) of the American Rescue Plan (ARP) Act, effective July 1, 2021. This plan will replace the current BCIU Health and Safety Plan, adopted on August 11, 2020, and revised and approved by the BCIU Board of Directors on January 21, 2021.

**Approval of Health and Safety Plan (Safe Return to In-Person Instruction and Continuity of Services Plan)
—Item 14. E. 1.**

To cancel the July 15 Berks County Intermediate Unit (BCIU) Board meeting and to authorize the officers and administration of the BCIU to take the necessary steps to pay bills and salaries during the time between the June and August meetings.

**Cancellation of July 15 BCIU Board Meeting / Authorization to Pay Bills and Salaries
—Item 14. E. 2.**

To authorize the Executive Director to offer employment to prospective employees between the June and August Board meetings subject to receiving approval from Berks County Intermediate Unit Board officers through polling of each officer. Employment shall be ratified at the August Board meeting.

**Authorization of Executive Director to Offer Employment Between June and August Board Meetings
—Item 14. E. 3.**

Yeas: Costenbader-Jacobson; Dennin; Hemberger; Huhn; Lash; Lupia; Manbeck; Manmiller; Miller; Richard; Ritter; Sellers; Specht; Taylor; Ulrich; McEwen	Roll Call Vote
Nays: None. Motion carried.	

Mr. McEwen announced that the August 19 Board Meeting would be in-person unless conditions warrant. He wished everyone a safe and wonderful summer.

Board Members Desiring to be Heard

A motion was made by Costenbader-Jacobson, seconded by Ulrich, to adjourn the meeting at 7:46 p.m.

Adjournment

Motion carried.	Voice Vote
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Approved by,

Brian R. Specht, Secretary

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**THE FOLLOWING TOOK PLACE PRIOR TO THE REGULAR BOARD MEETING,
DURING COMMITTEE-OF-THE-WHOLE:**

President McEwen announced that the Employee-of-the Month for June was unable to attend the meeting. Laura Johnson, Alternative Education for Disruptive Youth English Teacher, will attend the August 19th Board meeting to receive her honors.

Mandy Gerhard, Head Start Program Administrator, introduced **Ann Kowalski**, who will retire at the end of July. Ms. Gerhard shared that Ann began her employment at the BCIU in January 2005 and currently serves as the Assistant Program Administrator of Family Services. She remained in the Head Start Program the entire time of her employment. Ann has a wealth of knowledge regarding all aspects of the Head Start Program and has been the go-to person. She has built strong positive relationships with staff and families and is known for her wonderful sense of humor. She is sincerely appreciated by each of her colleagues and be greatly missed.

Ms. Kowalski, who attended virtually, thanked the Board and administration, and said that she has enjoyed her career at the BCIU.

Brian Hocking, Special Education Program Administrator, attended the meeting virtually to honor the following retirees who were not able to attend the meeting:

Diane J. Hamilton, Special Education Health Assistant (Governor Mifflin)
(Start date: September 2005 | Retired: June 13, 2021)

Jody L. Shappell Buery, Special Education Education Interpreter
(Start date: August 1999 | Retired: June 10, 2021)

Candace Hall, Program Administrator in the Office of Professional Development and Curriculum, introduced **Dr. Melody Shoemaker**, who will retire at the end of June. Mrs. Hall shared that Dr. Shoemaker has over 26 years of service as a psychologist in the Act 89 program. Mrs. Hall told Board members that Dr. Shoemaker is a joy to work with and is passionate about her work with her students. Mrs. Hall shared her thanks to Melody for her calm demeanor and assistance to her when she began in her role on the OPDC team. Mrs. Hall also shared notes of appreciation from Melody's Act 89 co-workers and administrators of the nonpublic schools she served.

Dr. Shoemaker attended the meeting virtually and thanked the BCIU Board and administration. She stated that she is grateful for the opportunity to work with students and for the friends she made along the way.

**EMPLOYEE OF THE
MONTH – JUNE 2021
—Laura Johnson,
Office of Early Childhood
and Student Services**

**RETIREES
—Ann Kowalski,
Office of Early Childhood
and Student Services**

**—Diane Hamilton,
Office of Early Childhood
and Student Services**

**—Jody L. Schappell Buery,
Office of Early Childhood
and Student Services**

**—Dr. Melody Shoemaker,
Office of Professional
Development and
Curriculum**

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Dr. Michelle Reichard-Huff, Director of the Office of Early Childhood and Student Services, introduced **Ms. Jessica Bailey**, AEDY School Counselor at the Learning Academy at Thomas Ford. Through Ms. Bailey’s efforts, the “Mosiatic Closet” was created to provide clothes, toiletries, bedding, and other needed items to assist students and build confidence to come to school daily. Mrs. Bailey, with the assistance of Kutztown University Intern Lacey Moyer, also obtained a washer and dryer for use by students who otherwise did not have access. Mosiac’s Closet was highlighted in the June Newslink.

BCIU CHAMPION
—Jessica Bailey,
Office of Early Childhood
and Student Services

Mrs. Amelia Krotee, Marketing Communication Specialist in the Office of the Executive Director, joined the meeting virtually to unveil the BCIU Anniversary Logo. This special logo will be used throughout the year to celebrate and highlight the BCIU’s 50 years of service to our schools and community.

FEATURED PROGRAMS
BCIU 50th Anniversary
Logo
—Amelia Krotee, Office of
the Executive Director

Mr. Dan Richards, Director of the Office of Professional Development and Curriculum, introduced **Mrs. Marcelle McGhee**, Virtual Learning Supervisor, who attended the meeting virtually. Mr. Richards reported that Berks Online Learning was the focus of Edgenuity’s most recent success story. BOL partners with Edgenuity Instructional Services Services to offer Berks County school districts online opportunities to their students. Mrs. McGhee highlighted the positive relationships between Edgenuity’s teachers and the students, which she shared are largely responsible for BOL’s success.

BOL / Edgenuity Success
Story
—Marcelle McGhee, Office
of Professional
Development and
Curriculum