

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

**I. BCIU HONORS**

◆ **EMPLOYEE OF THE MONTH FOR OCTOBER 2021**

— Donna VanKirk, Warehouse Clerk, Office of Business Services / Operations

**II. FEATURED PROGRAMS**

◆ **Inside BCIU: 50<sup>th</sup> Anniversary Edition – BCIU: Then and Now**

— Dr. Jill Hackman, Executive Director

**III. EXECUTIVE SESSION**

**IV. EXECUTIVE DIRECTOR’S REPORT**

A. Executive Director Update

1. Newslink
2. Legislative Report
3. Organization Wellness: Compassion in the Workplace Series
4. Cybersecurity and Data Privacy: Multi-Factor Authentication (MFA)
5. BCIU Comprehensive Plan Update
6. Annual Board Policy Notification and Acknowledgement
7. Other Items

**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 appoint James Ulrich as Secretary of the BCIU Board of Directors to fill the unexpired term of Brian Specht, effective October 21, 2021, to June 30, 2022.

**02. APPROVAL OF MINUTES**

A. Meeting of September 16, 2021

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

SOURCE		PAGE	AMOUNT
September	2021 Ratifications - IU	1-16	\$3,216,214.93
September	2021 Ratifications - PSDLAF	1-01	\$8,032.73
October	2021 Ratifications - IU	1-16	\$3,125,551.61
October	2021 Approvals - IU	1-06	\$274,355.11
<b>TOTAL</b>			<b>\$6,624,154.38</b>

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

Amount Outstanding
October 14, 2021
\$0

**05. INFORMATION ITEM – ACCOUNTS RECEIVABLE AGING REPORT AS OF OCTOBER 14, 2021:**

Funding Source	Current	30 Days	60 Days	90 Days	120 Days
School Districts	\$354,651.84	\$336,444.47	\$41,342.35	\$92,127.26	\$1,156,281.23
Commonwealth of PA	\$3,172,927.89	\$4,811,083.69	\$0.00	\$81,844.44	\$0.00
Other Revenue Sources	\$118,543.88	\$128,147.35	\$1,688.54	\$23,615.14	\$11,012.55
<b>TOTALS</b>	<b>\$3,646,123.61</b>	<b>\$5,275,675.51</b>	<b>\$43,030.89</b>	<b>\$197,586.84</b>	<b>\$1,167,293.78</b>
<b>GRAND TOTAL</b>	<b>\$10,329,710.63</b>				

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

- a. Financial Statements (September 2021)
- b. Credit Card Purchases (September 2021)
- c. Non-Federal Share Report (September 2021)
- d. Policy Council Minutes/Resolutions (September 2021)
- e. Head Start Director's Reports (October 2021)

**07. COMBINED FINANCIAL REPORT**

**CASH**

**BEGINNING BALANCE SEPTEMBER 1, 2021** **\$8,923,053.90**

RECEIPTS

REVENUE RECEIPTS	\$7,232,357.34	
RETURNED CHECKS	\$0.00	
INVESTMENT REDEMPTIONS	<u>\$0.00</u>	<u>\$7,232,357.34</u>
		\$16,155,411.24

DISBURSEMENTS

PRE-BOARD RATIFICATIONS	\$2,432,333.35	
PRE-BOARD RATIFICATIONS-PSDLAF	\$0.00	
BOARD APPROVALS	\$611,538.39	
POST BOARD RATIFICATIONS PSDLAF	\$8,032.73	
POST BOARD RATIFICATIONS IU	<u>\$3,216,214.93</u>	
TOTAL CHECKS WRITTEN	\$6,268,119.40	
CHECKS VOIDED	(\$8,356.06)	
PAYROLL DISTRIBUTIONS	<u>\$5,071,892.83</u>	<u>\$11,331,656.17</u>
ENDING BALANCE -SEPTEMBER 30, 2021		\$4,823,755.07

**CASH AVAILABLE-SEPTEMBER 30, 2021** **\$4,823,755.07**

**08. INVESTMENT OF FUNDS**

Interest earned on investments is as follows:

**SEPTEMBER 2021**

Tompkins VIST	<b>\$872.89</b>
PNC	<b>\$.37</b>
Chase	<b>4.08</b>

**09. BUDGETS**

**A. New and Proposed Budgets**

**1. American Rescue Plan (ARP) - Early Intervention (EI)**

**IDEA 619 Allocation – Program 125**

Office of Early Childhood and Student Services

7/1/21 – 9/30/22

\$174,502

As a result of the American Rescue Plan (ARP), Early Intervention (EI) has been awarded a supplemental grant for activities in response to COVID-19. The supplement contains funding for EI IDEA Section 619-eligible expenses to help to mitigate exposure to COVID and support children in their learning environments (new).

**2. American Rescue Plan (ARP) - Early Intervention (EI)**

**IDEA 611 Component 1 Allocation – Program 126**

Office of Early Childhood and Student Services

7/1/21 – 9/30/22

\$292,404

As a result of the American Rescue Plan (ARP), Early Intervention (EI) has been awarded a supplemental grant for activities in response to COVID-19. The supplement contains funding for EI IDEA Section 611 Component 1-eligible expenses to help to mitigate exposure to COVID and support children in their learning environments (new).

**3. American Rescue Plan ESSER Homeless Children and Youth (ARP-HCY) – Program 21-151**

Office of Early Childhood and Student Services

7/1/21 – 9/30/24

\$1,281,747

The ARP - HCY is one-time funding provided to the Region 2 office of Pennsylvania’s Education for Children and Youth Experiencing Homelessness program which is administered by BCIU. The purpose of this funding is to provide supplemental educational support for students experiencing homelessness in the Region’s six counties (Berks, Chester, Dauphin, Lancaster, Lebanon, and Schuylkill). This funding complements the existing ECYEH program at BCIU (new).

**4. EHS-CCP CRRSA/ARP – Program 21-169**

Office of Early Childhood and Student Services

4/1/21 – 3/31/23

\$22,100

As a result of the Coronavirus Response and Relief Supplemental Appropriations (CRRSA Act), Early Head Start Child Care Partnership has been awarded a supplemental grant for activities in response of COVID-19 through the Commonwealth of Pennsylvania, Office of Child Development and Early Learning (OCDEL). This supplement contains funding for Live N Learn Station, our local childcare partner for costs directly related to COVID-19 (new).

**B. Initial Budgets**

**1. Educational Stability for Foster Care Youth – Program 21-149**

Office of Early Childhood and Student Services

7/1/21 – 9/30/22

\$56,563

The BCIU has been allocated the above amount to manage Region 2 of the Educational Stability for Foster Care Youth program through the PA Department of Education. There are eight grantees in the Commonwealth that receive these funds to form a management team through regional offices. The goal of the regional office is to provide technical assistance, training, and support to all public-school districts and county children and youth agencies with regards to the education of children in foster care. Region 2 consists of Berks, Chester, Dauphin, Lancaster, Lebanon, and Schuylkill counties. The grant is allocated through Title I, Part A funds annually (since 2017).

**2. Education of Homeless Children & Youth – Program 21-150**

Office of Early Childhood and Student Services

7/1/21 – 6/30/22

\$733,540

BCIU serves as the Region II coordinator for the administration of the federally funded homeless education program. In addition to Berks County, BCIU provides direct service to Schuylkill, Lebanon, and Lancaster counties. BCIU flows thru funding to Chester and Dauphin Counties, and Lancaster School District and is responsible for the oversight and supervision of the other county providers. The grant is for the first year of a five-year period (since 1993).

**3. PA Science Standards Revision – Program 217**

Office of Professional Development and Curriculum

7/1/21 – 6/30/22

\$113,400

BCIU through an agreement with the Pennsylvania Department of Education will provide services to support the Pennsylvania Science Standards revision process. Services under this agreement will include assistance in facilitation of initial information gathering and creation of a landscape report, stakeholder engagement sessions, steering committee and writing work groups, community feedback, and presentation to State Board of Education. BCIU will support and supply technical assistance to the Pennsylvania Department of Education throughout the revision process (since 2019).

**4. Career Readiness – Program 273**

Office of Professional Development and Curriculum

7/1/21 – 6/30/22

\$199,722

BCIU will provide technical assistance to operationally define and manage the training, technical support, program planning, evidence collection, and monitoring necessary to implement the College and Career Readiness indicators associated with Every Student Succeeds Act, the Future Ready PA Index, and proposed Pennsylvania graduation requirements (since 2018).

**5. Comprehensive Support and Improvement – Program 284**

Office of Professional Development and Curriculum

7/1/21 – 6/30/22

\$597,808

The BCIU, through an agreement with the Allegheny Intermediate Unit (AIU3), will provide services associated with the overall system for school improvement and specifically services associated with the Comprehensive Support and Improvement (CSI) that AIU3 has contracted with the Pennsylvania Department of Education to provide statewide. BCIU's services will include the recruitment, hiring, logistics, and supervision of the Director of School Improvement Performance Management and Assistant Directors of School Improvement Performance Management. BCIU will also serve as a lead partner and advisory member for CSI statewide services (since 2018).

**6. Berks Online Learning – Program 680**

Office of Professional Development and Curriculum

7/1/21 – 6/30/22

\$641,367

This proprietary program is a partnership between BCIU and multiple cyber course providers to offer local school districts online education options for K-12 students (since 2008).

**C. Changes to Initial Budgets**

**1. Berks County Head Start State Supplemental Funds – Program 105**

Office of Early Childhood and Student Services

7/1/21 – 6/30/22

\$21,748

**Total Proposed Revised Budget: \$824,269**

Funded by the state through the Department of Education and the Head Start State Collaboration Office, this program supports expanded services of a comprehensive child development program for low-income preschool children and their families (since 2005). This change is necessary for additional funding in cost per child.

**2. Early Intervention - IDEA Act 2004 (Part B) – Program 186 – Component 1**

Office of Early Childhood and Student Services

7/1/20 – 6/30/21

\$1,834

**Total Proposed Revised Budget: \$1,332,449**

The federal funding source for this program is P.L. 108-446, Individuals with Disabilities Education Act 2004 – Part B. This budget is Component 1 which supports Early Intervention services such as speech, educational itinerant, and assistant teacher staff in addition to supplemental staff expenditures (since 1982/83). This change is necessary due to year-end adjustments.

**D. Budgetary Transfers**

**1. Head Start – Program 21-165**

Office of Early Childhood and Student Services

1/1/21 – 12/31/21

\$475,090

Funded primarily by federal dollars through the Department of Health and Human Services, Administration for Children and Families, with additional monies from the Child and Adult Care Food Program, this program provides education services to approximately 610 children in 18 school districts (since 1965). These budget transfers are necessary to adjust expenditures to year-end projections.

- 2. BCIU Pre-K Counts Partnership – Program 231**  
Office of Early Childhood and Student Services  
7/1/21 – 6/30/22 \$167,100

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 due to filling the open partner pass through.
- 3. Early Intervention – School Age - Program 300**  
Office of Early Childhood and Student Services  
7/1/20 – 6/30/21 \$1,530

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 budget transfers are necessary to adjust expenditures to year-end projections.
- 4. Early Intervention – Program 348**  
Office of Early Childhood and Student Services  
7/1/20 – 6/30/21 \$47,400

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.
- 5. Non-Public School Advisory Committee – Program 19-206**  
Office of Professional Development and Curriculum  
7/1/19 – 9/30/21 \$53,000

Federal Title I Funds will be used to support activities of the Nonpublic School Advisory Committee, in consultation with the SEA and nonpublic schools throughout Pennsylvania. Advisory Committee members will meet with the representatives of nonpublic schools to provide staff development and in-service on Title I consultation, standards, assessment procedures, and accountability for students participating in Title I. The Advisory Committee will also maintain a communications network with nonpublic schools and LEAs to assist them in their mission of serving Title I eligible students (since July 2006). These budget transfers are necessary to adjust expenditures to year-end projections.

**6. Teachers in the Parks – Program 19-216**

Office of Professional Development and Curriculum  
7/1/19 – 9/30/21

\$10,347

Federal Title I Funds will be used to support the activities of the Teachers in the Parks program (TIPS). TIPS is a Title I summer school program where children meet in local community parks, pools, or other community-based locations over the summer to receive hands-on instruction in math and reading by certified teachers. The TIPS curriculum is designed to bridge the summer learning gap. This program has been in existence (since 2016/2017). These budget transfers are necessary to adjust expenditures to year-end projections.

**7. Berks Online Learning – Program 680**

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

\$26,670

This proprietary program is a partnership between BCIU and multiple cyber course providers to offer local school districts online education options for K-12 students (since 2008). These budget transfers are necessary to reflect actual expenditures.

**10. COMMUNICATIONS**

1. Thank you from Brian Specht, former Secretary to the BCIU Board of Directors and representative from the Hamburg Area School District
2. Thank you from Donna Moyer, Retired Transportation Bus Driver, Business Office / Operations

**11. OLD BUSINESS**

1. PSBA Legislative Platform, PSBA Delegate Assembly, October 23, 2021  
— Report by Dr. David Hemberger, BCIU Voting Delegate

**12. REPORT OF NEGOTIATIONS COMMITTEE**

Elizabeth S. Huhn, *Chair*

**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. Julie L. Innis James, Intervention Teacher, Act 89, effective October 26, 2021
  - b. Kaitlyn C. Umberger, Teacher, Pre-K Counts, effective October 15, 2021
2. To approve the following position descriptions:
  - a. Director of Early Childhood Education Programs, The Pennsylvania Key
  - b. English as a Second Language (ESL) Supervisor, Office of Professional Development and Curriculum
  - c. Grant and Program Coordinator I, Office of Professional Development and Curriculum
3. To acknowledge receipt of the list containing Transportation staff changing from substitute status due to COVID-19 to part-time or substitute status, effective August 17, 2021.

4. 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 2021-2022 fiscal year:
  - a. Bus Assistant
    - i. Peggy Guillaume – Effective Date – September 14, 2021
    - ii. Casilda Velasquez – Effective Date – September 16, 2021
  - b. Van Driver
    - i. Leury Cabrera – Effective Date – September 23, 2021
    - ii. Daniela Herrera – Effective Date – October 1, 2021
    - iii. Horacio Santana – Effective Date – October 11, 2021
    - iv. Niana Santana Rojas – Effective Date – September 14, 2021

**B. Employment – Ratifications**

1. Business Services/Operations Office
  - a. Maria C. Batista – Part-time School Bus Driver Trainee, Transportation  
Recommended Hourly Rate – \$16.55  
Effective Date – September 20, 2021  
*Replacement*
  - b. Gina M. Bernal – Part-time Driver w/o Bus License, Assistant, and Misc. Transportation  
Recommended Hourly Rates – \$17.75, \$14.50, and \$13.33  
Effective Date – October 4, 2021  
*Replacement*
  - c. Brett A. Bortz – Part-time Driver w/o Bus License, Assistant, and Misc. Transportation  
Recommended Hourly Rates – \$17.75, \$14.50, and \$13.33  
Effective Date – September 20, 2021  
*Replacement*
  - d. Joseph Borzellino – Part-time Driver w/o Bus License, Assistant, and Misc. Transportation  
Recommended Hourly Rates – \$17.75, \$14.50, and \$13.33  
Effective Date – September 20, 2021  
*Replacement*
  - e. June M. Eby – Part-time Bus/Van Assistant and Misc. Transportation  
Recommended Hourly Rates – \$14.50 and \$13.33  
Effective Date – October 11, 2021  
*Replacement*
  - f. Pamela A. Gantkowski – Part-time Driver w & w/o Bus License, Assistant, and Misc. Transportation  
Recommended Hourly Rates – \$23.50, \$17.75, \$14.50, and \$13.33  
Effective Date – October 4, 2021  
*Replacement*
  - g. Dawson K. Garcia – Vehicle Maintenance Technician, Transportation  
Recommended Hourly Rate – \$21.00  
Effective Date – September 27, 2021  
*Replacement*



- h. Gregory B. Groft – Part-time Driver w/o Bus License, Assistant, and Misc. Transportation  
Recommended Hourly Rates – \$17.75, \$14.50, and \$13.33  
Effective Date – September 13, 2021  
*Replacement*
- i. Raymond G. Harris, Sr. – Part-time Driver w/o Bus License, Assistant, and Misc. Transportation  
Recommended Hourly Rates – \$17.75, \$14.50, and \$13.33  
Effective Date – September 27, 2021  
*Replacement*
- j. Edwin H. Houseman, Jr. – Vehicle Maintenance Technician, Transportation  
Recommended Hourly Rate – \$19.41  
Effective Date – September 20, 2021  
*Replacement*
- k. Iluminada Montalvo – Part-time Driver w/o Bus License, Assistant, and Misc. Transportation  
Recommended Hourly Rates – \$17.75, \$14.50, and \$13.33  
Effective Date – September 20, 2021  
*Replacement*
- l. Yolanda I. Moultriey-Whyte – Part-time School Bus Driver Trainee, Transportation  
Recommended Hourly Rate – \$16.55  
Effective Date – September 13, 2021  
*Replacement*
- m. Gabriel Otero – Part-time School Bus Driver Trainee, Transportation  
Recommended Hourly Rate – \$16.55  
Effective Date – September 27, 2021  
*Replacement*
- n. Rosaura M. Polanco – Part-time Bus/Van Assistant and Misc. Transportation  
Recommended Hourly Rates – \$14.50 and \$13.33  
Effective Date – October 11, 2021  
*Replacement*
- o. Iris N. Rivera – Part-time Driver w/o Bus License, Assistant, and Misc. Transportation  
Recommended Hourly Rates – \$17.75, \$14.50, and \$13.33  
Effective Date – October 4, 2021  
*Replacement*
- p. Yorsyn M. Rodriguez – Part-time Bus/Van Assistant and Misc. Transportation  
Recommended Hourly Rates – \$14.50, and \$13.33  
Effective Date – October 4, 2021  
*Replacement*
- q. Dre-Lynn L. Sanders – Part-time Driver w/o Bus License, Assistant, and Misc. Transportation  
Recommended Hourly Rates – \$17.75, \$14.50, and \$13.33  
Effective Date – October 11, 2021  
*Replacement*

- r. Richard E. Seidel – Part-time Driver w/o Bus License, Assistant, and Misc. Transportation  
Recommended Hourly Rates – \$17.75, \$14.50, and \$13.33  
Effective Date – September 13, 2021  
*Replacement*
- s. Ruth E. Sheetz – Part-time Driver w/o Bus License, Assistant, and Misc. Transportation  
Recommended Hourly Rates – \$17.75, \$14.50, and \$13.33  
Effective Date – September 20, 2021  
*Replacement*
- t. Leonard J. Stinson – Part-time Driver w/o Bus License, Assistant, and Misc. Transportation  
Recommended Hourly Rates – \$17.75, \$14.50, and \$13.33  
Effective Date – September 20, 2021  
*Replacement*
- u. Amy M. Stoudt – Part-time School Bus Driver Trainee, Transportation  
Recommended Hourly Rate – \$16.55  
Effective Date – October 11, 2021  
*Replacement*
- v. Alyssa A. Sweimler – Part-time Driver w/o Bus License, Assistant, and Misc. Transportation  
Recommended Hourly Rates – \$17.75, \$14.50, and \$13.33  
Effective Date – September 20, 2021  
*Replacement*
- w. Edwin Valentin – Part-time Driver w/o Bus License, Assistant, and Misc. Transportation  
Recommended Hourly Rates – \$17.75, \$14.50, and \$13.33  
Effective Date – September 27, 2021  
*Replacement*
- x. Julie Van Lear – Part-time Driver w & w/o Bus License, Assistant, and Misc. Transportation  
Recommended Hourly Rates – \$26.65, \$17.75, \$14.50, and \$13.33  
Effective Date – September 13, 2021  
*Replacement*
- y. Michael J. Vernon – Part-time Driver w/o Bus License, Assistant, and Misc. Transportation  
Recommended Hourly Rates – \$17.75, \$14.50, and \$13.33  
Effective Date – October 11, 2021  
*Replacement*
- 2. Early Childhood & Student Services Office
  - a. Alyssa A. Doster – Nolde Aide, Nolde  
Recommended Hourly Rate – \$12.00  
Effective Date – October 11, 2021  
*Replacement*
  - b. Yadira Duran – Paraeducator, Head Start  
Recommended Hourly Rate – Level I, Probationary, \$12.26  
Effective Date – October 4, 2021  
*Replacement*

- c. Kristin Mateer – Floating Teacher, Head Start  
Recommended Hourly Rate – Level III, Probationary, \$20.20  
Effective Date – September 20, 2021  
*Additional Position*
- d. Scarlett McMullan – Speech Therapist, Early Intervention  
Recommended Annual Salary – Column 4, Step 1, \$59,770 (to be prorated)  
Effective Date – October 11, 2021  
*Replacement*
- e. Samantha L. Moss – Specialized Preschool Teacher – Classroom, Early Intervention  
Recommended Annual Salary – Column 1, Step 6, \$54,502 (to be prorated)  
Effective Date – September 20, 2021  
*Replacement*
- f. Dr. Sandra D. Shurina –Teacher of the Hearing Impaired – Itinerant, Special Education  
Recommended Annual Salary – Column 4, Step 16, \$88,205 (to be prorated)  
Effective Date – September 20, 2021  
*Replacement*
- g. Michelle S. Stewart – Speech Therapist, Early Intervention  
Recommended Annual Salary – Column 4, Step 11, \$77,185 (to be prorated)  
Effective Date – October 4, 2021  
*Replacement*
- h. Kimberly D. Vega – Family Engagement Worker, Head Start  
Recommended Hourly Rate – Level III, Probationary, \$18.51  
Effective Date – September 13, 2021  
*Replacement*

**C. Change of Status – Ratifications**

- 1. Business Services/Operations Office
  - a. Michele Booth – Part-time Driver with Bus License, Transportation  
Recommended Hourly Rate – \$25.05  
Effective Date – August 27, 2021  
*CDL Recertification*
  - b. Christina Cooper  
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 – August 30, 2021  
*Replacement*
  - c. Ernst Dasney – Part-time Driver with Bus License, Transportation  
Effective Date – September 4, 2020  
*Removal of Assignment*

- d. Lizette DeLong – Payroll Specialist, Fiscal Services  
Change Recommended Annual Salary from \$48,666 to \$51,666 (to be prorated)  
Effective Date – September 27, 2021  
*Reorganization*
- e. Casey Frasca – Part-time Driver with Bus License, Transportation  
Recommended Hourly Rate – \$23.50  
Effective Date – September 7, 2021  
*Assignment Correction*
- f. Casey Frasca  
Change from Part-time Driver w & w/o Bus License, Assistant, and Misc. Transportation to  
Part-time Bus/Van Specialist, Transportation  
Change Recommended Hourly Rates from \$23.50, \$17.75, 14.50, and \$13.33 to \$26.75  
Effective Date – September 7, 2021  
*Additional Position*
- g. Ruby Garcia-Aguirre  
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 – August 30, 2021  
*Replacement*
- h. Christopher Hess – Vehicle Maintenance Technician, Transportation  
Change Recommended Annual Salary from \$41,121.60 to \$47,361.60 (to be prorated)  
Effective Date – August 30, 2021  
*Reorganization*
- i. Calvin Leinbach – Vehicle Maintenance Technician, Transportation  
Change Recommended Annual Salary from \$41,724.80 to \$47,964.80 (to be prorated)  
Effective Date – August 30, 2021  
*Reorganization*
- j. Ana Lugo-Pino  
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 – August 2, 2021  
*Replacement*
- k. Erika Montoya  
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 – September 30, 2021  
*Replacement*

- l. Donald Oakes – Vehicle Maintenance Technician, Transportation  
Change Recommended Hourly Rate from \$18.72 to \$21.72  
Effective Date – August 30, 2021  
*Reorganization*
- m. Jason Pehlman – Vehicle Maintenance Technician, Transportation  
Change Recommended Annual Salary from \$41,704 to \$47,944 (to be prorated)  
Effective Date – August 30, 2021  
*Reorganization*
- n. Yolanda Pinkney – Transportation Trainer, Transportation  
Recommended Hourly Rate – \$25.43  
Effective Date – September 8, 2021  
*Additional Assignment*
- o. Yajaira Rivera  
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 – August 17, 2021  
*Replacement*
- p. Aaron Schutter – Part-time Driver w/o Bus License, Transportation  
Recommended Hourly Rate – \$17.75  
Effective Date – August 30, 2021  
*Additional Assignment*
- q. Thomas Semmel  
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 – October 4, 2021  
*Replacement*
- r. Jeffery Shaffer  
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 – August 19, 2021  
*Replacement*
- s. Beth Stewart – Payroll Specialist, Fiscal Services  
Change Recommended Annual Salary from \$49,766 to \$52,766 (to be prorated)  
Effective Date – September 27, 2021  
*Reorganization*

- t. Guy Thomas  
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 – August 17, 2021  
*Replacement*
- u. Yolette Thomas  
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 – August 30, 2021  
*Replacement*
- v. Archie Ulshafer  
Change from Part-time Driver w & w/o Bus License, Assistant, and Misc. Transportation to Part-time Bus/Van Specialist, Transportation  
Change Recommended Hourly Rates from \$25.05, \$17.75, \$14.50, and \$13.33 to \$26.75  
Effective Date – September 7, 2021  
*Additional Position*
- w. Franciela Urena  
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 – August 2, 2021  
*Replacement*
- x. Franciela Urena – Part-time Driver with Bus License, Transportation  
Recommended Hourly Rate – \$21.55  
Effective Date – August 26, 2021  
*Obtained CDL*
- 2. Early Childhood & Student Services Office
  - a. Teresa Amoroso – Teacher, Head Start  
Change Recommended Hourly Rate from Level I, Entry, \$19.23 to Level III, Entry, \$20.76  
Effective Date – August 11, 2021  
*Salary Adjustment per Head Start Salary Schedule*
  - b. Jesse Bishop  
Change from Teacher, Alternative Education to Assistant Program Administrator, Alternative Education  
Change Recommended Annual Salary from Column 8, Step 6, \$69,961 to \$76,710  
(to be prorated)  
Effective Date – October 11, 2021  
*Replacement*

- c. Esmerelda Calderon  
Change from Enrollment Specialist, Pre-K Counts to Substitute Enrollment Specialist, Pre-K Counts  
Change Recommend Hourly Rate from \$15.17 to \$13.25  
Effective Date – October 14, 2021  
*Voluntary Reassignment*
- d. Zenaida Calero-Nieves – Family Engagement Worker, Head Start  
Change Recommended Hourly Rate from Level V, Probationary, \$20.20 to Level V, Entry, \$20.76  
Effective Date – September 13, 2021  
*Completed Probationary Period*
- e. Melissa DeMotta – Education of Children and Youth Experiencing Homelessness Specialist,  
PA’s Education for Children and Youth Experiencing Homelessness Program  
Change Recommended Annual Salary from \$47,798 to \$50,798 (to be prorated)  
Effective Date – September 27, 2021  
*Equity Adjustment*
- f. Daryll Ellison  
Change from Family Engagement Worker, Head Start to Mental Health Specialist, Head Start  
Change Recommended Hourly Rate from Level VII, Entry, \$21.88 to Level III,  
Probationary, \$24.61  
Effective Date – September 13, 2021  
*Replacement*
- g. Daniel Foery – Speech Therapist, Special Education  
Change Recommended Annual Salary from Column 5, Step 10, \$75,324 to Column 6, Step 10, \$76,017  
Effective Date – September 1, 2021  
*Salary Adjustment per BCIUEA Agreement*
- h. Andrew Johnson – Guidance Counselor, Alternative Education  
Change Recommended Annual Salary from Column 4, Step 4, \$63,480 to Column 5, Step 4, \$64,173  
Effective Date – September 1, 2021  
*Salary Adjustment per BCIUEA Agreement*
- i. Laura Klitsch – Occupational Therapist, Early Intervention  
Change Recommended Hourly Rate from \$45.91 to Annual Salary, Column 4, Step 1, \$59,770  
(to be prorated)  
Effective Date – October 15, 2021  
*Additional Position*
- j. Tabitha Kramer – Education of Children and Youth Experiencing Homelessness Specialist,  
PA’s Education for Children and Youth Experiencing Homelessness Program  
Change Recommended Annual Salary from \$46,602 to \$49,602 (to be prorated)  
Effective Date – September 27, 2021  
*Equity Adjustment*
- k. Denise Laguidara – Teacher, Pre-K Counts  
Recommended Hourly Rate – \$35.89  
Effective Date – August 19, 2021 – August 23, 2021  
*Additional Hours (not to exceed 14 hours)*

- l. Kim Rahn – Access Specialist, Early Intervention  
Change Recommended Annual Salary from \$44,673 to \$47,673 (to be prorated)  
Effective Date – September 27, 2021  
*Reorganization*
  - m. Ashley Sierra  
Change from Paraeducator, Head Start to Substitute Paraeducator, Head Start  
Change Recommended Hourly Rate from Level I, Entry, \$12.92 to \$10.30  
Effective Date – August 17, 2021  
*Voluntary Reassignment*
  - n. Maria Yopez – Teacher, Head Start  
Change Recommended Hourly Rate from Level III, Probationary, \$20.20 to Level III, Entry, \$20.76  
Effective Date – September 13, 2021  
*Completed Probationary Period*
3. Executive Office
- a. Julie Bunnick – Graphic Design Specialist, Executive Office  
Monthly Stipend – \$200  
Effective Date – September 24, 2021  
*Removal of Lead Stipend*
  - b. Julie Bunnick  
Change from Graphic Design Specialist, Executive Office to Creative Team Coordinator/Designer,  
Executive Office  
Change Recommended Annual Salary from \$59,907.69 to \$63,907.69 (to be prorated)  
Effective Date – September 27, 2021  
*Reorganization*
  - c. Lizabeth Kozloski – Executive Assistant, Executive Office  
Change Recommended Annual Salary from \$48,797.82 to \$50,797.82 (to be prorated)  
Effective Date – September 27, 2021  
*Equity Adjustment*
  - d. Amelia Krotee – Marketing Communications Specialist, Executive Office  
Change Recommended Annual Salary from \$50,931.12 to \$52,931.12 (to be prorated)  
Effective Date – September 27, 2021  
*Equity Adjustment*
  - e. Janice Krotee – Administrative Coordinator, Executive Office  
Change Recommended Annual Salary from \$63,061.91 to \$65,061.91 (to be prorated)  
Effective Date – September 27, 2021  
*Equity Adjustment*
4. Human Resources
- a. Kellilyn Aten – Human Resources Specialist, Human Resources  
Change Recommended Annual Salary from \$49,980 to \$52,980 (to be prorated)  
Effective Date – September 27, 2021  
*Reorganization*



- b. Debra Gaenzle – Attendance and Compensation Specialist, Human Resources  
Change Recommended Annual Salary from \$49,592.40 to \$52,592.40 (to be prorated)  
Effective Date – September 27, 2021  
*Reorganization*
- c. Kelly Hollenbach – Staffing/Recruitment Specialist, Human Resources  
Change Recommended Annual Salary from \$54,585.30 to \$57,585.30 (to be prorated)  
Effective Date – September 27, 2021  
*Reorganization*
- d. Cynthia Shires – Benefits Specialist, Human Resources  
Change Recommended Annual Salary from \$49,623 to \$52,623 (to be prorated)  
Effective Date – September 27, 2021  
*Reorganization*

**D. Additions to 2021-2022 Approved Substitute Lists – Ratifications**

Alternative Education

Ashley Sierra, Specialist – Effective August 17, 2021

Early Intervention

Ashley Sierra, Paraeducator – Effective August 17, 2021

Pre-K Counts

Ashley Sierra, Paraeducator – Effective August 17, 2021

Special Education

Ashley Sierra, Specialist – Effective August 17, 2021

Transportation

Catherine Cintron-Valentin, Substitute Van Fueler, Transportation  
Effective – September 23, 2021

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

*No Items to Consider*

**F. Remove from 2021-2022 Approved Substitute Lists**

Alternative Education

Sally Derr, Teacher – Effective September 13, 2021  
Katherine Frederick, Teacher/Specialist – Effective September 13, 2021  
Jordyn Katrinak, Specialist – Effective September 13, 2021  
Jennifer Rogers, Specialist – Effective September 13, 2021  
Melissa Vega, Specialist – Effective September 13, 2021

Early Intervention

Sally Derr, Teacher – Effective September 13, 2021  
Katherine Frederick, Teacher/Interpreter – Effective September 13, 2021  
Jordyn Katrinak, Paraeducator – Effective September 13, 2021  
Jennifer Rogers, Paraeducator – Effective September 13, 2021  
Melissa Vega, Paraeducator – Effective September 13, 2021

Head Start

Sally Derr, Teacher – Effective September 13, 2021  
Jennifer Rogers, Paraeducator – Effective September 13, 2021  
Melissa Vega, Teacher – Effective September 13, 2021

Pre-K Counts

Sally Derr, Teacher – Effective September 13, 2021  
Jordyn Katrinak, Paraeducator – Effective September 13, 2021  
Jennifer Rogers, Paraeducator – Effective September 13, 2021  
Melissa Vega, Teacher – Effective September 13, 2021

Special Education

Sally Derr, Teacher – Effective September 13, 2021  
Jordyn Katrinak, Specialist – Effective September 13, 2021  
Jennifer Rogers, Specialist – Effective September 13, 2021  
Melissa Vega, Specialist – Effective September 13, 2021

Transportation

Clarissa Arroyo, Substitute Driver w/o Bus License, Assistant, and Misc. Transportation  
Effective Date – September 24, 2021  
Timothy Devlin, Substitute School Bus Fueler, Transportation  
Effective Date – September 23, 2021  
Darleny Diaz, Substitute Driver w & w/o Bus License, Assistant, and Misc. Transportation  
Effective Date – September 22, 2021  
Linda Guldin, Substitute Bus/Van Assistant and Misc. Transportation  
Effective Date – September 2, 2021  
Sandra Hines, Substitute Driver w/o Bus License, Assistant, and Misc. Transportation  
Effective Date – September 8, 2021  
Deborah Hoster, Substitute Driver w/o Bus License, Assistant, and Misc. Transportation  
Effective Date – September 24, 2021  
Michael Molina, Substitute School Bus Fueler, Transportation  
Effective Date – September 23, 2021  
Mildry Santana, Substitute Driver w/o Bus License, Assistant, and Misc. Transportation  
Effective Date – September 2, 2021

**G. Employment – Approvals**

1. Office of Professional Development and Curriculum
  - a. Tiffany D. Smith – Intervention Teacher, Act 89  
Recommended Annual Salary – Column 4, Step 11, \$77,185 (to be prorated)  
Effective Date – To be determined pending pre-employment process  
*Replacement*

**H. Change of Status – Approvals**

*No Items to Consider*

**I. Leave of Absence Requests**

1. Business Services/Operations Office  
Personal Leave (unpaid – with benefits – FMLA)
  - a. Bonnie Lynn Finkbone – Dispatcher, Transportation  
Effective Date – September 21, 2021

Personal Leave (unpaid – without benefits – Not FMLA)

- a. Ivanova Campo – Part-time Driver w/o Bus License, Assistant, and Misc. Transportation  
Effective Date – August 20, 2021
  - b. Richard Ewen – Part-time Driver w & w/o Bus License, Assistant, and Misc. Transportation  
Effective Date – September 20, 2021
  - c. Orsola Kirby – Part-time Bus/Van Assistant and Misc. Transportation  
Effective Date – September 1, 2021
  - d. James McLoughlin – Part-time Driver w & w/o Bus License, Assistant, and Misc. Transportation  
Effective Date – September 2, 2021
  - e. Milagros Rosado – Part-time Bus/Van Assistant and Misc. Transportation  
Effective Date – September 16, 2021
2. Early Childhood & Student Services Office  
Personal Leave (unpaid – with benefits – FMLA)
- a. Crystal Corcoran – Mental Health Specialist, Head Start  
Effective Date – September 6, 2021
3. Executive Office  
Personal Leave (unpaid – with benefits – FMLA)
- a. Amelia Krotee – Marketing Communications Specialist, Executive Office  
Effective Date – September 30, 2021

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

1. Business Services/Operations Office  
Personal Leave (unpaid – without benefits – not FMLA)
  - a. Richard Ewen – Part-time Driver w & w/o Bus License, Assistant, and Misc. Transportation  
Effective Date – September 28, 2021
  - b. Amy Gantz – Part-time Driver w/o Bus License, Assistant, and Misc. Transportation  
Effective Date – August 30, 2021
  - c. Milagros Rosado – Part-time Bus/Van Assistant and Misc. Transportation  
Effective Date – September 27, 2021
  - d. Brenda Williams – Part-time Driver w & w/o Bus License, Assistant, and Misc. Transportation  
Effective Date – August 17, 2021
2. Early Childhood & Student Services Office  
Personal Leave (unpaid – without benefits – not FMLA)
  - a. Neishlarie Iraola – Level V Program Secretary, Early Intervention  
Effective Date – September 7, 2021

**K. Retirements**

1. Business Services/Operations Office
  - a. Cynthia A. Aufer – Supervisor, Transportation, Special Needs  
Effective Date – November 8, 2021
  - b. Ralph C. Haag – Part-time Driver w & w/o Bus License, Assistant, and Misc. Transportation  
Effective Date – June 9, 2021
  - c. Jose Perez – Part-time Driver w & w/o Bus License, Assistant, and Misc. Transportation  
Effective Date – November 23, 2021

2. Early Childhood & Student Services Office
  - a. Ivette Clemente – Family Engagement Worker, Head Start  
Effective Date – January 4, 2022
  
3. Professional Development & Curriculum Office
  - a. Lori E. Gerber – Confidential Secretary, OPDC  
Effective Date – January 3, 2022

**L. Resignations**

1. Business Services/Operations Office
  - a. Ivanova M. Campo – Part-time Driver w/o Bus License, Assistant, and Misc. Transportation  
Effective Date – September 29, 2021
  - b. Gregory B. Groft – Part-time Driver w/o Bus License, Assistant, and Misc. Transportation  
Effective Date – September 13, 2021
  - c. Mildred Hollywood – Part-time Driver w/o Bus License, Assistant, and Misc. Transportation  
Effective Date – September 29, 2021
  - d. Aaron J. Schutter – Part-time Driver w/o Bus License, Assistant, and Misc. Transportation  
Effective Date – October 6, 2021
  - e. Rodney A. Yerger – Part-time Driver w & w/o Bus License, Assistant, and Misc. Transportation  
Effective Date – September 3, 2021
  
2. Early Childhood & Student Services Office
  - a. Yameiry T. Perez – Paraeducator, Head Start  
Effective Date – September 27, 2021
  - b. Amanda J. Potteiger – Teacher, Pre-K Counts  
Effective Date – November 19, 2021
  - c. Kelli M. Weston – Psychologist, Early Intervention  
Effective Date – November 19, 2021
  
3. Professional Development & Curriculum Office
  - a. Pamela S. Eyer – Preschool Program Specialist, The Pennsylvania Key  
Effective Date – October 1, 2021
  - b. Megan A. Fickes – Early Head Start Program Supervisor, The Pennsylvania Key  
Effective Date – September 23, 2021
  - c. Paula Gyomber – Continuing Professional Education (CPE) Instructor, OPDC  
Effective Date – September 28, 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 ratify an agreement between the Berks County Intermediate Unit (BCIU) and the Community Services Group (CSG), for the CSG to render services to children and youth experiencing homelessness in conjunction with the Education for Children and Youth Experiencing Homelessness (ECYEH) program for Pennsylvania Region II, for a cost not to exceed \$68,283 effective October 1, 2021, through June 30, 2022.
2. To ratify an agreement between the Berks County Intermediate Unit (BCIU) and the Reading School District, for the Reading School District to provide services to the Education Leading to Employment and Career Training (ELECT) students at a cost of \$71,000 effective July 1, 2021, through June 30, 2022.
3. To approve the BCIU Head Start procedure for Enrollment, Recruitment, Selection, Eligibility, Attendance (ERSEA).

**B. PROFESSIONAL DEVELOPMENT & CURRICULUM**

—DANIEL RICHARDS, DIRECTOR

1. To ratify an agreement between the Berks County Intermediate Unit (BCIU) and Appalachia Intermediate Unit 8, for the BCIU to continue to serve as a regional site for the Pennsylvania Inspired Leadership (PIL) Initiative to implement a Principal Induction Program component for principals with five or less years of experience and a Continuing Professional Education for School and System Leaders component for more experienced school leaders, with regional site coordination provided by Sinkus Education Services LLC, for the amount of \$119,500 effective July 1, 2021, through June 30, 2022.
2. To ratify an agreement between the Berks County Intermediate Unit (BCIU) and the Exeter Township School District, for the BCIU to provide Title 1 services to students who reside within Title I eligible schools and attend nonpublic schools, for a cost of \$5,137 effective August 1, 2021, through June 15, 2022.
3. To ratify an agreement between the Berks County Intermediate Unit (BCIU) and Montgomery County Intermediate Unit (MCIU), for the BCIU to provide services related to the Middle School Success: Path to Graduation (P2G) program designed to build LEA's capacity to increase graduation rates and decrease drop-out rates for students with disabilities for the amount of \$7,000 plus travel reimbursement according to the agreement, effective, July 1, 2021, and ending June 30, 2022.
4. To authorize the appropriate officers to execute an agreement between the Berks County Intermediate Unit (BCIU) and the Brandywine Heights Area School District (BHASD), for the BCIU to provide professional services related to professional development on strategies to support gifted learners, for a fee of \$400 according to the agreement, effective on date of signature for services to be provided October 22, 2021, or alternate date.

5. To authorize the appropriate officers to execute an agreement between the Berks County Intermediate Unit (BCIU) and St. Thomas More Elementary School (STMES), for the BCIU to provide professional services related to professional development on guided math, for a fee of \$900 according to the agreement, effective on date of signature for services to be provided November 4, 2021, or alternate date.
6. To authorize the appropriate officers to execute an agreement between the Berks County Intermediate Unit (BCIU) and St. Peter School (SPS), for the BCIU to provide professional services related to professional development on Trauma Informed, for a fee of \$900 according to the agreement, effective on date of signature for services to be provided January 17, 2022, or alternate date.
7. To authorize the appropriate officers to execute an agreement between the Berks County Intermediate Unit (BCIU) and the Reading Muhlenberg Career and Technology Center (RMCTC), for the BCIU to provide professional services related to professional development on Trauma Informed, for a fee of \$400 according to the agreement, effective on date of signature for services to be provided November 2, 2021, or alternate date.
8. To ratify a memorandum of understanding between the Berks County Intermediate Unit (BCIU) and the Berks County Head Start program, for the Early Head Start Child Care Partnership program for BCIU Head Start program to meet the requirements of preparing, preventing, or responding to COVID, for a fee of \$22,100 to serve 32 children, effective April 1, 2021, through March 31, 2023 (The Pennsylvania Key).
9. To ratify agreements between the Berks County Intermediate Unit (BCIU) and the following contractors, for the Early Head Start Home Based program to meet the requirements of preparing, preventing, or responding to COVID, effective April 1, 2021, through March 31, 2023 (The Pennsylvania Key):
  - Children’s Advocacy Center of Lawrence County, Inc., for a fee of \$24,300 to serve 52 children
  - Lancaster-Lebanon IU 13, for a fee of \$62,692 to serve 76 children
10. To ratify agreements between the Berks County Intermediate Unit (BCIU) and the following contractors, for the Early Head Start Child Care Partnership program to meet the requirements of preparing, preventing, or responding to COVID, effective April 1, 2021, through March 31, 2023 (The Pennsylvania Key):
  - Chester County Intermediate Unit d/b/a Chester County Head Start, for a fee of \$357,660 to serve 144 children
  - Child Development Centers, Inc., for a fee of \$84,000 to serve 40 children
  - Huntingdon County Child and Adult Development Corp., for a fee of \$29,945 to serve 16 children
  - Lancaster-Lebanon IU 13, for a fee of \$99,200 to serve 88 children
  - Lawrence County Social Services, Inc. d/b/a Lawrence County Community Action Partnership, for a fee of \$29,480 to serve 40 children
  - Pocono Services for Families and Children, for a fee of \$20,000 to serve 8 children

11. To ratify an agreement between the Berks County Intermediate Unit (BCIU) and Dr. Grace Whitney, for Dr. Whitney to provide policy analysis and training for a fee of \$42,000 for the period of October 1, 2021, through March 31, 2022 (The Pennsylvania Key).
12. To ratify an agreement between the Berks County Intermediate Unit (BCIU) and South Central Community Action Programs, Inc. (SCCAP), for SCCAP to provide technical assistance activities to early childhood practitioners for a fee of \$83,402.61 for the period of July 1, 2021, through June 30, 2022 (The Pennsylvania Key).
13. To ratify an agreement between the Berks County Intermediate Unit (BCIU) and Caspian Consulting Strategies, for Caspian Consulting Strategies to continue to conduct a formative / implementation process evaluation of the Keystone STARS program for Year Four 2021-2022, by the Office of Child Development and Early Learning for a fee of \$125,000 for the period, October 1, 2021, through June 30, 2022 (The Pennsylvania Key).

**C. INFORMATION TECHNOLOGY**

—SCOTT MAJOR, CIO / DIRECTOR

1. To ratify an agreement between the Berks County Intermediate Unit (BCIU) and SiteCare, LLC for web hosting and support services. The term of the agreement is prorated from August 2021 – July 2022, depending on individual site implementation dates, at a cost not to exceed \$10,472.60. Hosted sites include: berksbec.org, berksiu.org, berksonlinelearning.org, eddirectory.berksiu.org, governormifflinsd.org, letstalkqualitypa.com, pakeys.org, papromiseforchildren.com, raiseyourstar.org, rmctc.org, and wyomissingfoundation.org.
2. To ratify the renewal of an agreement between the Berks County Intermediate Unit (BCIU) and Frontier Communications for PRI Phone Services. The term of the agreement is 36 months, from October 4, 2021, to October 3, 2024, at a cost not to exceed \$315/month.
3. To approve the renewal of an agreement between the Berks County Intermediate Unit (BCIU) and SolarWinds for the Service Desk software subscription. The term of the agreement is 12 months, from November 15, 2021, to November 14, 2022, at a cost not to exceed \$14,169.

**D. BUSINESS SERVICES/OPERATIONS**

—DONNA DELORETTA, CFO / COO

1. To authorize the appropriate officers to approve Addendum #1 to the lease between the Berks County Intermediate Unit (BCIU) and Right From the Start Daycare and Preschool Center, for Right From the Start Daycare and Preschool Center to lease extra space (Room 136) at the Hamburg Center for an additional annual cost of \$499.08 effective November 1, 2021.
2. To ratify an agreement between the Berks County Intermediate Unit and Atlas Transportation, for Atlas Transportation to provide transportation services as follows:
  - a. To transport Special Needs students to 13<sup>th</sup> and Union in a 10-passenger van (increase cost from minivan at \$285 to \$350) effective September 14, 2021
  - b. To transport Special Needs students to CMS in a wheelchair van at a rate of \$400 effective October 4, 2021
  - c. To transport Special Needs students to Project Search in a wheelchair van at a rate of \$400 effective September 28, 2021

- d. To transport Special Needs students to the Woods Services School with an Aide at a rate of \$590 effective September 14, 2021
- e. To transport Special Needs students to Reading High School at a rate of \$250 effective September 16, 2021
- f. To transport Special Needs students to Reading High School in a 10-passenger van at a rate of \$350 (increase cost from minivan at \$250 to \$350) effective September 26, 2021
- g. To transport Special Needs students to Hogan Academy at a rate of \$400 effective September 13, 2021
- h. To transport Special Needs students to Central Middle and Reading High School in a 10-passenger van (increase cost from a minivan at \$300 to \$450) effective September 23, 2021
- i. To transport Special Needs students to Reading High School and Southern Middle School (increase run to a double run from \$350 to \$475) effective September 28, 2021
- j. To transport Special Needs students to 13<sup>th</sup> and Green Elementary School at a rate of \$285 effective September 16, 2021

**E. ADMINISTRATION**

—DR. JILL HACKMAN, EXECUTIVE DIRECTOR

*No Items to Consider*

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

**16. ADJOURNMENT**