

**OFFICIAL PROCEEDINGS OF THE  
BCIU BOARD OF DIRECTORS  
SEPTEMBER 16, 2021  
PAGE 2768**



The regular meeting of the Berks County Intermediate Unit Board of Directors was held on Thursday, September 16, 2021. The meeting was held in a hybrid format.

President Gary McEwen called the meeting to order at 8:03 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; Linda R. Lash; Joseph A. Lupia; Oscar Manbeck; Kevin L. Manmiller; Steven Miller; Ralph C. Richard; Bret Sabold; Ann Sellers; James Ulrich; and Gary McEwen

Absent: Dr. Amy Kennedy; Rev. Dr. Dennis Ritter; and Terrie Taylor, LSW

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

Solicitor: James Mancuso, Esq.

Guest(s): Bernice Crutchfield, BCIU President; John Ford, BCIUEA Vice President; and Tsehay Jackson, BCIUEA Treasurer

Press: None

Following the pledge of allegiance and roll call, President McEwen welcomed participants to the BCIU Board meeting. He welcomed Bret Sabold at his first meeting as a BCIU Board member representing the Conrad Weiser Area School District. He also welcomed and introduced Bernice Crutchfield, BCIUEA President; John Ford, BCIUEA Vice-President; and Tsehay Jackson, BCIUEA Membership Chairperson, and thanked them for attending. President McEwen then noted that an executive session was held prior to the meeting to discuss personnel matters and negotiations.

**Announcements**

President McEwen asked if anyone present would like to speak regarding an agenda item. No one desired to speak.

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

A motion was made by Costenbader-Jacobson, seconded by Ulrich, to approve agenda items 01. C. through 09. D., as follows:

To approve the minutes of the August 19, 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                |
|--------------|-----------------------------|------|-----------------------|
| August       | 2021 Ratifications - IU     | 1-16 | \$4,809,006.92        |
| August       | 2021 Ratifications - PSDLAF | 1-01 | \$6,223.93            |
| September    | 2021 Ratifications - IU     | 1-08 | \$2,432,333.35        |
| September    | 2021 Approvals - IU         | 1-05 | \$611,538.39          |
| <b>TOTAL</b> |                             |      | <b>\$7,859,102.59</b> |

**OFFICIAL PROCEEDINGS OF THE  
BCIU BOARD OF DIRECTORS  
SEPTEMBER 16, 2021  
PAGE 2769**

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

|                           |
|---------------------------|
| <b>Amount Outstanding</b> |
| September 10, 2021        |
| \$0                       |

**05. ACCOUNTS RECEIVABLE AGING REPORT AS OF SEPTEMBER 10, 2021 (Information item):**

| <b>Funding Source</b> | <b>Current</b>        | <b>30 Days</b>      | <b>60 Days</b>        | <b>90 Days</b>      | <b>120 Days</b>     |
|-----------------------|-----------------------|---------------------|-----------------------|---------------------|---------------------|
| School Districts      | \$323,447.33          | \$86,565.41         | \$875,830.46          | \$877,488.88        | \$187,706.81        |
| Commonwealth of PA    | \$0.00                | \$0.00              | \$415,084.95          | \$0.00              | \$0.00              |
| Other Revenue Sources | \$129,062.29          | \$43,619.25         | \$158,115.58          | \$104.81            | \$11,138.90         |
| <b>TOTALS</b>         | <b>\$452,509.62</b>   | <b>\$130,184.66</b> | <b>\$1,449,030.99</b> | <b>\$877,593.69</b> | <b>\$198,845.71</b> |
| <b>GRAND TOTAL</b>    | <b>\$3,108,164.67</b> |                     |                       |                     |                     |

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

- a. BCIU Head Start Continuation Grant Application for 2022
- b. Head Start Continuation Grant Budget 2022
- c. Head Start Annual Report 2020
- d. BCIU Head Start Professional Development Training Plan\_2021-2022
- e. Financial Statements (August 2021)
- f. Credit Card Purchases (August 2021)
- g. Non-Federal Share Report (August 2021)
- h. Policy Council Minutes/Resolutions (August 2021)
- i. Head Start Director's Reports (September 2021)

**07. COMBINED FINANCIAL REPORT**

**CASH**

|   |                       |                        |
|---|-----------------------|------------------------|
| <b>BEGINNING BALANCE AUGUST 1, 2021</b> |                       | <b>\$2,100,843.08</b>  |
| <b>RECEIPTS</b>                         |                       |                        |
| REVENUE RECEIPTS                        | \$17,634,677.00       |                        |
| RETURNED CHECKS                         | \$0.00                |                        |
| INVESTMENT REDEMPTIONS                  | <u>\$0.00</u>         | <u>\$17,634,677.00</u> |
|   |                       | \$19,735,520.08        |
| <b>DISBURSEMENTS</b>                    |                       |                        |
| PRE-BOARD RATIFICATIONS                 | \$473,529.45          |                        |
| PRE-BOARD RATIFICATIONS-PSDLAF          | \$0.00                |                        |
| BOARD APPROVALS                         | \$1,660,769.79        |                        |
| POST BOARD RATIFICATIONS PSDLAF         | \$6,223.93            |                        |
| POST BOARD RATIFICATIONS IU             | <u>\$4,809,006.92</u> |                        |
| TOTAL CHECKS WRITTEN                    | \$6,949,530.09        |                        |
| CHECKS VOIDED                           | (\$682,930.36)        |                        |
| PAYROLL DISTRIBUTIONS                   | <u>\$4,545,866.45</u> | <u>\$10,812,466.18</u> |
| ENDING BALANCE -AUGUST 31, 2021         |                       | \$8,923,053.90         |
| <b>CASH AVAILABLE-AUGUST 31, 2021</b>   |                       | <b>\$8,923,053.90</b>  |

**OFFICIAL PROCEEDINGS OF THE  
BCIU BOARD OF DIRECTORS  
SEPTEMBER 16, 2021  
PAGE 2770**

**08. INVESTMENT OF FUNDS**

Interest earned on investments is as follows:

**AUGUST 2021**

|               |          |
|---------------|----------|
| Tompkins VIST | \$762.68 |
| PNC           | \$4.35   |
| Chase         | \$.38    |

**09. BUDGETS**

**A. New and Proposed Budgets**

**BUDGETS**

*No Items to Consider*

**B. Initial Budgets**

**1. Special Education Contracted Services – Program 302**

Office of Early Childhood and Student Services

7/1/21 – 6/30/22

\$5,338,344

This proprietary program provides to local school districts special education instructional programs and services including Hearing Impaired classrooms, Life Skills Support classrooms, Interpreter services, and Itinerant services (since 1991).

**2. Extended School Year – Program 303**

Office of Early Childhood and Student Services

7/1/21 – 6/30/22

\$53,847

Extended School Year services are determined by the IEP team. Districts have the option to provide ESY services themselves or contract with the Intermediate Unit on a fee-for-service basis. This program has been in existence since 1988.

**3. Special Education CORE– Program 304**

Office of Early Childhood and Student Services

7/1/21 – 6/30/22

\$2,949,636

Funded by the Pennsylvania Department of Education, this budget covers costs for management, federal/state mandates for special education, direct services, child tracking (Penn Data) services, and administrative functions designed to support the Special Education programs throughout the Berks County Intermediate Unit and our school districts (since 1991).

**4. Pennsylvania Inspired Leadership Initiative – Program 152**

Office of Professional Development and Curriculum

7/1/21 – 6/30/22

\$119,500

Funded by the federal government through Appalachia Intermediate Unit, this program supports the development and improvement of leadership skills through the Principals Induction Program (PIP) and the Continuing Professional Education component for all other school administrators. This consortium, which is led by the BCIU, includes Schuylkill, Colonial, and Carbon-Lehigh Intermediate Units (since 2005).

**OFFICIAL PROCEEDINGS OF THE  
BCIU BOARD OF DIRECTORS  
SEPTEMBER 16, 2021  
PAGE 2771**

**5. BCIU Print Service Center – Program 605**

Office of Information Technology

7/1/21 – 6/30/22

\$483,732

This proprietary program provides printing and duplicating services to school districts and to all BCIU departments and programs (since 1980).

**C. Changes to 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

\$100,000

**Total Proposed Revised Budget: \$749,128**

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). This change is necessary due to an increase in administrative funding for statewide support of program initiatives. This is the first administrative increase for HSSAP in approximately 5 years.

**2. PA Pre-K Counts - OCDEL – Program 228**

Office of Professional Development and Curriculum

7/1/21 – 6/30/22

\$478,125

**Total Proposed Revised Budget: \$2,905,300**

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). The change is necessary due to an increase of administrative funding for the FY 21/22 Pre-K Counts expansion.

**3. BCIU School Safety & Security - Trauma Informed Care – Program 20-177**

Office of Business Services

3/1/20 – 2/28/22

\$3,050

**Total Proposed Revised Budget: \$257,783**

The School Safety and Security Committee Grant Program was established to make school entities within the Commonwealth safer places. BCIU received this grant to maintain a safe, secure, and nurturing learning environment for all students, staff, faculty, and school visitors by improving security measures across Berks County. These funds are specifically being utilized to provide a comprehensive Trauma-Informed Train-the-Trainer professional development model to reach 5,000 educators, and to improve building security through an upgraded card access system and security cameras. This is state funding provided by the Pennsylvania Commission on Crime and Delinquency (PCCD) (since 2020). These changes are necessary to reflect a budget modification with additional state subsidy revenue.

**OFFICIAL PROCEEDINGS OF THE  
BCIU BOARD OF DIRECTORS  
SEPTEMBER 16, 2021  
PAGE 2772**

**D. Budgetary Transfers**

**1. Early Intervention - GEER - Health and Safety – Program 20-148**

Office of Early Childhood and Student Services  
3/13/20 – 9/30/21

\$8,820

As a result of the CARES Act, Early Intervention has been awarded a supplemental grant for activities in response to COVID-19. This supplement contains funding for staff training, policy development, equipment, and support to meet the public health guidelines for reopening. This includes cleaning/sanitation guidelines, providing personal protective equipment (PPE) for staff, and establishing other protocols designed to ensure the health and safety of children and adults. To support staff social distancing, an unused area of the Lower Alsace Learning Center will be renovated to accommodate office space, phones, and internet connections for 10 staff members (since 2020). These budget transfers are necessary to adjust expenditures to year-end projections.

**2. Early Head Start Child Care Partnership – Program 20-168**

Office of Early Childhood and Student Services  
8/1/20 – 7/31/21

\$1,386

The Commonwealth of Pennsylvania, Office of Child Development and Early Learning (OCDEL) has contracted with the BCIU to partner with two local Child Care Centers to provide Early Head Start services. The Early Head Start Child Care Partnership (EHS-CCP) will provide full day, full year services designed to promote the development of young children birth to three. Early Head Start promotes the school readiness of low-income children (since 2015). These budget transfers are necessary to adjust expenditures to year-end projections.

|       |  |                       |
|-------|--|-----------------------|
| Yeas: | Costenbader-Jacobson; Dennin; Hemberger; Huhn; Lash; Lupia; Manbeck; Manmiller; Miller; Richard; Sabold; Sellers; Ulrich; McEwen | <b>Roll Call Vote</b> |
| Nays: | None. Motion carried.  |                       |

**10. COMMUNICATIONS**  
*No Items to Report.*

**COMMUNICATIONS**  
**—Item 10.**

**11. OLD BUSINESS**

The slate of candidates for the 2022 Election of PSBA officers was again reviewed. Consensus was reached and the secretary was directed to register the votes on behalf of the BCIU for the following candidates:

- President-Elect: David Schaap
- Vice President: Allison Mathis
- East Zone Representative: Edward Brown
- PSBA Insurance Trust Trustees: Nathan Mains; William LaCoff; Richard Frerichs
- Forum Steering Committee: Jennifer Davidson; Deana Lancenese; Jaime Lynn Zimerofsky

**OLD BUSINESS**  
**PSBA Slate of Candidates |**  
**Election of PSBA Officers**  
**—Item 11.**

**12. REPORT OF NEGOTIATIONS COMMITTEE**  
*No Items to Report*

**REPORT OF NEGOTIATIONS**  
**COMMITTEE—Item 12.**

**OFFICIAL PROCEEDINGS OF THE  
BCIU BOARD OF DIRECTORS  
SEPTEMBER 16, 2021  
PAGE 2773**

A motion was made by Lash, seconded by Costenbader-Jacobson, to approve the following items under Personnel Matters – Items 13. A. through 13. N:

**13. PERSONNEL MATTERS**

—ROB ROSENBERY, DIRECTOR

**A. General**

To award a professional contract to Taylor A. D’Antonio, Speech Therapist, Early Intervention, who has completed three years of satisfactory service, effective September 10, 2021.

To approve the Customer Success Specialist, Office of Information Technology position description.

To ratify receipt of the list containing the salaries of Transportation employees, effective August 2, 2021.

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. Van Driver

- i. Oscar Buten-Martinez – Effective Date – September 8, 2021
- ii. Leonardo Cabrera – Effective Date – September 1, 2021
- iii. Daniel Herrera – Effective Date – September 7, 2021
- iv. Nieves Santana – Effective Date – September 7, 2021

**B. Employment – Ratifications**

1. Business Services/Operations Office

- a. Michele M. Booth – Part-time Driver w/o Bus License, Assistant, and Misc. Transportation  
Recommended Hourly Rates – \$17.75, \$14.50, and \$13.33  
Effective Date – August 23, 2021  
*Replacement*
- b. Jose Echavarria – Part-time Driver w/o Bus License, Assistant, and Misc. Transportation  
Recommended Hourly Rates – \$17.75, \$14.50, and \$13.33  
Effective Date – September 7, 2021  
*Replacement*
- a. Casey E. Frasca – Part-time Driver w/o Bus License, Assistant, and Misc. Transportation  
Recommended Hourly Rates – \$17.75, \$14.50, and \$13.33  
Effective Date – September 7, 2021  
*Replacement*

**PERSONNEL MATTERS**

**Award Professional Contract to Taylor A. D’Antonio  
— Item 13. A. 1.**

**Position Description for Customer Success Specialist, Office of Information Technology— Item 13. A. 2.**

**Receipt of Salary List for Transportation Employees  
— Item 13. A. 3.**

**Atlas Transportation Employees Assigned to BCIU for Transportation Services  
— Item 13. A. 4.**

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

**OFFICIAL PROCEEDINGS OF THE  
BCIU BOARD OF DIRECTORS  
SEPTEMBER 16, 2021  
PAGE 2774**

- d. Brandi L. Hartman – Part-time Driver w/o Bus License, Assistant, and Misc. Transportation  
Recommended Hourly Rates – \$17.75, \$14.50, and \$13.33  
Effective Date – August 30, 2021  
*Replacement*
- e. Joseph Heywood – Part-time School Bus Driver Trainee, Transportation  
Recommended Hourly Rate – \$16.55  
Effective Date – August 30, 2021  
*Replacement*
- f. Nancy S. Jimenez – Part-time Driver w/o Bus License, Assistant, and Misc. Transportation  
Recommended Hourly Rates – \$17.75, \$14.50, and \$13.33  
Effective Date – September 7, 2021  
*Replacement*
- g. Yolanda Pinkney – Part-time Driver w/o Bus License, Assistant, and Misc. Transportation  
Recommended Hourly Rates – \$17.75, \$14.50, and \$13.33  
Effective Date – August 23, 2021  
*Replacement*
- h. William C. Rey, Jr. – Part-time Driver w/o Bus License, Assistant, and Misc. Transportation  
Recommended Hourly Rates – \$17.75, \$14.50, and \$13.33  
Effective Date – August 30, 2021  
*Replacement*
- i. Jelisa L. Rhodes – Part-time Driver w/o Bus License, Assistant, and Misc. Transportation  
Recommended Hourly Rates – \$17.75, \$14.50, and \$13.33  
Effective Date – September 7, 2021  
*Replacement*
- j. Giselle S. Rojas – Part-time Driver w & w/o Bus License, Assistant, and Misc. Transportation  
Recommended Hourly Rates – \$21.55, \$17.75, \$14.50, and \$13.33  
Effective Date – August 23, 2021  
*Replacement*
- k. Melissa M. Rump – Part-time School Bus Driver Trainee, Transportation  
Recommended Hourly Rate – \$16.55  
Effective Date – August 23, 2021  
*Replacement*

**OFFICIAL PROCEEDINGS OF THE  
BCIU BOARD OF DIRECTORS  
SEPTEMBER 16, 2021  
PAGE 2775**

- l. Hargrey A. Saul – Part-time School Bus Driver Trainee,  
Transportation  
Recommended Hourly Rate – \$16.55  
Effective Date – August 24, 2021  
*Replacement*
- m. Tim C. Speck – Part-time Driver w/o Bus License, Assistant,  
and Misc. Transportation  
Recommended Hourly Rates – \$17.75, \$14.50, and \$13.33  
Effective Date – August 30, 2021  
*Replacement*
- n. Dedre J. Stein-Colter – Part-time Driver w/o Bus License,  
Assistant, Misc. Transportation  
Recommended Hourly Rates – \$17.75, \$14.50, and \$13.33  
Effective Date – August 30, 2021  
*Replacement*
- o. Archie J. Ulshafer – Part-time Driver w & w/o Bus License,  
Assistant, and Misc. Transportation  
Recommended Hourly Rates – \$25.05, \$17.75, \$14.50, and  
\$13.33  
Effective Date – September 7, 2021  
*Replacement*
- p. Kathy J. Wise – Part-time Driver w/o Bus License, Assistant,  
Misc. Transportation  
Recommended Hourly Rates – \$17.75, \$14.50, and \$13.33  
Effective Date – September 7, 2021  
*Replacement*
2. Early Childhood & Student Services Office
  - a. Geneva J. Aulenbach – Teacher, Head Start  
Recommended Hourly Rate – Level III, Probationary, \$20.20  
Effective Date – August 30, 2021  
*Replacement*
  - b. Stephanie Ebling – Level V Bilingual Program Secretary,  
Early Intervention  
Recommended Hourly Rate – \$14.43  
Effective Date – August 16, 2021  
*Replacement*
  - c. Kelli N. Ernst – Disabilities / Transition Specialist, Head Start  
Recommended Hourly Rate – Level I, Probationary, \$23.50  
Effective Date – September 7, 2021  
*Replacement*



**OFFICIAL PROCEEDINGS OF THE  
BCIU BOARD OF DIRECTORS  
SEPTEMBER 16, 2021  
PAGE 2776**

- d. Alicia K. Hornberger – Special Education Teacher – Itinerant,  
Special Education  
Recommended Annual Salary – Column 4, Step 5, \$64,717  
Effective Date – August 16, 2021  
*Replacement*
- e. Devin P. McFerren – Alternative Education Teacher,  
Alternative Education  
Recommended Annual Salary – Column 4, Step 16, \$88,205  
Effective Date – August 23, 2021  
*Additional Position*
- f. Kate H. Rathman – Level V Program Secretary, Special  
Education  
Recommended Hourly Rate – \$14.43  
Effective Date – September 7, 2021  
*Replacement*
- 3. Professional Development & Curriculum Office
  - a. Nicole Good Zawidski – Continuing Professional Education  
(CPE) Instructor  
Recommended Rate – \$750 per credit  
Effective Date – August 16, 2021  
*Additional Position*
  - b. Maria C. Uhalde – Infant Early Childhood Mental Health  
Consultant, The Pennsylvania Key  
Recommended Annual Salary – \$58,102 (to be prorated)  
Effective Date – August 30, 2021  
*Replacement*

**C. Change of Status – Ratifications**

- 1. Business Services/Operations Office
  - a. Kariana Basabe Garay  
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*
  - b. Jessenia Diaz  
Change from Substitute Driver w & w/o Bus License,  
Assistant, and Misc. Transportation to  
Part-time Bus/Van Specialist, Transportation  
Change Recommended Hourly Rates from \$21.55, \$17.75,  
\$14.50, and \$13.33 to \$26.75  
Effective Date – August 20, 2021  
*New Position*

**Ratifications – Change of  
Status**

**OFFICIAL PROCEEDINGS OF THE  
BCIU BOARD OF DIRECTORS  
SEPTEMBER 16, 2021  
PAGE 2777**

- c. Debra Gerhart  
Part-time Driver w/o Bus License, Transportation  
Recommended Hourly Rate – \$17.75  
Effective Date – August 4, 2021  
*Additional Assignment*
  
- d. Margaret Gitler  
Change from Part-time Driver w & w/o Bus License, Assistant,  
Misc., and School Bus Fueller, Transportation to Part-time Bus/Van  
Specialist, Transportation  
Change Recommended Hourly Rates from \$21.55, \$18.10, \$14.80,  
\$13.63, and \$21.00 to \$26.75  
Effective Date – August 20, 2021  
*New Position*
  
- e. Tina Gring  
Change from Level IV Clerk / Level V Accounting Clerk / Level V  
Program Secretary, Fiscal Services to Level V Secretary – Vehicle  
Maintenance, Transportation  
Change Recommended Hourly Rates from \$19.33, \$19.83, and  
\$19.83 to \$19.83  
Effective Date – August 16, 2021  
*Replacement*
  
- f. Alicia Kachel  
Change from Part-time Driver w & w/o Bus License, Assistant, and  
Misc. Transportation to Dispatcher, Transportation  
Change Recommended Hourly Rates from \$22.05, \$18.10, \$14.80,  
and \$13.63 to \$17.25  
Effective Date – August 28, 2021  
*Replacement*
  
- g. Stephanie Mullarkey  
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*
  
- h. Beverly Rivera  
Change from Substitute Bus/Van Assistant and Misc. Transportation  
to Part-time Bus/Van Assistant and Misc. Transportation  
No Change in Recommended Hourly Rates  
Effective Date – August 30, 2021  
*Replacement*

**OFFICIAL PROCEEDINGS OF THE  
BCIU BOARD OF DIRECTORS  
SEPTEMBER 16, 2021  
PAGE 2778**

- i. Naomi Smith  
Change from Substitute Bus/Van Assistant and Misc. Transportation  
to Part-time Bus/Van Assistant and Misc. Transportation  
No Change in Recommended Hourly Rates  
Effective Date – August 30, 2021  
*Replacement*
- j. Naomi Smith  
Part-time Driver w & w/o Bus License, Transportation  
Recommended Hourly Rates – \$21.55 and \$18.10  
Effective Date – September 2, 2021  
*Additional Assignments*
- k. Domingo Vega, Jr.  
Change from Substitute Driver w/o Bus License, Assistant, and  
Misc. Transportation to Part-time Driver w/o Bus License, Assistant,  
and Misc. Transportation  
No Change in Recommended Hourly Rates  
Effective Date – August 19, 2021  
*Replacement*
- l. Erica Wolf  
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 \$22.05, \$18.10, \$14.80,  
and \$13.63 to \$26.75  
Effective Date – August 20, 2021  
*New Position*
- m. Stephanie Wolfe  
Change from Part-time Driver w & w/o Bus License, Assistant,  
Misc., and Bus/Van Deep Cleaner, Transportation to Dispatcher,  
Transportation  
Change Recommended Hourly Rates from \$21.55, \$18.10, \$14.80,  
\$13.63, and \$17.80 to \$17.25  
Effective Date – September 1, 2021  
*Replacement*
- 2. Early Childhood & Student Services Office
  - a. Karen Allen – Specialized Preschool Teacher – Classroom, Early  
Intervention  
Recommended Hourly Rate – \$36.33  
Effective Date – July 1, 2021 – July 30, 2021  
*Additional Hours (not to exceed 14 hours)*
  - b. Kathryn Bates – Teacher, Pre-K Counts  
Recommended Hourly Rate – \$39.91  
Effective Date – August 10, 2021 – August 11, 2021  
*Additional Hours (not to exceed 14 hours)*

**OFFICIAL PROCEEDINGS OF THE  
BCIU BOARD OF DIRECTORS  
SEPTEMBER 16, 2021  
PAGE 2779**

- c. Megan Carr – Teacher, Pre-K Counts  
Recommended Hourly Rate – \$26.32  
Effective Date – August 12, 2021 – August 13, 2021  
*Additional Hours (not to exceed 14 hours)*
- d. Susan Garman – Teacher, Pre-K Counts  
Recommended Hourly Rate – \$26.32  
Effective Date – August 11, 2021  
*Additional Hours (not to exceed 7 hours)*
- e. Shelly Olexa Marino – Paraeducator, Pre-K Counts  
Recommended Hourly Rate – \$12.89  
Effective Date – August 10, 2021 - August 11, 2021  
*Additional Hours (not to exceed 7 hours)*
- f. Amber Sell – Teacher, Pre-K Counts  
Recommended Hourly Rate – \$36.13  
Effective Date – July 1, 2021 – July 30, 2021  
*Additional Hours (not to exceed 14 hours)*
- g. Denali Shook – Teacher, Pre-K Counts  
Recommended Hourly Rate – \$34.65  
Effective Date – August 12, 2021  
*Additional Hours (not to exceed 7 hours)*

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

Ruby Garcia-Aguirre, Substitute Driver w/o Bus License, Assistant,  
and Misc. Transportation  
Effective – August 30, 2021

**Ratifications - Additions  
to 2021-2022 Approved  
Substitute Lists—Item 13. D.**

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

*No Items to Consider*

**Ratifications - Additions  
to Approved 2021-2022  
Out-of-Class Substitute Lists  
—Item 13. E.**

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

Alexandra Iovanna, Substitute Driver w/o Bus License, Assistant, and  
Miscellaneous Transportation  
Effective – September 1, 2021  
Janice Lamm, Substitute Driver w & w/o Bus License, Assistant, and Misc.  
Transportation  
Effective – August 17, 2021  
Naomi Smith, Substitute Driver w & w/o Bus License, Transportation  
Effective – August 2, 2021

**Remove from 2021-2022  
Approved Substitute Lists  
—Item 13. F.**

**G. Employment – Approvals**

*No Items to Consider*

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

**OFFICIAL PROCEEDINGS OF THE  
BCIU BOARD OF DIRECTORS  
SEPTEMBER 16, 2021  
PAGE 2780**

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

**H. Change of Status – Approvals**

1. Business Services/Operations Office
  - a. Kyle Batz  
Change from Supervisor, Transportation, Tulpehocken to  
Substitute Driver w & w/o Bus License, Assistant, and Misc.  
Transportation  
Change Recommended Annual Salary from \$50,723 to Hourly  
Rates \$23.50, \$19.75, \$16.05, and \$14.45  
Effective Date – November 3, 2021  
*Voluntary Reassignment*

**I. Leave of Absence Requests**

1. Business Services/Operations  
Personal Leave (unpaid – without benefits – Not FMLA)
  - a. Amy Gantz – Part-time Driver w/o Bus License, Assistant, and  
Misc. Transportation  
Effective Date – August 11, 2021
2. Early Childhood & Student Services Office  
Personal Leave (unpaid – with benefits – FMLA)
  - a. Ashley Anspach – Teacher, Pre-K Counts  
Effective Date – August 13, 2021
  - b. Carmen Constanzo – Paraeducator, Head Start  
Effective Date – August 30, 2021
  - c. Molly Lenko – Speech Therapist, Early Intervention  
Effective Date – August 27, 2021
3. Professional Development & Curriculum Office  
Personal Leave (unpaid – with benefits – FMLA)
  - a. Cheryl Gregory – Level V Program Secretary, OPDC  
Effective Date – September 8, 2021

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

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

1. Early Childhood & Student Services Office  
Personal Leave (unpaid – with benefits – FMLA)
  - a. Megan Lieb – Special Education Teacher – Itinerant, Special  
Education  
Effective Date – August 17, 2021
  - b. Melanie Lozenski – Teacher, Pre-K Counts  
Effective Date – August 17, 2021

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

**K. Retirements**

1. Business Services / Operations Office
  - a. Donna F. Moyer – Part-time Driver w/o Bus License, Assistant,  
and Misc. Transportation  
Effective Date – August 16, 2021
2. Early Childhood & Student Services Office
  - a. Carol L. Fritz – Paraeducator, Early Intervention  
Effective Date – December 17, 2021

**Retirements  
—Item 13. K.**

**OFFICIAL PROCEEDINGS OF THE  
BCIU BOARD OF DIRECTORS  
SEPTEMBER 16, 2021  
PAGE 2781**

**L. Resignations**

**Resignations  
—Item 13. L.**

1. Business Services/Operations Office
  - a. Bobbi J. Behm – Part-time Driver w & w/o Bus License, Assistant, and Misc. Transportation  
Effective Date – August 18, 2021
  - b. Lauren E. Morales Morillo – Level III Custodian, Custodial  
Effective Date – August 31, 2021
  - c. Richard S. Shelton – Part-time Driver w/o Bus License, Assistant, Misc. Transportation  
Effective Date – August 30, 2021
  
2. Early Childhood & Student Services Office
  - a. Araceli Castaneda – Teacher, Head Start  
Effective Date – August 16, 2021
  - b. Brendan M. Hickey – Psychologist, Special Education  
Effective Date – August 16, 2021
  - c. Lucia Martinez – Teacher, Head Start  
Effective Date – August 9, 2021
  - d. Anelys Santos – Psychologist, Special Education  
Effective Date – October 22, 2021
  - e. Rebecca C. Seel – Nolde Aide, Nolde  
Effective Date – August 23, 2021
  
3. Professional Development & Curriculum Office
  - a. Michael Imburgia – Director of School Improvement Performance Management, OPDC  
Effective Date – September 3, 2021

**M. Terminations**

*No Items to Consider*

**Terminations  
—Item 13. M.**

**N. Other**

*No Items to Consider*

**Other  
—Item 13. N.**

|  |                       |
|--|-----------------------|
| Yeas: Costenbader-Jacobson; Dennin; Hemberger; Huhn; Lash; Lupia; Manbeck; Manmiller; Miller; Richard; Sabold; Sellers; Ulrich; McEwen | <b>Roll Call Vote</b> |
| Nays: None. Motion carried.  |                       |

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

**14. OTHER MATTERS FOR CONSIDERATION**

**OTHER MATTERS FOR CONSIDERATION**

**A. EARLY CHILDHOOD & STUDENT SERVICES**

—DR. MICHELLE REICHARD-HUFF, DIRECTOR

To ratify an agreement between the Berks County Intermediate Unit (BCIU) and the Berks Community Action Program, Inc., for the BCIU to operate the Pre-K Counts Program for 137 eligible Pre-K children, three and four years of age, in full-day programs, effective July 1, 2021, through June 30, 2022, with funding in the amount of \$1,130,250.

**Agreement with the Berks County Community Action Program, Inc. / Pre-K Counts Program—Item 14. A. 1.**

**OFFICIAL PROCEEDINGS OF THE  
BCIU BOARD OF DIRECTORS  
SEPTEMBER 16, 2021  
PAGE 2782**

To acknowledge receipt and submission of the 2020-2021 Program Information Report (PIR) Summary for the 2020-2021 school year.

**Receipt and Submission of 2020-2021 Program Information (PIR) Summary—Item 14. A. 2**

To approve the 2020-2021 Berks County Head Start Annual Report.

**2020-2021 Berks County Head Start Annual Report—Item 14. A. 3.**

To ratify the submission of the Locally Designed Option Duration Waiver Request to the Office of Head Start, U.S. Department of Health and Human Services for the 2021-2022 school year.

**Submission of Locally Designed Option Duration Waiver Request to Office of Head Start—Item 14. A. 4.**

To approve the submission of the Berks County Head Start continuation grant application, 2022 proposed budget, and training plan by October 1, 2021.

**Submission of Berks County Head Start Continuation Grant Application, 2022 Proposed Budget, and Training Plan—Item 14. A. 5.**

**B. PROFESSIONAL DEVELOPMENT & CURRICULUM**

—DANIEL RICHARDS, DIRECTOR

To ratify agreements between the Berks County Intermediate Unit (BCIU) and the following school districts, for the BCIU to provide Title 1 services to students who reside within Title I eligible schools and attend nonpublic schools, effective August 1, 2021, through June 15, 2022:

**Title I Agreements with Conrad Weiser Area, Fleetwood Area, Muhlenberg, Twin Valley, and Wilson School Districts—Item 14. B. 1.**

| School District    | \$ Total Services |
|--------------------|-------------------|
| Conrad Weiser Area | 5,142.00          |
| Fleetwood Area     | 4,574.00          |
| Muhlenberg         | 22,102.00         |
| Twin Valley        | 1,819.54          |
| Wilson             | 9,053.00          |

To ratify agreements between the Berks County Intermediate Unit (BCIU) and the following school districts, for the BCIU to provide Title II services to students who reside within Title II eligible schools and attend nonpublic schools, effective August 2021, through September 30, 2022:

**Title II Agreements with Muhlenberg and Wilson School Districts—Item 14. B. 2.**

| School District | \$ Total Services |
|-----------------|-------------------|
| Muhlenberg      | 8,603.84          |
| Wilson          | 6,231.06          |

To ratify an agreement between the Berks County Intermediate Unit (BCIU) and the following school district, for the BCIU to provide Title IV services to students who reside within Title IV eligible schools and attend nonpublic schools, effective August 2021, through September 30, 2022:

**Title IV Agreement with Wilson School District—Item 14. B. 3.**

| School District | \$ Total Services |
|-----------------|-------------------|
| Wilson          | 2,334.38          |

**OFFICIAL PROCEEDINGS OF THE  
BCIU BOARD OF DIRECTORS  
SEPTEMBER 16, 2021  
PAGE 2783**

To ratify an agreement between the Berks County Intermediate Unit (BCIU) and the following vendor, for the BCIU to contract services on behalf of Berks County nonpublic schools in line with applications submitted under the Emergency Assistance to Non-Public Schools (EANS) program according to specifics of each individual agreement:

- Berks County Intermediate Unit (BCIU), LEA for the Berks Catholic High School

To ratify an agreement between the Berks County Intermediate Unit (BCIU) and Albright College / SRI, for the BCIU to provide services related to preparation of two Act 45 SRI-TEL applications for submission to the Pennsylvania Department of Education (PDE) for the amount of \$1,600 according to the agreement, effective August 10, 2021.

To ratify an agreement between the Berks County Intermediate Unit (BCIU) and the Boyertown Area School District, for the BCIU to provide services related to the design and implementation of professional learning pathways for \$7,500 plus additional components according to the agreement, effective August 13, 2021.

To ratify an agreement between the Berks County Intermediate Unit (BCIU) and Eduprenuer Solutions, LLC, for Dr. Carrie Soliday 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 September 7, 2021, through June 30, 2022

To ratify an agreement between the Berks County Intermediate Unit (BCIU) and the Berks Christian School, for the BCIU to provide professional development related to assessment reliability and validity for \$900 according to the agreement, effective August 24, 2021.

To ratify an agreement between the Berks County Intermediate Unit (BCIU) and the Center for Schools and Communities (CSC), for CSC to provide a series of data collection, analysis, and reporting tasks to assess the landscape of Head Start activities in Pennsylvania for a fee of \$23,000 for the period, July 1, 2021, through June 30, 2022 (The Pennsylvania Key).

To ratify agreements between the Berks County Intermediate Unit and the following contractors, for the Early Head Start Child Care Partnership program to expand high quality early learning opportunities to infants and toddlers, effective August 1, 2021, through July 31, 2022 (The Pennsylvania Key):

- Chester County Intermediate Unit d/b/a Chester County Head Start, for a fee of \$2,158,782 to serve 144 children
- Child Development Centers, Inc., for a fee of \$599,662 to serve 40 children
- Huntingdon County Child and Adult Development Corp., for a fee of \$239,865 to serve 16 children
- Lancaster-Lebanon IU 13, for a fee of \$1,319,256 to serve 88 children
- Lawrence County Social Services, Inc., d/b/a Lawrence County Community Action Partnership, for a fee of \$599,662 to serve 40 children
- Pocono Services for Families and Children, for a fee of \$119,932 to serve 8 children

**EANS Program Agreement /  
BCIU as LEA for Berks  
Catholic High School  
—Item 14. B. 4.**

**Agreement with Albright  
College / Act 45 SRI-TEL  
Applications  
—Item 14. B. 5.**

**Agreement with Boyertown  
Area School District /  
Professional Learning  
Pathways  
—Item 14. B. 6.**

**Agreement with  
Eduprenuer Solutions, LLC  
/ Dr. Carrie Soliday /  
Professional Development  
Related to Classroom  
Diagnostic Tool  
—Item 14. B. 7.**

**Agreement with Berks  
Christian School / BCIU to  
Provide Professional  
Development  
—Item 14. B. 8.**

**Agreement with the Center  
for Schools and Communities  
/ Assessment of Landscape of  
PA Head Start Activities  
(The Pennsylvania Key)  
—Item 14. B. 9.**

**Agreements with Contractors  
for Early Head Start Child  
Care Partnership Program  
(Chester County IU, Child  
Development Centers,  
Huntingdon County Child  
and Development Corp,  
Lancaster-Lebanon IU 13,  
Lawrence County Social  
Services, and Pocono Services  
for Families and Children  
(The Pennsylvania Key)  
—Item 14. B. 10.**



**OFFICIAL PROCEEDINGS OF THE  
BCIU BOARD OF DIRECTORS  
SEPTEMBER 16, 2021  
PAGE 2784**

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 to expand high quality early learning opportunities to infants and toddlers, for a fee of \$479,729 to serve 32 children, effective August 1, 2021, through July 31, 2022 (The Pennsylvania Key).

**MOU with Berks County Head Start Program / Early Head Start Child Care Partnership Program (The Pennsylvania Key)  
—Item 14. B. 11.**

To ratify agreements between the Berks County Intermediate Unit and the following organizations, for the noted organizations to provide professional services related to the Pennsylvania Pre-K Counts Program, effective July 1, 2021, through June 30, 2022 (The Pennsylvania Key).

**Agreements with Lancaster Mennonite School and Imani Christian School / PA Pre-K Counts Program (The Pennsylvania Key)  
—Item 14. B. 12.**

| <b>ENTITY</b>              | <b>ALLOCATION</b> | <b>CHILDREN SERVED</b> |
|----------------------------|-------------------|------------------------|
| Lancaster Mennonite School | \$350,000         | 40 Full Day            |
| Imani Christian School     | \$157,500         | 18 Full Day            |

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

To ratify an agreement between the Berks County Intermediate Unit (BCIU) and the Brandywine Heights Area School District for renewal of hosting and software support services for the PowerSchool eFinancePLUS application. The term of the agreement is for one year, effective July 1, 2021, through June 30, 2022, at costs reflected in the agreement for selected services.

**Agreement with Brandywine Hts. ASD / PowerSchool eFinancePLUS Hosting and Software Support Services  
—Item 14. C. 1.**

To ratify an agreement between the Berks County Intermediate Unit (BCIU) and the Muhlenberg School District, for renewal of hosting and software support services for the PowerSchool eFinancePLUS application. The term of the agreement is for one year, effective July 1, 2021, through June 30, 2022, at costs reflected in the agreement for selected services.

**Agreement with Muhlenberg SD / PowerSchool eFinancePLUS Hosting and Software Support Services  
—Item 14. C. 2.**

To ratify an agreement between the Berks County Intermediate Unit (BCIU) and the named Berks County school districts to provide software support services for the Infinite Campus student information system. The term of the agreements are one year, effective July 1, 2021 through June 30, 2022, at costs reflected in the agreements for selected services. Participating school districts include Boyertown Area, Daniel Boone Area, Fleetwood Area, Muhlenberg, Oley Valley, and Twin Valley.

**Agreements with Boyertown Area, Daniel Boone Area, Fleetwood Area, Muhlenberg, Oley Valley, and Twin Valley School Districts / Infinite Campus  
—Item 14. C. 3.**

To authorize the appropriate officers to execute an agreement between the Berks County Intermediate Unit (BCIU) and CDWG, for the purchase of 341 PhishME licenses at a cost of \$376 for the Wyomissing Area School District as part of a state-wide purchasing consortium. The term of the agreement is September 1, 2021, through February 1, 2023.

**Agreement with CDWG / Purchase of PhishME Licenses for Wyomissing ASD as Part of Consortium  
—Item 14. C. 4.**

**OFFICIAL PROCEEDINGS OF THE  
BCIU BOARD OF DIRECTORS  
SEPTEMBER 16, 2021  
PAGE 2785**

To authorize the appropriate officers to execute an agreement between the Berks County Intermediate Unit (BCIU) and the Central Susquehanna Intermediate Unit (CSIU), for the purchase of Financial Information System (FIS) licensing, hosting, and support services. The term of the agreement is five (5) years, effective July 1, 2021, through June 30, 2026, for a total cost of \$144,770 over the five-year period, with the year one cost established at \$18,908.

**Agreement Renewal with  
Central Susquehanna IU /  
FIS Licensing, Hosting, and  
Support Services  
—Item 14. C. 5.**

To approve a renewal agreement between the Berks County Intermediate Unit (BCIU) and the Central Susquehanna Intermediate Unit (CSIU), for the purchase of Consumables Licensing and Software Support for a one (1) year term, effective July 1, 2021, through June 30, 2022, at a base cost of \$1,500 for up to 735 items.

**Renewal Agreement with  
Central Susquehanna IU /  
Purchase of Consumables  
Licensing and Software  
Support  
—Item 14. C. 6.**

To approve a renewal agreement between the Berks County Intermediate Unit (BCIU) and the Central Susquehanna Intermediate Unit (CSIU), for licensing, hosting, and support of SCView, an electronic document management system. The term of the agreement is one (1) year, effective July 1, 2021, through June 30, 2022, at a cost of \$11,123.25.

**Renewal Agreement with  
Central Susquehanna IU /  
SCView Document  
Management System  
—Item 14. C. 7.**

To ratify an agreement between the Berks County Intermediate Unit (BCIU) and the Central Susquehanna Intermediate Unit (CSIU), for the purchase of software customization services to the Financial Information System (FIS) for a custom export/interface of staff data at a one-time cost of \$425.

**Agreement with Central  
Susquehanna IU / FIS  
Software Customization  
Services  
—Item 14. C. 8.**

To ratify an agreement between the Berks County Intermediate Unit (BCIU) and the Central Susquehanna Intermediate Unit (CSIU), for the purchase of software customization services to the Financial Information System (FIS) Long Term Disability component at a one-time cost not to exceed \$6,700.

**Agreement with Central  
Susquehanna IU / FIS  
Software Customization  
Services / Long Term  
Disability Component  
—Item 14. C. 9.**

To authorize the appropriate officers to execute an agreement between the Berks County Intermediate Unit (BCIU) and eduBusiness Solutions for migration, licensing, hosting, and support services of PrintShop Pro, Design Conductor, and SAML Single Sign-On (SSO) software. The term of the agreement is one (1) year, effective November 1, 2021, through October 31, 2022, at a cost not to exceed \$9,700.

**Agreement with  
eduBusiness Solutions /  
PrintShop Pro, Design  
Conductor, and SAML  
Single Sign-On Software  
—Item 14. C. 10.**

**OFFICIAL PROCEEDINGS OF THE  
BCIU BOARD OF DIRECTORS  
SEPTEMBER 16, 2021  
PAGE 2786**

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

To authorize the appropriate officers to execute an agreement between the Berks County Intermediate Unit (BCIU) and Centro Hispano Daniel Torres, Inc., for Centro Hispano Daniel Torres, Inc. to provide food service for the BCIU Head Start and Pre-K Counts programs, effective October 1, 2021, through September 30, 2022, at the following rates:

|            |                                     |
|------------|-------------------------------------|
| Breakfast  | \$1.38 per meal                     |
| Lunch      | \$2.83 per meal                     |
| Snack      | \$ .81 per meal                     |
| Pantry Box | \$5.19 per meal (Breakfast / Lunch) |
| Pantry Box | \$4.60 per meal (Lunch / Snack)     |

**Agreement with Central Hispano Daniel Torres / Food Service for BCIU Head Start and Pre-K Counts Programs—Item 14. D. 1.**

To ratify agreements between the Berks County Intermediate Unit (BCIU) and the following schools, for the schools to provide meals for Head Start, effective July 1, 2021, through June 30, 2022, as follows:

| <u>Provider (lunches)</u> | <u>Rate/Child</u> | <u>Increase</u> |
|---------------------------|-------------------|-----------------|
| BCTC East (Oley)          | \$2.60            | \$.04/child     |
| BCTC West (Blue Marsh)    | \$2.60            | \$.04/child     |

**Agreements for Provision of Meals for Head Start / BCTC East and West, Reading Muhlenberg CTC, and Cumru and Mifflin Park—Item 14. D. 2.**

| <u>Reading-Muhlenberg CTC</u> | <u>Rate/Child</u> | <u>Increase</u> |
|-------------------------------|-------------------|-----------------|
| Breakfast                     | \$1.81            | \$.12/child     |
| Lunch                         | \$2.74            | \$.18/child     |
| Snack                         | \$1.21            | \$.08/child     |

| <u>Cumru and Mifflin Park</u> | <u>Rate/Child</u> | <u>Increase</u> |
|-------------------------------|-------------------|-----------------|
| Breakfast                     | \$2.35            | \$.09/child     |
| Lunch                         | \$3.66            | \$.15/child     |

To authorize the appropriate officers to execute an agreement between the Berks County Intermediate Unit and Conrad Siegel Actuaries, for Conrad Siegel Actuaries to provide professional services for the completion of Affordable Care Act (ACA) reporting for the 2021 calendar year at a fee of \$7,500 (no increase).

**Agreement with Conrad Siegel Actuaries / Affordable Care Act Reporting—Item 14. D. 3.**

To ratify a lease agreement between the Berks County Intermediate Unit (BCIU) and St. Daniel’s Lutheran Church, for the rental of one (1) classroom and the use of shared communal spaces, including access to the fenced outdoor playground area and parking spaces for Head Start, effective August 23, 2021, through August 22, 2022, at \$550 per month for twelve months.

**Lease Agreement with St. Daniel’s Lutheran Church for Head Start—Item 14. D. 4.**

To authorize the appropriate officers to close the inactive PNC Bank Business Checking and PNC Business Premium Money Market accounts, with balances to be transferred to the Tompkins-VIST Bank USIF account.

**Closing of PNC Bank Business Checking and PNC Business Premium Money Market Accounts / Balance Transfer to Tompkins-VIST Bank USIF Account—Item 14. D. 5.**

**OFFICIAL PROCEEDINGS OF THE  
BCIU BOARD OF DIRECTORS  
SEPTEMBER 16, 2021  
PAGE 2787**

To award a contract to Heidler Roofing at a cost of \$151,310.85 to replace the roof at the Berks County Intermediate Unit Transportation Center.

**Award Contract to Heidler  
Roofing/ Transportation  
Center Roof Replacement  
—Item 14. D. 6.**

To ratify an agreement between the Berks County Intermediate Unit and Atlas Transportation, for Atlas Transportation to provide transportation services, effective August 30, 2021 as follows:

**Agreement with Atlas  
Transportation / Student  
Transportation  
—Item 14. D. 7.**

- a. To transport Special Needs students to TCHS Brandywine at a rate of \$285 per day.
- b. To transport Homeless students to Governor Mifflin School District at a rate of \$190 (p.m. only) per day.
- c. To transport Early Intervention students to BCIU Education Centre at a rate of \$375 per day.
- d. To transport Special Needs students to 13th & Green Elementary School at a rate of \$350 per day.
- e. To transport Special Needs students to Central Middle School and Reading High School at a rate of \$475 per day (double shifts).
- f. To transport Special Needs students to Northeast Middle School at a rate of \$350 per day.
- g. To transport Special Needs students to KidsPeace and Central Middle School at a rate of \$475 per day (double shifts).
- h. To transport Special Needs students to Reading High School and Central Middle School at a rate of \$300 per day (double shifts).
- i. To transport Special Needs students to New Story Perk at a rate of \$250 per day.
- j. To transport Special Needs students to Riverside Elementary School and Reading High School at a rate of \$375 per day.
- k. To transport Special Needs students to RMCTC at a rate of \$375 per day.
- l. To transport Special Needs students to Southwest Middle School at a rate of \$225 per day.
- m. To transport Special Needs students to New Story Wyomissing at a rate of \$350 per day.
- n. To transport Special Needs students to RMCTC at a rate of \$375 per day.
- o. To transport Special Needs students to Central Middle School at a rate of \$250 per day.
- p. To transport Special Needs students to Southern Middle School at a rate of \$285 per day.
- q. To transport Special Needs students to Capstones at a rate of \$265 per day.
- r. To transport Special Needs students to Hogan/Pal (with AIDE) at a rate of \$400 per day.
- s. To transport Special Needs students to Reading High School and Southwest Middle School at a rate of \$475 per day (double shifts).
- t. To transport Special Needs students to 10th & Penn Elementary and Northwest Middle School at a rate of \$375 per day.
- u. To transport Special Needs students to Millmont Elementary at a rate of \$350 per day.
- v. To transport Homeless students to Muhlenberg Middle School and Muhlenberg High School at a rate of \$265 per day.
- w. To transport Special Needs students to Reading High School and Northeast Middle School at a rate of \$350 per day.
- x. To transport Special Needs students Northeast Middle School and Reading High School at a rate of \$475 per day

**OFFICIAL PROCEEDINGS OF THE  
BCIU BOARD OF DIRECTORS  
SEPTEMBER 16, 2021  
PAGE 2788**

**E. ADMINISTRATION**

—DR. JILL M. HACKMAN, EXECUTIVE DIRECTOR

To appoint Rob Rosenberry, Director of Human Resources, as the BCIU Management representative to the Berks County School Districts Health Trust (BCSDHT) Board of Trustees for a two-year term, effective July 1, 2021, through June 30, 2023.

**Appointment of Rob Rosenberry to Berks County School Districts Health Trust Board of Trustees  
—Item 14. E. 1.**

RESOLVED, that the Board President is authorized to execute an agreement between the Berks County Intermediate Unit and Levin Legal Group, P.C., for the Levin Legal Group to represent the Berks County Intermediate Unit for the complaint of discrimination with the Pennsylvania Human Relations Commission – Case No. 202100121.

**Agreement with Levin Legal Group / Representation for Complaint of Discrimination  
—Item 14. E. 2.**

|  |                       |
|--|-----------------------|
| Yeas: Costenbader-Jacobson; Dennin; Hemberger; Huhn; Lash; Lupia; Manbeck; Manmiller; Miller; Richard; Sabold; Sellers; Ulrich; McEwen | <b>Roll Call Vote</b> |
| Nays: None. Motion carried.  |                       |

No one desired to be heard.

**Board Members Desiring to be Heard**

A motion was made by Richard, seconded by Ulrich, to adjourn the meeting at 8:11 p.m.

**Adjournment**

|                 |                   |
|-----------------|-------------------|
| Motion carried. | <b>Voice Vote</b> |
|-----------------|-------------------|

Approved by,

Gary McEwen, President

**OFFICIAL PROCEEDINGS OF THE  
BCIU BOARD OF DIRECTORS  
SEPTEMBER 16, 2021  
PAGE 2789**

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

The Berks County Intermediate Unit (BCIU) Board of Directors recognized **Mr. Brian Gottschall** as the recipient of the 2021 BCIU Outstanding Community Partner Award. Dr. Hackman and President McEwen presented Mr. Gottschall with a proclamation highlighting his achievements and contributions to the BCIU, our schools, and the community. Dr. Hackman noted that Mr. Gottschall continues to serve as a key liaison between the Berks County Department of Emergency Services and the education communities, bringing his knowledge, experience, forethought, insight, and perspective; all instrumental in moving major health and safety initiatives forward successfully. His ongoing dedication, collaboration, and contributions to education initiatives such as emergency preparedness, all hazards planning, the countywide Keeping Kids Safe program, and the health and safety of our schools and communities have been critical. In addition, Mr. Gottschall has made himself available 24/7 to provide guidance and information during the COVID-19 health emergency; has offered updates, insight, and assistance during the quickly changing landscape during the health emergency; coordinated vaccination opportunities for school personnel; and has assisted in making valuable connections with community partners.

**2021 OUTSTANDING  
COMMUNITY PARTNER  
—Brian A. Gottschall,  
Berks County Department  
of Emergency Services**

The Board of Directors and the BCIU Leadership expressed their sincere gratitude to Mr. Gottschall for his continuing support and collaboration. Mr. Gottschall's name will be added to a plaque which will be displayed in the BCIU Main Office.

County Commissioners Christopher Leinbach and Michael Rivera also attended the meeting with Ms. Mary Buerer, Executive Assistant, to honor Mr. Gottschall. The Commissioners stated that Mr. Gottschall was instrumental to navigating the pandemic successfully. They both provided comments expressing their gratitude and appreciation for his contributions and collaboration.

Maryanne Helou, Head Start Assistant Program Administrator, introduced **Ms. Jaime Wilcha**, Employee of the Month for September. Ms. Helou shared that Jaime has served as a Head Start Educational Coach since September of 2019. She has taken the lead in implementing the Coaching Implementation Committee, a networking opportunity to help support teachers who were maneuvering virtual learning. Using the idea of a Zoom meeting to network, she instituted *Teacher Talks*. Meeting monthly on Zoom, she proposed conversation starters to allow collaboration and sharing of ideas especially for virtual learning. Jaime has consistently received positive feedback from teaching staff who she has worked with. In addition, Mrs. Wilcha has been willing to work on site to help retain and support staff who needed certification.

**EMPLOYEE OF THE  
MONTH – SEPTEMBER  
2021  
—Ms. Jaime Wilcha,  
Office of Early Childhood  
and Student Services**

Mrs. Wilcha was accompanied by her husband as she received her honors. She expressed her appreciation to Ms. Helou, the BCIU Board, and BCIU leadership.

**OFFICIAL PROCEEDINGS OF THE  
BCIU BOARD OF DIRECTORS  
SEPTEMBER 16, 2021  
PAGE 2790**

Mrs. Lucille Gallis, Assistant Director of Business Services, introduced **Mrs. Terry Campbell**, Fiscal Services Clerk, who retired in September 7. Mrs. Gallis noted that Terry served for 15 years in the Business Office. She shared that Terry knows her job well, is dependable, and efficient. She boosts morale will be missed very much by her co-workers and by the BCIU neighbors where she takes her daily walks. She also serves on the United Way Committee and is a positive communicator and collaborator representing her colleagues as an officer of AFSCME.

Terry was accompanied by her husband Jim, She stated that the BCIU is an excellent place to work and she appreciates the opportunities provided to grown and learn. Terry also thanked her supervisors, Mary Tobias, Donna DeLoretta, and Lucille Gallis, for always steering her in many different directions!

Mrs. Cherie Zimmerman, Assistant Director of Information Technology, attended the meeting to introduce **Helennane Drescher**, who retired from her position as program administrator of software and reprographics services, software support services, in the Office of Information Technology on July 30, 2021. Mrs. Zimmerman shared that Helennane came to the BCIU with a wealth of experience in October of 2018, knowing that she would conclude her career here. Helennane exhibited strong commitment and dedication in her service to the BCIU and Berks County schools.

Helennane thanked the Board and the Leadership Team for providing the opportunity to serve at the BCIU.

**Dr. Jill Hackman** introduced a video featuring the contributions of the 29 Pennsylvania intermediate units, their services, and their growth as they celebrate their 50 years of service.

**RETIREES**  
—**Terry Campbell**  
**Office of Business Services /**  
**Operations**

— **Helennane Drescher,**  
**Office of Information**  
**Technology**

**FEATURED PROGRAMS**  
**Celebrating 50 Years of PA**  
**Intermediate Units**