

**OFFICIAL PROCEEDINGS OF THE
BCIU BOARD OF DIRECTORS
OCTOBER 21, 2021
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The regular meeting of the Berks County Intermediate Unit Board of Directors was held on Thursday, October 21, 2021. The meeting was held in a hybrid format.

President Gary McEwen called the meeting to order at 7:55 p.m. Following the pledge of allegiance, Jan Krotee, recording secretary, called the roll. Attendance was as follows:

Intermediate Unit Board: Robin Costenbader-Jacobson; Jill A. Dennin; Dr. David Hemberger; Elizabeth S. Huhn; Dr. Amy Kennedy; Linda R. Lash; Joseph A. Lupia; Oscar Manbeck; Kevin L. Manmiller; Steven Miller; Ralph C. Richard; Rev. Dr. Dennis Ritter; Bret Sabold; Ann Sellers; Terrie Taylor, LSW; and Gary McEwen

Absent: James Ulrich

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: John Stott, Esq.

Guest(s): Bernice Crutchfield, BCIU President; and Amy Adam, BCIUEA Secretary

Press: None

Following the pledge of allegiance and roll call, President McEwen welcomed participants to the BCIU Board meeting. He also welcomed and introduced BCIUEA leaders Bernice Crutchfield, BCIUEA President, and Amy Adam, BCIUEA Secretary, and thanked them for attending. President McEwen then noted that an executive session was held prior to the meeting to discuss personnel matters, the Executive Director's contract, 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 Huhn, seconded by Lash, 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.

**Appoint James Ulrich as
Secretary to the BCIU Board
—Item 01. C..**

Motion Carried.

Voice Vote

A motion was made by Costenbader-Jacobson, seconded by Ritter, to approve agenda items 02. through 09. D., as follows:

To approve the minutes of the September 16, 2021 Board meeting.

**Approval of Minutes
—Item 02.**

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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
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
TOTAL			\$6,624,154.38

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

Amount Outstanding
October 14, 2021
\$0

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

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
TOTALS	\$3,646,123.61	\$5,275,675.51	\$43,030.89	\$197,586.84	\$1,167,293.78
GRAND TOTAL	\$10,329,710.63				

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	\$0.00	\$7,232,357.34
		\$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	\$3,216,214.93	
TOTAL CHECKS WRITTEN	\$6,268,119.40	
CHECKS VOIDED	(\$8,356.06)	
PAYROLL DISTRIBUTIONS	\$5,071,892.83	\$11,331,656.17
ENDING BALANCE -SEPTEMBER 30, 2021		\$4,823,755.07
CASH AVAILABLE-SEPTEMBER 30, 2021		\$4,823,755.07

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08. INVESTMENT OF FUNDS

Interest earned on investments is as follows:

SEPTEMBER 2021

Tompkins VIST	\$872.89
PNC	\$.37
Chase	\$4.08

09. BUDGETS

A. New and Proposed Budgets

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).

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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).

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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.

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.

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- 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.

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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.

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

10. COMMUNICATIONS

COMMUNICATIONS—Item 10.

1. Dr. Hackman shared a note of thanks from Brian Specht, former Secretary to the BCIU Board of Directors and representative from the Hamburg Area School District.
2. Dr. Hackman shared a note of thanks from Donna Moyer, Retired Transportation Bus Driver, Business Office / Operations.

11. OLD BUSINESS

Dr. David Hemberger, BCIU Voting Delegate to the PSBA Delegate Assembly (October 23, 2021) shared information regarding the upcoming 2021 Delegate Assembly which would take place virtually on October 23. The Delegate Assembly is the association-wide business meeting that includes platform and bylaws consideration, financial updates, and leadership election results. Dr. Hemberger will report on the actions taken at the BCIU Board meeting at the November BCIU Board meeting.

**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.**

A motion was made by Taylor, seconded by Manbeck, to approve the following items under Personnel Matters – Items 13. A. through 13. L:

13. PERSONNEL MATTERS

—ROB ROSENBERRY, DIRECTOR

PERSONNEL MATTERS

A. General

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

**Award Professional
Contracts to Julie L. Innis
James and Kaitlyn C.
Umberger
— Item 13. A. 1.**

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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

**Approve Position
Descriptions
— Item 13. A. 2.**

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.

**Receipt of Salary List for
Transportation Employees
Changing from Substitute
Status — Item 13. A. 3.**

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:

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

- 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

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

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

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- 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

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- l. Yolanda I. Moultray-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

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- 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

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- 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

Ratifications – Change of Status

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- 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

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- 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

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- 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

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- 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

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- 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

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- 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

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

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

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F. Remove from 2021-2022 Approved Substitute Lists

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

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

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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

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

H. Change of Status – Approvals

No Items to Consider

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

I. Leave of Absence Requests

1. Business Services/Operations
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

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

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J. Return from Leave of Absence Requests

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

1. Business Services/Operations Office
Personal Leave (unpaid – without benefits – not FMLA)
 - a. 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

**Retirements
—Item 13. K.**

1. Business Services/Operations Office
 - a. Cynthia A. Auker – 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

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**Resignations
—Item 13. L.**

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

**Terminations
—Item 13. M.**

N. Other

No Items to Consider

**Other
—Item 13. N.**

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

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

14. 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 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.

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.

To approve the the BCIU Head Start procedure for Enrollment, Recruitment, Selection, Eligibility, Attendance (ERSEA).

B. PROFESSIONAL DEVELOPMENT & CURRICULUM

—DANIEL RICHARDS, DIRECTOR

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.

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.

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.

OTHER MATTERS FOR CONSIDERATION

**Agreement with Community Services Group / ECYEH for PA Region II
—Item 14. A. 1.**

**Agreement with Reading School District / ELECT Services
—Item 14. A. 2**

Head Start Procedure for Enrollment, Recruitment, Selection, Eligibility, Attendance (ERSEA) —Item 14. A. 3.

**Agreement with Appalachia IU 8 / BCIU as Regional Site for PIL Initiative
—Item 14. B. 1.**

**Title I Agreement with Exeter Township School District
—Item 14. B. 2.**

**Agreement with MCIU / Middle School Success: Path to Graduation (P2G)
—Item 14. B. 3.**

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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

**Agreement with Brandywine Heights Area School District / Professional Development for Gifted Learners
—Item 14. B. 4.**

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.

**Agreement with St. Thomas More Elementary School / Professional Development on Guided Math
—Item 14. B. 5.**

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.

**Agreement with St. Peter School / Professional Services on Trauma Informed
—Item 14. B. 6.**

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.

**Agreement with Reading Muhlenberg Career and Technology Center / Professional Development on Trauma Informed
—Item 14. B. 7.**

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).

**MOU with Berks County Head Start / Early Head Start Child Care Partnership Program / Meet Requirements in Response to COVID (The Pennsylvania Key)
—Item 14. B. 8.**

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

**Agreements with Children’s Advocacy Center of Lawrence County, Inc. and Lancaster-Lebanon IU 13 / Early Head Start Home Based Program / Meet Requirements in Response to COVID (The Pennsylvania Key)
—Item 14. B. 9.**

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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

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).

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).

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, DIRECTOR**

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.

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.

Agreements with Contractors for Early Head Start Child Care Partnership Program (Chester County IU, Child Development Centers, Huntingdon County Child and Adult Development Corp, Lancaster-Lebanon IU 13, Lawrence County Social Services, and Pocono Services for Families and Children (The Pennsylvania Key) —Item 14. B. 11.

Agreement with Dr. Grace Whitney / Policy Analysis and Training (The Pennsylvania Key) —Item 14. B. 11.

Agreement with South Central Community Action Programs, Inc. / Technical Assistance for Early Childhood Practitioners (The Pennsylvania Key) —Item 14. B. 12.

Agreement with Caspian Consulting Strategies / Evaluation of Keystone STARS (The Pennsylvania Key) —Item 14. B. 13.

Agreement with SiteCare, LLC for Webhosting and Support Services —Item 14. C. 1.

Renewal of Agreement with Frontier Communications for PRI Phone Services —Item 14. C. 2.

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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.

Renewal of Agreement with SolarWinds for Service Desk Software Subscription—Item 14. C. 3.

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

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.

Addendum #1 to Lease Agreement with Right From the Start Daycare and Preschool Center / Lease of Extra Space at the Hamburg Center—Item 14. D. 1.

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

Agreement with Atlas Transportation for Transportation of Special Needs Students to Various Schools—Item 14. D. 2.

- a. To transport Special Needs students to 13th 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 13th and Green Elementary School at a rate of \$285 effective September 16, 2021

**E. ADMINISTRATION
—DR. JILL M. HACKMAN, EXECUTIVE DIRECTOR**

No Items to Consider

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

Roll Call Vote

**OFFICIAL PROCEEDINGS OF THE
BCIU BOARD OF DIRECTORS
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Dr. Ritter asked if any districts have implemented a camera program on buses. Board members and the BCIU shared information.

**Board Members Desiring to
be Heard**

Dr. Hackman reported that we will recognize Board members at the November BCIU Board meeting who would not be returning to the BCIU Board in January.

A motion was made by Richard, seconded by Dennin, to adjourn the meeting at 8:12 p.m.

Adjournment

Motion carried.

Voice Vote

Approved by,

James Ulrich, Secretary

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

Mrs. Tillie Panneton, Operations Supervisor of Purchasing and Logistics, introduced **Mrs. Donna VanKirk**, Employee of the Month for October. Mrs. Panneton reported that Donna has served as Warehouse Clerk for 14 years. Prior to her current position, she served in the media library as a substitute , moving to part-time, and then to the warehouse on a temporary basis. Donna also served as President of AFSCME for eight years and is currently the Vice President.

**EMPLOYEE OF THE
MONTH – OCTOBER 2021
—Donna VanKirk, Office of
Business Services /
Operations**

Tillie shared that Donna is a dependable and responsible employee with a strong work ethic. She does an outstanding job in a fast-paced environment, receiving items, completing asset tagging, filing warehouse requisitions, processing UPS and Fed Ex shipping, and keeping the warehouse and paperwork very organized. All of this was tested during the pandemic and Donna was successful in very challenging circumstances.

Donna thanked Tillie, the Board of Directors, and administration. She commented she loves her job and coming to work each day. She is grateful that she has the opportunity to work with employees at all levels throughout the organization.

Donna’s husband, Billy, accompanied her as she was honored by the Board.

Dr. Jill Hackman introduced a video as part of the 50th Anniversary of the BCIU series. This Inside BCIU video provides a snapshot of the BCIU: Then and Now, including changes in executive office leadership, employee and budget numbers, main office locations, evolution of technology, and other interesting program comparisons of then and now.

**FEATURED PROGRAMS
Inside BCIU: 50th
Anniversary Edition –
BCIU: Then and Now**