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. Manninger; 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.

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

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.

Motion Carried.

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

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

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

<table>
<thead>
<tr>
<th>Amount Outstanding</th>
</tr>
</thead>
<tbody>
<tr>
<td>October 14, 2021</td>
</tr>
<tr>
<td>$0</td>
</tr>
</tbody>
</table>

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

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

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
08. **INVESTMENT OF FUNDS**

Interest earned on investments is as follows:

**SEPTEMBER 2021**

<table>
<thead>
<tr>
<th>Institution</th>
<th>Interest Earned</th>
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</thead>
<tbody>
<tr>
<td>Tompkins VIST</td>
<td>$872.89</td>
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<tr>
<td>PNC</td>
<td>$ .37</td>
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<tr>
<td>Chase</td>
<td>$4.08</td>
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</tbody>
</table>

09. **BUDGETS**

A. **New and Proposed Budgets**

1. **American Rescue Plan (ARP) - Early Intervention (EI)**
   **IDEA 619 Allocation – Program 125**
   Office of Early Childhood and Student Services
   7/1/21 – 9/30/22
   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).
   
   **BUDGETS**
   
   $174,502

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
   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).
   
   **BUDGETS**
   
   $292,404

3. **American Rescue Plan ESSER Homeless Children and Youth (ARP-HCY) – Program 21-151**
   Office of Early Childhood and Student Services
   7/1/21 – 9/30/22
   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 (Bucks, Chester, Dauphin, Lancaster, Lebanon, and Schuylkill). This funding complements the existing ECYEH program at BCIU (new).
   
   **BUDGETS**
   
   $1,281,747

4. **EHS-CCP CRRSA/ARP – Program 21-169**
   Office of Early Childhood and Student Services
   4/1/21 – 3/31/23
   As a result of the Coronavirus Response and Relief Supplemental Appropriations (CRRSA Act), Early Head Start Child Care Partnership has been awarded a supplemental grant for activities in response of COVID-19 through the Commonwealth of Pennsylvania, Office of Child Development and Early Learning (OCDEL). This supplement contains funding for Live N Learn Station, our local childcare partner for costs directly related to COVID-19 (new).
B. Initial Budgets

1. Educational Stability for Foster Care Youth – Program 21-149
   Office of Early Childhood and Student Services
   7/1/21 – 9/30/22
   $56,563
   The BCIU has been allocated the above amount to manage Region 2 of the Educational Stability for Foster Care Youth program through the PA Department of Education. There are eight grantees in the Commonwealth that receive these funds to form a management team through regional offices. The goal of the regional office is to provide technical assistance, training, and support to all public-school districts and county children and youth agencies with regards to the education of children in foster care. Region 2 consists of Berks, Chester, Dauphin, Lancaster, Lebanon, and Schuylkill counties. The grant is allocated through Title I, Part A funds annually (since 2017).

2. Education of Homeless Children & Youth – Program 21-150
   Office of Early Childhood and Student Services
   7/1/21 – 6/30/22
   $733,540
   BCIU serves as the Region II coordinator for the administration of the federally funded homeless education program. In addition to Berks County, BCIU provides direct service to Schuylkill, Lebanon, and Lancaster counties. BCIU flows thru funding to Chester and Dauphin Counties, and Lancaster School District and is responsible for the oversight and supervision of the other county providers. The grant is for the first year of a five-year period (since 1993).

3. PA Science Standards Revision – Program 217
   Office of Professional Development and Curriculum
   7/1/21 – 6/30/22
   $113,400
   BCIU through an agreement with the Pennsylvania Department of Education will provide services to support the Pennsylvania Science Standards revision process. Services under this agreement will include assistance in facilitation of initial information gathering and creation of a landscape report, stakeholder engagement sessions, steering committee and writing work groups, community feedback, and presentation to State Board of Education. BCIU will support and supply technical assistance to the Pennsylvania Department of Education throughout the revision process (since 2019).

4. Career Readiness – Program 273
   Office of Professional Development and Curriculum
   7/1/21 – 6/30/22
   $199,722
   BCIU will provide technical assistance to operationally define and manage the training, technical support, program planning, evidence collection, and monitoring necessary to implement the College and Career Readiness indicators associated with Every Student Succeeds Act, the Future Ready PA Index, and proposed Pennsylvania graduation requirements (since 2018).
5. **Comprehensive Support and Improvement – Program 284**  
Office of Professional Development and Curriculum  
7/1/21 – 6/30/22  
$597,808  
The BCIU, through an agreement with the Allegheny Intermediate Unit (AIU3), will provide services associated with the overall system for school improvement and specifically services associated with the Comprehensive Support and Improvement (CSI) that AIU3 has contracted with the Pennsylvania Department of Education to provide statewide. BCIU’s services will include the recruitment, hiring, logistics, and supervision of the Director of School Improvement Performance Management and Assistant Directors of School Improvement Performance Management. BCIU will also serve as a lead partner and advisory member for CSI statewide services (since 2018).

6. **Berks Online Learning – Program 680**  
Office of Professional Development and Curriculum  
7/1/21 – 6/30/22  
$641,367  
This proprietary program is a partnership between BCIU and multiple cyber course providers to offer local school districts online education options for K-12 students.

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  
Total Proposed Revised Budget: $824,269  
$21,748  
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  
Total Proposed Revised Budget: $1,332,449  
$1,834  
The federal funding source for this program is P.L. 108-446, Individuals with Disabilities Education Act 2004 – Part B. This budget is Component 1 which supports Early Intervention services such as speech, educational itinerant, and assistant teacher staff in addition to supplemental staff expenditures (since 1982/83). This change is necessary due to year-end adjustments.

D. **Budgetary Transfers**

1. **Head Start – Program 21-165**  
Office of Early Childhood and Student Services  
1/1/21 – 12/31/21  
$475,090  
Funded primarily by federal dollars through the Department of Health and Human Services, Administration for Children and Families, with additional monies from the Child and Adult Care Food Program, this program provides education services to approximately 610 children in 18 school districts (since 1965). These budget transfers are necessary to adjust expenditures to year-end projections.
2. BCIU Pre-K Counts Partnership – Program 231
Office of Early Childhood and Student Services
7/1/21 – 6/30/22
$167,100
Funded by the state and administered by the PA Department of Education, the BCIU Pre-K Counts Partnership provides high quality preschool services to 160 at risk children, which as defined is living in households below 300 percent of the federal poverty rate, those who are English language learners or are at risk due to community factors, academic difficulties, or economic disadvantage. BCIU Pre-K Counts is operated in partnership with participating Berks County School Districts and two local Child Care Centers (since 2016). These transfers are necessary due to filling the open partner pass through.

3. Early Intervention – School Age - Program 300
Office of Early Childhood and Student Services
7/1/20 – 6/30/21
$1,530
Mandated by the Department of Education and contracted through a MAWA (Mutually Agreed Upon Written Agreement), this program serves preschool children identified with special education needs who are transitioning to placement in their respective districts. In the year prior to eligibility for school age placement, parents have the option to maintain placement for their child in the Early Intervention Program for an additional year. Educational costs for school age students who remain in the EI Program is the responsibility of the home district (since 1983). These budget transfers are necessary to adjust expenditures to year-end projections.

4. Early Intervention – Program 348
Office of Early Childhood and Student Services
7/1/20 – 6/30/21
$47,400
Funded by the state, this program provides services to newly identified, preschool handicapped children in Berks County (since 1983). These budget transfers are necessary to adjust expenditures to year-end projections.

5. Non-Public School Advisory Committee – Program 19-206
Office of Professional Development and Curriculum
7/1/19 – 9/30/21
$53,000
Federal Title I Funds will be used to support activities of the Nonpublic School Advisory Committee, in consultation with the SEA and nonpublic schools throughout Pennsylvania. Advisory Committee members will meet with the representatives of nonpublic schools to provide staff development and in-service on Title I consultation, standards, assessment procedures, and accountability for students participating in Title I. The Advisory Committee will also maintain a communications network with nonpublic schools and LEAs to assist them in their mission of serving Title I eligible students (since July 2006). These budget transfers are necessary to adjust expenditures to year-end projections.

6. Teachers in the Parks – Program 19-216
Office of Professional Development and Curriculum
7/1/19 – 9/30/21
$10,347
Federal Title I Funds will be used to support the activities of the Teachers in the Parks program (TIPS). TIPS is a Title I summer school program where children meet in local community parks, pools, or other community-based locations over the summer to receive hands-on instruction in math and reading by certified teachers. The TIPS curriculum is designed to bridge the summer learning gap. This program has been in existence (since 2016/2017). These budget transfers are necessary to adjust expenditures to year-end projections.
7. **Berks Online Learning – Program 680**  
Office of Professional Development and Curriculum  
7/1/20 – 6/30/21  
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**  
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.  

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

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  

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
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

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.

Resolved, for the Board of Directors to ratify the following Atlas Transportation employees to be assigned to the Berks County Intermediate Unit to provide transportation services according to the terms of the agreement with Atlas Transportation during the 2021-2022 fiscal year:

a. Bus Assistant
   i. Peggy Guillaume – Effective Date – September 14, 2021
   ii. Casilda Velasquez – Effective Date – September 16, 2021

b. Van Driver
   i. Leury Cabrera – Effective Date – September 23, 2021
   ii. Daniela Herrara – Effective Date – October 1, 2021
   iii. Horacio Santana – Effective Date – October 11, 2021
   iv. Niana Santana Rojas – Effective Date – September 14, 2021

B. Employment – Ratifications

1. Business Services/Operations Office
   a. Maria C. Batista – Part-time School Bus Driver Trainee, Transportation
      Recommended Hourly Rate – $16.55
      Effective Date – September 20, 2021
      Replacement

   b. Gina M. Bernal – Part-time Driver w/o Bus License, Assistant, and Misc. Transportation
      Recommended Hourly Rates – $17.75, $14.50, and $13.33
      Effective Date – October 4, 2021
      Replacement

   c. Brett A. Bortz – Part-time Driver w/o Bus License, Assistant, and Misc. Transportation
      Recommended Hourly Rates – $17.75, $14.50, and $13.33
      Effective Date – September 20, 2021
      Replacement
d. Joseph Borzellino – Part-time Driver w/o Bus License, Assistant, and Misc. Transportation
   Recommended Hourly Rates – $17.75, $14.50, and $13.33
   Effective Date – September 20, 2021
   Replacement

e. June M. Eby – Part-time Bus/Van Assistant and Misc. Transportation
   Recommended Hourly Rates – $14.50 and $13.33
   Effective Date – October 11, 2021
   Replacement

f. Pamela A. Gantkowski – Part-time Driver w & w/o Bus License, Assistant, and Misc. Transportation
   Recommended Hourly Rates – $23.50, $17.75, $14.50, and $13.33
   Effective Date – October 4, 2021
   Replacement

g. Dawson K. Garcia – Vehicle Maintenance Technician, Transportation
   Recommended Hourly Rate – $21.00
   Effective Date – September 27, 2021
   Replacement

h. Gregory B. Groft – Part-time Driver w/o Bus License, Assistant, and Misc. Transportation
   Recommended Hourly Rates – $17.75, $14.50, and $13.33
   Effective Date – September 13, 2021
   Replacement

i. Raymond G. Harris, Sr. – Part-time Driver w/o Bus License, Assistant, and Misc. Transportation
   Recommended Hourly Rates – $17.75, $14.50, and $13.33
   Effective Date – September 27, 2021
   Replacement

j. Edwin H. Houseman, Jr. – Vehicle Maintenance Technician, Transportation
   Recommended Hourly Rate – $19.41
   Effective Date – September 20, 2021
   Replacement

k. Iluminada Montalvo – Part-time Driver w/o Bus License, Assistant, and Misc. Transportation
   Recommended Hourly Rates – $17.75, $14.50, and $13.33
   Effective Date – September 20, 2021
   Replacement
1. Yolanda I. Moultrie-Whyte – Part-time School Bus Driver Trainee, Transportation
   Recommended Hourly Rate – $16.55
   Effective Date – September 13, 2021
   Replacement

m. Gabriel Otero – Part-time School Bus Driver Trainee, Transportation
   Recommended Hourly Rate – $16.55
   Effective Date – September 27, 2021
   Replacement

n. Rosaura M. Polanco – Part-time Bus/Van Assistant and Misc. Transportation
   Recommended Hourly Rates – $14.50 and $13.33
   Effective Date – October 11, 2021
   Replacement

o. Iris N. Rivera – Part-time Driver w/o Bus License, Assistant, and Misc. Transportation
   Recommended Hourly Rates – $17.75, $14.50, and $13.33
   Effective Date – October 4, 2021
   Replacement

p. Yorsyn M. Rodriguez – Part-time Bus/Van Assistant and Misc. Transportation
   Recommended Hourly Rates – $14.50, and $13.33
   Effective Date – October 4, 2021
   Replacement

q. Dre-Lynn L. Sanders – Part-time Driver w/o Bus License, Assistant, and Misc. Transportation
   Recommended Hourly Rates – $17.75, $14.50, and $13.33
   Effective Date – October 11, 2021
   Replacement

r. Richard E. Seidel – Part-time Driver w/o Bus License, Assistant, and Misc. Transportation
   Recommended Hourly Rates – $17.75, $14.50, and $13.33
   Effective Date – September 13, 2021
   Replacement

s. Ruth E. Sheetz – Part-time Driver w/o Bus License, Assistant, and Misc. Transportation
   Recommended Hourly Rates – $17.75, $14.50, and $13.33
   Effective Date – September 20, 2021
   Replacement
t. Leonard J. Stinson – Part-time Driver w/o Bus License, Assistant, and Misc. Transportation
   Recommended Hourly Rates – $17.75, $14.50, and $13.33
   Effective Date – September 20, 2021
   Replacement

u. Amy M. Stoudt – Part-time School Bus Driver Trainee, Transportation
   Recommended Hourly Rate – $16.55
   Effective Date – October 11, 2021
   Replacement

v. Alyssa A. Sweimler – Part-time Driver w/o Bus License, Assistant, and Misc. Transportation
   Recommended Hourly Rates – $17.75, $14.50, and $13.33
   Effective Date – September 20, 2021
   Replacement

w. Edwin Valentin – Part-time Driver w/o Bus License, Assistant, and Misc. Transportation
   Recommended Hourly Rates – $17.75, $14.50, and $13.33
   Effective Date – September 27, 2021
   Replacement

x. Julie Van Lear – Part-time Driver w & w/o Bus License, Assistant, and Misc. Transportation
   Recommended Hourly Rates – $26.65, $17.75, $14.50, and $13.33
   Effective Date – September 13, 2021
   Replacement

y. Michael J. Vernon – Part-time Driver w/o Bus License, Assistant, and Misc. Transportation
   Recommended Hourly Rates – $17.75, $14.50, and $13.33
   Effective Date – October 11, 2021
   Replacement

2. Early Childhood & Student Services Office
   a. Alyssa A. Doster – Nolde Aide, Nolde
      Recommended Hourly Rate – $12.00
      Effective Date – October 11, 2021
      Replacement

   b. Yadira Duran – Paraeducator, Head Start
      Recommended Hourly Rate – Level I, Probationary, $12.26
      Effective Date – October 4, 2021
      Replacement
c. Kristin Mateer – Floating Teacher, Head Start
   Recommended Hourly Rate – Level III, Probationary, $20.20
   Effective Date – September 20, 2021
   Additional Position

   d. Scarlett McMullan – Speech Therapist, Early Intervention
      Recommended Annual Salary – Column 4, Step 1, $59,770 (to be prorated)
      Effective Date – October 11, 2021
      Replacement

   e. Samantha L. Moss – Specialized Preschool Teacher – Classroom, Early Intervention
      Recommended Annual Salary – Column 1, Step 6, $54,502 (to be prorated)
      Effective Date – September 20, 2021
      Replacement

   f. Dr. Sandra D. Shurina – Teacher of the Hearing Impaired – Itinerant, Special Education
      Recommended Annual Salary – Column 4, Step 16, $88,205 (to be prorated)
      Effective Date – September 20, 2021
      Replacement

   g. Michelle S. Stewart – Speech Therapist, Early Intervention
      Recommended Annual Salary – Column 4, Step 11, $77,185 (to be prorated)
      Effective Date – October 4, 2021
      Replacement

   h. Kimberly D. Vega – Family Engagement Worker, Head Start
      Recommended Hourly Rate – Level III, Probationary, $18.51
      Effective Date – September 13, 2021
      Replacement

C. Change of Status – Ratifications
   1. Business Services/Operations Office
      a. Michele Booth – Part-time Driver with Bus License, Transportation
         Recommended Hourly Rate – $25.05
         Effective Date – August 27, 2021
         CDL Recertification

      b. Christina Cooper
         Change from Substitute Driver w/o Bus License, Assistant, and Misc. Transportation to Part-time Driver w/o Bus License, Assistant, and Misc. Transportation
         No Change in Recommended Hourly Rates
         Effective Date – August 30, 2021
         Replacement
c. Ernst Dasney – Part-time Driver with Bus License, Transportation  
   Effective Date – September 4, 2020  
   Removal of Assignment

d. Lizette DeLong – Payroll Specialist, Fiscal Services  
   Change Recommended Annual Salary from $48,666 to $51,666 (to be prorated)  
   Effective Date – September 27, 2021  
   Reorganization

e. Casey Frasca – Part-time Driver with Bus License, Transportation  
   Recommended Hourly Rate – $23.50  
   Effective Date – September 7, 2021  
   Assignment Correction

f. Casey Frasca  
   Change from Part-time Driver w & w/o Bus License, Assistant, and Misc. Transportation to Part-time Bus/Van Specialist, Transportation  
   Change Recommended Hourly Rates from $23.50, $17.75, 14.50, and $13.33 to $26.75  
   Effective Date – September 7, 2021  
   Additional Position

g. Ruby Garcia-Aguirre  
   Change from Substitute Driver w/o Bus License, Assistant, and Misc. Transportation to Part-time Driver w/o Bus License, Assistant, and Misc. Transportation  
   No Change in Recommended Hourly Rates  
   Effective Date – August 30, 2021  
   Replacement

h. Christopher Hess – Vehicle Maintenance Technician, Transportation  
   Change Recommended Annual Salary from $41,121.60 to $47,361.60 (to be prorated)  
   Effective Date – August 30, 2021  
   Reorganization

i. Calvin Leinbach – Vehicle Maintenance Technician, Transportation  
   Change Recommended Annual Salary from $41,724.80 to $47,964.80 (to be prorated)  
   Effective Date – August 30, 2021  
   Reorganization

j. Ana Lugo-Pino  
   Change from Substitute Driver w & w/o Bus License, Assistant, and Misc. Transportation to Part-time Driver w & w/o Bus License, Assistant, and Misc. Transportation  
   No Change in Recommended Hourly Rates  
   Effective Date – August 2, 2021  
   Replacement
k. Erika Montoya
   Change from Substitute Driver w & w/o Bus License, Assistant, and Misc. Transportation to Part-time Driver w & w/o Bus License, Assistant, and Misc. Transportation
   No Change in Recommended Hourly Rates
   Effective Date – September 30, 2021
   Replacement

l. Donald Oakes – Vehicle Maintenance Technician, Transportation
   Change Recommended Hourly Rate from $18.72 to $21.72
   Effective Date – August 30, 2021
   Reorganization

m. Jason Pehlman – Vehicle Maintenance Technician, Transportation
   Change Recommended Annual Salary from $41,704 to $47,944
   (to be prorated)
   Effective Date – August 30, 2021
   Reorganization

n. Yolanda Pinkney – Transportation Trainer, Transportation
   Recommended Hourly Rate – $25.43
   Effective Date – September 8, 2021
   Additional Assignment

o. Yajaira Rivera
   Change from Substitute Driver w & w/o Bus License, Assistant, and Misc. Transportation to Part-time Driver w & w/o Bus License, Assistant, and Misc. Transportation
   No Change in Recommended Hourly Rates
   Effective Date – August 17, 2021
   Replacement

p. Aaron Schutter – Part-time Driver w/o Bus License, Transportation
   Recommended Hourly Rate – $17.75
   Effective Date – August 30, 2021
   Additional Assignment

q. Thomas Semmel
   Change from Substitute Driver w & w/o Bus License, Assistant, and Misc. Transportation to Part-time Driver w & w/o Bus License, Assistant, and Misc. Transportation
   No Change in Recommended Hourly Rates
   Effective Date – October 4, 2021
   Replacement

r. Jeffery Shaffer
   Change from Substitute Driver w & w/o Bus License, Assistant, and Misc. Transportation to Part-time Driver w & w/o Bus License, Assistant, and Misc. Transportation
   No Change in Recommended Hourly Rates
   Effective Date – August 19, 2021
   Replacement
s. Beth Stewart – Payroll Specialist, Fiscal Services
   Change Recommended Annual Salary from $49,766 to $52,766 (to be prorated)
   Effective Date – September 27, 2021
   Reorganization

  t. Guy Thomas
   Change from Substitute Driver w & w/o Bus License, Assistant, and Misc. Transportation
   to Part-time Driver w & w/o Bus License, Assistant, and Misc. Transportation
   No Change in Recommended Hourly Rates
   Effective Date – August 17, 2021
   Replacement

  u. Yolette Thomas
   Change from Substitute Driver w/o Bus License, Assistant, and Misc. Transportation
   to Part-time Driver w/o Bus License, Assistant, and Misc. Transportation
   No Change in Recommended Hourly Rates
   Effective Date – August 30, 2021
   Replacement

  v. Archie Ulshafer
   Change from Part-time Driver w & w/o Bus License, Assistant, and Misc. Transportation
   to Part-time Bus/Van Specialist, Transportation
   Change Recommended Hourly Rates from $25.05, $17.75, $14.50, and $13.33 to $26.75
   Effective Date – September 7, 2021
   Additional Position

  w. Franciela Urena
   Change from Substitute Driver w/o Bus License, Assistant, and Misc. Transportation
   to Part-time Driver w/o Bus License, Assistant, and Misc. Transportation
   No Change in Recommended Hourly Rates
   Effective Date – August 2, 2021
   Replacement

  x. Franciela Urena – Part-time Driver with Bus License, Transportation
   Recommended Hourly Rate – $21.55
   Effective Date – August 26, 2021
   Obtained CDL

2. Early Childhood & Student Services Office
  a. Teresa Amoroso – Teacher, Head Start
   Change Recommended Hourly Rate from Level I, Entry, $19.23 to Level III, Entry, $20.76
   Effective Date – August 11, 2021
   Salary Adjustment per Head Start Salary Schedule
b. Jesse Bishop
   Change from Teacher, Alternative Education to Assistant Program Administrator, Alternative Education
   Change Recommended Annual Salary from Column 8, Step 6, $69,961 to $76,710 (to be prorated)
   Effective Date – October 11, 2021
   Replacement

c. Esmerelda Calderon
   Change from Enrollment Specialist, Pre-K Counts to Substitute Enrollment Specialist, Pre-K Counts
   Change Recommend Hourly Rate from $15.17 to $13.25
   Effective Date – October 14, 2021
   Voluntary Reassignment

d. Zenaida Calero-Nieves – Family Engagement Worker, Head Start
   Change Recommended Hourly Rate from Level V, Probationary, $20.20 to Level V, Entry, $20.76
   Effective Date – September 13, 2021
   Completed Probationary Period

e. Melissa DeMotta – Education of Children and Youth Experiencing Homelessness Specialist, PA’s Education for Children and Youth Experiencing Homelessness Program
   Change Recommended Annual Salary from $47,798 to $50,798 (to be prorated)
   Effective Date – September 27, 2021
   Equity Adjustment

f. Daryll Ellison
   Change from Family Engagement Worker, Head Start to Mental Health Specialist, Head Start
   Change Recommended Hourly Rate from Level VII, Entry, $21.88 to Level III, Probationary, $24.61
   Effective Date – September 13, 2021
   Replacement

g. Daniel Foery – Speech Therapist, Special Education
   Change Recommended Annual Salary from Column 5, Step 10, $75,324 to Column 6, Step 10, $76,017
   Effective Date – September 1, 2021
   Salary Adjustment per BCIUEA Agreement

h. Andrew Johnson – Guidance Counselor, Alternative Education
   Change Recommended Annual Salary from Column 4, Step 4, $63,480 to Column 5, Step 4, $64,173
   Effective Date – September 1, 2021
   Salary Adjustment per BCIUEA Agreement

i. Laura Klitsch – Occupational Therapist, Early Intervention
   Change Recommended Hourly Rate from $45.91 to Annual Salary, Column 4, Step 1, $59,770 (to be prorated)
   Effective Date – October 15, 2021
   Additional Position
j. Tabitha Kramer – Education of Children and Youth Experiencing Homelessness
   Specialist, PA’s Education for Children and Youth Experiencing Homelessness Program
   Change Recommended Annual Salary from $46,602 to $49,602 (to be prorated)
   Effective Date – September 27, 2021
   *Equity Adjustment*

k. Denise Laguidara – Teacher, Pre-K Counts
   Recommended Hourly Rate – $35.89
   Effective Date – August 19, 2021 – August 23, 2021
   *Additional Hours (not to exceed 14 hours)*

l. Kim Rahn – Access Specialist, Early Intervention
   Change Recommended Annual Salary from $44,673 to $47,673 (to be prorated)
   Effective Date – September 27, 2021
   *Reorganization*

m. Ashley Sierra
   Change from Paraeducator, Head Start to Substitute Paraeducator, Head Start
   Change Recommended Hourly Rate from Level I, Entry, $12.92 to $10.30
   Effective Date – August 17, 2021
   *Voluntary Reassignment*

n. Maria Yepez – Teacher, Head Start
   Change Recommended Hourly Rate from Level III, Probationary, $20.20 to Level III, Entry, $20.76
   Effective Date – September 13, 2021
   *Completed Probationary Period*

3. Executive Office
   a. Julie Bunnick – Graphic Design Specialist, Executive Office
      Monthly Stipend – $200
      Effective Date – September 24, 2021
      *Removal of Lead Stipend*

   b. Julie Bunnick
      Change from Graphic Design Specialist, Executive Office to Creative Team Coordinator/Designer, Executive Office
      Change Recommended Annual Salary from $59,907.69 to $63,907.69 (to be prorated)
      Effective Date – September 27, 2021
      *Reorganization*

   c. Lizabeth Kozloski – Executive Assistant, Executive Office
      Change Recommended Annual Salary from $48,797.82 to $50,797.82 (to be prorated)
      Effective Date – September 27, 2021
      *Equity Adjustment*

   d. Amelia Krotee – Marketing Communications Specialist, Executive Office
      Change Recommended Annual Salary from $50,931.12 to $52,931.12 (to be prorated)
      Effective Date – September 27, 2021
      *Equity Adjustment*
e. Janice Krotee – Administrative Coordinator, Executive Office  
   Change Recommended Annual Salary from $63,061.91 to $65,061.91 (to be prorated)  
   Effective Date – September 27, 2021  
   Equity Adjustment

4. Human Resources  
   a. Kellilyn Aten – Human Resources Specialist, Human Resources  
      Change Recommended Annual Salary from $49,980 to $52,980 (to be prorated)  
      Effective Date – September 27, 2021  
      Reorganization

   b. Debra Gaenzle – Attendance and Compensation Specialist, Human Resources  
      Change Recommended Annual Salary from $49,592.40 to $52,592.40 (to be prorated)  
      Effective Date – September 27, 2021  
      Reorganization

   c. Kelly Hollenbach – Staffing/Recruitment Specialist, Human Resources  
      Change Recommended Annual Salary from $54,585.30 to $57,585.30 (to be prorated)  
      Effective Date – September 27, 2021  
      Reorganization

   d. Cynthia Shires – Benefits Specialist, Human Resources  
      Change Recommended Annual Salary from $49,623 to $52,623 (to be prorated)  
      Effective Date – September 27, 2021  
      Reorganization

D. Additions to 2021-2022 Approved Substitute Lists – Ratifications  
   Ratifications - Additions to 2021-2022 Approved Substitute Lists—Item 13. D.  
   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 Approved 2021-2022 Out-of-Class Substitute Lists  
   —Item 13. E.
F. Remove from 2021-2022 Approved Substitute Lists

Alternative Education
Sally Derr, Teacher – Effective September 13, 2021

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

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

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

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

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

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

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

H. Change of Status – Approvals

No Items to Consider

I. Leave of Absence Requests

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

   Personal Leave (unpaid – without benefits – Not FMLA)
   a. Ivanova Campo – Part-time Driver w/o Bus License, Assistant, and Misc. Transportation
      Effective Date – August 20, 2021
   b. Richard Ewen – Part-time Driver w & w/o Bus License, Assistant, and Misc. Transportation
      Effective Date – September 20, 2021
   c. Orsola Kirby – Part-time Bus/Van Assistant and Misc. Transportation
      Effective Date – September 1, 2021
   d. James McLoughlin – Part-time Driver w & w/o Bus License, Assistant, and Misc. Transportation
      Effective Date – September 2, 2021
   e. Milagros Rosado – Part-time Bus/Van Assistant and Misc. Transportation
      Effective Date – September 16, 2021

2. Early Childhood & Student Services Office
   Personal Leave (unpaid – with benefits – FMLA)
   a. Crystal Corcoran – Mental Health Specialist, Head Start
      Effective Date – September 6, 2021

3. Executive Office
   Personal Leave (unpaid – with benefits – FMLA)
   a. Amelia Krotee – Marketing Communications Specialist, Executive Office
      Effective Date – September 30, 2021
J. Return from Leave of Absence Requests

1. Business Services/Operations Office
   Personal Leave (unpaid – without benefits – not FMLA)
   a. Richard Ewen – Part-time Driver w & w/o Bus License, Assistant, and Misc. Transportation
      Effective Date – September 28, 2021
   b. Amy Gant – Part-time Driver w/o Bus License, Assistant, and Misc. Transportation
      Effective Date – August 30, 2021
   c. Milagros Rosado – Part-time Bus/Van Assistant and Misc. Transportation
      Effective Date – September 27, 2021
   d. Brenda Williams – Part-time Driver w & w/o Bus License, Assistant, and Misc. Transportation
      Effective Date – August 17, 2021

2. Early Childhood & Student Services Office
   Personal Leave (unpaid – without benefits – not FMLA)
   a. Neishlarie Iraola – Level V Program Secretary, Early Intervention
      Effective Date – September 7, 2021

K. Retirements

1. Business Services/Operations Office
   a. Cynthia A. 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
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
      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

—Item 13. M.

N. Other

No Items to Consider

—Item 13. N.

Yeas: Costenbader-Jacobson; Dennin; Hemberger; Huhn; Kennedy; Lash; Lupia; Manbeck; Manmiller; Miller; Richard; Ritter; Sabold; Sellers; Taylor; McEwen

Nays: None. Motion carried.
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.
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

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.

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.

To authorize the appropriate officers to execute an agreement between the Berks County Intermediate Unit (BCIU) and the Reading Muhlenberg Career and Technology Center (RMC TC), 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.

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).

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


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

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

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.

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.
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, rmetc.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.
To approve the renewal of an agreement between the Berks County Intermediate Unit (BCIU) and SolarWinds for the Service Desk software subscription. The term of the agreement is 12 months, from November 15, 2021, to November 14, 2022, at a cost not to exceed $14,169.

**D. BUSINESS SERVICES/OPERATIONS**

—DONNA DELORETTA, CFO / COO

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.

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

a. To transport Special Needs students to 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

**Roll Call Vote**

Yeas: Costenbader-Jacobson; Dennin; Hemberger; Huhn; Kennedy; Lash; Lupia; Manbeck; Mannmiller; Miller; Richard; Ritter; Sabold; Sellers; Taylor; McEwen

Nays: None. Motion carried.
Dr. Ritter asked if any districts have implemented a camera program on buses. Board members and the BCIU shared information.

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.

Motion carried.

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.

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.