

COMMITTEE-OF-THE-WHOLE MEETING

I. BCIU HONORS

- ◆ **EMPLOYEE OF THE MONTH FOR FEBRUARY 2022**
 - Deb Williams, Transportation Van Driver, Office of Business Services / Operations
- ◆ **RETIREE**
 - David L. Arentz, Custodian, Office of Business Services / Operations
- ◆ **RECOGNITION OF OUTGOING BCIU BOARD MEMBER**
 - Oscar Manbeck, BCIU Board Member Representing the Tulpehocken Area School District

II. FEATURED PROGRAM

- ◆ **INSIDE BCIU | 50TH ANNIVERSARY EDITION | *Honoring Our Past & Focusing on Our Future:***
Employees and Retirees Reflect on the Impact of the BCIU
 - Dr. Jill Hackman, Executive Director

III. HEAD START PROGRAM GOVERNANCE BOARD TRAINING

- Dr. Michelle Reichard-Huff, Director, Office of Early Childhood and Student Services
- Dr. Christi Weitzel, Assistant Director, Office of Early Childhood and Student Services
- A. Training Video: https://youtu.be/VGZoY-7K_o8
- B. Head Start Management Systems Wheel
- C. Head Start Program Highlights | 2021-2022

IV. EXECUTIVE SESSION

V. EXECUTIVE DIRECTOR'S REPORT

- A. Executive Director Update
 - 1. Newslink
 - 2. Legislative Update
 - Governor Wolf's Proposed Budget Address
 - Budget Hearings Calendars
 - [House Committee Meetings - PA House of Representatives \(state.pa.us\)](https://legis.state.pa.us/h/committees/)
 - [Senate Committee Meetings - PA State Senate](https://legis.state.pa.us/s/committees/)
 - Pennsylvania Legislative Committees and Leadership
 - 3. State Mandates and Checklist Documents
 - 4. BCIU 50th Anniversary Press Event | *Honoring Our Past & Focusing on Our Future* /
Thursday, April 21, 2022 | 5:00 P.M. to 6:00 P.M.
 - 5. Berks County Broadband Update
 - 6. Annie Sullivan Awards | Wednesday, April 6, 2022 | 5:00 P.M. to 6:00 P.M. | BCIU Main Office
 - 7. Other Items

VI. AGENDA REVIEW

REGULAR MEETING

01. CALL TO ORDER

- A. Pledge to the Flag and Roll Call
- B. Announcements
 - 1. Executive Session
 - 2. Agenda Update
 - 3. State Mandates and Checklist Documents
 - 4. Persons Desiring to be Heard
- C. To seat Christopher Heck as the BCIU Board member representing the Tulpehocken Area School District to fill the unexpired term of Oscar Manbeck, ending June 30, 2022.

02. APPROVAL OF MINUTES

- A. Meeting of January 20, 2022

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

| SOURCE | | PAGE | AMOUNT |
|--------------|-----------------------------|------|-----------------------|
| January | 2022 Ratifications - IU | 1-16 | \$2,756,591.64 |
| January | 2022 Ratifications - PSDLAF | 1-01 | \$8,575.12 |
| February | 2022 Ratifications - IU | 1-06 | \$697,641.99 |
| February | 2022 Approvals - IU | 1-07 | \$1,093,524.90 |
| TOTAL | | | \$4,556,333.65 |

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

| Amount Outstanding |
|--------------------|
| February 10, 2022 |
| \$0 |

05. INFORMATION ITEM – ACCOUNTS RECEIVABLE AGING REPORT AS OF FEBRUARY 10, 2022:

| Funding Source | Current | 30 Days | 60 Days | 90 Days | 120 Days |
|-----------------------|-----------------------|-----------------------|-----------------------|---------------------|---------------------|
| School Districts | \$495,996.34 | \$599,901.83 | \$1,056,414.48 | \$477,388.29 | \$157,043.42 |
| Commonwealth of PA | \$3,344,073.59 | \$2,108,767.14 | \$217,851.86 | \$0.00 | \$81,844.44 |
| Other Revenue Sources | \$219,462.49 | \$63,876.22 | \$6,480.90 | \$8,126.10 | \$2,995.57 |
| TOTALS | \$4,059,532.42 | \$2,772,545.19 | \$1,280,747.24 | \$485,514.39 | \$241,883.43 |
| GRAND TOTAL | \$8,840,222.67 | | | | |

06. APPROVAL/RATIFICATION OF HEAD START:

- a. Financial Statements (January 2022)
- b. Credit Card Purchases (January 2022)
- c. Non-Federal Share Report (January 2022)
- d. Policy Council Minutes/Resolutions (January 2022)
- e. Head Start Director's Report
- f. Policy Council By-Laws / Impasse Procedure

07. COMBINED FINANCIAL REPORT

CASH

| | | |
|--|-----------------------|------------------------|
| BEGINNING BALANCE JANUARY 1, 2022 | | \$3,905,934.25 |
| RECEIPTS | | |
| REVENUE RECEIPTS | \$12,311,762.79 | |
| RETURNED CHECKS | \$0.00 | |
| INVESTMENT REDEMPTIONS | <u>\$0.00</u> | <u>\$12,311,762.79</u> |
| | | \$16,217,697.04 |
| DISBURSEMENTS | | |
| PRE-BOARD RATIFICATIONS | \$1,036,036.67 | |
| PRE-BOARD RATIFICATIONS-PSDLAF | \$0.00 | |
| BOARD APPROVALS | \$947,487.68 | |
| POST BOARD RATIFICATIONS | | |
| PSDLAF | \$8,575.12 | |
| POST BOARD RATIFICATIONS IU | <u>\$2,756,591.64</u> | |
| TOTAL CHECKS WRITTEN | \$4,748,691.11 | |
| CHECKS VOIDED | (\$34,316.29) | |
| PAYROLL DISTRIBUTIONS | <u>\$5,046,684.78</u> | <u>\$9,761,059.60</u> |
| ENDING BALANCE - JANUARY 31, 2022 | | \$6,456,637.44 |
| CASH AVAILABLE-JANUARY 31, 2022 | | \$6,456,637.44 |

08. INVESTMENT OF FUNDS

Interest earned on investments is as follows:

| JANUARY 2022 | |
|---------------|----------|
| TOMPKINS VIST | \$652.41 |
| CHASE | \$4.22 |

09. BUDGETS

A. New and Proposed Budgets

1. PA Department of Health COVID-19 Support Project – Program 21-139

Office of Business Services

7/1/21 – 7/31/22

\$411,021

The Pennsylvania Department of Health (DOH) has entered into an agreement with PAIU to collaborate in the administration of the PA DOH COVID-19 Prevention/Outreach/Testing Project. PAIU has subcontracted the support services to be provided with 28 Intermediate Units across the Commonwealth. The BCIU will provide these services through activities of its Pandemic Coordinator and Pandemic Team (new).

B. Initial Budgets

1. Safe Schools Targeted Grant – Program 21-179

Office of Professional Development and Curriculum

7/1/21 – 12/31/22

\$61,820

The purpose of the Safe Schools Targeted Grant (Non-public) is to assist school entities by providing funding for services related to security planning and/or purchasing of security-related technology. This is state funding provided by The Pennsylvania Department of Education's Office for Safe Schools (since 2019).

2. Individuals With Disabilities Education Act 2004 (Part B) – Program 21-184

Office of Professional Development and Curriculum

7/1/21 – 9/30/22

\$17,256,500

Funded by the federal government through the Individuals with Disabilities Education Act 2004—Part B, this budget contains Component 2 which supports professional development and curriculum services to school districts and Component 3 which provides services/monies to school districts as well as equitable participation for eligible parentally-placed private school children (since 1982).

3. The Pennsylvania Key – Early Head Start Home Visiting (EHS-HV) – Program 22-287

Office of Professional Development and Curriculum

1/1/22 – 12/31/22

\$218,984

This program consists of funding for the administration and facilitation of OCDEL's Early Head Start Home Visiting Program that serves 168 children and families in Lawrence, Lebanon, and Lancaster counties. Early Head Start programs provide family-centered services for low-income families tailored for the unique needs of infants and toddlers to promote their physical, cognitive, social, and emotional development. The funding supports contracted professional Nutrition, Health & Mental Health coaches, and portions of the EHS Manager, EHS Specialist, and other staff positions to administer the grant, along with appropriate travel and supplies. The Pennsylvania Key staff partners with Lancaster-Lebanon IU#13 and Children's Advocacy Center of Lawrence County and provides monitoring, assistance, training, and oversight to give full report to OCDEL's Early Head Start Policy Council and Governing Body. Each year, we resubmit our plan for this grant, #03CH3474 on behalf of OCDEL. It is considered a non-competing application contingent on program compliance (since 2019).

4. Network and Computer Services – Program 670

Office of Information Technology

7/1/21 – 6/30/22

\$526,225

Comprised of two sub-budgets including the Berks County Wide Area Network (WAN) project, this program combines networking, PAIUNET and other technology related services for external customers (since 1989).

5. Information Technology Software Services – Program 671

Office of Information Technology

7/1/21 – 6/30/22

\$1,559,381

Comprised of two sub-budgets, this proprietary fund accounts for expenditures and revenue related to supplemental services internal and external to the Berks County Intermediate Unit. These services include software as a service hosting, application development, software support and training, documentation, and technology consultation (since 1994).

C. Changes to Initial Budgets

No Items to Consider

D. Budgetary Transfers

1. The Pennsylvania Key – Program 225

Office of Professional Development and Curriculum

7/1/20 – 6/30/21

\$1,523,780

The PDE Office of Child Development and Early Learning and the BCIU collaborate to provide statewide leadership in the development of an integrated system of quality early childhood education programs. The Pennsylvania Key works to develop a statewide quality improvement plan that includes professional development, technical assistance, career lattices, and a data management system for all preschool, childcare, and Head Start centers. This program is federally funded through Child Care Development Fund, the Head Start Fund, the American Reinvestment and Recovery Act (ARRA) Child Development Fund, and the Affordable Care Act (ACA) Maternal, Infant and Early Childhood Home Visiting Program Fund (since 2005). These transfers are necessary to adjust expenditures to year-end projections.

2. Vehicle Maintenance – Program 630

Office of Business Services

7/1/20 – 6/30/21

\$34,020

This proprietary fund accounts for all expenditures for vehicle maintenance including such items as mechanics, service helpers, vehicle washers, contracted repairs and maintenance, supplies, and fuel. Revenue is derived from other BCIU programs, which will utilize these vehicle maintenance items (since 1990). These transfers are necessary to adjust expenditures to year-end projections.

3. Vehicle Maintenance Parts Inventory – Program 631

Office of Business Services

7/1/20 – 6/30/21

\$1,100

This proprietary fund accounts for all consumable vehicle parts purchased by the Berks County Intermediate Unit. Other BCIU programs whose vehicles utilize these parts will fund this program (since 1990). These transfers are necessary to adjust expenditures to year-end projections.

4. BCIU Contracted Transportation – Program 632

Office of Business Services

7/1/20 – 6/30/21

\$93,122

This proprietary fund accounts for all contracted transportation services including the contracted transportation portion of Special Education students, deliveries, field trips, and the transportation of Reading School District, Muhlenberg School District, Antietam School District, and Tulpehocken Area School District regular education students. In addition, this program provides transportation for the BCIU Head Start program in the city of Reading and to all rural Berks County classrooms (since 1990). These transfers are necessary to adjust expenditures to year-end projections.

10. COMMUNICATIONS

No Items to Report

11. OLD BUSINESS

No Items to Report

12. REPORT OF NEGOTIATIONS COMMITTEE

Elizabeth S. Huhn, *Chair*

13. PERSONNEL MATTERS

—ROB ROSENBERY, DIRECTOR

A. General

1. To approve a Memorandum of Understanding between the Board of Directors of the Berks County Intermediate Unit and the Service Employees International Union (SEIU), Local 668, which provides wage increases for Early Intervention and Pre-K Counts Paraeducators and Pre-K Counts Enrollment Specialists, effective January 1, 2022.
2. To authorize the appropriate officers to execute a collective bargaining agreement with the Service Employees International Union (SEIU), Local 668, for the period of July 1, 2022, to June 30, 2025, subject to final review by the solicitor and the administration.
3. To acknowledge receipt of the list containing the salaries for Early Intervention and Pre-K Counts Paraeducators and Pre-K Counts Enrollment Specialists.
4. To approve the following hourly rates for substitute classifications, effective February 21, 2022:
 - a. Substitute Early Intervention Paraeducator – \$12.40
 - b. Substitute Pre-K Counts Enrollment Specialist – \$14.95
 - c. Substitute Pre-K Counts Paraeducator – \$12.00
5. To acknowledge receipt of the list containing substitute wage rates for Board approval.
6. To ratify the unpaid internships as noted below:
 - a. Matthew Callegari, Millersville University graduate student majoring in School Counseling under the supervision of Andrew Johnson, Guidance Counselor, effective January 18, 2022, through April 29, 2022.
 - b. Gina Markus, Kutztown University undergraduate student majoring in Special Education: Visual Impairment, under the supervision of Alicia Wood, Special Education Itinerant Teacher, effective January 25, 2022, through March 18, 2022.
 - c. Sarah Wagstaff, Kutztown University undergraduate student majoring in Special Education, under the supervision of Diane Kay, Specialized Preschool Teacher - Classroom, effective January 17, 2022, through May 16, 2022.
 - d. Alyssa Zuercher, Kutztown University undergraduate student majoring in Special Education, under the supervision of Catherine Skrocki, Specialized Preschool Teacher - Classroom, effective January 17, 2022, through May 16, 2022.
 - e. Brian Zuschmidt, Lancaster Bible College graduate student majoring in School Counseling under the supervision of Andrew Johnson, Guidance Counselor, effective January 10, 2022, through May 20, 2022.
7. To ratify the unpaid Level 1 field experiences as noted below:
 - a. Ashleigh Bell, Elizabethtown College graduate student majoring in Occupational Therapy, under the supervision of Leigh Messner, Occupational Therapist, effective January 26, 2022, through March 16, 2022.
 - b. Lila Bolze, Elizabethtown College graduate student majoring in Occupational Therapy, under the supervision of Theresa Soley, Occupational Therapist, effective January 26, 2022, through March 16, 2022.

- c. Julianne Magin, Elizabethtown College graduate student majoring in Occupational Therapy, under the supervision of Colleen Slaton, Occupational Therapist, effective January 26, 2022, through March 16, 2022.
 - d. Jillian Meitzler, Elizabethtown College graduate student majoring in Occupational Therapy, under the supervision of Karen Schlegel, Occupational Therapist, effective January 26, 2022, through March 16, 2022.
 - e. Peyton Paine-Arnold, University of Miami graduate student majoring in Occupational Therapy, under the supervision of Amy Bortz, Occupational Therapist, and Theresa Soley, Occupational Therapist, effective January 3, 2022, through January 10, 2022.
 - f. Natalie Shearer, Elizabethtown College graduate student majoring in Occupational Therapy, under the supervision of Susan Thomas, Occupational Therapist, effective January 26, 2022, through March 16, 2022.
8. To ratify the unpaid practicum as noted below:
- a. Matthew Gombar, West Chester University graduate student majoring in Speech and Language Pathology, under the supervision of Mallory Dombroski, Speech Therapist, effective January 3, 2022, through March 25, 2022.
9. To approve the following position descriptions:
- a. Early Childhood Education Strategy Advisor, The Pennsylvania Key
 - b. Professional Development Organization Grants Supervisor, The Pennsylvania Key
10. 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. Maria Marte – January 31, 2022

B. Employment – Ratifications

1. Business Services/Operations Office
- a. Taylor A. Harris – Part-time Bus/Van Assistant and Misc. Transportation
Recommended Hourly Rates – \$14.50 and \$13.33
Effective Date – January 10, 2022
Replacement
 - b. Yajaira S. Mercedes-Jimenez – Part-time Driver w/o Bus License, Assistant, and Misc. Transportation
Recommended Hourly Rates – \$17.75, \$14.50, and \$13.33
Effective Date – January 24, 2022
Replacement
 - c. Kenneth M. Oshansky – Part-time School Bus Driver Trainee, Transportation
Recommended Hourly Rate – \$16.55
Effective Date – January 17, 2022
Replacement
2. Early Childhood & Student Services Office
- a. Jessica R. Clark – Psychologist, Early Intervention
Recommended Annual Salary – Column 6, Step 5, \$66,102 (to be prorated)
Effective Date – January 31, 2022
Replacement

- b. Kristiane L. Eben – Paraeducator, Early Intervention
Recommended Hourly Rate – \$14.75
Effective Date – January 18, 2022
Replacement
- c. Allyssa Kovich – PA’s Education for Children and Youth Experiencing Homelessness and Foster Care Education Specialist, ECYEH
Recommended Annual Salary – \$45,424 (to be prorated)
Effective Date – February 7, 2022
Replacement
- d. Cheryl A. Reinert – Paraeducator, Early Intervention
Recommended Hourly Rate – \$13.40
Effective Date – January 31, 2022
Replacement
- e. Shawne B. Simon – Speech Therapist, Early Intervention
Recommended Annual Salary – Column 5, Step 4, \$64,173 (to be prorated)
Effective Date – January 31, 2022
Replacement

C. Change of Status – Ratifications

- 1. Business Services/Operations Office
 - a. Erica Diaz
Change from Part-time Driver w/o Bus License, Assistant, and Misc. Transportation to Substitute Driver w/o Bus License, Assistant, and Misc. Transportation
No Change in Recommended Hourly Rates
Effective Date – September 22, 2021
Voluntary Reassignment
 - b. Sherry Fidler
Change from Part-time Driver w & w/o Bus License, Assistant, and Misc. Transportation to Part-time Bus/Van Specialist, Transportation
Change Recommended Hourly Rates from \$22.05, \$18.10, \$14.80, and \$13.63 to \$26.75
Effective Date – January 17, 2022
Replacement
 - c. Edwin Houseman – Vehicle Maintenance Technician, Transportation
Change Recommended Hourly Rate from \$19.41 to \$21.00
Effective Date – December 16, 2021
Obtained State Inspection License Certification
 - d. Chaianne Irrizary – Level III Custodian, Custodial
Recommended Hourly Rate – \$13.57
Effective Date – January 31, 2022
Additional Position

- e. Thomas Petro
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 31, 2021
Replacement
- f. Marilyn Singlar
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 – December 20, 2021
Replacement
- 2. Early Childhood & Student Services Office
 - a. Kayleigh Clymer – Teacher, Head Start
Change Recommended Hourly Rate from Level I, Probationary, \$18.51 to Level I, Entry, \$19.08
Effective Date – January 31, 2022
Completed Probationary Period
 - b. Toney Doelman – Family Engagement Worker, Head Start
Change Recommended Hourly Rate from Level III, Probationary, \$18.51 to Level III, Entry, \$19.08
Effective Date – January 24, 2022
Completed Probationary Period
 - c. Yadira Duran – Paraeducator, Head Start
Change Recommended Hourly Rate from Level I, Probationary, \$12.26 to Level I, Entry, \$12.82
Effective Date – January 3, 2022
Completed Probationary Period
 - d. Kemmy Francis – Family Engagement Worker, Head Start
Change Recommended Hourly Rate from Level III, Entry, \$19.23 to Level V, Entry, \$20.76
Effective Date – April 11, 2021
Salary Adjustment per Head Start Salary Schedule
 - e. Kelli Haeuser – Speech Therapist, Early Intervention
Change Recommended Annual Salary from Column 5, Step 1, \$60,463 to Column 6, Step 1, \$61,155 (to be prorated)
Effective Date – January 1, 2022
Salary Adjustment per BCIUEA Agreement
 - f. Katherine Kline – Speech Therapist, Special Education
Change Recommended Annual Salary from Column 5, Step 1, \$60,463 to Column 6, Step 1, \$61,155 (to be prorated)
Effective Date – January 1, 2022
Salary Adjustment per BCIUEA Agreement
 - g. Jennifer Madeira – Physical Therapist, Early Intervention
Change Recommended Hourly Rate from Column 5, Step 3, \$48.34 to Column 6, Step 3, \$48.87
Effective Date – January 1, 2022
Salary Adjustment per BCIUEA Agreement

- h. Trena Murphy – Paraeducator, Head Start
Change Recommended Hourly Rate from Level I, Probationary, \$12.26 to Level I, Entry, \$12.82
Effective Date – January 24, 2022
Completed Probationary Period

3. Professional Development & Curriculum Office

- a. Erica Shortridge
Change from Early Head Start Specialist, The Pennsylvania Key to Early Head Start
Program Supervisor, The Pennsylvania Key
Change Recommended Annual Salary from \$53,060 to \$64,204 (to be prorated)
Effective Date – January 17, 2022
Replacement

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

Alternative Education

Odalis Obando Lomas, Specialist – Effective February 7, 2022

Early Intervention

Odalis Obando Lomas, Paraeducator – Effective February 7, 2022

Head Start

Odalis Obando Lomas, Paraeducator – Effective February 7, 2022

Pre-K Counts

Odalis Obando Lomas, Paraeducator – Effective February 7, 2022

Special Education

Odalis Obando Lomas, Specialist – Effective February 7, 2022

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

No Items to Consider

F. Remove from 2021-2022 Approved Substitute Lists

Alternative Education

Kayleen Cruz Morales, Teacher – Effective January 24, 2022

Marina Nunez, Specialist – Effective January 19, 2022

Early Intervention

Kayleen Cruz Morales, Paraeducator – Effective January 24, 2022

Marina Nunez, Paraeducator – Effective January 19, 2022

Head Start

Kayleen Cruz Morales, Paraeducator – Effective January 24, 2022

Marina Nunez, Paraeducator – Effective January 19, 2022

Pre-K Counts

Kayleen Cruz Morales, Paraeducator – Effective January 24, 2022

Marina Nunez, Paraeducator – Effective January 19, 2022

Special Education

Kayleen Cruz Morales, Specialist – Effective January 24, 2022

Marina Nunez, Specialist – Effective January 19, 2022

Transportation

Ivelisse Guerra, Substitute Driver w/o Bus License – Effective January 28, 2022

Amy Reidmiller, Substitute Driver w/o Bus License, Assistant, and Misc. – Effective January 10, 2022

G. Employment – Approvals

1. Professional Development & Curriculum Office

- a. Briana L. Hicks – Professional Development and Technology Project Specialist, OPDC

Recommended Annual Salary – \$45,000 (to be prorated)

Effective Date – To be determined pending pre-employment process

Additional Position

- b. Abigail S. Houck – Assistant Director of School Improvement Performance Management, OPDC

Recommended Annual Salary – \$89,000 (to be prorated)

Effective Date – To be determined pending pre-employment process

Replacement

- c. Kimberly E. Kline – Grant and Program Coordinator I, OPDC

Recommended Annual Salary – \$58,000 (to be prorated)

Effective Date – To be determined pending approval of contract with the Reading School District and pending pre-employment process

New Position

H. Change of Status – Approvals

No Items to Consider

I. Leave of Absence Requests

1. Business Services/Operations Office

Personal Leave (unpaid – without benefits – Not FMLA)

- a. Jamie Brango – Part-time Driver w & w/o Bus License, Assistant, and Misc. Transportation

Effective Date – January 21, 2022

- b. Pamela Gantkowski – Part-time Driver w & w/o Bus License, Assistant, and Misc. Transportation

Effective Date – January 4, 2022

- c. Angelita Lemus-Chavez – Part-time Driver w/o Bus License, Assistant, and Misc. Transportation

Effective Date – January 7, 2022

- d. Marie Leonardo – Part-time School Bus Driver Trainee, Transportation

Effective Date – December 7, 2021

- e. Anthony Miccicke – Part-time Driver w/o Bus License, Assistant, and Misc. Transportation

Effective Date – January 17, 2022

- f. Gabriel Otero – Part-time School Bus Driver Trainee, Transportation

Effective Date – January 7, 2022

- g. Thomas Petro – Part-time Driver w/o Bus License, Assistant, and Misc. Transportation

Effective Date – January 10, 2022

- h. Leslie Rhodes – Part-time Driver w/o Bus License, Assistant, and Misc. Transportation

Effective Date – January 3, 2022

- i. Luies Sheetz – Part-time Driver w/o Bus License, Assistant, and Misc. Transportation

Effective Date – December 1, 2021

- j. Ruth Sheetz – Part-time Driver w/o Bus License, Assistant, and Misc. Transportation

Effective Date – January 12, 2022

- k. Cynthia Thomas – Part-time Driver w & w/o Bus License, Assistant, and Misc. Transportation

Effective Date – November 4, 2021

2. Early Childhood & Student Services Office
Personal Leave (unpaid – with benefits – FMLA)
 - a. Yohanni Lantigua Pena – Paraeducator, Head Start
Effective Date – January 21, 2022
Personal Leave (unpaid – with benefits – not FMLA)
 - b. Diana Caba – Level IV Clerk / Level V Program Secretary, Early Childhood & Student Services Office
Effective Date – January 14, 2022
3. Professional Development & Curriculum Office
Personal Leave (unpaid – with benefits – not FMLA)
 - a. Alyssa Heggenstaller – Infant Early Childhood Mental Health Consultant, The Pennsylvania Key
Effective Date – February 7, 2022

J. Return from Leave of Absence Requests

1. Business Services/Operations Office
Personal Leave (unpaid – without benefits – not FMLA)
 - a. Gisele Fargas – Part-time Driver w/o Bus License, Assistant, and Misc. Transportation
Effective Date – January 4, 2022
 - b. Tina Grande – Part-time Driver w & w/o Bus License, Assistant, and Misc. Transportation
Effective Date – December 14, 2021
 - c. Angelita Lemus-Chavez – Part-time Driver w/o Bus License, Assistant, and Misc. Transportation
Effective Date – January 18, 2022
 - d. Anthony Miccicke – Part-time Driver w/o Bus License, Assistant, and Misc. Transportation
Effective Date – January 31, 2022
 - e. Gabriel Otero – Part-time School Bus Driver Trainee, Transportation
Effective Date – January 14, 2022
 - f. Leslie Rhodes – Part-time Driver w/o Bus License, Assistant, and Misc. Transportation
Effective Date – January 14, 2022
2. Early Childhood & Student Services Office
Personal Leave (unpaid – with benefits – not FMLA)
 - a. Diana Caba – Level IV Clerk / Level V Program Secretary, Fiscal Services
Effective Date – January 24, 2022
 - b. Blanca Piguave Castillo – Teacher, Head Start
Effective Date – January 10, 2022
3. Professional Development & Curriculum Office
Personal Leave (unpaid – with benefits – FMLA)
 - a. Shanta Austin – Infant Early Childhood Mental Health Consultant, The Pennsylvania Key
Effective Date – January 25, 2022

K. Retirements

1. Business Services/Operations Office
 - a. David L. Arentz – Level II Custodian, Custodial
Effective Date – February 25, 2022

L. Resignations

1. Business Services/Operations Office
 - a. Stacey Aguilar – Part-time School Bus Driver Trainee, Transportation
Effective Date – February 10, 2022
 - b. Maria C. Batista – Part-time School Bus Driver Trainee, Transportation
Effective Date – January 27, 2022
 - c. June M. Eby – Part-time Bus/Van Assistant and Misc. Transportation
Effective Date – January 4, 2022
 - d. Pamela A. Gantkowski – Part-time Driver w & w/o Bus License, Assistant, and Misc. Transportation
Effective Date – January 24, 2022
 - e. Orsola Kirby – Part-time Bus/Van Assistant and Misc. Transportation
Effective Date – January 13, 2022
 - f. Debra L. Kroutch – Level IV Clerk, Operations
Effective Date – January 28, 2022
 - g. Iralisa Mercedes – Part-time Driver w & w/o Bus License, Assistant, and Misc. Transportation
Effective Date – January 5, 2022
2. Early Childhood & Student Services Office
 - a. Christeen A. Kazmierczak – Specialized Preschool Teacher – Classroom, Early Intervention
Effective Date – March 11, 2022
 - b. June E. Malocu – Health and Nutrition Specialist, Head Start
Effective Date – February 4, 2022
 - c. Cynthia Quirindongo – Paraeducator, Head Start
Effective Date – January 10, 2022

M. Terminations

1. Business Services/Operations Office
 - a. Mauro A. Ciabattani – Part-time Driver w/o Bus License, Assistant, and Misc. Transportation
Effective Date – February 18, 2022
Violation of Policy
 - b. Antonio Romelis – Part-time School Bus Driver Trainee, Transportation
Effective Date – February 18, 2022
Job Abandonment
 - c. Edwin Valentin – Part-time Driver w/o Bus License, Assistant, and Misc. Transportation
Effective Date – February 18, 2022
Job Abandonment

N. Other

No Items to Consider

14. OTHER MATTERS FOR CONSIDERATION

A. EARLY CHILDHOOD & STUDENT SERVICES

—DR. MICHELLE REICHARD-HUFF, DIRECTOR

No Items to Consider

B. PROFESSIONAL DEVELOPMENT & CURRICULUM

—DR. DANIEL RICHARDS, DIRECTOR

1. To authorize the appropriate officers to execute an agreement between the Berks County Intermediate Unit (BCIU) and the Reading School District (RSD), for the BCIU to provide professional services related to the employment of a grant and program coordinator according to the agreement, effective February 23, 2022, through October 21, 2024.
2. To ratify an agreement between the Berks County Intermediate Unit (BCIU) and Riverview Intermediate Unit 6 (RIU6), for the BCIU to participate in and provide professional services related to STEMInPA projects including the Meaningful Watershed Educational Experience (MWEE), Pennsylvania Science Education Leadership (PennSEL), and STEM Learning Series for an amount of \$22,486 according to the agreement, effective February 1, 2022.
3. To ratify an agreement between the Berks County Intermediate Unit (BCIU) and Teachstone, Inc., for Teachstone, Inc. to provide CLASS Group Coaching (MMCI) packages for a fee of \$10,009.48 effective January 3, 2022, through December 31, 2023 (The Pennsylvania Key).
4. To ratify Amendment #1 to the current agreement between the Berks County Intermediate Unit (BCIU) and Healthy Minds Innovation, Inc., for Healthy Minds Innovations, Inc. to provide the Healthy Minds Program Mobile Application to approximately 25,000 staff of Early Learning Resource Centers in Pennsylvania, effective February 10, 2022. This amendment provides for a funding increase of \$199,911 for a revised total of \$202,500 and extends the term of the agreement to February 9, 2024. All other terms and conditions remain in force (The Pennsylvania Key).
5. To ratify Amendment #2 to the current agreement between the Berks County Intermediate Unit (BCIU) and Kalahari Resorts & Conventions, for Kalahari Resorts & Conventions to extend the term of the agreement at no cost through March 9, 2023. All other terms and conditions remain in full force (The Pennsylvania Key).

C. INFORMATION TECHNOLOGY

—SCOTT MAJOR, CIO / DIRECTOR

1. To authorize the appropriate officers to execute an agreement between the Berks County Intermediate Unit (BCIU) and PenTeleData, to renew the WAN circuit to Transition House Birdsboro at a cost of \$100.95/month. The term of the agreement is July 1, 2022, through June 30, 2023.
2. To authorize the appropriate officers to execute agreements between the Berks County Intermediate Unit (BCIU) and Comcast, for cable modems at 15 Berks County locations at a cost of \$2,997.75/month, effective July 1, 2022, through June 30, 2023.
3. To authorize the appropriate officers to execute an agreement between the Berks County Intermediate Unit (BCIU) and Blackboard Inc., for Connect Services at a cost of \$1,896/year for 1,200 licenses, effective April 1, 2022, through March 31, 2023.

4. To authorize the appropriate officers to execute an agreement between the Berks County Intermediate Unit (BCIU) and the PAIUnet for the provisioning of 8000 Mbps of commodity internet services for dedicated use by the BCIU, effective July 1, 2022, to June 30, 2023, at a cost of \$1,120/month pre-Erate discount application.

D. BUSINESS SERVICES/OPERATIONS

—DONNA DELORETTA, CFO / COO

1. To authorize the Berks County Intermediate Unit's continued participation as a member of the Berks County Joint Purchasing Council for purposes of purchasing materials, supplies, services, and equipment pursuant to Section 521 and Section 1850.1 of the Public-School Code of 1949, effective February 17, 2022, with membership to continue from year to year for each succeeding fiscal year unless the BCIU notifies the Council within 60 days prior to the end of the fiscal year.
2. To appoint Eric Clemmer, Assistant Director for Operations, as the Berks County Intermediate Unit (BCIU) representative to the Berks County Joint Purchasing Council, and Tillie Panneton, Operations Supervisor-Purchasing & Logistics, to serve as the alternate representative for the BCIU when the Assistant Director for Operations is unable to participate in a meeting of the Council, effective February 17, 2022.
3. To authorize the appropriate officers to execute an agreement between the Berks County Intermediate Unit (BCIU) and Spayd's Outdoor Environments, for Spayd's Outdoor Environments to refresh landscape at the BCIU Main Office at a fee of \$19,356.25 effective Spring 2022.

E. ADMINISTRATION

—DR. JILL HACKMAN, EXECUTIVE DIRECTOR

1. To approve the first reading of the following policies:

SUMMARY OF CHANGES

| | |
|-------|---|
| 006 | Meetings (Revised) |
| 203 | Immunizations and Communicable Diseases (Revised) |
| 218.1 | Weapons (Revised) |
| 218.2 | Terroristic Threats (Revised) |
| 236.1 | Threat Assessment (New) |
| 247 | Hazing (Revised) |
| 249 | Bullying / Cyberbullying (Revised) |
| 252 | Dating Violence (Revised) |
| 610 | Purchases Subject to Bid / Quotation (Revised) |
| 903 | Public Participation in Board Meetings (Revised) |
| 904 | Public Attendance at Intermediate Unit Events (Revised) |

15. BOARD MEMBERS DESIRING TO BE HEARD

16. ADJOURNMENT