The regular meeting of the Berks County Intermediate Unit Board of Directors was held on Thursday, February 17, 2022.

President Gary McEwen called the meeting to order at 8:14 p.m. Following the pledge of allegiance, Jan Krotee, recording secretary, called the roll. Attendance was as follows:

Intermediate Unit Board: Dr. Noahleen Betts; Christopher Heck; Dr. David Hemberger; Lisa Hogan; Elizabeth S. Huhn; Todd Hummel; Nancy Jackson; Russell Jirik; Dr. Amy Kennedy; Linda R. Lash; Joseph A. Lupia; Kevin L. Manmiller; Rev. Dr. Dennis Ritter; Bret Sabold; Terrie Taylor, LSW; James Ulrich; and Gary McEwen

Absent: Michael Gierula

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

Solicitor: James Mancuso, Esq.

Guest(s): John Ford, BCIUEA Vice President; and Hope Kavka, BCIUEA Treasurer

Mr. and Mrs. Oscar Manbeck

Press: None

Following the pledge of allegiance and roll call, President McEwen welcomed participants to the BCIU Board meeting, and introduced Mr. Christopher Heck, Tulpehocken Area School District, who would be seated as a BCIU Board meeting at the beginning of the meeting. He also welcomed and introduced BCIUEA leaders Mr. John Ford, BCIUEA Vice President, and Ms. Hope Kavka, BCIUEA Treasurer, and thanked them for attending. President McEwen then noted that an executive session was held prior to the meeting to discuss personnel matters and contract negotiations.

President McEwen urged Board members to share the State Mandates and Checklist documents (presented during the Executive Director’s Report) with their district Board members and others as they feel appropriate.

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

A motion was made by Taylor, seconded by Ulrich, 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.

Motion Carried Voice Vote
A motion was made by Ritter, seconded by Lash, to approve agenda items 02. through 09., as follows:

To approve the minutes of the January 20, 2022 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>January 2022 Ratifications - IU</td>
<td>1-16</td>
<td>$2,756,591.64</td>
</tr>
<tr>
<td>January 2022 Ratifications - PSDLAF</td>
<td>1-01</td>
<td>$8,575.12</td>
</tr>
<tr>
<td>February 2022 Ratifications - IU</td>
<td>1-06</td>
<td>$697,641.99</td>
</tr>
<tr>
<td>February 2022 Approvals - IU</td>
<td>1-07</td>
<td>$1,093,524.90</td>
</tr>
<tr>
<td>TOTAL</td>
<td></td>
<td>$4,556,333.65</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>February 10, 2022</td>
</tr>
<tr>
<td>$0</td>
</tr>
</tbody>
</table>

05. **ACCOUNTS RECEIVABLE AGING REPORT AS OF FEBRUARY 10, 2022** (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>$495,996.34</td>
<td>$599,901.83</td>
<td>$1,056,414.48</td>
<td>$477,388.29</td>
<td>$157,043.42</td>
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<tr>
<td>Commonwealth of PA</td>
<td>$3,344,073.59</td>
<td>$2,108,767.14</td>
<td>$217,851.86</td>
<td>$0.00</td>
<td>$81,844.44</td>
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<tr>
<td>Other Revenue Sources</td>
<td>$219,462.49</td>
<td>$63,876.22</td>
<td>$6,480.90</td>
<td>$8,126.10</td>
<td>$2,995.57</td>
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<tr>
<td>TOTALS</td>
<td>$4,059,532.42</td>
<td>$2,772,545.19</td>
<td>$1,280,747.24</td>
<td>$485,514.39</td>
<td>$241,883.43</td>
</tr>
<tr>
<td>GRAND TOTAL</td>
<td>$8,840,222.67</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

06. **APPROVAL/RATIFICATION OF HEAD START**:  
a. Financial Statements (January 2022)  
b. Credit Card Purchases (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  
$0.00  
$12,311,762.79  
$16,217,697.04

DISBURSEMENTS  
PRE-BOARD RATIFICATIONS  
$1,036,036.67

PRE-BOARD RATIFICATIONS-PSDLAF  
$0.00

BOARD APPROVALS  
$947,487.68
08. Investment of Funds

Interest earned on investments is as follows:

<table>
<thead>
<tr>
<th>JANUARY 2022</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>TOMPKINS VIST</td>
<td>$652.41</td>
</tr>
<tr>
<td>CHASE</td>
<td>$4.22</td>
</tr>
</tbody>
</table>

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 1999).

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**  
   Mrs. Huhn reported that Board members will be asked to take action on the proposed Service Employees International Union (SEIU) MOU and three-year agreement as approved by SEIU membership during the Personnel Matters section on the agenda. If approved by the Board, the agreement will be effective July 1, 2022, through June 30, 2025. Mrs. Huhn extended appreciation to the SEIU members, Attorney John Stott, Attorney James Mancuso, and the administration for their assistance during the negotiations process.
A motion was made by Taylor, seconded by Ulrich, to approve the following items under Personnel Matters 13. A. 1. and 13. A. 2.:

13. Personnel Matters
   — ROB ROSENBERGY, DIRECTOR

   A. General

   To 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.

   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.

   Yeas: Betts; Heck; Hemberger; Hogan; Huhn; Hummel; Jackson; Jirik; Kennedy; Lash; Lupia; Manniller; Ritter; Sabold; Taylor; Ulrich; McEwen
   Nays: None. Motion carried.

   A motion was made by Huhn, seconded by Jirik, to approve the following items under Personnel Matters 13. A. 3. through 13. M. and Other Matters for Consideration — Items 14. A. through 14. E.:

   To acknowledge receipt of the list containing the salaries for Early Intervention and Pre-K Counts Paraeducators and Pre-K Counts Enrollment Specialists.

   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

   To acknowledge receipt of the list containing substitute wage rates for Board approval.

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.

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.
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.

To approve the following position descriptions:

a. Early Childhood Education Strategy Advisor, The Pennsylvania Key
b. Professional Development Organization Grants Supervisor, The Pennsylvania Key

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. Chaianna Irrizary – Level III Custodian, Custodial
      Recommended Hourly Rate – $13.57
      Effective Date – January 31, 2022
      Additional Position
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. Tonee 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
   Ratifications - Additions
to 2021-2022 Approved
Substitute Lists
—Item 13. D.

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
   Ratifications - Additions
out of Class Substitute Lists
—Item 13. E.

No Items to Consider

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

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

Approvals – Change of Status — Item 13. H.
I. Leave of Absence Requests

1. Business Services/Operations
   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)
      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. Ciabattoni – Part-time Driver w/o Bus License, Assistant, 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

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.

To ratify an agreement between the Berks County Intermediate Unit (BCIU) and the 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.

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).

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).

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).

Yeas: Betts; Heck; Hemberger; Hogan; Huhn; Hummel; Jackson; Jirik; Kennedy; Lash; Lupia; Mannmiller; Ritter; Sabold; Taylor; Ulrich; McEwen
Nays: None. Motion carried.
C. INFORMATION TECHNOLOGY
—SCOTT MAJOR, DIRECTOR

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.

To authorize the appropriate officers to execute an agreement 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.

To authorize the appropriate officers to 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.

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

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.

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.

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 M. HACKMAN, EXECUTIVE DIRECTOR

To approve the first reading of the following policies:

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)

First Reading of Policies

Yeas: Betts; Heck; Hemberger; Hogan; Huhn; Hummel; Jackson; Jirik; Kennedy; Lash; Lupia; Manniller; Ritter; Sabold; Taylor; Ulrich; McEwen
Nays: None. Motion carried.

President McEwen again thanked Mr. Oscar Manbeck for his contributions to and service to Berks County schools and students.

A motion was made by Lash, seconded by Ulrich, to adjourn the meeting at 8:22 p.m.

Motion carried.

Approved by,

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

The BCIU Board recognized Mr. Oscar Manbeck for his service, dedication, and advocacy on behalf of our students, schools, and the community. Mr. Oscar Manbeck served on the BCIU Board from January 1992 through February 1994, and most recently from July 2019 through November 2021. He has served the education community for over 36 years – on the Tulpehocken Area School Board, the BCTC Joint Education Committee (JOC), and the BCIU Board; always putting students first in the execution of his duties as a Board and JOC member. President McEwen, Dr. Hackman, and members of the Board gave words of thanks and how his experience and mentorship had impacted their lives and the lives of the students in Berks County.

Mr. Manbeck was accompanied to the Board meeting by his wife as he was honored for his service and contributions.

Mr. Dennis Ryan, Transportation Program Administrator, introduced Mrs. Deb Williams as Employee of the Month for February. Mr. Ryan reported that Deb has served for four years as a van driver for BCIU Transportation. He shared that she is one of their most reliable employees and treats everyone with the utmost kindness and respect. Deb is the ultimate team player and has a positive, team-first attitude that uplifts others. She is flexible and will cover any run when needed and rarely misses any work.

Deb was accompanied to the Board meeting by her husband.

Mr. Rodney Good, Operations Supervisor / Safety and Training, introduced Mr. David Arentz, who is retiring on February 25. Mr. Good shared that Mr. Arentz has served as a Custodian since February 2008. He works mostly in the Learning Center at the BCIU Education Centre, and is a dedicated and conscientious employee. He will be missed.

Dr. Christi Weitzel, Assistant Director, Office of Early Childhood and Student Services, provided training to Board members on Head Start Program Governance and shared the Board Governance training video, information on the Head Start Management Systems Wheel, and an overview of 2021-2022 Head Start Program Highlights.

The Inside BCIU video was centered on the 50th Anniversary Theme – Honoring Our Past and Focusing on Our Future. Employees and retirees shared their thoughts on their tenure at the BCIU; the impact the BCIU has had on our students, schools, and the community; and hopes for the future.