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

Presiding over the meeting in President McEwen’s and Vice President Huhn’s absence, Secretary Ulrich called the meeting to order at 7:58 p.m. Following the pledge of allegiance, Jan Krotee, recording secretary, called the roll. Attendance was as follows:

Intermediate Unit Board: Dr. Noahleen Betts; Michael Gierula; Christopher Heck; Dr. David Hemberger; Lisa Hogan; Todd Hummel; Russell Jirik; Dr. Amy Kennedy; Linda R. Lash; Joseph A. Lupia; Rev. Dr. Dennis Ritter; Terrie Taylor, LSW; and James Ulrich

Absent: Elizabeth S. Huhn; Nancy Jackson (present for Committee-of-the-Whole); Kevin L. Manmiller; Bret A.B. Sabold; and Gary McEwen

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): Bernice Crutchfield, BCIUEA President; and Amy Adam, BCIUEA Secretary

Press: None

Following the pledge of allegiance and roll call, Mr. Ulrich welcomed Board members and BCIUEA officers, Bernice Crutchfield, BCIUEA President; and Amy Adam, BCIUEA Secretary; to the BCIU Board meeting. Mr. Ulrich noted that an executive session was held prior to the meeting to discuss the evaluation of the executive director.

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

A motion was made by Lash, seconded by Ritter, to approve the minutes of the February 17, 2022 Board meeting.

Motion Carried

A motion was made by Jirik, seconded by Lupia, to approve agenda items 03. through 11., as follows:

### 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>February 2022 Ratifications - IU</td>
<td>1-17</td>
<td>$1,664,700.85</td>
</tr>
<tr>
<td>February 2022 Ratifications - PSDLAF</td>
<td>1-00</td>
<td>$0.00</td>
</tr>
<tr>
<td>March 2022 Ratifications - IU</td>
<td>1-08</td>
<td>$534,404.54</td>
</tr>
<tr>
<td>March 2022 Ratifications - PSDLAF</td>
<td>1-01</td>
<td>$9,311.34</td>
</tr>
<tr>
<td>March 2022 Approvals - IU</td>
<td>1-08</td>
<td>$1,097,420.55</td>
</tr>
<tr>
<td>TOTAL</td>
<td></td>
<td>$3,305,837.28</td>
</tr>
</tbody>
</table>

IU Bills and Financial Reports—Items 03., 04., 05., 06., 07., 08., and 09. (Detailed list of bills available for review.)
04. **TOMPKINS/VIST REVENUE ANTICIPATION NOTE – $10,000,000 (Information Item):**

<table>
<thead>
<tr>
<th>Amount Outstanding</th>
</tr>
</thead>
<tbody>
<tr>
<td>March 10, 2022</td>
</tr>
<tr>
<td>$0</td>
</tr>
</tbody>
</table>

05. **ACCOUNTS RECEIVABLE AGING REPORT AS OF MARCH 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>$2,486,855.43</td>
<td>$335,176.83</td>
<td>$330.32</td>
<td>$475,084.59</td>
<td>$161,756.98</td>
</tr>
<tr>
<td>Commonwealth of PA</td>
<td>$2,593,785.06</td>
<td>$0.00</td>
<td>$217,851.86</td>
<td>$0.00</td>
<td>$81,844.44</td>
</tr>
<tr>
<td>Other Revenue Sources</td>
<td>$264,767.64</td>
<td>$70,486.29</td>
<td>$969.30</td>
<td>$5,247.23</td>
<td>$2,236.97</td>
</tr>
<tr>
<td><strong>TOTALS</strong></td>
<td>$5,345,408.13</td>
<td>$405,663.12</td>
<td>$219,151.48</td>
<td>$480,331.82</td>
<td>$245,838.39</td>
</tr>
<tr>
<td><strong>GRAND TOTAL</strong></td>
<td><strong>$6,696,392.94</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

06. **APPROVAL/RATIFICATION OF HEAD START:**
   a. December Preliminary #2 Financial Report
   b. Financial Statements (February 2022)
   c. Credit Card Purchases (February 2022)
   d. Non-Federal Share Report (February 2022)
   e. Policy Council Minutes/Resolutions (February 2022)
   f. Head Start Director’s Report
   g. Berks County Head Start Calendars (2022-2023 School Year)

07. **COMBINED FINANCIAL REPORT**

**CASH**

**BEGINNING BALANCE FEBRUARY 1, 2022**

<table>
<thead>
<tr>
<th></th>
<th>$6,456,637.44</th>
</tr>
</thead>
</table>

**RECEIPTS**

- **REVENUE RECEIPTS**
- **RETURNED CHECKS** $0.00
- **INVESTMENT REDEMPTIONS** $0.00 $9,174,727.88 $15,631,365.32

**DISBURSEMENTS**

- **PRE-BOARD RATIFICATIONS** $697,641.99
- **PRE-BOARD RATIFICATIONS - PSDLAF** $0.00
- **BOARD APPROVALS** $1,093,524.90
- **POST BOARD RATIFICATIONS - PSDLAF** $0.00
- **POST BOARD RATIFICATIONS IU** $1,664,700.85
- **TOTAL CHECKS WRITTEN** $3,455,867.74
- **CHECKS VOIDED** ($1,141.63)
- **PAYROLL DISTRIBUTIONS** $5,406,862.42 $8,861,588.53

**ENDING BALANCE - FEBRUARY 28, 2022**

<table>
<thead>
<tr>
<th></th>
<th>$6,769,776.79</th>
</tr>
</thead>
</table>

**CASH AVAILABLE-FEBRUARY 28, 2022**

<table>
<thead>
<tr>
<th></th>
<th>$6,769,776.79</th>
</tr>
</thead>
</table>

08. **INVESTMENT OF FUNDS**

Interest earned on investments is as follows:

<table>
<thead>
<tr>
<th>Funding Source</th>
<th>Interest Earned</th>
</tr>
</thead>
<tbody>
<tr>
<td>TOMPKINS VIST</td>
<td>$710.86</td>
</tr>
<tr>
<td>CHASE</td>
<td>$3.81</td>
</tr>
</tbody>
</table>
09. BUDGETS

A. New and Proposed Budgets
   No Items to Consider

B. Initial Budgets
   No Items to Consider

C. Changes to Initial Budgets
      Office of Early Childhood and Student Services
      1/1/20 – 12/31/21
      Total Proposed Revised Budget: $561,674
      As a result of the CARES Act, Head Start has been awarded a supplemental grant for activities in response to COVID-19. This supplement contains funding for actions or activities to prevent, prepare for, and respond to COVID-19. Activities may include, but are not limited to, mental health supports for children and families, needed training for staff, cleaning and sanitizing costs directly related to COVID-19, and other related costs such as PPE, take-home materials for students, and/or technology needs (since 2020). This change is necessary due to an increase in the retirement reimbursement projection.

      Office of Early Childhood and Student Services
      1/1/20 – 12/31/21
      Total Proposed Revised Budget: $561,674
      As a result of the CARES Act, Head Start has been awarded a supplemental grant for activities in response to COVID-19. This supplement contains funding for actions or activities to prevent, prepare for, and respond to COVID-19. Activities may include, but are not limited to, mental health supports for children and families, needed training for staff, cleaning and sanitizing costs directly related to COVID-19, and other related costs such as PPE, take-home materials for students, and/or technology needs (since 2020). This change is necessary due to an increase in the retirement reimbursement projection.

   2. The Pennsylvania Key - Early Head Start-Child Care Partnership (EHS-CCP) Program 20-288
      Office of Professional Development and Curriculum
      8/1/20 – 7/31/21
      Total Proposed Revised Budget: $7,024,577
      This program consists of funding for the administration and facilitation of OCDEL’s Early Head Start-Child Care Partnership (EHS-CCP) Program that serves 368 low-income, at-risk children and their families. The EHS-CCP programs provide funded enrollments and services at the local level, prioritizing partnerships between community-based organizations and local childcare providers. 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 seven (7) agencies to provide monitoring, assistance, training & oversight to give a full report to OCDEL’s Early Head Start Policy Council and Governing Body. These partner agencies receive pass-thru funding as part of this grant. Each year, we resubmit our plan for this grant, #03HP000326 on behalf of OCDEL (new). This change is necessary due to an increase in funding from OCDEL for Health and Safety (H&S), Quality Improvement (QI), and COVID-19.

D. Budgetary Transfers
   No Items to Consider

10. COMMUNICATIONS
    No Items to Report

   —Item 10.
11. **OLD BUSINESS**
   To approve 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)

**Yeas:** Betts; Gierula; Heck; Hemberger; Hogan; Hummel; Jirik; Kennedy; Lash; Lupia; Ritter; Taylor; Ulrich

**Nays:** None. Motion carried.

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

A motion was made by Taylor, seconded by Jirik, to approve the following items under 13. Personnel Matters and 14. Other Matters for Consideration:

13. **PERSONNEL MATTERS**
   —**ROB ROSENBERRY, DIRECTOR**

   **A. General**

   To acknowledge receipt of the list containing wage rates for Substitute Out-of-Class Pre-K Counts Teachers.

   To approve the revised Berks County Head Start Salary Schedule, effective March 21, 2022.

   To modify Transportation’s Compensation and Benefits Plan relative to the Perfect Attendance Incentive, effective July 1, 2021:
   a. Perfect attendance shall not be impacted by any absence that can be proven to be related to COVID-19.

   To approve the following position descriptions:
   a. Certification Bureau Manager, The Pennsylvania Key
   b. Blended Age Mental Health Consultant, The Pennsylvania Key
   c. Administrative Coordinator, Office of Early Childhood and Student Services

   **Wage Rates for Substitute Out-of-Class Pre-K Counts Teachers— Item 13. A. 1.**
   **Revised Berks County Head Start Salary Schedule — Item 13. A. 2.**
   **Transportation Perfect Attendance Incentive — Item 13. A. 3.**
   **Approve Position Descriptions — Item 13. A. 4.**
To ratify the unpaid internships as noted below:


b. Summer Seiger, Gallaudet University undergraduate student majoring in Interpretation and Translation, under the supervision of Audrianna Faria, Educational Interpreter, and Julie Hartman, Educational Interpreter, effective February 14, 2022, through May 4, 2022.

To approve the unpaid internship as noted below:

a. Karley Pedrick, Kutztown University undergraduate student majoring in Special Education: Visual Impairment, under the supervision of Amanda Kutzura, Special Education Itinerant Teacher, effective March 21, 2022, through May 12, 2022.

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. Juana Marrero – Effective February 10, 2022
b. Van Driver
   ii. Miguelina Eusebio – Effective March 7, 2022
   iii. Angel Pineda Taveras – Effective March 7, 2022

B. Employment – Ratifications

1. Business Services/Operations Office
   a. Raymond Alvarez – Part-time Driver w/o Bus License, Assistant, and Misc. Transportation
      Recommended Hourly Rates – $17.75, $14.50, and $13.33
      Effective Date – February 21, 2022
      Replacement

   b. Ana R. Cabreja – Part-time Bus/Van Assistant and Misc. Transportation
      Recommended Hourly Rates – $14.50 and $13.33
      Effective Date – March 7, 2022
      Replacement

   c. Cristina Y. Cruz de Luna – Part-time Driver w/o Bus License, Assistant, and Misc. Transportation
      Recommended Hourly Rates – $17.75, $14.50, and $13.33
      Effective Date – March 7, 2022
      Replacement

   d. Jonathan M. Deem – Level III Custodian, Custodial
      Recommended Hourly Rate – $13.57
      Effective Date – February 28, 2022
      Replacement
e. Michael J. Giles – Part-time Driver w/o Bus License, Assistant, and Misc. Transportation
   Recommended Hourly Rates – $17.75, $14.50, and $13.33
   Effective Date – February 28, 2022
   Replacement

f. Dariana Herrera-Pena – Part-time Driver w/o Bus License, Assistant, and Misc. Transportation
   Recommended Hourly Rates – $17.75, $14.50, and $13.33
   Effective Date – March 7, 2022
   Replacement

g. Felicia H. Towles – Part-time Driver w/o Bus License, Assistant, and Misc. Transportation
   Recommended Hourly Rates – $17.75, $14.50, and $13.33
   Effective Date – March 7, 2022
   Replacement

2. Early Childhood & Student Services Office
   a. Ninoska J. Jimenez Santana – Paraeducator, Head Start
      Recommended Hourly Rate – Level I, Probationary, $12.26
      Effective Date – February 28, 2022
      Replacement

   b. Laury A. Pacheco Gutierrez – Level V Bilingual Program Secretary, Early Intervention
      Recommended Hourly Rate – $14.43
      Effective Date – February 14, 2022
      Replacement

3. Professional Development & Curriculum Office
   a. Melissa L. Burnheimer – Preschool Program Specialist, The Pennsylvania Key
      Recommended Annual Salary – $53,857 (to be prorated)
      Effective Date – February 28, 2022
      Replacement

C. Change of Status – Ratifications

   1. Business Services/Operations Office
      a. Warren Good
         Change from Part-time School Bus Driver Trainee, Transportation to Substitute Driver w/o Bus License, Assistant, and Misc. Transportation
         Change Recommended Hourly Rate from $16.55 to $17.75, $14.50, and $13.33
         Effective Date – February 14, 2022
         Voluntary Reassignment

      b. Norma Hidalgo Calderon – Part-time Driver w/o Bus License, Transportation
         Recommended Hourly Rate – $17.75
         Effective Date – January 28, 2022
         Additional Assignment

   Ratifications - Change of Status
c. Stephanie Mullarkey
   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, $19.75, $16.05, and $14.45 to $26.75
   Effective Date – February 7, 2022
   Replacement

d. Amber Sandoval – Part-time Driver w/o Bus License, Transportation
   Recommended Hourly Rate – $17.75
   Effective Date – February 8, 2022
   Additional Assignment

e. Laurann Singleton
   Change from Part-time Bus/Van Assistant and Misc. Transportation to Substitute Bus/Van Assistant and Misc. Transportation
   No Change in Recommended Hourly Rates
   Effective Date – February 1, 2022
   Voluntary Reassignment

f. Jeremy Tinnin
   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 13, 2021
   Replacement

g. Jacqueline Torres
   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 – February 11, 2022
   Voluntary Reassignment

2. Early Childhood & Student Services Office
   a. Cory Clark – Board Certified Behavior Analyst, Special Education
      Change Recommended Annual Salary from Column 4, Step 1, $59,770 to Column 5, Step 1, $60,463 (to be prorated)
      Effective Date – February 1, 2022
      Salary Adjustment per BCIUEA Agreement

   b. Sharda Green
      Change from Substitute Paraeducator, Head Start to Paraeducator, Head Start
      Change Recommended Hourly Rate from $10.35 to Level I, Probationary, $12.26
      Effective Date – February 14, 2022
      Replacement

   c. Laura Johnston – Alternative Education Teacher, Alternative Education
      Change Recommended Annual Salary from Column 4, Step 6, $65,954 to Column 5, Step 6, $66,647 (to be prorated)
      Effective Date – February 1, 2022
      Salary Adjustment per BCIUEA Agreement
d. Denise Laguidara – Teacher, Pre-K Counts
   Recommended Hourly Rate – $35.89
   Effective Date – February 18, 2022
   Additional Hours (Not to exceed 7 hours)

e. Cierra Melendez – Paraeducator, Head Start
   Change Recommended Hourly Rate from Level I, Probationary, $12.26 to Level I, Entry, $12.82
   Effective Date – February 14, 2022
   Completed Probationary Period

f. Amy Michaels – Specialized Preschool Teacher – Itinerant, Early Intervention
   Recommended Hourly Rate – $67.17
   Effective Date – February 15, 2022 – February 22, 2022
   Additional Hours (Not to exceed 12.5 hours)

g. Katherine Palm-Seiler – Teacher, Head Start
   Change Recommended Hourly Rate from Level I, Entry, $19.08 to Level II, Entry, $19.64
   Effective Date – January 4, 2022
   Obtained CDA

h. Iris Rivera
   Change from Level V Bilingual Program Secretary, Early Intervention to Administrative Assistant, Head Start
   Change Recommended Hourly Rate from $15.45 to Level I, Entry, $18.39
   Effective Date – March 7, 2022
   Replacement

i. Deborah Schneck – Paraeducator, Head Start
   Change Recommended Hourly Rate from Level I, Entry, $12.92 to Level II, Entry, $13.37
   Effective Date – February 23, 2022
   Obtained CDA

j. Dr. Stacy Shober – Psychologist, Special Education
   Recommended Hourly Rate – $54.76
   Effective Date – March 1, 2022 – June 8, 2022
   Additional Hours (Not to exceed 140 hours)

k. Michelle Whitehouse – Special Education Itinerant Teacher, Special Education
   Change Recommended Annual Salary from Column 7, Step 6, $68,724 to Column 8, Step 6, $69,961 (to be prorated)
   Effective Date – February 1, 2022
   Salary Adjustment per BCIUEA Agreement

D. Additions to 2021-2022 Approved Substitute Lists – Ratifications
   Early Intervention
   Katharine DeMotta, Paraeducator – Effective July 1, 2021

   Transportation
   David Soriano, Substitute Driver w & w/o Bus License, Assistant, and Misc. – Effective January 5, 2022
Additions to 2021-2022 Approved Substitute Lists – Approvals
Executive Office
Samantha Weitzel, Substitute Specialist/Intern – Effective June 6, 2022

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

Head Start
Deborah Schneck – Effective February 23, 2022

F. Remove from 2021-2022 Approved Substitute Lists

Alternative Education
Mary Focht, Teacher/Specialist – Effective February 21, 2022
Sarah Thompson, Teacher – Effective February 7, 2022

Early Intervention
Mary Focht, Teacher – Effective February 21, 2022

Head Start
Sarah Thompson, Paraeducator – Effective February 7, 2022

Pre-K Counts
Sarah Thompson, Paraeducator – Effective February 7, 2022

Special Education
Mary Focht, Teacher – Effective February 21, 2022
Sarah Thompson, Teacher – Effective February 7, 2022

Transportation
Kyle Batz, Substitute Driver with Bus License – Effective January 31, 2022
Christel Leibenguth, Substitute Driver with Bus License – Effective January 31, 2022
Mariluz Montanez, Substitute Bus/Van Deep Cleaner – Effective August 30, 2021
Brenda Perez, Substitute Driver w/o Bus License, Assistant, and Misc. – Effective February 14, 2022
Laurann Singleton, Substitute Bus/Van Assistant and Misc. – Effective February 3, 2022
David Soriano, Substitute School Bus Driver Trainee – Effective January 4, 2022

G. Employment – Approvals

1. Professional Development & Curriculum Office
   a. Claribel Reyes Lopez – Level V Program Secretary, OPDC
      Recommended Hourly Rate – $14.43
      Effective Date – To be determined pending pre-employment process

H. Change of Status – Approvals

No Items to Consider

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

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

Approvals - Employment
—Item 13. G.

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

1. Business Services/Operations
   Personal Leave (unpaid – without benefits – Not FMLA)
   a. Joseph Dzurkovich – Part-time Driver w/o Bus License, Assistant, and Misc. Transportation
      Effective Date – January 20, 2022
   b. Daryl Fasig – Part-time Driver w & w/o Bus License, Assistant, and Misc. Transportation
      Effective Date – February 14, 2022
   c. Joseph Lionti – Part-time Driver w & w/o Bus License, Assistant, and Misc. Transportation
      Effective Date – January 17, 2022
   d. Ana Lugo-Pino – Part-time Driver w & w/o Bus License, Assistant, and Misc. Transportation
      Effective Date – January 17, 2022
   e. Yolette Thomas – Part-time Driver w/o Bus License, Assistant, and Misc. Transportation
      Effective Date – January 17, 2022
   f. Jeremy Tinnin – Part-time Driver w & w/o Bus License, Assistant, and Misc. Transportation
      Effective Date – February 1, 2022

2. Early Childhood & Student Services Office
   Personal Leave (unpaid – with benefits – FMLA)
   a. Rachel Johnson – Teacher, Head Start
      Effective Date – March 9, 2022
   b. Kaitlyn Umberger – Teacher, Pre-K Counts
      Effective Date – March 9, 2022

J. Return from 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 – February 9, 2022
   b. Ana Lugo-Pino – Part-time Driver w & w/o Bus License, Assistant, and Misc. Transportation
      Effective Date – February 3, 2022
   c. Jeremy Tinnin – Part-time Driver w & w/o Bus License, Assistant, and Misc. Transportation
      Effective Date – February 14, 2022

2. Early Childhood & Student Services Office
   Personal Leave (unpaid – with benefits – FMLA)
   a. Yohanni Lantigua Pena – Paraeducator, Head Start
      Effective Date – February 16, 2022

K. Retirements

No Items to Consider
L. Resignations
1. Early Childhood & Student Services Office
   a. Melissa M. Hassler – Teacher, Head Start
      Effective Date – February 18, 2022
   b. David R. Kapaona, Jr. – Supervisor, Alternative Education
      Effective Date – February 25, 2022
   c. Rickiesha R. Logan – Education Supervisor, Head Start
      Effective Date – February 25, 2022
   d. Lliobana Lugo – Level V Bilingual Program Secretary, Early Intervention
      Effective Date – January 25, 2022
   e. Kaitlyn S. Quay – Paraeducator, Head Start
      Effective Date – March 14, 2022
   f. Heather A. Skrypski – Paraeducator, Early Intervention
      Effective Date – March 9, 2022
   g. Tara L. Springer – Paraeducator, Head Start
      Effective Date – March 4, 2022

2. Professional Development & Curriculum Office
      Effective Date – March 11, 2022

M. Terminations
   No Items to Consider

N. Other
1. Human Resources Office
   a. Isabel Henao
      Change from Administrative Assistant, Head Start to Data and Reporting Specialist, Human Resources
      Change Recommended Hourly Rate from $22.12 to Annual Salary, $46,333 (to be prorated)
      Effective Date – February 28, 2022
      Date Amended

2. 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 – February 28, 2022
      Date Amended
14. OTHER MATTERS FOR CONSIDERATION

A. EARLY CHILDHOOD & STUDENT SERVICES

—DR. MICHELLE REICHARD-HUFF, DIRECTOR

To approve the Special Education, Early Intervention, and Student Services Rates Schedule, effective July 1, 2022, through June 30, 2023.

To authorize the appropriate officers to execute an agreement between the Berks County Intermediate Unit and Sweet, Stevens, Katz & Williams LLP, for the firm to continue to provide the services of Andrew E. Faust, Esquire, as a legal consultant for special education to the BCIU and its constituent school districts, at a fee of $73,500 (no increase) in effect for the 2022-2023 school year.

To ratify an agreement between the Berks County Intermediate Unit (BCIU) and the Schuylkill Hope Center, for the Schuylkill Hope Center to provide services to children and youth experiencing homelessness in connection with the Education for Children and Youth Experiencing Homelessness (ECYEH) program for Pennsylvania Region 2, for a sum not to exceed $72,601 during the period of February 1, 2022, through June 30, 2023.

To ratify an agreement between the Berks County Intermediate Unit (BCIU) and Safe Berks, for Safe Berks to provide services to children and youth experiencing homelessness in connection with the Education for Children and Youth Experiencing Homelessness (ECYEH) program for Pennsylvania Region 2, for a sum not to exceed $13,566.92 during the period of March 1, 2022, through June 30, 2023.

To ratify an agreement between the Berks County Intermediate Unit (BCIU) and Mary’s Shelter, for Mary’s Shelter to provide services to children and youth experiencing homelessness in connection with the Education for Children and Youth Experiencing Homelessness (ECYEH) program for Pennsylvania Region 2, for a sum not to exceed $75,000 during the period of October 1, 2021, through June 30, 2022.

To ratify an agreement between the Berks County Intermediate Unit and the Domestic Violence Intervention of Lebanon County, Inc. (DVI), for the DVI to provide services to children and youth experiencing homelessness in connection with the Education for Children and Youth Experiencing Homelessness (ECYEH) program for Pennsylvania Region 2, for a sum not to exceed $7,497 during the period of March 1, 2022, through June 30, 2022.

To ratify an amendment to the current agreement between the Berks County Intermediate Unit (BCIU) and General Healthcare Services (GHS), for the addition of language related to Compensation / Reimbursement for Services provided by GHS, effective March 6, 2022, as follows:

- RN – $50 / hour
- LPN – $44 / hour
- Medical Specialist and Head Start Health Nutrition Specialist – $55 / hour
To ratify an amendment to the current agreement between the Berks County Intermediate Unit (BCIU) and Bayada Pediatrics, for the addition of language related to Compensation / Reimbursement for Services provided by Bayada Pediatrics, effective March 1, 2022, as follows:

- RN/LPN – $50 / hour
- Medical Specialist and Head Start Health Nutrition Specialist – $55 / hour

**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 following vendor, for the BCIU to purchase products on behalf of Berks County nonpublic schools in line with applications submitted under the Emergency Assistance to Non-Public Schools (EANS) program according to specifics of each individual agreement:

- Apple, Inc., for the Berks Catholic High School

To ratify an agreement between the Berks County Intermediate Unit (BCIU) and Spencer Creative Services, for Spencer Creative Services to provide a keynote and breakout session at the Core Connections Conference on June 14, 2022, for $6,000 according to the agreement, effective March 17, 2022.

To ratify an agreement between the Berks County Intermediate Unit (BCIU) and The Jon Gordon Companies, Inc., for Jon Gordon to provide a keynote presentation at the Berks County Administrators’ Conference on August 4, 2022, for the amount of $20,000 according to the agreement, effective March 17, 2022.

To ratify an agreement between the Berks County Intermediate Unit (BCIU) and the Brandywine Heights Area School District (BHASSD), for the BCIU to provide professional services related to EL Development, for a fee of $800 according to the agreement, for services to be provided on March 4, 2022, or alternate dates as needed.

To authorize the appropriate officers to execute an agreement between the Berks County Intermediate Unit (BCIU) and New World Now, LLC. (NWN), for NWN to provide annual support and maintenance relative to the PD Registry and Learning Management System (LMS) and Quality Rating and Improvement System (QRIS) for a fee not to exceed $407,382.48 effective July 1, 2022, through June 30, 2023 (The Pennsylvania Key).

To authorize the appropriate officers to execute an agreement between the Berks County Intermediate Unit (BCIU) and Bucks County Intermediate Unit (BUCKS IU), for the BCIU/The Pennsylvania Key to provide Infant Early Childhood Mental Health Consultation services to BUCKS IU’s Head Start classrooms, workforce, children, and families with total services in the amount not to exceed $18,000 for the period of April 19, 2022, through April 18, 2023 (The Pennsylvania Key).
To ratify an agreement between the Berks County Intermediate Unit (BCIU) and Kaplan Early Learning Company (KAPLAN), for KAPLAN to establish an exclusive website portal for Grantees to purchase hardware and software technology equipment and supplies through KAPLAN for a fee not to exceed $10,000,000 for the period of February 23, 2022, through June 30, 2022, and for an additional fee not to exceed $10,000,000 for the period July 1, 2022, through August 1, 2022, contingent on additional funding from the Commonwealth of Pennsylvania (The Pennsylvania Key).

To ratify a revised 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 $38,000 for the period of October 1, 2021, through March 31, 2022 (The Pennsylvania Key).

To ratify a memorandum of understanding between the Berks County Intermediate Unit (BCIU) and the Berks County Intermediate Unit – Executive Office Creative Team, for the BCIU – Executive Office Creative Team to provide professional services for a fee not to exceed $98,680 effective January 1, 2022, through June 30, 2023 (The Pennsylvania Key).

To ratify Amendment #2 to the current agreement between the Berks County Intermediate Unit (BCIU) and Living Strong Consulting, LLC, for Living Strong Consulting, LLC to provide coaching services supporting OCDEL’s Early Head Start Child Care Partnership (CCP) and Home-based programs (HB), and consulting services in Trauma-Informed Practices (TIP) and Community Assessment and Resource Mapping (CARM) on behalf of the BCIU, effective January 1, 2022. This amendment provides for a funding increase of $56,654 for a revised total not to exceed $159,648. 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 Mary Ellen Mannix, for Mary Ellen Mannix to provide health consultation services supporting OCDEL’s Early Head Start Programs on behalf of the BCIU, effective January 1, 2022. This amendment provides for a funding increase of $11,226 for a revised total not to exceed $58,320. All other terms and conditions remain in force (The Pennsylvania Key).

To ratify Amendment #1 to the current agreement between the Berks County Intermediate Unit (BCIU) and Michele Mapes, for Michele Mapes to provide coaching services supporting OCDEL’s Early Head Start Child Care Partnership on behalf of the BCIU, effective January 1, 2022. This amendment provides for a funding increase of $2,730 for a revised total not to exceed $21,450. All other terms and conditions remain in force (The Pennsylvania Key).
To ratify Amendment #3 to the current agreement between the Berks County Intermediate Unit (BCIU) and The Pennsylvania State University (Penn State), for Penn State to modify its scope of services to conduct a state-wide comprehensive Market Rate Survey and a narrow cost study to update information on the true cost of childcare in Pennsylvania and provide new evidence on variation in cost by location, quality, type, and care level. This amendment provides for a funding increase of $815,000 for a revised total of $1,299,539 and extends the term of the agreement to February 28, 2023. All other terms and conditions remain in force (The Pennsylvania Key).

To ratify Amendment #2 of the current agreement between the Berks County Intermediate Unit (BCIU) and Dr. Roger Phillips, for Dr. Roger Phillips to provide mental health consulting services supporting OCDEL’s Early Head Start Programs on behalf of the BCIU, effective January 1, 2022. This amendment provides for a funding increase of $20,097 for a revised total not to exceed $104,400. All other terms and conditions remain in force (The Pennsylvania Key).

To ratify Amendment #1 to the current agreement between the Berks County Intermediate Unit (BCIU) and Dr. Grace Whitney, for Dr. Grace Whitney to provide additional policy analysis, training, template and toolkit development for local providers and community partnerships. This amendment provides for a funding increase of $20,000 for a revised total not to exceed $58,000 and extends the term of the agreement to December 31, 2022. All other terms and conditions remain in force (The Pennsylvania Key).

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

To approve the Office of Information Technology Products/Services Rates Schedule, effective July 1, 2022, through June 30, 2023.

To approve the purchase of 90 Meraki access points from ePlus to replace access points at 24 Berks County Intermediate Unit locations at a cost of $36,321.90.

To authorize the appropriate officers to execute an agreement between the Berks County Intermediate Unit (BCIU) and StrategicLink Consulting, for a block of support hours for system engineering and consulting services at a cost of $5,000 effective upon payment and does not expire.

To authorize the appropriate officers to execute a renewal of the agreement between the Berks County Intermediate Unit (BCIU) and Thycotic/Delinea, for Thycotic Secret Server software and support, effective April 17, 2022, to April 16, 2023, at a cost not to exceed $1,536.58.
D. BUSINESS SERVICES/OPERATIONS  
— DONNA DELORETTA, CFO / COO

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

- To transport Special Needs students to Chester County Intermediate Unit, effective February 1, 2022, at a rate of $450 per day.
- To transport Homeless Special Needs students to Bethany Children’s Home, effective February 22, 2022, at a rate of $190 per day.
- To transport Special Needs students to New Story-Wyomissing with an aid, effective March 3, 2022, at a rate of $590 per day.

Agreement with Atlas Transportation for Transportation Services / Special Needs Students to CCIU, Homeless Special Needs Students to Bethany Children’s Home, and Special Needs Students to New Story-Wyomissing  

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

To approve the revised Berks County Intermediate Unit (BCIU) Health and Safety Plan, effective March 18, 2022.

Approve Revised BCIU Health and Safety Plan  

<table>
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<tr>
<th>Yeas:</th>
<th>Betts; Gierula; Heck; Hemberger; Hogan; Hummel; Jirik; Kennedy; Lash; Lupia; Ritter; Taylor; Ulrich</th>
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<td>Nays:</td>
<td>None. Motion carried.</td>
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Roll Call Vote

No one desired to speak.

Board Members Desiring to be Heard

A motion was made by Ritter, seconded by Lupia, to adjourn the meeting at 8:02 p.m.

Adjournment

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<th>Motion carried.</th>
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Voice Vote

Approved by,

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

Ms. Kris Madden, Assistant Program Director of Workforce Systems with The Pennsylvania Key, introduced Mr. Alec Johnson as Employee of the Month for March. Mr. Johnson serves as the Customer Experience Administrative Coordinator for The Pennsylvania Key. He is the “face” of The Pennsylvania Key and is often the first contact for those needing assistance. He is reliable and creative, and has taken initiative to produce webinars and videos as needed. He has also stepped up to undertake two projects with their equity initiative. Alec goes above and beyond to offer assistance to internal and external clients, always promoting a positive image.

Dr. Marnie Aylesworth attended the meeting virtually to congratulate Alec. She shared that The Pennsylvania Key holds themselves to specific values and Alec embodies all of those values.

Alec thanked his co-workers and the Board. He stated that his job has been made easier with a great team to support his efforts.

Mrs. Donna DeLoretta, CFO / COO, introduced Mr. Russell Del Rosario, who serves as the BCIU Safety and Security Program Administrator. Mr. Del Rosario began at the BCIU in January 2022, and brought with him a wealth of experience and knowledge regarding school safety and security. His work experience includes over 20 years with the New York City Police Department, in addition to serving as the Director of Security for the Reading School District, and most recently as an adjunct professor and Director of Campus Safety at the Montgomery County Community College. Since his start at the BCIU, he has had introductory meetings with district superintendents and safe schools administrators and is getting to know each school district. Mr. Del Rosario stated he is looking forward to working with all schools to assist as needed with school safety efforts.

The Inside BCIU video was centered on the 50th Anniversary Theme – Honoring Our Past and Focusing on Our Future. Executive Directors Dr. K. Robert Hohl (1992-2001), Dr. Nancy Allmon (2001-2008), Dr. John George (2008-2014), and Dr. Jill Hackman (2014-present) shared their thoughts on the impact the BCIU has made to the students, schools, and the community throughout their rich 50 years history and gave their wishes for the future.