The regular meeting of the Berks County Intermediate Unit Board of Directors was held on Thursday, April 21, 2022.

President McEwen called the meeting to order at 8:58 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; Elizabeth S. Huhn; Todd Hummel; Nancy Jackson; Dr. Amy Kennedy; Linda R. Lash; Joseph A. Lupia; Rev. Dr. Dennis Ritter; Bret A.B. Sabold; James Ulrich; and Gary McEwen

Absent: Russell Jirik; Kevin L. Manmiller; and Terrie Taylor, LSW

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 John Ford, BCIUEA Vice President

Press: None

Following the pledge of allegiance and roll call, President McEwen welcomed Board members and BCIUEA officers, Bernice Crutchfield, BCIUEA President; and John Ford, BCIUEA Vice President; to the BCIU Board meeting. He expressed appreciation to Board members and BCIUEA officers for their support and attendance at the 50th Anniversary Press Event.

President McEwen noted that an executive session was held prior to the meeting to discuss personnel matters and contracts.

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

A motion was made by Ritter, seconded by Hummel, to approve Items I. C. through 9. D. as follows:

To acknowledge receipt of bids through the Berks County Joint Purchasing Board for the following:
1. Fuel on Thursday, April 7, 2022, at 2:00 P.M.
2. Physical Education Equipment and Supplies on Tuesday, February 22, 2022, at 11:00 A.M.
3. Digital Media Equipment and Technology Supplies on Tuesday, March 1, 2022, at 11:00 A.M.

To approve the minutes of the meeting of March 17, 2022.
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>March 2022 Ratifications - IU</td>
<td>1-17</td>
<td>$2,524,090.84</td>
</tr>
<tr>
<td>March 2022 Ratifications - PSDLAF</td>
<td>1-01</td>
<td>$8,435.31</td>
</tr>
<tr>
<td>April 2022 Ratifications - IU</td>
<td>1-12</td>
<td>$1,615,713.85</td>
</tr>
<tr>
<td>April 2022 Approvals - IU</td>
<td>1-11</td>
<td>$1,233,450.46</td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td></td>
<td><strong>$5,381,690.46</strong></td>
</tr>
</tbody>
</table>

04. Tompkins/Vist Revenue Anticipation Note – $10,000,000 (Information Item):

<table>
<thead>
<tr>
<th>Amount Outstanding</th>
</tr>
</thead>
<tbody>
<tr>
<td>April 14, 2022</td>
</tr>
<tr>
<td>$0</td>
</tr>
</tbody>
</table>

05. Accounts Receivable Aging Report as of April 14, 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>$396,811.58</td>
<td>$1,061,210.80</td>
<td>$680,716.39</td>
<td>$3,015.14</td>
<td>$612,651.34</td>
</tr>
<tr>
<td>Commonwealth of PA</td>
<td>$744,338.49</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$217,851.86</td>
<td>$81,844.44</td>
</tr>
<tr>
<td>Other Revenue Sources</td>
<td>$310,821.23</td>
<td>$41,010.33</td>
<td>$7,623.66</td>
<td>$0.00</td>
<td>$1,893.10</td>
</tr>
<tr>
<td><strong>TOTALS</strong></td>
<td>$1,451,971.30</td>
<td>$1,102,221.13</td>
<td>$688,340.05</td>
<td>$220,867.00</td>
<td>$696,388.88</td>
</tr>
<tr>
<td><strong>GRAND TOTAL</strong></td>
<td>$4,159,788.36</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

06. Approval/Ratification of Head Start:
   a. Financial Statements (March 2022)
   b. Credit Card Purchases (March 2022)
   c. Non-Federal Share Report (March 2022)
   d. Policy Council Minutes/Resolutions (March 2022)
   e. Head Start Director’s Report

07. Combined Financial Report

**CASH**

<table>
<thead>
<tr>
<th>BEGINNING BALANCE MARCH 1, 2022</th>
<th>$6,769,776.79</th>
</tr>
</thead>
<tbody>
<tr>
<td>RECEIPTS</td>
<td></td>
</tr>
<tr>
<td>REVENUE RECEIPTS</td>
<td>$11,505,336.20</td>
</tr>
<tr>
<td>RETURNED CHECKS</td>
<td>$0.00</td>
</tr>
<tr>
<td>INVESTMENT REDEMPTIONS</td>
<td>$0.00</td>
</tr>
</tbody>
</table>

| INVESTMENT REDEMPTIONS | $11,505,336.20 |
|                       | $18,275,112.99 |

| DISBURSEMENTS              |               |
| PRE-BOARD RATIFICATIONS    | $534,404.54   |
| PRE-BOARD RATIFICATIONS-PSDLAF | $9,311.34   |
| BOARD APPROVALS            | $1,097,420.55 |
| POST BOARD RATIFICATIONS PSDLAF | $8,435.31   |
| POST BOARD RATIFICATIONS IU | $2,524,090.84|
| TOTAL CHECKS WRITTEN       | $4,173,662.58 |
| CHECKS VOIDED              | ($361,900.88) |
| PAYROLL DISTRIBUTIONS      | $5,465,881.98 |
|                           | $9,277,643.68 |

| ENDING BALANCE - MARCH 31, 2022 | $8,997,469.31 |
| CASH AVAILABLE-MARCH 31, 2022   | $8,997,469.31 |
08. Investment of Funds
Interest earned on investments is as follows:

<table>
<thead>
<tr>
<th>MARCH 2022</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>TOMPKINS</td>
<td>$857.44</td>
</tr>
<tr>
<td>CHASE</td>
<td>$4.22</td>
</tr>
</tbody>
</table>

09. Budgets

A. New and Proposed Budgets
   No Items to Consider

B. Initial Budgets
   1. Statewide System of Support Initiatives – Program 209
      Office of Professional Learning
      7/1/21 – 6/30/22
      Funded with both State and Federal dollars, the Commonwealth of Pennsylvania has contracted with the BCIU to provide training and technical assistance for the facilitation and coordination of PDE initiatives: Additional Targeted School Improvement, Data Governance, and STEM State and Federal (since 2015).
      $131,534

   2. PA Science Standards Revision – Program 217
      Office of Professional Learning
      7/1/22 – 6/30/23
      BCIU through an agreement with the Pennsylvania Department of Education will provide services to support the Pennsylvania Science Standards revision process. Services under this agreement will include assistance in the facilitation of initial information gathering and creation of a landscape report, stakeholder engagement sessions, steering committee, writing workgroups, community feedback, and presentation to the State Board of Education. BCIU will support and supply technical assistance to the Pennsylvania Department of Education throughout the revision process (since 2020).
      $113,400

   3. Career Readiness – Program 273
      Office of Professional Learning
      7/1/22 – 6/30/23
      BCIU will provide technical assistance to operationally define and manage the training, technical support, program planning, evidence collection, and monitoring necessary to implement the College and Career Readiness indicators associated with the Every Student Succeeds Act, the Future Ready PA Index, and the proposed Pennsylvania graduation requirements (since 2018).
      $202,981

   4. Berks Business Education Partnership Grant – Program 22-282
      Office of Professional Learning
      2/1/22 – 12/31/23
      BCIU through an agreement with the County of Berks will provide a Business-Education Liaison and contracted services to recruit businesses to be part of the Career Ready Berks platform, implement Career Pathways Advisory Groups, plan professional development on workforce trends and provide a community leadership forum to share current Career Ready Berks initiatives, updates, and next steps as a means of building business-education collaboration and support for Berks County educators and nearly 70,000 students (since 2019).
C. Changes to Initial Budgets
   No Items to Consider

D. Budgetary Transfers
   1. The Pennsylvania Key – Program 225
      Office of Professional Learning
      7/1/21 – 6/30/22
      $513,500
      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 the 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 due to year-end adjustments.

   2. Berks Business Education Partnership Grant – Program 20-282
      Office of Professional Learning
      7/1/20 – 6/30/22
      $460
      BCIU through an agreement with the County of Berks will provide a Business-
      Education Liaison and contracted services to recruit businesses to be part of the
      Career Ready Berks platform, implement Career Pathways Advisory Groups,
      plan professional development on workforce trends and provide a community
      leadership forum to share current Career Ready Berks initiatives, updates, and
      next steps as a means of building business-education collaboration and support
      for Berks County educators and nearly 70,000 students (since 2019). These
      transfers are necessary due to year-end adjustments.

Yeas: Betts; Gierula; Heck; Hemberger; Hogan; Huhn; Hummel; Jackson; Kennedy; Lash;
Lupia; Ritter; Sabold; Ulrich; McEwen
Nays: None. Motion carried.
A motion was made by Lash, seconded by Ulrich, to approve the following under Personnel Matters items 13. A. through 13. L.:

13. PERSONNEL MATTERS
    —ROB ROSENBERRY, DIRECTOR

   A. General

   To modify the Out of Class Teacher wage rate relative to the Head Start Substitute Classification, effective March 21, 2022:
   a. An employee who holds the credentials of a Preschool Teacher will be compensated at the entry rate in accordance with the Head Start Salary Schedule.

   To acknowledge receipt of the list containing the salaries of Head Start Teachers, Paraeducators, and Family Engagement Workers.

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

   To approve the position description for Instructional Support Specialist (Caron Foundation Treatment Center), Office of Early Childhood and Student Services.

   B. Employment – Ratifications

   1. Business Services/Operations Office
      a. Joseph J. DeCisco – Part-time Driver w/o Bus License, Assistant, and Misc. Transportation
         Recommended Hourly Rates – $17.75, $14.50, and $13.33
         Effective Date – April 11, 2022
         Replacement

      b. Arlene Garcia-Aguirre – Part-time Driver w/o Bus License, Assistant, and Misc. Transportation
         Recommended Hourly Rates – $17.75, $14.50, and $13.33
         Effective Date – March 21, 2022
         Replacement

      c. Brittany L. Hamm – Part-time Driver w/o Bus License, Assistant, and Misc. Transportation
         Recommended Hourly Rates – $17.75, $14.50, and $13.33
         Effective Date – April 11, 2022
         Replacement

      d. Carlos A. Pinto – Part-time Driver w/o Bus License, Assistant, and Misc. Transportation
         Recommended Hourly Rates – $17.75, $14.50, and $13.33
         Effective Date – March 14, 2022
         Replacement
e. Kesleyann Rentas – Part-time Bus/Van Assistant and Misc. Transportation
   Recommended Hourly Rates – $14.50 and $13.33
   Effective Date – March 21, 2022
   Replacement

f. Gerard M. White – Part-time School Bus Driver Trainee, Transportation
   Recommended Hourly Rate – $16.55
   Effective Date – March 21, 2022
   Replacement

2. Early Childhood & Student Services Office
   a. Roselia M. Ramos – Paraeducator, Early Intervention
      Recommended Hourly Rate – $13.40
      Effective Date – April 4, 2022
      Replacement

   b. Sara M. Spencer – Specialized Preschool Teacher – Classroom, Early Intervention
      Recommended Annual Salary – Column 4, Step 7, $67,290 (to be prorated)
      Effective Date – March 28, 2022
      Replacement

3. Professional Learning Office
   a. Lauren M. Kozza – Infant Early Childhood Mental Health Consultant, The Pennsylvania Key
      Recommended Annual Salary – $57,306 (to be prorated)
      Effective Date – March 14, 2022
      Replacement

   b. Alexandra T. Shank – Customer Experience Specialist, The Pennsylvania Key
      Recommended Annual Salary – $42,670 (to be prorated)
      Effective Date – March 14, 2022
      Replacement

C. Change of Status – Ratifications
   1. Business Services/Operations Office
      a. Yasmin Caba
         Change from Part-time Driver w & w/o Bus License, Assistant, and Misc. Transportation to Substitute Driver w & w/o Bus License, Assistant, and Misc. Transportation
         No Change in Recommended Hourly Rates
         Effective Date – March 21, 2022
         Voluntary Reassignment
b. Esmeralda Calderon – Level IV Clerk, Operations
   Recommended Hourly Rate – $13.97
   Effective Date – March 21, 2022
   Additional Assignment

c. Cecilia Carpenter
   Change from Dispatcher and Transportation Trainer, Transportation to
   Part-time Driver w & w/o Bus License, Assistant, and Misc. Transportation
   Change Recommended Hourly Rates from $19.24 and $25.43 to $25.05, $21.35, $17.63, and $16.25
   Effective Date – March 21, 2022
   Replacement

d. Charletta Chapman – Dispatcher, Transportation
   Change Recommended Hourly Rate from $17.50 to $19.24
   Effective Date – April 19, 2022
   Equity Adjustment

e. Charletta Chapman – Dispatcher, Transportation
   Recommended Weekly Stipend – $125.00
   Effective Date – April 19, 2022 – June 30, 2022
   Temporary Additional Responsibilities

f. Bethzaida Cheek – Dispatcher, Transportation
   Change Recommended Hourly Rate from $16.53 to $17.25
   Effective Date – April 7, 2022
   Equity Adjustment

g. Cathey Cruz – Supervisor, Transportation, Early Intervention
   Weekly Stipend – $125.00
   Effective Date – March 25, 2022
   Removal of Stipend

h. Jessenia Diaz
   Change from Part-time Bus/Van Specialist, Transportation to Part-time Driver w
   & w/o Bus License, Assistant, and Misc. Transportation
   Change Recommended Hourly Rate from $26.75 to $21.55, $17.75, $14.50, and $13.33
   Effective Date – March 28, 2022
   Replacement

i. Jose Echavarria
   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 – March 9, 2022
   Voluntary Reassignment

j. Samuel Hardy
   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 – March 25, 2022
   Voluntary Reassignment
k. Amy Merced-Alvelo – Part-time Driver w/o Bus License, Transportation
   Recommended Hourly Rate – $17.75
   Effective Date – March 1, 2022
   Additional Assignment

l. Gabriel Otero
   Change from Part-time School Bus Driver Trainee, Transportation to Part-time Driver
   w & w/o Bus License, Assistant, and Misc. Transportation
   Change Recommended Hourly Rate from $16.55 to $21.55, $17.75, $14.50, and $13.33
   Effective Date – February 28, 2022
   Obtained CDL

m. Jennifer Pineda
   Change from Part-time Driver w/o Bus License, Assistant, and Misc. Transportation to
   Dispatcher, Transportation
   Change Recommended Hourly Rates from $17.75, $14.50, and $13.33 to $17.25
   Effective Date – March 14, 2022
   Replacement

n. Yajaira Rivera
   Change from Part-time Driver w & w/o Bus License, Assistant, and Misc. Transportation to
   Substitute Driver w & w/o Bus License, Assistant, and Misc. Transportation
   No Change in Recommended Hourly Rates
   Effective Date – February 28, 2022
   Voluntary Reassignment

o. Marilyn Singlar
   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 21, 2022
   Voluntary Reassignment

p. Jerry Vasquez
   Change from Part-time Driver w & w/o Bus License, Assistant, and Misc. Transportation to
   Substitute Driver w & w/o Bus License, Assistant, and Misc. Transportation
   No Change in Recommended Hourly Rates
   Effective Date – April 11, 2022
   Voluntary Reassignment

q. Eliezer Velazquez – Part-time Driver with Bus License, Transportation
   Recommended Hourly Rate – $21.55
   Effective Date – February 18, 2022
   Obtained CDL

r. Jordan Whaley
   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 4, 2022
   Voluntary Reassignment
2. Early Childhood & Student Services Office
   a. Jessica Clark – Psychologist, Early Intervention
      Recommended Hourly Rate – $49.70
      Effective Date – March 9, 2022 – June 30, 2022
      Additional Hours (not to exceed 35 hours)

   b. Jennifer Frick – Mental Health Specialist, Head Start
      Recommended Monthly Stipend – $500.00
      Effective Date – March 1, 2022
      Temporary Additional Responsibilities

   c. Jessica Jennings – Psychologist, Early Intervention
      Recommended Hourly Rate – $50.77
      Effective Date – March 9, 2022 – June 30, 2022
      Additional Hours (not to exceed 35 hours)

   d. Elisabeth Papich – Psychologist, Early Intervention
      Recommended Hourly Rate – $67.71
      Effective Date – March 9, 2022 – June 30, 2022
      Additional Hours (not to exceed 35 hours)

   e. Vicki Ravert – Early Childhood Data Specialist, Early Childhood & Student Services
      Recommended Monthly Stipend – $500.00
      Effective Date – April 4, 2022
      Temporary Additional Responsibilities

   f. Cindy Silverman Chronister – Psychologist, Early Intervention
      Recommended Hourly Rate – $70.86
      Effective Date – March 9, 2022 – June 30, 2022
      Additional Hours (not to exceed 35 hours)

   g. Casey Slater – Floating Teacher, Head Start
      Change Recommended Hourly Rate from Level I, Probationary, $18.51 to Level I, Entry, $19.08
      Effective Date – March 1, 2022
      Completed Probationary Period

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

   Alternative Education
   Marene Chavez, Specialist – Effective April 4, 2022

   Early Intervention
   Marene Chavez, Paraeducator – Effective April 4, 2022

   Head Start
   Marene Chavez, Paraeducator – Effective April 4, 2022

   Pre-K Counts
   Marene Chavez, Paraeducator – Effective April 4, 2022

   Special Education
   Marene Chavez, Specialist – Effective April 4, 2022

   Ratifications - Additions to 2021-2022 Approved Substitute Lists
   —Item 13. D.
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
Casiana Cristurean, Specialist – Effective March 8, 2022
Jasmine Sheetz, Paraeducator – Effective March 7, 2022

Head Start
Casiana Cristurean, Paraeducator – Effective March 8, 2022
Jasmine Sheetz, Paraeducator – Effective March 7, 2022

Pre-K Counts
Jasmine Sheetz, Paraeducator – Effective March 7, 2022

Special Education
Casiana Cristurean, Specialist – Effective March 8, 2022
Jasmine Sheetz, Specialist – Effective March 7, 2022

G. Employment – Approvals

No Items to Consider

H. Change of Status – Approvals

No Items to Consider

I. Leave of Absence Requests

1. Business Services/Operations

Personal Leave (unpaid – without benefits – Not FMLA)
   a. Johanna De La Cruz – Part-time Driver w/o Bus License, Assistant, and Misc. Transportation
      Effective Date – March 2, 2022
   b. Daryl Fasig – Part-time Driver w & w/o Bus License, Assistant, and Misc. Transportation
      Effective Date – March 8, 2022
   c. Casey Frasca – Part-time Bus/Van Specialist, Transportation
      Effective Date – March 23, 2022
   d. Clarence Lash – Part-time Driver w/o Bus License, Assistant, and Misc. Transportation
      Effective Date – March 25, 2022

2. Early Childhood & Student Services Office

Personal Leave (unpaid – with benefits – FMLA)
   a. Kelli Hauser – Speech Therapist, Early Intervention
      Effective Date – March 30, 2022
3. Professional Learning Office
   Personal Leave (unpaid – with benefits – FMLA)
      Effective Date – March 7, 2022

J. Return from Leave of Absence Requests
1. Business Services/Operations Office
   Personal Leave (unpaid – with benefits – FMLA)
   a. Bethzaida Cheek – Dispatcher, Transportation
      Effective Date – April 7, 2022

   Personal Leave (unpaid – without benefits – Not FMLA)
   b. Johanna De La Cruz – Part-time Driver w/o Bus License, Assistant, and Misc. Transportation
      Effective Date – March 14, 2022
   c. Joseph Dzurkovich – Part-time Driver w/o Bus License, Assistant, and Misc. Transportation
      Effective Date – March 21, 2022
   d. Daryl Fasig – Part-time Driver w & w/o Bus License, Assistant, and Misc. Transportation
      Effective Date – March 7, 2022
   e. Daryl Fasig – Part-time Driver w & w/o Bus License, Assistant, and Misc. Transportation
      Effective Date – March 15, 2022
   f. Joseph Lionti – Part-time Driver w & w/o Bus License, Assistant, and Misc. Transportation
      Effective Date – March 16, 2022
   g. Ruth Sheetz – Part-time Driver w/o Bus License, Assistant, and Misc. Transportation
      Effective Date – March 13, 2022
   h. Cynthia Thomas – Part-time Driver w & w/o Bus License, Assistant, and Misc. Transportation
      Effective Date – March 14, 2022
   i. Yolette Thomas – Part-time Driver w & w/o Bus License, Assistant, and Misc. Transportation
      Effective Date – March 7, 2022
2. Early Childhood & Student Services Office
   Personal Leave (unpaid – without benefits – Not FMLA)
   a. Stephanie Eb ling – Level V Bilingual Program Secretary, Early Intervention
      Effective Date – March 29, 2022

3. Professional Learning Office
   Personal Leave (unpaid – with benefits – Not FMLA)
      Effective Date – April 1, 2022

K. Retirements
1. Business Services/Operations Office
   a. Rosa J. Lopez-Echevarria – Part-time Driver w & w/o Bus License, Assistant, and Misc. Transportation
      Effective Date – April 8, 2022

2. Early Childhood & Student Services Office
   a. Melanie L. Bechtel – Speech Therapist, Early Intervention
      Effective Date – July 28, 2022
   b. Cynthia L. Boyer – Paraeducator, Early Intervention
      Effective Date – March 9, 2022
   c. Shannon E. Celmer – Confidential Secretary, Early Childhood & Student Services
      Effective Date – May 6, 2022
   d. Crystal D. Corcoran – Mental Health Specialist, Head Start
      Effective Date – April 14, 2022
   e. Susan G. Hartman – Paraeducator, Head Start
      Effective Date – May 13, 2022

L. Resignations
1. Business Services/Operations Office
   a. Dariana Herrera-Pena – Part-time Driver w/o Bus License, Assistant, and Misc. Transportation
      Effective Date – March 9, 2022
   b. Yolanda Pinkney – Part-time Driver w/o Bus License, Assistant, and Misc. Transportation
      Effective Date – March 7, 2022
   c. Rose Rivera Aponte – Part-time Driver w/o Bus License, Assistant, and Misc. Transportation
      Effective Date – March 31, 2022
   d. Yorsyn M. Rodriguez – Part-time Bus/Van Assistant and Misc. Transportation
      Effective Date – March 28, 2022
   e. Melissa M. Rump – Part-time School Bus Driver Trainee, Transportation
      Effective Date – August 25, 2021
f. Dedre J. Stein Colter – Part-time Driver w/o Bus License, Assistant, and Misc. Transportation  
   Effective Date – September 22, 2021

g. Felicia H. Towles – Part-time Driver w/o Bus License, Assistant, and Misc. Transportation  
   Effective Date – March 18, 2022

2. Early Childhood & Student Services Office
   a. Riley N. Owen – Teacher, Head Start  
      Effective Date – March 28, 2022
   b. Nicole T. Reeser-Mazur – Early Head Start/Child Care Partnership Supervisor, Head Start  
      Effective Date – April 1, 2022
   c. Allison Wollyung – Health and Nutrition Specialist, Head Start  
      Effective Date – April 22, 2022

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

A motion was made by Huhn, seconded by Hemberger, to approve the following
Item under 13. M. 1. a. Terminations:

M. Terminations
   1. Business Services/Operations Office
      a. Teresa A. Balatgek – Part-time Driver w & w/o Bus License, Assistant, and Misc. Transportation  
         Effective Date – April 22, 2022
         Violation of Policy

Yeas: Betts; Gierula; Heck; Hemberger; Hogan; Huhn; Hummel; Jackson; Kennedy; Lash; 
      Ritter; Sabold; Ulrich; McEwen  
Nays: Lupia. Motion carried.

A motion was made by Ritter, seconded by Ulrich, to approve the following
Item under 13. M. 1. b. Terminations through 14. E. Other Matters for Consideration:

b. Vera B. Bilbow – Part-time Driver w & w/o Bus License, Assistant, and Misc. Transportation  
   Effective Date – April 22, 2022
   Violation of Policy

c. Alexandria J. Bross – Part-time School Bus Driver Trainee, Transportation  
   Effective Date – April 22, 2022
   Job Abandonment

d. Joseph Heywood – Part-time School Bus Driver Trainee, Transportation  
   Effective Date – April 22, 2022
   Violation of Policy
Official Proceedings of the BCIU Board of Directors  
April 21, 2022  
Page 2925

E. Iluminada Montalvo – Part-time Driver w/o Bus License, Assistant, and Misc. Transportation  
Effective Date – April 22, 2022  
Job Abandonment

N. Other

1. Early Childhood & Student Services Office
   a. Danielle R. Smyre – School Psychologist, Special Education  
      Recommended Annual Salary – Column 8, Step 10, $78,639 (to be prorated)  
      Effective Date – March 21, 2022
      Date Amended

2. Professional Learning Office
   a. Abigail S. Houck – Assistant Director of School Improvement Performance Management, Professional Learning  
      Recommended Annual Salary – $89,000 (to be prorated)  
      Effective Date – April 19, 2022
      Date Amended

   b. Kimberly E. Kline – Grant and Program Coordinator I, Professional Learning  
      Recommended Annual Salary – $58,000 (to be prorated)  
      Effective Date – April 25, 2022
      Date Amended

   c. Claribel Reyes Lopez – Level V Program Secretary, Professional Learning  
      Recommended Hourly Rate – $14.43  
      Effective Date – April 19, 2022
      Date Amended

14. Other Matters for Consideration

A. Early Childhood & Student Services  
   —Dr. Michelle Rechard-Huff, Director

To authorize the appropriate officers to execute an agreement between the Berks County Intermediate Unit (BCIU) and the Schuylkill Valley School District, for the BCIU to provide basic and special education services to eligible students incarcerated in the Berks County Jail System (BCJS) pursuant to 24 P.S. Section 13-1306.2, at the total cost of $595,800 over two years, effective July 1, 2022, through June 30, 2024.

To authorize the appropriate officers to execute an agreement between Berks County Intermediate Unit (BCIU) and the Berks Coalition to End Homelessness (BCEH), for the BCEH to render services to children and youth experiencing homelessness in conjunction with the Education for Children and Youth Experiencing Homelessness (ECYEH) program for Pennsylvania Region 2, for a sum not to exceed $65,167 during the period of July 1, 2022, through June 30, 2023.
To authorize the appropriate officers to execute an agreement between the Berks County Intermediate Unit (BCIU) and Olivet’s Boys and Girls Club / OBGC for the OBGC to render 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 $12,080 during the period of June 13, 2022, through August 20, 2022.

To authorize the appropriate officers to execute an agreement between the Berks County Intermediate Unit (BCIU) and Thrive Housing Services, for Thrive Housing Services to render 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 $79,940 during the period of July 1, 2022, through June 30, 2023.

To ratify an agreement between the Berks County Intermediate Unit (BCIU) and the Keystone Deaf & Hard of Hearing Services, for the Keystone Deaf & Hard of Hearing Services to provide interpreting services, effective April 1, 2022, through August 31, 2023, at the following rates:
- Regular Rates (Monday through Friday, 7:00 A.M. to 5:00 P.M.) – $58/hour
- Prime Rate (Weekdays after 5:00 P.M. and Weekends) – $75/hour
- Emergency Rates (Weekends, Holidays, and Emergencies: requests made less than 48 hours’ notice) – $96/hour
- Video Recorded Event Rates – $85/hour
- Travel Time – Per hourly rate
- Mileage – Per government rate
- Parking and Tolls – Paid as incurred

To ratify an agreement between the Berks County Intermediate Unit (BCIU) and the Community Prevention Partnership of Berks County, Inc., for the Community Prevention Partnership of Berks County, Inc. to provide one full-time program coordinator, at the rate of $38.56/hour; and one part-time program coordinator, at a rate of $37.51/hour; and associated supervision for the ELECT / Fatherhood Program, effective July 1, 2021, through June 30, 2022.

**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 Instructure, Inc., for licensing of the Canvas Learning Management System utilized by the BCIU for professional learning opportunities. The cost for 200 licenses is $978 for the term of July 1, 2022, through June 30, 2023.

To ratify an agreement between the Berks County Intermediate Unit (BCIU) and County of Berks, for the BCIU to provide services in accordance with the Business-Education Partnership Grant agreement, for $25,000 effective February 1, 2022, to December 31, 2023.
To ratify an agreement between the Berks County Intermediate Unit (BCIU) and Spark Learning Lab, a division of Shine Early Learning, Inc., for the BCIU to provide professional services through New World Now, LLC (NWN) for support and maintenance, technical assistance, the creation of flat files for transfer, and the development of a two-way application programming interface for Shine Early Learning, Inc., with total services in the amount not to exceed $64,452.75 for the period, April 4, 2022, through June 30, 2022 (The Pennsylvania Key).

To ratify Amendment #1 between the Berks County Intermediate Unit (BCIU) and the KeyStone Research Corporation (KSRC), for KSRC to modify its scope of services to provide for the distribution of Pennsylvania Early Learning materials due to the pandemic to include pandemic related response mailings. This amendment provides for a funding increase of $16,295.51 for a revised total not to exceed $279,127.51. All other terms and conditions remain in force (The Pennsylvania Key).

To ratify Amendment #2 between the Berks County Intermediate Unit (BCIU) and the KeyStone Research Corporation (KSRC), for KSRC to modify its scope of services to provide for the distribution of the PA One Book. This amendment provides for a funding increase of $49,655.01 for a revised total not to exceed $328,782.52. All other terms and conditions remain in force (The Pennsylvania Key).

To ratify Amendment #3 between the Berks County Intermediate Unit (BCIU) and the KeyStone Research Corporation (KSRC), for KSRC to modify its scope of services to provide for the distribution of the A World Together book. This amendment provides for a funding increase of $5,761.42 for a revised total not to exceed $334,543.94. 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 Healthy Minds Innovation, Inc., for Healthy Minds Innovation, Inc. to provide the Healthy Minds Program Mobile Application to approximately 9,000 staff of Head Start Programs in Pennsylvania effective April 12, 2022. This amendment provides for a funding increase of $72,900.00 for a revised total of $275,400 and extends the term of the agreement to April 11, 2024. All other terms and conditions remain in force (The Pennsylvania Key).

C. INFORMATION TECHNOLOGY

—SCOTT MAJOR, DIRECTOR

To authorize the appropriate officers to execute a Legal Services Consultation agreement between the Berks County Intermediate Unit (BCIU) and Sweet, Stevens, Katz, and Williams, LLP, for legal consulting services as Technology Pool Counsel for participating member districts and career and technology centers. Scheduled trainings, consultations and email advice is provided for technology-related Board policies and other concerns with legal implication. The term of the agreement is July 1, 2022, through June 30, 2023, at a cost of $11,000 to be shared by participating members.
To authorize the appropriate officers to execute agreements between the Berks County Intermediate Unit (BCIU) and the following townships and municipalities, for the BCIU to provide BCIU's eTaxTrax Support and Print services, through perpetual/auto-renewing agreements, with the term beginning July 1, 2022, at a cost assessed in accordance with selected services and the IT Township Tax Rate Schedule:

- Berks County: Exeter Township; Mohnton Borough
- Carbon County: Nesquehoning Borough; Summit Hill Borough
- Chester County: West Nantmeal Township
- Lehigh County: Borough of Coopersburg; Borough of Catasauqua; Borough of Coplay; Borough of Fountain Hill; Borough of Macungie; Borough of Slaton; Hanover Township; Heidelberg Township; Lower Macungie Township; Lower Milford Township; Lowhill Township; Lynn Township; North Whitehall Township; Salisbury Township; South Whitehall Township; Upper Macungie Township; Upper Saucon Township; Washington Township; Weisenberg Township; Whitehall Township
- Northhampton County: Borough of Roseto; Borough of Walnutport; Lower Mt. Bethel Township; Upper Mt. Bethel Township

To authorize the appropriate officers to execute a three-year lease with Hewlett-Packard Financial Services Company (HP) (Lease Schedule 539730928200020) for eight (8) Microsoft Surface Pro 7 tablets for the Pennsylvania Key at a cost not to exceed $11,520 effective upon the receipt of the equipment.

To authorize the appropriate officers to execute a renewal an agreement between the Berks County Intermediate Unit (BCIU) and Seneca-Highlands IU 9, for a KnowBe4 PhishER subscription. The term of the agreement is 15 months, the first three months of which are free, from May 10, 2022, to August 09, 2024, at a cost not to exceed $5,760. The agreement will become coterminous with KnowBe4 Security Awareness Training.

To approve an amended five-year agreement with Zoom Video Communications, for the second-year renewal of Zoom licensing, for use by the Berks County Intermediate Unit and Pennsylvania Key staff, at a cost of $9,499. The third-year term is from April 14, 2022, through April 13, 2023.

To authorize the appropriate officers to execute an amendment to the Cofense PhishMe consortium agreement (for Cybersecurity Education, Training, and Awareness platform), for the addition of 300 licenses for the Exeter Township School District at a cost of $237.

To authorize the appropriate officers to execute a three-year lease with Hewlett-Packard Financial Services Company (HP) (Lease Schedule 539730928200021) for 50 HP 440 G8 laptop computers at a cost not to exceed the $44,668.50 effective upon the receipt of the equipment.
To authorize the appropriate officers to execute a renewal agreement between the Berks County Intermediate Unit (BCIU) and the Central Susquehanna Intermediate Unit (CSIU), for the purchase of Consumables Licensing and Software Support for a one (1) year term, effective July 1, 2022, through June 30, 2023, at a base cost of $1,500 for up to 735 items.

To authorize the appropriate officers to execute a renewal agreement between the Berks County Intermediate Unit (BCIU) and the Central Susquehanna Intermediate Unit (CSIU) for licensing, hosting, and support of SCView, an electronic document management system, effective July 1, 2022, through June 30, 2023, at a cost of 11,123.25.

To authorize the purchase of (2) Meraki MS425-16 L3 switches and licensing from ePlus, Inc. for the Berks County Intermediate Unit (BCIU) at a cost not to exceed $19,788 effective upon receipt of the equipment.

To approve the purchase of LogMeIn Rescue software and support, from CDW-G. The term of the agreement is 12 months, from April 14, 2022, to April 13, 2023, at a cost not to exceed $1,459.

To authorize the appropriate officers to execute an agreement with PowerSchool Group, LLC for professional services needed to provide check customizations for the Brandywine Heights Area School District eFinancePLUS application. The total cost of $1,968.75 includes a one-time fixed fee for development efforts and an annual maintenance and support fee of $393.75. The work will be completed for the term July 1, 2022, through June 30, 2023.

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

To acknowledge receipt of vote tally by school districts for the 2022-2023 Berks County Intermediate Unit Mandated Services budget.

A resolution of the Board of Directors of the Berks County Intermediate Unit, setting forth its intent to issue a taxable Revenue Anticipation Note, Series of 2022, in a principal amount not to exceed $10 million dollars ($10,000,000) plus bank fees and interest, to be effective on or after July 1, 2022, with a maturity date of June 30, 2023. The Board authorizes the administration to take steps to investigate terms, to be presented for approval at a future Board meeting.

To approve the following financial entities as depositories, effective July 1, 2022, to June 30, 2023: Tompkins Bank, Chase Bank, and PSDLAF (Pennsylvania School District Liquid Asset Fund).
To approve the continuation of legal services of Brumbach, Mancuso & Fegley P.C., effective July 1, 2022, through June 30, 2023, with John M. Stott, Esquire, and James E. Mancuso, Esquire as solicitors for the Berks County Intermediate Unit, at a fee of $140/hour and a fee of $150/hour (second year of no increase) for labor negotiations work.

To approve the continuation of Tompkins Insurance as the Broker of Record for insurance services to the Berks County Intermediate Unit, effective July 1, 2022, through June 30, 2023.

To authorize the appropriate officers to engage TSA Consulting Group, Inc. (TSACG) to provide 403(b) and 457(b) plan administration services for the employees of the Berks County Intermediate Unit.

To authorize the appropriate officers to execute an agreement between the Berks County Intermediate Unit (BCIU) and Bytecurve Holdings LLC, for Bytecurve Holdings LLC to provide transportation routing software, and payroll integrations for one year, effective May 1, 2022. Fees include $11,000 in one-time set-up costs, and then $14 per month, per vehicle.

To ratify the following agreement between the Berks County Intermediate and Atlas Transportation to transport Special Needs students at a change in rate to the following locations:

- **Effective March 3, 2022, to March 24, 2022** – Add Transportation from Tulpehocken Area School District onto New Story Perkiomen run, and increase rate from $350 to $450 per day.
- **Effective February 22, 2022** – Add Northeast Middle School to Reading Senior High School run, and increase rate from $400 to $475 per day.
- **Effective March 4, 2022** – Increase the size of van to a 9-passenger van for Southwest Middle School, 16th & Haak, and Amanda Stoudt run, and increase rate from $375 to $475 per day.
- **Effective March 9, 2022** – Increase the size of the van to a 9-passenger van for Reading Senior High School, Northeast Middle School, and 13th and Green Elementary School run, and increase rate from $475 to $525 per day.
- **Effective April 8, 2022** – Increase the size of van to a 9-passenger van for Chester County Intermediate Unit, and increase rate from $450 to $550 per day.

To award contracts through the Berks County Joint Purchasing Board for the following:

- Fuel
- Physical Education Equipment & Supplies
- Digital Media Equipment & Technology Supplies
E. Administration

—Dr. Jill M. Hackman, Executive Director

No Items to Consider

<table>
<thead>
<tr>
<th>Yeas: Betts; Gierula; Heck; Hemberger; Hogan; Huhn; Hummel; Jackson; Kennedy; Lash; Lupia; Ritter; Sabold; Ulrich; McEwen</th>
<th>Roll Call Vote</th>
</tr>
</thead>
<tbody>
<tr>
<td>Nays: None. Motion carried.</td>
<td></td>
</tr>
</tbody>
</table>

No one desired to speak. Board Members Desiring to be Heard

A motion was made by Lupia, seconded by Hummel, to adjourn the meeting at 9:04 p.m. Adjournment

Motion carried. Voice Vote

Approved by,

James Ulrich, Secretary

The following took place prior to the regular board meeting, during Committee-of-the-Whole:

The Berks County Intermediate Unit (BCIU) continued celebrating 50 years of service to the students, families, schools, and community of Berks County and the Commonwealth of Pennsylvania with a press event prior to the BCIU Board meeting on Thursday, April 21, 2022. Held at the BCIU Main Office, the event was attended by nearly 100 external stakeholders including former BCIU executive directors; Pennsylvania Department of Education (PDE) representatives; federal, state, and local elected officials; school leaders; and community partners.

During the press event, comments were heard from several officials including BCIU Executive Director Dr. Jill Hackman (2014-present); BCIU Board President Mr. Gary McEwen; previous BCIU Executive Directors Dr. K. Robert Hohl (1993-2001), Dr. Nancy Allmon (2001-2008), and Dr. John George (2008-2014); and PDE Deputy Secretary Dr. Sherri Smith from the Office of Elementary and Secondary Education.

The following elected officials from the federal, state, and local levels also participated in the event to celebrate the BCIU’s 50th Anniversary: U.S. Representative Dan Meuser; Pennsylvania Senator Judy Schwank; Pennsylvania Representatives Mark Gillen and Ryan Mackenzie; and Berks County Commissioners Christian Leinbach and Michael Rivera.

Mr. Nicholas Bieber, CPA, Manager, Herbein + Company, provided an overview of the audit of the financial statements of the BCIU as of June 30, 2021, and commended BCIU officials for a clean audit. No items were found to be out of compliance. Appreciation was expressed by President McEwen and Executive Director Dr. Jill Hackman to the Office of Business Services and Operations for their ongoing diligence and efforts on behalf of the organization.

BCIU 50th Anniversary Press Event