

**OFFICIAL PROCEEDINGS OF THE  
BCIU BOARD OF DIRECTORS  
MAY 19, 2022  
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The regular meeting of the Berks County Intermediate Unit Board of Directors was held on Thursday, May 19, 2022.

President McEwen 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; Elizabeth S. Huhn; Russell Jirik; Dr. Amy Kennedy; Linda R. Lash; Rev. Dr. Dennis Ritter; Terrie Taylor, LSW; James Ulrich; and Gary McEwen
Absent:	Todd Hummel; Nancy Jackson; Joseph A. Lupia; Kevin L. Manmiller; and Bret A.B. Sabold.
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 Hope Kavka, BCIUEA Treasurer
Press:	None

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Following the pledge of allegiance and roll call, President McEwen welcomed Board members and BCIUEA officers, Bernice Crutchfield, BCIUEA President; and Hope Kavka, BCIUEA Treasurer; to the BCIU Board meeting.

**Announcements  
—Item 01. B. 1.**

Dr. Hackman announced that elections for BCIU Board officers would take place at the June Board meeting. The Nominating Chair, who will be appointed at this evening's Board meeting, will be presenting a recommended slate of candidates for election for the term on July 1, 2022, through June 30, 2023. All present Board officers had expressed their willingness to continue in their roles; however. Board members are invited to nominate other individuals to serve at that time if desired.

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

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

**Persons Desiring to Be Heard  
—Item 01. B. 3.**

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

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To acknowledge receipt of bids through the Berks County Joint Purchasing Board for the following:

1. Medical & Nursing Supplies Catalog Bid on Tuesday, March 8, 2022, at 11:00 a.m.
2. Art Supplies Bid on Tuesday, March 15, 2022, at 11:00 a.m.
3. Classroom & Office Supplies Bid on Tuesday, March 22, 2022, at 11:00 a.m.
4. Custodial Supplies Bid on Tuesday, March 29, 2022, at 11:00 a.m.

To acknowledge receipt of bids for Food Service Paper Products 2022-2023 on Tuesday, April 5, 2022, at 11:00 a.m.

To approve the minutes of the meeting of April 17, 2022.

**Receipt of Bids Through  
Berks County Joint  
Purchasing Board / Medical  
and Nursing Supplies, Art  
Supplies, Classroom and  
Office Supplies, Custodial  
Supplies  
—Item 01. C.**

**Receipt of Bids for Food  
Service Paper Products  
—Item 01. D.**

**Approval of Minutes  
—Item 02.**

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

SOURCE		PAGE	AMOUNT
April	2022 Ratifications - IU	1-13	\$2,120,847.25
April	2022 Ratifications - PSDLAF	1-01	\$13,114.54
May	2022 Ratifications - IU	1-07	\$332,206.75
May	2022 Approvals - IU	1-07	\$579,819.10
<b>TOTAL</b>			<b>\$3,045,987.64</b>

**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):**

Amount Outstanding
May 12, 2022
\$0

**05. ACCOUNTS RECEIVABLE AGING REPORT AS OF MAY 12, 2022 (Information item):**

Funding Source	Current	30 Days	60 Days	90 Days	120 Days
School Districts	\$1,332,689.97	\$42,665.12	\$523,161.46	\$678,102.71	\$560,237.30
Commonwealth of PA	\$530,057.65	\$0.00	\$0.00	\$0.00	\$299,696.30
Other Revenue Sources	\$261,880.74	\$220,280.70	\$28,245.33	\$7,618.00	\$1,818.37
<b>TOTALS</b>	<b>\$2,124,628.36</b>	<b>\$262,945.82</b>	<b>\$551,406.79</b>	<b>\$685,720.71</b>	<b>\$861,751.97</b>
<b>GRAND TOTAL</b>	<b>\$4,486,453.65</b>				

**06. APPROVAL/RATIFICATION OF HEAD START:**

- a. Head Start 2021 Budget Revision
- b. Head Start 2022 COLA and QI Supplement
- c. Correspondence - OHS Approval of 2021 Non-Federal Share Waiver
- d. Revised 2022 Head Start Salary Scale
- e. Correspondence - OHS - Head Start COLA & QI Funding Guidance Letter
- f. Financial Statements (April 2022)
- g. Credit Card Purchases (April 2022)
- h. Non-Federal Share Report (April 2022)
- i. Policy Council Minutes/Resolutions ((April 2022)
- j. Head Start Director's Report

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**07. COMBINED FINANCIAL REPORT**

**CASH**

<b>BEGINNING BALANCE APRIL 1, 2022</b>		<b>\$8,997,469.31</b>
<b>RECEIPTS</b>		
REVENUE RECEIPTS	\$5,743,768.50	
RETURNED CHECKS	\$0.00	
INVESTMENT REDEMPTIONS	<u>\$0.00</u>	<u>\$5,743,768.50</u>
		\$14,741,237.81
<b>DISBURSEMENTS</b>		
PRE-BOARD RATIFICATIONS	\$1,615,713.85	
PRE-BOARD RATIFICATIONS-PSDLAF	\$0.00	
BOARD APPROVALS	\$1,233,450.46	
POST BOARD RATIFICATIONS PSDLAF	\$13,114.54	
POST BOARD RATIFICATIONS IU	<u>\$2,120,847.25</u>	
TOTAL CHECKS WRITTEN	\$4,983,126.10	
CHECKS VOIDED	(\$531.35)	
PAYROLL DISTRIBUTIONS	<u>\$5,511,120.19</u>	<u>\$10,493,714.94</u>
ENDING BALANCE - APRIL 30, 2022		\$4,247,522.87
<b>CASH AVAILABLE-APRIL 30, 2022</b>		<b>\$4,247,522.87</b>

**08. INVESTMENT OF FUNDS**

Interest earned on investments is as follows:

<b>APRIL 2022</b>	
TOMPKINS	\$611.47
CHASE	\$ 3.95

**09. BUDGETS**

**BUDGETS**

**A. New and Proposed Budgets**

**1. The Pennsylvania Key**

**American Rescue Plan Act (ARPA) Discretionary Funds - Program 22-128**

Office of Professional Learning

2/1/22 – 9/30/24

\$10,157,234

As a result of the American Rescue Plan (ARP), The Pennsylvania Key has been awarded a supplemental grant for activities in response to COVID-19. The supplement contains funding for projects that will improve professional development and technical assistance for all preschool, childcare, and Head Start Centers (new).

**2. The Pennsylvania Key**

**Coronavirus Aid, Relief, and Economic Security Act (CARES ACT) – Program 22-135**

Office of Professional Learning

2/1/22 – 9/30/23

\$1,815,000

As a result of the Coronavirus Aid, Relief and Economic Security (CARES) Act, The Pennsylvania Key has been awarded a supplemental grant for activities in response to COVID-19. The supplement contains funding for OCDEL approved projects (new).

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**B. Initial Budgets**

**1. Early Head Start Child Care Partnership – Program 22-168**

Office of Early Childhood and Student Services

8/1/22 – 7/31/23

\$580,115

The Commonwealth of Pennsylvania, Office of Child Development and Early Learning (OCDEL) has contracted with the BCIU to partner with two local Child Care Centers to provide Early Head Start services. The Early Head Start Child Care Partnership (EHS-CCP) will provide full day, full year services designed to promote the development of young children birth to three. Early Head Start promotes the school readiness of low-income children (since 2015).

**2. BCIU Pre-K Counts – Program 230**

Office of Early Childhood and Student Services

7/1/22 – 6/30/23

\$1,328,250

Pre-K Counts is a state-funded initiative designed to provide high-quality preschool services to children. This program, administered through the PA Department of Education, provides funding to serve 137 at-risk children who primarily reside in the Reading School District plus other areas of Berks County as defined in the BCIU's contract with the Berks Community Action Program. PDE has defined "at-risk" as children whose families earn less than 300% of the federal poverty level, those who are English Language Learners, or children who have special needs as defined by their I.E.P.'s (since 2007).

**3. BCIU Pre-K Counts Partnership – Program 231**

Office of Early Childhood and Student Services

7/1/22 – 6/30/23

\$1,582,062

Funded by the state and administered by the PA Department of Education, the BCIU Pre-K Counts Partnership provides high-quality preschool services to 160 at-risk children, as defined is living in households below 300 percent of the federal poverty rate, those who are English language learners or are at risk due to community factors, academic difficulties, or economic disadvantage. BCIU Pre-K Counts is operated in partnership with participating Berks County School Districts and two local Child Care Centers (since 2016).

**4. Education of Juveniles Incarcerated in Adult Facilities – Program 307**

Office of Early Childhood and Student Services

7/1/22 – 6/30/23

\$334,889

Funded by the participant's resident district, this program provides education services to adjudicated adolescents who are housed in the Berks County Jail System, including young adults with disabilities who have not yet reached their 21st birthday and have not finished high school (since 1997).

**5. Non-Public School Advisory Committee – Program 21-206**

Office of Professional Learning

7/1/21 – 9/30/22

\$90,000

Federal Title I Funds will be used to support activities of the Nonpublic School Advisory Committee, in consultation with the SEA and nonpublic schools throughout Pennsylvania. Advisory Committee members will meet with the representatives of nonpublic schools to provide staff development and in-service on Title I consultation, standards, assessment procedures, and accountability for students participating in Title I. The Advisory Committee will also maintain a communications network with nonpublic schools and LEAs to assist them in their mission of serving Title I eligible students (since July 2006).

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**C. Changes to Initial Budgets**

**1. Individuals with Disabilities Education Act 2004 (Part B)  
(IDEA 2004) - Program 186**

Office of Early Childhood and Student Services

7/1/21 – 6/30/22

\$53,887

**Total Proposed Revised Budget: \$1,360,447**

The federal funding source for this program is P.L. 108-446, Individuals with Disabilities Education Act 2004 – Part B. This budget is Component 1 which supports Early Intervention services such as speech, educational itinerant, and assistant teacher staff in addition to supplemental staff expenditures (since 1982/83). This change is necessary due to an increase in the funding allocation and to adjust to year end projections.

**2. PA Science Standards Revision – Program 217**

Office of Professional Learning

7/1/21 – 6/30/22

\$68,926

**Total Proposed Revised Budget: \$182,326**

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 2019). This change is necessary due to additional funding.

**3. The Pennsylvania Key – Program 225**

Office of Professional Learning

7/1/21 – 6/30/22

\$375,814

**Total Proposed Revised Budget: \$18,712,759**

The PDE Office of Child Development and Early Learning and 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). This change reflects additional funding for Child Care Development Fund activities.

**4. The Pennsylvania Key – EHS-HV – Program 22-287**

Office of Professional Learning

1/1/22 – 12/31/22

\$2,839

**Total Proposed Revised Budget: \$221,823**

This program consists of funding for the administration and facilitation of OCDEL's Early Head Start Home Visiting Program which 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

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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 & oversight to give a 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). This change is necessary due to an increase in Quality Improvement funding for 2022.

**D. Budgetary Transfers**

**1. Head Start – Program 21-165**

Office of Early Childhood and Student Services

1/1/21 – 12/31/21

\$394,000

The 2022 Head Start Program is funded primarily by federal dollars, which are distributed by the Department of Health and Human Services, Administration for Children and Families. Additional funding is received through the Child and Adult Care Food Program. These funds will serve approximately 610 children in 35 classrooms across Berks County. This program has been in existence since 1965. These transfers are necessary for year-end projections.

**2. The Pennsylvania Key – Program 225**

Office of Professional Learning

7/1/21 – 6/30/22

\$710,395

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 make year-end adjustments.

**3. The Pennsylvania Key – EHS-HV – Program 21-287**

Office of Professional Learning

1/1/21 – 12/31/21

\$21,440

This program consists of funding for the administration and facilitation of OCDEL's Early Head Start Home Visiting Program which 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 & oversight to give a 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). These budget transfers are necessary due to make year-end adjustments.

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**4. Early Childhood Social Emotional Marketing Campaign – Program 19-199**

Office of Executive Director

6/1/19 – 6/30/22

\$42,400

The BCIU Executive Office Creative Team through a memorandum of understanding with the PA Key Office and the Office of Childhood Development and Early Learning (OCDEL) will provide contracted services for the Pennsylvania Key Early Childhood Social Emotional marketing campaign (since 2019). These transfers are necessary due to make year-end adjustments.

**5. Pre-K Counts Marketing Campaign – Program 21-278**

Office of Executive Director

6/22/21 – 6/30/22

\$91,470

The BCIU Executive Office Creative Team through a memorandum of understanding with the PA Key Office and the Office of Childhood Development and Early Learning (OCDEL) will provide contracted services for the Pennsylvania Key Pre-K Counts Marketing Campaign (since 2021). These transfers are necessary due to year-end adjustments.

Yeas:	Betts; Gierula; Heck; Hemberger; Hogan; Huhn; Jirik; Kennedy; Lash; Ritter; Taylor; Ulrich; McEwen	<b>Roll Call Vote</b>
Nays:	None. Motion carried.	

**10. COMMUNICATIONS**

**COMMUNICATIONS**

Secretary Unrich reported that the following communication items were received:

**—Item 10.**

1. Congratulations and thank you on behalf of all Berks County school districts, collectively from the Boards of Directors and superintendents of Berks County school districts, to the Berks County Intermediate Unit Board of Directors, BCIU administration, and staff for 50 years of service to Berks County. The document was signed by the 18 school district superintendents and two career and technology centers directors offering sincere congratulations and continued support for the BCIU.
2. Thank you from Mr. Ryan Breisch, Executive Director of the Literacy Council of Reading-Berks, for ongoing partnership and collaboration. He also thanked the BCIU for assisting the Literacy Council with their Technology Plan, specifically mentioning Mr. Scott Major's efforts. Congratulations were also offered to the BCIU in celebration of its 50<sup>th</sup> Anniversary.

**11. OLD BUSINESS**

**OLD BUSINESS—Item 11.**

*No Items to Consider*

**12. REPORT OF NEGOTIATIONS COMMITTEE**

**REPORT OF NEGOTIATIONS  
COMMITTEE—Item 12.**

*No Items to Report*

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A motion was made by Taylor, seconded by Ulrich, to approve the following under Personnel Matters and Other Matters for Consideration:

**13. PERSONNEL MATTERS**

—ROB ROSENBERRY, DIRECTOR

**A. General**

To approve the Berks County Intermediate Unit Transportation Hourly Rate Increases, effective July 1, 2022, through June 30, 2024.

To approve the revised Berks County Intermediate Unit Head Start Salary Schedule, effective January 1, 2022.

To approve a \$500 retention incentive to employees who are working in the Berks County Intermediate Unit Head Start program on the last day of their scheduled school year or Friday, June 3, 2022.

- Employees must be under the Head Start budget to be eligible for the incentive.
- Incentive will be paid on Friday, June 17, 2022.
- Employees must be in compensable status and not under investigation.
- Payment for employees on an unpaid leave of absence will be deferred until the employee returns to work.
- Payment for employees under investigation will be deferred until the employee returns to work.

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. Francheca Veloz – Effective April 28, 2022
- b. Van Driver
  - i. Allister McPhie – Effective April 28, 2022

**B. Employment – Ratifications**

- 1. Business Services/Operations Office
  - a. Rebecca E. Drakely – Part-time Driver w & w/o Bus License, Assistant, and Misc. Transportation  
Recommended Hourly Rates – \$21.55, \$17.75, \$14.50, and \$13.33  
Effective Date – May 2, 2022  
*Replacement*

**PERSONNEL MATTERS**

**Approval of BCIU  
Transportation Hourly Rate  
Increases— Item 13. A. 1.**

**Approval of Revised BCIU  
Head Start Salary Schedule  
— Item 13. A. 2.**

**Approval of Retention  
Incentive for Employees in  
Head Start Program  
— Item 13. A. 3.**

**Atlas Transportation  
Employees Assigned to  
BCIU for Transportation  
Services  
— Item 13. A. 4.**



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**Ratifications – Employment  
—Item 13. B.**

- b. Mark A. George – Part-time Driver w & w/o Bus License,  
Assistant, and Misc. Transportation  
Recommended Hourly Rates – \$26.65, \$17.75, \$14.50, and  
\$13.33  
Effective Date – April 25, 2022  
*Replacement*
  - c. Jasmine L. Gonzalez – Part-time Driver w/o Bus License,  
Assistant, and Misc. Transportation  
Recommended Hourly Rates – \$17.75, \$14.50, and \$13.33  
Effective Date – May 2, 2022  
*Replacement*
  - d. Tara A. McGinnis – Part-time Driver w/o Bus License,  
Assistant, and Misc. Transportation  
Recommended Hourly Rates – \$17.75, \$14.50, and \$13.33  
Effective Date – May 2, 2022  
*Replacement*
2. Professional Learning Office
- a. Doreen D. Tibbs – Infant Early Childhood Mental Health  
Consultant, The Pennsylvania Key  
Recommended Annual Salary – \$57,306 (to be prorated)  
Effective Date – May 10, 2022  
*Replacement*

**C. Change of Status – Ratifications**

**Ratifications -  
Change of Status**

- 1. Business Services/Operations Office
  - a. Gary Crossley  
Change from Substitute Bus/Van Assistant and Misc. Transportation  
to Part-time Bus/Van Assistant and Misc. Transportation  
No Change in Recommended Hourly Rates  
Effective Date – November 1, 2021  
*Replacement*
  - b. Gina Felty – Transportation Trainer, Transportation  
Recommended Hourly Rate – \$25.43  
Effective Date – March 16, 2022  
*Additional Assignment*
  - c. Sherry Fidler – Transportation Trainer, Transportation  
Recommended Hourly Rate – \$25.43  
Effective Date – March 16, 2022  
*Additional Assignment*
  - d. Steven George – Part-time Driver w & w/o Bus License, Transportation  
Effective Date – March 29, 2022  
*Removal of Assignments*

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- e. Warren Good  
Change from Substitute Driver w/o Bus License, Assistant, and Misc. Transportation  
to Part-time Driver w/o Bus License, Assistant, and Misc. Transportation  
No Change in Recommended Hourly Rates  
Effective Date – February 28, 2022  
*Replacement*
- f. Warren Good – Part-time Driver with Bus License, Transportation  
Recommended Hourly Rate – \$21.55  
Effective Date – April 25, 2022  
*Obtained CDL*
- g. Raymond Harris  
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 – November 1, 2021  
*Voluntary Reassignment*
- h. Robin Krick – Transportation Trainer, Transportation  
Recommended Hourly Rate – \$25.43  
Effective Date – March 28, 2022  
*Additional Assignment*
- i. Ana Lugo-Pino  
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 – May 3, 2022  
*Voluntary Reassignment*
- j. Carolyn Marquardt  
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*
- k. Milagros Rosado  
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 – May 2, 2022  
*Voluntary Reassignment*

**D. Additions to 2021-2022 Approved Substitute Lists – Ratifications**  
Transportation  
Susan Dorman, Substitute Driver w/ Bus License – Effective May 2, 2022

**Ratifications - Additions  
to 2021-2022 Approved  
Substitute Lists  
—Item 13. D.**

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

Head Start

Mariangelin Cruz-Berrios – Effective March 24, 2022

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

**F. Remove from 2021-2022 Approved Substitute Lists**

Transportation

Rileydi Tapia, Substitute Driver w/o Bus License, Assistant, and  
Misc. Transportation – Effective March 24, 2022

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

**G. Employment – Approvals**

1. Early Childhood & Student Services Office
  - a. Esmeralda Munoz – Level V Bilingual Program Secretary,  
Early Intervention  
Recommended Hourly Rate – \$14.43  
Effective Date – May 23, 2022  
*Replacement*

**Approvals - Employment  
—Item 13. G.**

**H. Change of Status – Approvals**

1. Early Childhood & Student Services Office
  - a. Kathryn Bates – Teacher, Pre-K Counts  
Recommended Hourly Rate – \$41.35  
Effective Date – June 13, 2022 – June 14, 2022  
*Additional Hours (not to exceed 14 hours)*
  - b. Ramon Borrero – Security Specialist, Alternative  
Education  
Recommended Hourly Rate – \$25.04  
Effective Date – June 20, 2022 – June 21, 2022  
*Additional Hours (not to exceed 14 hours)*
  - c. Stephanie DeLong – Teacher, Pre-K Counts  
Recommended Hourly Rate – \$30.08  
Effective Date – June 13, 2022 – June 14, 2022  
*Additional Hours (not to exceed 14 hours)*
  - d. Julia DeVos – Paraeducator, Pre-K Counts  
Recommended Hourly Rate – \$14.97  
Effective Date – June 13, 2022 – June 14, 2022  
*Additional Hours (not to exceed 14 hours)*
  - e. Melissa Montanez-Rodriguez  
Change from Professional Development and Technology P  
Specialist, Professional Learning to Administrative Coordir  
Early Childhood and Student Services  
Change Recommended Annual Salary from \$40,377 to  
\$55,520 (to be prorated)  
Effective Date – June 6, 2022  
*New Position*

**Approvals –  
Change of Status  
—Item 13. H.**

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- f. Rebecca Thomas  
Change from Administrative Assistant – Health and  
Nutrition Services, Head Start to Nutrition and Food  
Service Specialist, Head Start  
Change Recommended Hourly Rate from Level III,  
Entry, \$19.68 to Level I, Entry, \$24.61  
Effective Date – May 23, 2022  
*Reorganization*

**I. Leave of Absence Requests**

- 1. Business Services/Operations  
Personal Leave (unpaid – with benefits – FMLA)
  - a. Kelly Zerbe – Level V Accounting Clerk, Fiscal Services  
Effective Date – March 28, 2022  
  
Personal Leave (unpaid – without benefits – Not FMLA)
  - b. Kathleen Dawson – Part-time Driver w/o Bus License,  
Assistant, and Misc. Transportation  
Effective Date – April 7, 2022
  - c. Stacey Miccicke – Part-time Driver w/o Bus License,  
Assistant, and Misc. Transportation  
Effective Date – April 29, 2022
  - d. Edmund Pieller – Part-time Driver w & w/o Bus License,  
Assistant, and Misc. Transportation  
Effective Date – April 5, 2022
  - e. Leslie Rhodes – Part-time Driver w/o Bus License,  
Assistant, and Misc. Transportation  
Effective Date – April 1, 2022
- 2. Early Childhood & Student Services Office  
Personal Leave (unpaid – without benefits – Not FMLA)
  - a. Kimberly Luyet – Paraeducator, Early Intervention  
Effective Date – April 27, 2022

**Leave of Absence  
Requests  
— Item 13. I**

**J. Return from Leave of Absence Requests**

- 1. Business Services/Operations Office  
Personal Leave (unpaid – without benefits – Not FMLA)
  - a. Casey Frasca – Part-time Bus/Van Specialist,  
Transportation  
Effective Date – April 11, 2022
  - b. Thomas Petro – Part-time Driver w/o Bus License,  
Assistant, and Misc. Transportation  
Effective Date – May 3, 2022
- 2. Early Childhood & Student Services Office  
Personal Leave (unpaid – with benefits – FMLA)
  - a. Kaitlyn Umberger – Teacher, Pre-K Counts  
Effective Date – April 25, 2022

**Return from Leave of  
Absence Requests  
—Item 13. J.**

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**K. Retirements**

**Retirements  
—Item 13. K.**

1. Business Services/Operations Office
  - a. Clarence R. Lash – Part-time Driver w/o Bus License, Assistant, and Misc. Transportation  
Effective Date – May 2, 2022
  - b. Hilda Pineda-Rivera – Part-time Driver w/o Bus License, Assistant, and Misc. Transportation  
Effective Date – June 7, 2022
2. Early Childhood & Student Services Office
  - a. Bernice E. Crutchfield – Speech Therapist, Early Intervention  
Effective Date – June 14, 2022

**L. Resignations**

**Resignations  
—Item 13. L.**

1. Business Services/Operations Office
  - a. Angelita C. Lemus-Chavez – Part-time Driver w/o Bus License, Assistant, and Misc. Transportation  
Effective Date – April 6, 2022
  - b. Deborah A. Werley – Part-time Bus/Van Assistant and Misc. Transportation  
Effective Date – April 6, 2022

**M. Terminations**

*No Items to Consider*

**N. Other**

*No Items to Consider*

**14. OTHER MATTERS FOR CONSIDERATION**

**OTHER MATTERS FOR  
CONSIDERATION**

**A. EARLY CHILDHOOD & STUDENT SERVICES**

—DR. MICHELLE REICHARD-HUFF, DIRECTOR

To approve the 2022-2023 calendars for Pre-K Counts.

**Pre-K Counts Calendars  
—Item 14. A. 1.**

To authorize the appropriate officers to execute an agreement between Berks County Intermediate Unit (BCIU) and Malvern Community Health Services, Inc. (MalvernCHS), for the MalvernCHS to provide behavioral in-school services at the BCIU Education Centre, effective August 31, 2022, to August 31, 2023, with automatic renewal for additional one-year periods.

**Agreement with Malvern  
Community Health Services /  
Behavioral In-School Services at  
BCIU Education Centre  
—Item 14. A. 2.**

To authorize the appropriate officers to execute an agreement between the Berks County Intermediate Unit (BCIU) and Malvern Community Health Services, Inc. (MalvernCHS), for the MalvernCHS to provide behavioral in-school services at the BCIU Learning Center at Thomas Ford, effective August 31, 2022, to August 31, 2023, with automatic renewal for additional one-year periods.

**Agreement with Malvern Community  
Health Services / Behavioral In-School  
Services at BCIU Learning Center at  
Thomas Ford  
—Item 14. A. 3.**

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To authorize the appropriate officers to execute an agreement between the Berks County Intermediate Unit (BCIU) and Linda Woodin, Certified Registered Nurse Practitioner, for services rendered to the BCIU for Medical Provider Authorization of School-Based Access Program Services and review of Individual Education Programs (IEPs) for Medical Access students in the BCIU Early Intervention Program at a rate of \$8.00 per IEP/Medical Provider Authorization (MPA), effective July 1, 2022, through June 30, 2023

**Agreement with Linda Woodin /  
Services for Medical Access Students in  
BCIU Early Intervention Program  
—Item 14. A. 4.**

To authorize the appropriate officers to execute an agreement between the Berks County Intermediate Unit (BCIU) and the Chester County Intermediate Unit (CCIU), for the CCIU 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 \$80,000 during the period of July 1, 2022, through June 30, 2023

**Agreement with Chester County IU /  
ECYEH Program  
—Item 14. A. 5.**

To authorize the appropriate officers to execute an agreement between Berks County Intermediate Unit (BCIU) and the 21st Century Cyber Charter School for student services during the 2022-2023 school year. Rates will be per the BCIU Board approved Special Education rates for the 2022-23 school year.

**Agreement with 21<sup>st</sup> Century Charter  
School for Student Services  
—Item 14. A. 6.**

To ratify an agreement between the Berks County Intermediate Unit (BCIU) and Cross Country Education for Occupational Therapy, Physical Therapy, Speech-Language Therapy, Educational Consulting Services, Psychological Services, and Paraprofessional services according to the agreement, effective May 1, 2022, through June 30, 2023, with automatic renewal for additional one-year periods.

**Agreement with Cross Country  
Education / Occupational, Physical,  
and Speech Therapy; and Educational  
Consulting, Psychological, and  
Paraprofessional Services  
—Item 14. A. 7.**

To ratify an agreement between the Berks County Intermediate Unit (BCIU) and The Stepping Stones Group, LLC, for The Stepping Stones Group, LLC to provide Nursing Services at the rate of \$55/hour for RN Nursing Services and \$45/hour for LPN Nursing Services, effective May 16, 2022, through June 30, 2023, with automatic renewal for additional one-year periods

**Agreement with Stepping Stones  
Group, LLC / Nursing Services  
—Item 14. A. 8.**

To ratify addendums to the current agreements between the Berks County Intermediate Unit (BCIU) and the listed agencies, for the addition of language related to compensation / reimbursement for services provided by those agencies, as follows:

- a. General Healthcare Resources
- b. Aveanna Healthcare
- c. Gym-Jam Therapeutics, Inc.
- d. The Stepping Stones Group, LLC

**Addendums to Current Agreements  
with General Healthcare Resources,  
Aveanna Healthcare, Gym-Jam  
Therapeutics, Inc., and the Stepping  
Stones Group, LLC / Addition of  
Compensation Language  
—Item 14. A. 9.**

Addition of the following language:

**Section 8. Compensation / Reimbursement for Services  
Paraeducator/PCA Services**

- 2022-23 School Year (July 1, 2022, to June 30, 2023) – \$25.22/hour
- 2023-24 School Year (July 1, 2023, to June 30, 2024) – \$25.74/hour
- 2024-25 School Year (July 1, 2024, to June 30, 2025) – \$26.31/hour

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**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 Berks Business Education Coalition (BBEC), for the BCIU to provide professional services related to the BBEC transition plan for a monthly fee of \$2,375 according to the agreement, effective July 1, 2022, through February 28, 2023.

**Agreement with Berks  
Business Education Coalition  
(BBEC) / Services Related to  
Transition Plan  
—Item 14. B. 1.**

To authorize the appropriate officers to execute an agreement between the Berks County Intermediate Unit (BCIU) and the National Center on Education and the Economy (NCEE), for the NCEE to provide professional services related to System Design Benchmarking (SDB) – Teacher Edition, for a fee of \$32,000 less PDE subsidy according to the agreement, effective June 1, 2022, through October 30, 2022.

**Agreement with National  
Center on Education and the  
Economy (NCEE) / System  
Design Benchmarking  
—Item 14. B. 2.**

To authorize the appropriate officers to execute an agreement between the Berks County Intermediate Unit (BCIU) and Next Generation Science Exemplar System (NGSX), for NGSX to provide a series of professional learning workshops titled Virtual Becoming a Next Gen Science Teacher (V-BNGST) for a fee of \$18,550 effective on the date of signature.

**Agreement with Next  
Generation Science Exemplar  
System (NGSX) / Professional  
Learning Workshops  
—Item 14. B. 3.**

To authorize the appropriate officers to execute an agreement between the Berks County Intermediate Unit (BCIU) and the Hamburg Area School District (HASD), for the BCIU to provide professional services related to summer workshops, for a fee of \$1,250 according to the agreement, for services to be provided from August 1, 2022, through August 10, 2022, or alternate dates as needed.

**Agreement with the Hamburg  
Area School District / Summer  
Workshops  
—Item 14. B. 4.**

To ratify a memorandum of understanding between the Berks County Intermediate Unit (BCIU) and Lancaster-Lebanon IU13, Lincoln IU12, and Capital Area IU15 to partner on the next five STEMATHON conferences through 2025 sharing in revenue and expenses per the memorandum of understanding.

**Memorandum of Understanding  
with LLIU 13, LIU 12, and  
CAIU 15 / STEMATHON  
Conferences Partnership  
—Item 14. B. 5.**

To ratify Amendment #4 of the current agreement between the Berks County Intermediate Unit (BCIU) and the American Institutes for Research (AIR), to modify the scope of services for AIR to provide professional services relative to providing technical assistance to support the science standards revision process on behalf of the Pennsylvania Department of Education and maintain the term through June 30, 2022. This amendment provides for a funding increase of \$28,820 for a revised total of \$625,820.

**Amendment #4 / American  
Institutes for Research (AIR) /  
Science Standards Revision  
Process Technical Assistance  
—Item 14. B. 6.**

To authorize the appropriate officers to execute an agreement between the Berks County Intermediate Unit (BCIU) and the University of Washington, for the University of Washington to develop a system-supported alternative Level A ECE Competency Credential as part of Pennsylvania's Career Pathway and develop a plan for an alternative Level B ECE Competency for a fee not to exceed \$156,964 effective June 1, 2022, through December 31, 2023 (The Pennsylvania Key).

**Agreement with the University  
of Washington / PA Career  
Pathway Competency  
Credentials  
(The Pennsylvania Key)  
—Item 14. B. 7.**

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To authorize the appropriate officers to execute an agreement between the Berks County Intermediate Unit (BCIU) and South-Central Community Action Programs, Inc. (SCCAP), for SCCAP to provide technical assistance activities to early childhood practitioners for a fee of \$61,685 for the period, July 1, 2022, through June 30, 2023 (The Pennsylvania Key).

**Agreement with South Central Community Action Programs, Inc. / Technical Assistance Activities for Childhood Practitioners (The Pennsylvania Key)  
—Item 14. B. 8.**

To authorize the appropriate officers to execute agreements between the Berks County Intermediate Unit and the following organizations, for the noted organizations to provide professional services related to the Pennsylvania Pre-K Counts Program, effective July 1, 2022, through June 30, 2023 (The Pennsylvania Key):

**Agreements with Lancaster Mennonite School and Imani Christian School / PA Pre-K Counts Program (The Pennsylvania Key)  
—Item 14. B. 9.**

ENTITY	ALLOCATION	CHILDREN SERVED
Lancaster Mennonite School	\$245,000	28 Full Day
Imani Christian School	\$157,500	18 Full Day

To ratify Amendment #1 between the Berks County Intermediate Unit (BCIU) and New World Now, LLC. (NWN), for NWN to modify its scope of services to enhance features, functionality, and report-writing relative to the PD Registry System. This amendment provides for a funding increase of \$392,500 for a revised total not to exceed \$678,547.30 and extends the term of the agreement to December 31, 2022. All other terms and conditions remain in force (The Pennsylvania Key).

**Amendment #1 to Current Agreement with New World Now (NWN) / PD Registry System (The Pennsylvania Key)  
—Item 14. B. 10.**

To ratify Amendment #5 between the Berks County Intermediate Unit (BCIU) and New World Now, LLC. (NWN), for NWN to modify its scope of services to provide case designators with the ability to offer incomplete status feedback for an active case within the Quality Rating and Improvement System, (QRIS). This amendment provides for a funding increase of \$40,629 for a revised total not to exceed \$1,343,358.98. All other terms and conditions remain in force (The Pennsylvania Key).

**Amendment #5 to Current Agreement with New World Now (NWN) / Quality Rating and Improvement System (The Pennsylvania Key)  
—Item 14. B. 11.**

To ratify Amendment #2 between the Berks County Intermediate Unit (BCIU) and Cindy Sunderland, for Cindy Sunderland to provide additional coaching services supporting OCDEL's Early Head Start Child Care Partnership on behalf of the BCIU effective May 1, 2022. This amendment provides for a funding increase of \$3,510 for a revised total not to exceed \$18,486. All other terms and conditions remain in force (The Pennsylvania Key).

**Amendment #2 to Current Agreement with Cindy Sunderland / Early Head Start Child Care Partnership (The Pennsylvania Key)  
—Item 14. B. 12.**

To ratify an agreement between the Berks County Intermediate Unit (BCIU) and BetterHelp, Inc., for BetterHelp, Inc. to provide an online platform through which subscribers may connect with therapists for ongoing professional counseling. The term of the agreement is for one (1) year from April 1, 2022, through March 31, 2023. The first month is free, after which, access to the platform is based on a fee of \$260 per participant per month (The Pennsylvania Key).

**Agreement with BetterHelp, Inc. / Online Platform for Ongoing Professional Therapy / Counseling (The Pennsylvania Key)  
—Item 14. B. 13.**



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To ratify an agreement between Creative Child Care Solutions (CCCS) / The Pennsylvania Key / Berks County Intermediate Unit and the Odd Fellows Home of Pennsylvania, Inc., for CCCS to conduct a needs assessment / workforce survey and provide analysis and recommendation relative to child care options for a fee of \$1,200 for the period of April 22, 2022, through November 8, 2022 (The Pennsylvania Key).

**Agreement with Creative Child Care Solutions / The Pennsylvania Key / BCIU / Odd Fellows Home of PA for Needs Assessment, Workforce Survey Analysis and Recommendations for Child Care Options (The Pennsylvania Key)  
—Item 14. B. 14.**

**C. INFORMATION TECHNOLOGY**

—SCOTT MAJOR, DIRECTOR

To authorize the appropriate officers to execute a three-year lease with HP, Inc., for (38) Microsoft Surface Pro 7+ tablet computers for the Pennsylvania Key, at a cost not to exceed \$60,256.98 effective upon receipt of the equipment.

**Lease Schedule with HP, Inc. / Microsoft Surface Pro 7+ Tablet Computers for The Pennsylvania Key  
—Item 14. C. 1.**

To authorize the appropriate officers to execute a three-year lease with HP, Inc., for (105) HP laptop computers at a cost not to exceed \$93,780.75 effective upon receipt of the equipment.

**Lease Schedule with HP, Inc. / 105 HP Laptops  
—Item 14. C. 2.**

To approve the purchase of equipment and services required for implementing WiFi/Internet access on 147 busses from three vendors: Dauphin DataComm for the CradlePoint hardware and installation (\$525,158.97); T-Mobile for cellular services (\$54,973.32); and Verizon for cellular services (\$61,722.36). The total project cost of \$641,854.65 will be fully funded utilizing Emergency Connectivity Fund (ECF) grant money. This project will provide filtered, mobile broadband access to students while riding Berks County Intermediate Unit busses to help to bridge the digital divide.

**Purchase of Equipment and Services for WiFi / Internet Access on Busses  
—Item 14. C. 3.**

To authorize the appropriate officers to execute a renewal an agreement between the Berks County Intermediate Unit (BCIU) and Central Susquehanna Intermediate Unit (CSIU) for the licensing of a Beta Site for the Financial Information System (FIS) for a one (1) year term, July 1, 2022, through June 30, 2023. One-time implementation fees are \$3,000 and the annual renewal rate is \$1,000 for up to five (5) data refreshes per fiscal year. This system will allow for the BCIU to perform configuration and testing of new features and functionality within the FIS application in preparation for any live deployments.

**Agreement Central Susquehanna IU for Licensing of Beta Site for FIS—Item 14. C. 4.**

To approve the purchase agreement for the renewal of five (5) licenses to Pluralsight Online Technical training at a total cost of \$2,895 for a one-year subscription, from July 2, 2022, through July 1, 2023.

**Renewal of Licenses for Pluralsight Online Technical Assistance Training —Item 14. C. 5.**

To approve the annual renewal of Academic VIP Adobe Creative Cloud for a one-year term, from May 31, 2022, through May 30, 2023, at a cost of \$2,475.

**Renewal of Academic VIP Adobe Creative Cloud  
—Item 14. C. 6.**

To approve the annual renewal of ManageEngine Netflow and Firewall Analyzers for a one- year term, from June 10, 2022, through June 9, 2023, at a total cost of \$1,704.

**Renewal of ManageEngine Netflow and Firewall Analyzers—Item 14. C. 7.**

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To approve the annual renewal of WhatsUp Gold Premium 300 Service Agreement for a one-year term, from June 30, 2022, through June 30, 2023, at a cost of \$1,870.

**Renewal of WhatsUp Gold Premium 300 Service Agreement—Item 14. C. 8.**

To approve the annual renewal of SolarWinds Serv-U Secure File Transfer Protocol licensing for a one-year term, from July 31, 2022, through July 31, 2023, at a cost of \$667.

**Annual Renewal of SolarWinds Serv-U Secure File Transfer Protocol Licensing—Item 14. C. 9.**

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

To ratify the Services Agreement with the Schuylkill Valley School District, for the Berks County Intermediate Unit to provide payroll services on behalf of the district, for the period of April 25, 2022, through June 30, 2022, with an option to extend the term if necessary.

**Service Agreement with the Schuylkill Valley SD for Payroll Services—Item 14. D. 1.**

To approve an agreement between the Berks County Intermediate Unit (BCIU) and the Olivet Boys & Girls Club, for the BCIU to provide transportation services for their summer camp, effective June 13, 2022, through August 19, 2022, at \$286.04 per run/per vehicle.

**Agreement with the Olivet Boys and Girls Club / Transportation Services for Summer Camp—Item 14. D. 2.**

To approve an agreement between the Berks County Intermediate Unit (BCIU) and the YMCA of Reading, for the BCIU to provide transportation services for their summer camp, effective June 6, 2022, through August 19, 2022, at \$388.56 per run/per vehicle.

**Agreement with the YMCA of Reading / Transportation Services for Summer Camp—Item 14. D. 3.**

To award contracts for the following:

- a. Medical & Nursing Supplies Catalog
- b. Art Supplies
- c. Classroom & Office Supplies
- d. Custodial Supplies.

**Award Contracts for Medical and Nursing Supplies, Art Supplies, Classroom and Office Supplies, and Custodial Supplies—Item 14. D. 4.**

To award a contract to Singer Equipment Company, Inc., for Food Service Paper Products 2022-2023.

**Award a Contract Singer Equipment Company, Inc. for Food Service Paper Products —Item 14. D. 5.**

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

- a. Effective April 20, 2022 – add Spring Ridge Elementary to Reading Muhlenberg CTC Run and increase the rate from \$375 to \$425 per day.
- b. Effective April 19, 2022 – add afternoon trips for Wilson High School and Shiloh Hills Elementary and increase the rate from \$465 to \$490 per day.
- c. Effective May 10, 2022 – from Reading School District to the Explorations/PHP at the Anderson School at a rate of \$290 per day.

**Agreement with Atlas Transportation / Transportation for Special Needs Students—Item 14. D. 6.**

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**E. ADMINISTRATION**

—DR. JILL M. HACKMAN, EXECUTIVE DIRECTOR

To authorize the appropriate officers to execute the Services Agreement with the Twin Valley School District, for the Berks County Intermediate Unit to provide communications and public relations services on behalf of the district, effective July 1, 2022, to June 30, 2023, with the option to extend the term if necessary

**Agreement with Twin Valley School District for Communications and Public Relations Services  
—Item 14. E. 1.**

To approve the first reading of the following policies:

**First Reading of Policies 103, 113.2, 204, 216, 218.3, and 806—Item 14. E. 1.**

**SUMMARY OF CHANGES**

- 103 Discrimination/Title IX Sexual Harassment Affecting Students (Revised)
- 113.2 Behavior Support (Revised)
- 204 Attendance (Revised)
- 216 Education Records (Revised)
- 218.3 Discipline of Student Convicted/Adjudicated of Sexual Assault (New)
- 806 Child Abuse (Revised)

Yeas:	Betts; Gierula; Heck; Hemberger; Hogan; Huhn; Jirik; Kennedy; Lash; Ritter; Taylor; Ulrich; McEwen
Nays:	None. Motion carried.

**Roll Call Vote**

Dr. Reichard-Huff shared that their Head Start Monitoring Report came back “clean,” and thanked Mrs. Linda Lash, Mrs. Terrie Taylor, LSW, and Dr. Amy Kennedy for representing the Head Start Governing Board during the monitoring review and interviews. The reviewers were very complimentary of the knowledge and preparation of our Board members.

**Board Members Desiring to be Heard**

President McEwen shared that Bernice Crutchfield, President of BCIU, will be honored at the June Board meeting upon her retirement. He thanked her for her collaboration, professionalism, and leadership during negotiations in her representation of BCIUEA members and said she will be missed at the table.

A motion was made by Taylor, seconded by Jurik, to adjourn the meeting at 8:05 p.m.

**Adjournment**

Motion carried.
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**Voice Vote**

Approved by,

James Ulrich, Secretary

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

Beth Angstadt, Early Intervention Program Administrator, recognized **Kimberly Hafer** as Employee-of-the Month for April. Ms. Angstadt shared that Kimberly works at the Learning Center at the BCIU Education Centre as an Early Intervention Teacher. She has served at the BCIU since July 2004.

**EMPLOYEE OF THE  
MONTH – APRIL 2022  
— Kimberly Hafer, Office  
of Early Childhood and  
Student Services**

Kim has developed great rapport with her families as well as school district staff throughout her tenure. In her role, she “wears many hats.” Among various other responsibilities, she provides services within the community, leads a specialized group, mentors new staff, and supports various EI projects and caseloads that need assistance.

Kim is known for her positive attitude and will always offer to lend a hand to help a fellow colleague.

Kim thanked the Board and Administration, sharing that she has always enjoyed working with young children with disabilities and watching them grow. She told the group that the staff at BCIU EI are phenomenal – the best of the best! She enjoys collaborating with such knowledgeable and collaborative professionals, who encourage and challenge her to keep learning and growing.

Eric Clemmer, Assistant Director of Business Services / Operations, introduced **Michael Hoffert** as Employee-of-the Month for May. Mr. Clemmer shared that Mike has served in the buildings, grounds, and maintenance department for 18 years. He is held in high regard by all staff and has always been a leader in making sure that buildings are safe and maintained. He is very talented and knowledgeable, often quickly shifting his priorities as needed.

**EMPLOYEE OF THE  
MONTH – MAY 2022  
— Michael Hoffert, Office  
of Business Services /  
Operations**

Mike remains positive at all times and exhibits a “can-do” attitude. Through the COVID-19 health emergency and closing and re-opening of buildings, he was able to use his varied talents to deliver solutions to meet needed safety and health requirements.

Mike thanked Mr. Clemmer, BCIU Administration, and the Board. He shared that he enjoys his work, saying no day is the same. He also values the relationships he has built, working with the staff throughout the organization at the BCIU.

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Dr. Joy Polignano, Assistant Program Administrator in the Office of Early Childhood and Student Services / Early Intervention, attended the Board meeting to recognize **Robin Gruber** upon her retirement. Dr. Polignano shared that Robin has played an active role in the BCIU Early Intervention Program since May 1998 and is marking her 24<sup>th</sup> year of service. With expertise in serving preschool-age children with developmental delays and disabilities, she has been an integral member of the EI intake evaluation team as a specialized itinerant teacher. During her tenure, she has supported the development of critical relationships with community providers and partnering early intervention agencies to ensure a seamless and positive hand-off between programs.

Robin is held in high regard by her colleagues and in the eyes of the families she serves. She has always gone above and beyond to support her families, students, and colleagues, which is why she was nominated earlier in the year for the Annie Sullivan Award. As a mentor and friend to many, Robin is consistently looked to for advice, guidance, and insight among IU staff, including supervisors. She has always been the first to support activities within the program when help was needed, bringing energy, enthusiasm, and expertise to the table.

Yadja Wagner, Robin's intake partner who she has worked alongside for several years, accompanied her to the BCIU Board meeting. Robin thanked her co-workers, the BCIU Administration, and the Board of Directors, saying that EI has always been her passion. She shared that she intends to spend more time with her children and three grandchildren in her retirement.

Ms. Julie Van Lear, Transportation Supervisor, attended the Board meeting to recognize **Clarence Lash** upon his retirement. Ms. Van Lear shared that Clarence has worked as a driver in the transportation department since August 2018. When asked about Clarence, his co-workers all said that Clarence is a humble, reliable, and diligent employee, who can be depended upon and is always on time. He will be missed by all.

Clarence was accompanied by his wife as he was honored for his service to the BCIU. He shared that he enjoyed his job and would have liked to remain working longer, but is retiring due to health reasons.

Prior to the Board meeting, Board members viewed video highlights of the 50<sup>th</sup> Anniversary Press Event held on April 21, along with testimonials and comments from staff and partners regarding experiences and hopes for the future.

**RETIREES**

— **Robin Gruber, Office of  
Early Childhood and  
Student Services**

— **Clarence R. Lash,  
Office of Business Services /  
Operations**

**INSIDE BCIU | 50<sup>TH</sup>  
ANNIVERSARY EDITION**