The regular meeting of the Berks County Intermediate Unit Board of Directors was held on Thursday, September 15, 2022.

President McEwen called the meeting to order at 7:44 p.m. Following the pledge of allegiance, Jan Krotee, recording secretary, called the roll. Attendance was as follows:

Intermediate Unit Board:  Dr. David Hemberger; Lisa Hogan; Elizabeth S. Huhn; Todd Hummel; Nancy Jackson; Linda R. Lash; Kevin L. Manniller; Rev. Dr. Dennis Ritter; Terrie Taylor, LSW; James Ulrich; and Gary McEwen

Absent:  Mark Detterline; Michael Gierula; Christopher Heck; Russell Jirik; Dr. Amy Kennedy; Bret A.B. Sabold; and Maguel Vasquez

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

Solicitor:  James Mancuso, Esq.

Guest(s):  John Ford, BCIUEA President; Amy Bortz, BCIUEA Secretary

Press:  None

Following the pledge of allegiance and roll call, President McEwen welcomed Board members and BCIUEA officers, John Ford, BCIUEA President; and Amy Bortz, BCIUEA Secretary.

President McEwen noted that an executive session was held prior to the meeting for personnel / litigation 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 Huhn, to approve Items 02. through Item 9. C., as follows:

To approve the minutes of the meeting of August 18, 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>August 2022 Ratifications – IU</td>
<td>1-18</td>
<td>$4,901,638.33</td>
</tr>
<tr>
<td>August 2022 Ratifications – PSDLAF</td>
<td>1-01</td>
<td>$13,939.41</td>
</tr>
<tr>
<td>August 2022 Ratifications – IU Wires</td>
<td>1-01</td>
<td>$3,000.00</td>
</tr>
<tr>
<td>September 2022 Ratifications – IU</td>
<td>1-10</td>
<td>$601,134.03</td>
</tr>
<tr>
<td>September 2022 Approvals – IU</td>
<td>1-06</td>
<td>$134,608.90</td>
</tr>
<tr>
<td>September 2022 Approvals – IU Wires</td>
<td>1-01</td>
<td>$3,000.00</td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td></td>
<td><strong>$5,657,320.67</strong></td>
</tr>
</tbody>
</table>

*Announcements —Item 01. B. 1.*

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

*Approval of Minutes —Item 02.*

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

<table>
<thead>
<tr>
<th>Amount Outstanding</th>
</tr>
</thead>
<tbody>
<tr>
<td>September 9, 2022</td>
</tr>
<tr>
<td>$0</td>
</tr>
</tbody>
</table>

05. **ACCOUNTS RECEIVABLE AGING REPORT AS OF SEPTEMBER 9, 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>$225,619.78</td>
<td>$160.00</td>
<td>$959,702.58</td>
<td>$3,587.04</td>
<td>$7,582.70</td>
</tr>
<tr>
<td>Commonwealth of PA</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$544,039.23</td>
<td>$0.00</td>
<td>$0.00</td>
</tr>
<tr>
<td>Other Revenue Sources</td>
<td>$245,112.91</td>
<td>$34,060.01</td>
<td>$451,036.54</td>
<td>$2,267.56</td>
<td>$13,659.88</td>
</tr>
<tr>
<td><strong>TOTALS</strong></td>
<td>$470,732.69</td>
<td>$34,220.01</td>
<td>$1,954,778.35</td>
<td>$5,854.60</td>
<td>$21,242.58</td>
</tr>
<tr>
<td><strong>GRAND TOTAL</strong></td>
<td>$2,486,828.23</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

06. **APPROVAL/RATIFICATION OF HEAD START:**
   a. BCIU Head Start Grant Continuation Grant Application and Head Start Budget
   b. Head Start Notice of Award COLA QI Funds 2022
   c. Financial Statements (August 2022)
   d. Credit Card Purchases (August 2022)
   e. Non-Federal Share Report (August 2022)
   f. Head Start Annual Report 2021
   g. BCIU Head Start Flexible Instruction Plan 2022-2023
   h. BCIU 2021-2022 Head Start Program Information Summary
   i. Head Start Training and Technical Assistance (T&TA) 2022-2023
   j. Policy Council Minutes/Resolutions (August 2022)
   k. Head Start Director’s Report

07. **COMBINED FINANCIAL REPORT**

**CASH**

<table>
<thead>
<tr>
<th>BEGINNING BALANCE AUGUST 1, 2022</th>
<th>$3,253,720.33</th>
</tr>
</thead>
<tbody>
<tr>
<td>RECEIPTS</td>
<td></td>
</tr>
<tr>
<td>REVENUE RECEIPTS</td>
<td>$20,447,793.72</td>
</tr>
<tr>
<td>RETURNED CHECKS</td>
<td>$0.00</td>
</tr>
<tr>
<td>INVESTMENT REDEMPTIONS</td>
<td>$0.00</td>
</tr>
<tr>
<td></td>
<td>$20,447,793.72</td>
</tr>
<tr>
<td></td>
<td>$23,701,514.05</td>
</tr>
</tbody>
</table>

| DISBURSEMENTS                    |               |
| PRE-BOARD RATIFICATIONS          | $1,054,750.57 |
| PRE-BOARD RATIFICATIONS-PSDLAF   | $0.00         |
| BOARD APPROVALS                  | $365,011.40   |
| BOARD APPROVAL WIRES             | $3,000.00     |
| POST BOARD RATIFICATIONS PSDLAF  | $13,939.41    |
| POST BOARD RATIFICATIONS IU      | $4,901,638.33 |
| POST BOARD RATIFICATIONS WIRES   | $3,000.00     |
| TOTAL CHECKS WRITTEN             | $6,341,339.71 |
| CHECKS VOIDED                    | ($35,582.20)  |
| PRIOR PAYROLL DISTRIBUTIONS      | $1,539,629.60 |
| CURRENT PAYROLL DISTRIBUTIONS    | $4,779,084.56 |
| ENDING BALANCE - AUGUST 31, 2022 | $11,077,042.38|

| CASH AVAILABLE-AUGUST 31, 2022   | $11,077,042.38|


08. **INVESTMENT OF FUNDS**

Interest earned on investments is as follows:

<table>
<thead>
<tr>
<th>AUGUST 2022</th>
</tr>
</thead>
<tbody>
<tr>
<td>TOMPKINS $1,118.49</td>
</tr>
<tr>
<td>CHASE $4.08</td>
</tr>
</tbody>
</table>

09. **BUDGETS**

**A. New and Proposed Budgets**

1. **Maternal, Infant, and Early Childhood Home Visiting (MIECHV) – Program 224**
   Office of Professional Learning
   7/1/22 – 6/30/23
   The Maternal, Infant, and Early Childhood Home Visiting (MIECHV) program supports pregnant individuals with young children who live in communities with higher risks and barriers for child health outcomes. MIECHV is funded by the PA Department of Human Services as part of The Pennsylvania Key contract. Prior to 2022-23 it was included as a subset of Program 225, The Pennsylvania Key and was federally funded. For 2022-23, MIECHV will be state funded and is proposed as a separate program for ease of tracking and reporting (new).

   $66,827

2. **Head Start - State Collaboration Offices (HSSCO) – Program 22-285**
   Office of Professional Learning
   10/1/22 – 9/30/23
   The Head Start-State Collaboration Offices (HSSCO) consult at federal, local, and state levels. It is the facilitation office between Head Start Agencies to help carry out activities to benefit low-income families. HSSCO is funded by the PA Department of Human Services as part of The Pennsylvania Key contract and is federally funded. Prior to 2022-23 it was included as a subset of Program 225, The Pennsylvania Key. HSSCO funding runs from October 1 to September 30 and is proposed as a separate program for ease of tracking and reporting (new).

   $250,693

3. **Early Head Start - Non-Federal Share (EHS-NFS) – Program 289**
   Office of Professional Learning
   7/1/22 – 6/30/23
   The Early Head Start – Non-Federal Share (EHS-NFS) program is state funding which complements the federal Early Head Start-Child Care Partnership (288) and Early Head Start-Home Visiting (287) programs. EHS-NFS is funded by the PA Department of Human Services as part of The Pennsylvania Key contract. Prior to 2022-23 it was included as a subset of Program 225, The Pennsylvania Key. EHS-NFS is proposed as a separate program for ease of tracking and reporting (new).

   $336,022

**B. Initial Budgets**

1. **Educational Stability for Foster Care Youth – Program 22-149**
   Office of Early Childhood and Student Services
   7/1/22 – 6/30/23
   Funded by the state through the Department of Education and the Head Start State Collaboration Office, this program supports expanded services of a comprehensive child development program for low-income preschool children and their families (since 2005).

   $1,090,242
2. **Tower Behavioral Health – Program 624**  
   Office of Early Childhood and Student Services  
   7/1/22 – 6/30/23  
   $382,090  
   BCIU and Tower Behavioral Health joined to develop a collaborative program for students in inpatient hospitalization for mental health treatment. The Tower Behavioral Health Program is a licensed hospitalization program serving students through crisis, emergency hospitalization, parent referrals, community agency referrals, and school district recommendation. Students receive counseling services provided by Tower Health staff. Educational services and social skills instruction are provided by an IU teacher. There is coordination with the students’ hospitalization treatment team and resident school district to provide a continuum of academic support with efforts focused on maintaining students’ progress in their home district’s curriculum. The educational component is funded by the resident school districts of the students (since 2021).

3. **Alternative Education Program**  
   **Learning Academy at Thomas Ford – Program 626**  
   Office of Early Childhood and Student Services  
   7/1/22 – 6/30/23  
   $3,236,509  
   This proprietary program provides alternative education services at Learning Academy at Thomas Ford to students from grades seven through twelve. A full range of academic courses are provided and there is close staff collaboration with juvenile probation, children and youth services, Service Access Management (SAM), community mental health providers, and drug and alcohol agencies (since 1995).

4. **Pennsylvania Inspired Leadership Initiative – Program 152**  
   Office of Professional Learning  
   7/1/22 – 6/30/23  
   $117,400  
   Funded by the federal government through Appalachia Intermediate Unit, this program supports the development and improvement of leadership skills through the Principals Induction Program (PIP) and the Continuing Professional Education component for all other school administrators. This consortium, which is led by the BCIU, includes Schuylkill, Colonial, and Carbon-Lehigh Intermediate Units (since 2005).

5. **The Pennsylvania Key (PA Key) – Program 225**  
   Office of Professional Learning  
   7/1/22 – 6/30/23  
   $17,567,968  
   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 by the Department of Human services through the Child Care Development Fund (since 2005).
6. Comprehensive Support and Improvement – Program 284
Office of Professional Learning
7/1/22 – 6/30/23 $641,379
The BCIU, through an agreement with the Allegheny Intermediate Unit (AIU3), will provide services associated with the overall system for school improvement and specifically services associated with the Comprehensive Support and Improvement (CSI) that AIU3 has contracted with the Pennsylvania Department of Education to provide statewide. BCIU’s services will include the recruitment, hiring, logistics, and supervision of the Director of School Improvement Performance Management and Assistant Directors of School Improvement Performance Management. BCIU will also serve as a lead partner and advisory member for CSI statewide services (since 2018).

7. The Pennsylvania Key EHS CCP – Program 22-288
Office of Professional Learning
8/1/22 – 7/31/23 $6,059,725
This program consists of funding for the administration and facilitation of OCDEL’s Early Head Start-Child Care Partnership (EHS-CCP) Program that serves 324 low-income, at-risk children and their families. The EHS-CCP programs provide funded enrollments and services at the local level, prioritizing partnerships between community-based organizations and local childcare providers. The funding supports contracted professional Nutrition, Health & Mental Health coaches, and portions of the EHS Manager, EHS Specialist, and other staff positions to administer the grant, along with appropriate travel and supplies. The Pennsylvania Key staff partners with seven (6) agencies to provide monitoring, assistance, training & oversight to give a full report to OCDEL’s Early Head Start Policy Council and Governing Body. These partner agencies receive pass-thru funding as part of this grant. Each year, we resubmit our plan for this grant, #03HP000326 on behalf of OCDEL (since 2019).

8. Operation and Maintenance of Buildings – Program 116
Office of Business Services
7/1/22 – 6/30/23 $5,165,554
This program accounts for the operation and maintenance of the Berks County Intermediate Unit Rivers Chase building, the BCIU Learning Center at Hamburg, the Reading Crest building, the BCIU Learning Center at Lower Alsace, the BCIU Learning Center at St. Paul’s, the BCIU Learning Center at the Education Centre and the BCIU Transportation Center. Expenditures include salaries and benefits for building and maintenance staff, custodians, safety coordinator, utilities, insurance, contracted repairs, maintenance, supplies, equipment, and interest and principal payments. Revenues include rent from programs, meeting room rental income, repair services, first aid/CPR fees, and the state share of FICA and Retirement (since 1989).

9. Central Inventory Warehouse – Program 698
Office of Business Services
7/1/22 – 6/30/23 $30,000
This program is designed to provide warehouse supplies services to all programs channeled through the Intermediate Unit. Efficiencies come from BCIU purchasing in bulk instead of program purchasing separately (since 1980).
C. Changes to Initial Budgets

1. BCIU Pre-K Counts – Program 230
   Office of Early Childhood and Student Services
   7/1/22 – 6/30/23
   Total Proposed Revised Budget: $1,517,215
   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). This change is necessary due to an increase in the per child funding allocation.

2. BCIU Pre-K Counts Partnership – Program 231
   Office of Early Childhood and Student Services
   7/1/22 – 6/30/23
   Total Proposed Revised Budget: $1,789,039
   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). This change is necessary due to an increase in the per child funding allocation.

D. Budgetary Transfers

   No Items to Consider

Yeas: Hemberger; Hogan; Huhn; Hummel; Jackson; Lash; Manmiller; Ritter; Taylor; Ulrich; McEwen

Nays: None. Motion carried.

10. COMMUNICATIONS
    No Items to Report

11. OLD BUSINESS
    No Items to Consider

12. REPORT OF NEGOTIATIONS COMMITTEE
    No Items to Report
A motion was made by Lash, seconded by Taylor, to approve the following items under 13. Personnel Matters:

13. PERSONNEL MATTERS
—ROB ROSENBERY, DIRECTOR

A. General

To award professional contracts to the following employees who have completed three years of satisfactory service as noted below:

b. Lori L. Hu, Psychologist, Special Education, effective August 19, 2022
c. Andrew W. Johnson, Guidance Counselor, Alternative Education, effective August 19, 2022
d. David J. Jones, Teacher, Alternative Education, effective August 19, 2022
e. Jessica L. Prall, Speech Therapist, Early Intervention, effective September 3, 2022

To ratify the unpaid internships as noted below:

a. Ilire Goca, Kutztown University undergraduate student majoring in Special Education: Visual Impairment, under the supervision of Kendall Berger, Special Education Teacher - Itinerant, effective August 31, 2022, through October 21, 2022
b. Jessica Jones, Kutztown University undergraduate student majoring in Elementary Education and minoring in Disability Studies, under the supervision of Leigh Maddux, Specialized Preschool Teacher - Classroom, effective August 29, 2022, through December 13, 2022
c. Anna Lengner, Kutztown University undergraduate student majoring in Secondary Education: Mathematics and minoring in Disability Studies, under the supervision of Catherine Skrocki, Specialized Preschool Teacher - Classroom, effective August 29, 2022, through December 13, 2022
d. Kirstin Westerfer, Kutztown University graduate student majoring in School Counseling, under the supervision of Edward Yeager, Guidance Counselor, effective August 29, 2022, through May 8, 2023

To ratify the unpaid Level I field experiences as noted below:

a. Olivia Baker, Elizabethtown College graduate student majoring in Occupational Therapy, under the supervision of Theresa Soley, Occupational Therapist, effective September 8, 2022, through September 29, 2022
b. Jamie Evans, Elizabethtown College graduate student majoring in Occupational Therapy, under the supervision of Theresa Soley, Occupational Therapist, effective September 8, 2022, through September 29, 2022
c. Alyson Houska, Elizabethtown College graduate student majoring in Occupational Therapy, under the supervision of Laura Klitsch, Occupational Therapy, effective August 30, 2022, through September 27, 2022
d. Alexandria Reid, Elizabethtown College graduate student majoring in Occupational Therapy, under the supervision of Leigh Esbenshade, Occupational Therapist, effective September 8, 2022, through September 29, 2022

e. Micah Wolf, Elizabethtown College graduate student majoring in Occupational Therapy, under the supervision of Leigh Esbenshade, Occupational Therapist, effective September 8, 2022, through September 29, 2022

To acknowledge receipt of the list containing stipend payments for participation in the Inside Berks Business Program for Board Approval.

To approve the following position descriptions:
    a. Professional Development Registry Professional Development Coordinator, The Pennsylvania Key
    b. Security Supervisor, Business Services

To acknowledge receipt of the list containing salaries of the American Federation of State, County, and Municipal Employees (AFSCME), effective July 1, 2022.

To approve a Memorandum of Understanding between the Board of Directors of the Berks County Intermediate Unit and the Service Employees International Union (SEIU), Local 668, which provides wages increases for Pre-K Counts Paraeducators and Teachers, increases hours for Pre-K Counts paraeducators, provides hiring and retention incentives, and establishes a wage for employees serving as a classroom monitor, effective July 1, 2022.

To ratify the Transportation Compensation and Benefits Plan, effective July 1, 2022, to June 30, 2024.

To ratify the receipt of the list containing Atlas Transportation employees assigned to the Berks County Intermediate Unit to provide transportation services according to the terms of the agreement with Atlas Transportation during the 2022-2023 fiscal year.

To approve concurrent representation of the Intermediate Unit, Alexis Luckhart, and Cindy Auker, in the matter of Lori Williams Vs. Berks County Intermediate Unit, Cindy Auker, and Alexis Luckhart, U.S.D.C., Eastern District of Pennsylvania, Docket No. TBD in accordance with the acknowledgment and consent as presented.
B. Employment – Ratifications

1. Business Services/Operations Office
   a. Lucas J. Ilgenfritz – Fiscal Specialist, Fiscal Services
      Recommended Annual Salary – $45,424 (to be prorated)
      Effective Date – September 6, 2022
      Replacement

   b. Xiomara Rivera-Maldonado – Part-time School Bus Driver Trainee, Transportation
      Recommended Hourly Rate – $16.90
      Effective Date – August 22, 2022
      Replacement

   c. Ruth E. Shears – Part-time Driver w/o Bus License, Assistant, and Misc. Transportation
      Recommended Hourly Rates – $18.15, $14.85, and $17.45
      Effective Date – August 22, 2022
      Replacement

   d. James C. Wanner, Jr. – Level II Custodian, Custodial
      Recommended Hourly Rate – $13.16
      Effective Date – August 22, 2022
      Replacement

   e. Donna C. Weir – Part-time Driver w/o Bus License, Assistant, and Misc. Transportation
      Recommended Hourly Rates – $18.15, $14.85, and $17.45
      Effective Date – August 22, 2022
      Replacement

   f. Gary B. Wiley – Part-time Driver w & w/o Bus License, Assistant, and Misc. Transportation
      Recommended Hourly Rates – $22.00, $18.15, $14.85, and $17.45
      Effective Date – September 6, 2022
      Replacement

2. Early Childhood & Student Services Office
   a. Carolyn Javier Ynfante – Paraeducator, Head Start
      Recommended Hourly Rate – Level I, Entry, $13.71
      Effective Date – September 12, 2022
      Replacement

3. Professional Learning Office
      Recommended Annual Salary – $54,122 (to be prorated)
      Effective Date – August 29, 2022
      Replacement
C. Change of Status – Ratifications

1. Business Services/Operations Office
   a. Kenneth Baker – Part-time Driver w & w/o Bus License, Transportation
      Recommended Hourly Rates – $22.80 and $18.50
      Effective Date – July 13, 2022
      Additional Assignments – Correction to Removal of Assignments
   b. Kenneth Baker – Part-time Driver w & w/o Bus License, Transportation
      Effective Date – August 16, 2022
      Removal of Assignments
   c. Natasha Bolden
      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 – June 6, 2022
      Voluntary Reassignment
   d. Karen Fantozzi
      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 – August 9, 2022
      Voluntary Reassignment
   e. Brandi Hartman
      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 – June 6, 2022
      Voluntary Reassignment
   f. Jolene Hess
      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 – June 6, 2022
      Voluntary Reassignment
   g. Sophia King
      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 – August 29, 2022
      Voluntary Reassignment

Ratifications – Change of Status
---Item 13. C.
h. Giovanni Lievano
   Change from Part-time School Bus Driver Trainee to Part-time Driver w/o Bus License, Assistant, and Misc. Transportation
   Change Recommended Hourly Rate from $16.55 to $17.75, $14.50, and $13.33
   Effective Date – June 21, 2022
   *Replacement*

i. Giovanni Lievano – Part-time Driver w/o Bus License, Assistant, and Misc. Transportation
   Change Recommended Hourly Rates from $17.75, $14.50, and $13.33 to $18.15, $14.85, and $17.45
   Effective Date – July 1, 2022
   *Salary Adjustment per Transportation Compensation and Benefit Agreement*

j. Joseph Lionti
   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 – June 6, 2022
   *Voluntary Reassignment*

k. Santa Moncion
   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 – August 25, 2022
   *Voluntary Reassignment*

l. Freddie Morales Soto – Transportation Trainer, Transportation
   Recommended Hourly Rate – $25.43
   Effective Date – March 15, 2022
   *Additional Assignment*

m. Freddie Morales Soto – Transportation Trainer, Transportation
   Change Recommended Hourly Rate from $25.43 to $25.78
   Effective Date – July 1, 2022
   *Salary Adjustment per Transportation Compensation and Benefit Agreement*

n. Yolanda Moultry-Whyte
   Change from Part-time Driver w & w/o Bus License, Assistant, Misc., and School Bus Fueler, Transportation to Part-time Bus/Van Specialist, Transportation
   Change Recommended Hourly Rates from $22.00, $18.15, $14.85, $17.45, and $21.30 to $27.20
   Effective Date – August 22, 2022
   *Replacement*
o. Stephanie Mullarkey
   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 $27.20 to $23.95, $20.15, $16.40, and $17.45
   Effective Date – August 17, 2022
   Replacement

p. Donald Oakes – Lead Vehicle Maintenance Technician, Transportation
   Recommended Hourly Rate – Currently Hourly Rate of $23.24 plus $2.50
   Effective Date – August 4, 2022
   Additional Assignment

q. Jeffrey Parzanese – Part-time Driver with Bus License, Transportation
   Recommended Hourly Rate – $22.00
   Effective Date – August 4, 2022
   Obtained CDL

r. Timothy Rakowiecki
   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 – June 6, 2022
   Voluntary Reassignment

s. Ciera Towles
   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 – May 19, 2022
   Replacement

t. Jacqueline Yoder
   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 – June 6, 2022
   Voluntary Reassignment

2. Early Childhood & Student Services Office
   a. Kathryn Bates – Teacher, Pre-K Counts
      Recommended Hourly Rate – $41.35
      Effective Date – August 11, 2022
      Additional Hours (not to exceed 7 hours)

   b. Marene Chavez
      Change from Substitute Paraeducator, Head Start to Floating Paraeducator, Head Start
      Change Recommended Hourly Rate from $12.97 to Level I, Entry, $13.71
      Effective Date – August 29, 2022
      Replacement
c. Julia DeVos  
Change from Paraeducator, Pre-K Counts to Paraeducator, Head Start  
Change Recommended Hourly Rate from $14.97 to Level III, Entry, $15.29  
Effective Date – August 15, 2022  
Replacement

d. Kelly Kinsella – Teacher, Pre-K Counts  
Recommended Hourly Rate – $41.35  
Effective Date – August 10, 2022 – August 11, 2022  
Additional Hours (not to exceed 14 hours)

e. Denise Laguidara – Teacher, Pre-K Counts  
Recommended Hourly Rate – $37.18  
Effective Date – August 18, 2022 – August 24, 2022  
Additional Hours (not to exceed 14 hours)

f. Megan Lieb – Special Education Teacher – Itinerant, Special Education  
Change Recommended Annual Salary from Column 4, Step 6, $65,954 to Column 5, Step 7, $68,082  
Effective Date – September 1, 2022  
Salary Adjustment per BCIUEA Agreement

g. Gina Mocci – Teacher, Pre-K Counts  
Recommended Hourly Rate – $35.89  
Effective Date – August 18, 2022 – August 26, 2022  
Additional Hours (not to exceed 25 hours)

3. Professional Learning Office  
a. Stacey Breiner – Educational Consultant, Training and Consultation  
Recommended Hourly Rate – $68.23  
Effective Date – August 15, 2022 – March 31, 2023  
Additional Hours (not to exceed 50 hours) – Correction to Effective Date

b. Colleen Rios – Educational Consultant, Training and Consultation  
Recommended Hourly Rate – $68.23  
Effective Date – August 15, 2022 – March 31, 2023  
Additional Hours (not to exceed 50 hours) – Correction to Effective Date

D. Additions to 2022-2023 Approved Substitute Lists – Ratifications  
Ratifications - Additions to 2022-2023 Approved Substitute Lists  
—Item 13. D.

Alternative Education  
Tracy Wiand, Teacher – Effective September 12, 2022

Early Intervention  
Tracy Wiand, Teacher – Effective September 12, 2022

Head Start  
Tracy Wiand, Teacher – Effective September 12, 2022

Pre-K Counts  
Tracy Wiand, Teacher – Effective September 12, 2022
Special Education
Tracy Wiand, Teacher – Effective September 12, 2022

Transportation
Masiel Gomez, Substitute Driver w & w/o Bus License, Assistant, and Misc. – Effective September 6, 2022

E. Additions to Approved 2022-2023 Out-of-Class Substitute Lists – Ratifications
Head Start
Julia DeVos – Effective August 15, 2022

Removal from 2021-2022 Out-of-Class Substitute Lists – Ratifications
Pre-K Counts
Julia DeVos – Effective August 12, 2022

F. Remove from 2022-2023 Approved Substitute Lists
Alternative Education
Mary Boyle, Specialist – Effective August 4, 2022
Marene Chavez, Specialist – Effective August 29, 2022
Tabassum Fatima, Teacher – Effective August 4, 2022
Alexandra Fisher, Teacher – Effective August 9, 2022
Kayla Nettleton, Specialist – Effective August 9, 2022
Odalis Obando Lomas, Specialist – Effective August 15, 2022
Jacqueline Vidal, Specialist – Effective August 4, 2022
Diamond Yulfo, Specialist – Effective August 4, 2022

Early Intervention
Mary Boyle, Paraeducator – Effective August 4, 2022
Marene Chavez, Paraeducator – Effective August 29, 2022
Tabassum Fatima, Teacher – Effective August 4, 2022
Alexandra Fisher, Teacher – Effective August 9, 2022
Debra Hoffman, Paraeducator – Effective August 4, 2022
Kayla Nettleton, Paraeducator – Effective August 9, 2022
Odalis Obando Lomas, Paraeducator – Effective August 15, 2022
Stacey Orth, Paraeducator – Effective August 11, 2022
Jacqueline Vidal, Paraeducator – Effective August 4, 2022
Diamond Yulfo, Paraeducator – Effective August 4, 2022

Head Start
Mary Boyle, Paraeducator – Effective August 4, 2022
Tabassum Fatima, Teacher – Effective August 4, 2022
Alexandra Fisher, Paraeducator – Effective August 9, 2022
Debra Hoffman, Teacher – Effective August 4, 2022
Kayla Nettleton, Paraeducator – Effective August 9, 2022
Odalis Obando Lomas, Paraeducator – Effective August 15, 2022
Jacqueline Vidal, Paraeducator – Effective August 4, 2022
Diamond Yulfo, Paraeducator – Effective August 4, 2022
Pre-K Counts
Mary Boyle, Paraeducator – Effective August 4, 2022
Marene Chavez, Paraeducator – Effective August 29, 2022
Tabassum Fatima, Teacher – Effective August 4, 2022
Alexandra Fisher, Paraeducator – Effective August 9, 2022
Debra Hoffman, Paraeducator – Effective August 4, 2022
Kayla Nettleton, Paraeducator – Effective August 9, 2022
Odalis Obando Lomas, Paraeducator – Effective August 15, 2022
Jacqueline Vidal, Paraeducator – Effective August 4, 2022
Diamond Yulfo, Paraeducator – Effective August 4, 2022

Special Education
Mary Boyle, Specialist – Effective August 4, 2022
Marene Chavez, Specialist – Effective August 29, 2022
Tabassum Fatima, Teacher – Effective August 4, 2022
Alexandra Fisher, Teacher – Effective August 9, 2022
Jennifer Martin, Educational Interpreter – Effective August 12, 2022

Kayla Nettleton, Specialist – Effective August 9, 2022
Odalis Obando Lomas, Specialist – Effective August 15, 2022
Jacqueline Vidal, Specialist – Effective August 4, 2022
Diamond Yulfo, Specialist – Effective August 4, 2022

Substitute Service
Ilein Parra, Substitute Secretary – Effective August 16, 2022

Transportation
Dorinda Blatt, Substitute Driver w & w/o Bus License, Assistant, and Misc. Transportation
Effective – August 9, 2022
Raymond Harris, Sr., Substitute Driver w/o Bus License, Assistant, and Misc. Transportation
Effective – August 4, 2022
Carolyn Marquardt, Substitute Driver w & w/o Bus License, Assistant, and Misc. Transportation
Effective – August 17, 2022
Tara McGinnis, Substitute Driver w/o Bus License, Assistant, and Misc. Transportation
Effective – August 15, 2022
Jeffery Sargen, Substitute Driver w & w/o Bus License, Assistant, and Misc. Transportation
Effective – August 26, 2022
Liza Velazquez-Velazquez, Substitute Bus/Van Assistant and Misc. Transportation
Effective – August 4, 2022

G. Employment – Approvals
   1. Early Childhood & Student Services Office
      a. Amanda M. Bentz – Special Education Teacher, Special Education
         Recommended Annual Salary – Column 4, Step 16, $88,830 (to be prorated)
         Effective Date – October 17, 2022
            Replacement
      b. Jessica L. Head – Program Administrator, Special Education/Student Services
         Recommended Annual Salary – $108,000 (to be prorated)
         Effective Date – To be determined pending pre-employment process
            Additional Position
2. Human Resources Office
   a. Charlene P. Brown – Compliance Specialist, Human Resources
      Recommended Annual Salary – $48,333 (to be prorated)
      Effective Date – To be determined pending pre-employment process
      
      Replacement

3. Professional Learning Office
   a. Heather J. Wamsher – Program Administrator – Training and Consultation (TaC-IDEA), Professional Learning
      Recommended Annual Salary – $95,000 (to be prorated)
      Effective date – To be determined pending pre-employment process
      
      New Position

H. Change of Status – Approvals

1. Early Childhood & Student Services Office
   a. Eileen LaScala – Lead Speech Therapist, Early Intervention
      Effective Date – September 16, 2022
      
      Remove Additional Assignment

   b. Eileen LaScala
      Change from Speech Therapist, Early Intervention to Assistant Program Administrator, Early Intervention
      Change Recommended Annual Salary from Column 4, Step 5, $64,817 to $75,710 (to be prorated)
      Effective Date – September 19, 2022
      
      Replacement

2. Human Resources Office
   a. Isabel Henao – Data and Reporting Specialist, Human Resources
      Change Recommended Annual Salary from $46,333 to $48,333 (to be prorated)
      Effective Date – September 26, 2022
      
      Equity Adjustment

I. Leave of Absence Requests

1. Early Childhood & Student Services Office
   Personal Leave (unpaid – with benefits – Not FMLA)
   a. Lori Hu – Psychologist, Special Education
      Effective Date – August 15, 2022
   b. Claire Stednitz – Paraeducator, Early Intervention
      Effective Date – August 16, 2022
   
   Personal Leave (unpaid – without benefits – Not FMLA)
   c. Megan Cusano – Educational Interpreter, Special Education
      Effective Date – August 25, 2022
   d. Amy Lesher – Teacher, Head Start
      Effective Date – August 29, 2022
   e. Melody McCulley – Teacher, Head Start
      Effective Date – August 29, 2022

2. Professional Learning Office
   Personal Leave (unpaid – with benefits – FMLA)
      Effective Date – August 30, 2022
J. Return from Leave of Absence Requests
   1. Early Childhood & Student Services Office
      Personal Leave (unpaid – with benefits – FMLA)
      a. Rachel Johnson – Teacher, Head Start
         Effective Date – August 16, 2022
      Personal Leave (unpaid – with benefits – Not FMLA)
      b. Tracy Hannon – Paraeducator, Pre-K Counts
         Effective Date – August 16, 2022
      c. Claire Stednitz – Paraeducator, Early Intervention
         Effective Date – August 22, 2022
      d. Tiffany Weitzel – Specialized Preschool Teacher – Itinerant, Early Intervention
         Effective Date – August 16, 2022

   2. Professional Learning Office
      Personal Leave (unpaid – with benefits – FMLA)
         Effective Date – September 1, 2022

K. Retirements
   1. Early Childhood & Student Services Office
      a. Verna R. Kinsey – Paraeducator, Early Intervention
         Effective Date – October 28, 2022
      b. Dr. Brenda L. Robertson – Program Administrator, Logistics
         Effective Date – January 3, 2023

L. Resignations
   1. Business Services/Operations Office
      a. Debra A. Anderson – Part-time Driver w & w/o Bus License, Assistant, and Misc. Transportation
         Effective Date – August 15, 2022
      b. Kenneth L. Baker – Part-time Bus/Van Assistant and Misc. Transportation
         Effective Date – August 22, 2022
      c. Jeanann Lynn-Roman – Part-time Driver w & w/o Bus License, Assistant, and Misc. Transportation
         Effective Date – August 3, 2022
      d. Kenneth M. Oshanksy – Part-time School Bus Driver Trainee, Transportation
         Effective Date – August 18, 2022

   2. Early Childhood & Student Services Office
      a. Katherine Abreu – Level V Program Secretary, Pre-K Counts
         Effective Date – September 16, 2022
      b. Teresa J. Beilhart – Teacher, Head Start
         Effective Date – September 23, 2022
c. Ramon V. Borrero, Jr. – Security Specialist, Alternative Education
   Effective Date – September 1, 2022

d. Carmen A. Constanzo – Paraeducator, Head Start
   Effective Date – August 17, 2022

e. Susan F. Cornish – Paraeducator, Head Start
   Effective Date – August 15, 2022

f. Stephanie Ebling – Level V Bilingual Program Secretary, Early Intervention
   Effective Date – September 12, 2022

g. Ad-Beel Gracius – Paraeducator, Head Start
   Effective Date – August 16, 2022

h. Taylor N. Hartline – Teacher, Head Start
   Effective Date – September 9, 2022

i. Julie A. Hartman – Educational Interpreter, Special Education
   Effective Date – August 9, 2022

j. Denise E. Laguidara – Teacher, Pre-K Counts
   Effective Date – October 20, 2022

k. Melanie L. Lozenski – Teacher, Pre-K Counts
   Effective Date – October 21, 2022

l. Gina M. Mocci – Teacher, Pre-K Counts
   Effective Date – October 14, 2022

m. Kate H. Rathman – Level V Program Secretary, Special Education
   Effective Date – September 6, 2022

n. Sandra V. Raymond – Paraeducator, Early Intervention
   Effective Date – September 9, 2022

o. Denali E. Shook – Teacher, Pre-K Counts
   Effective Date – October 28, 2022

p. Kaitlyn C. Umberger – Teacher, Pre-K Counts
   Effective Date – October 14, 2022

q. Iliana Zayas – Paraeducator, Head Start
   Effective Date – August 23, 2022

3. Professional Learning Office
      Effective Date – August 19, 2022

M. Terminations
   
   No Items to Consider

N. Other
   
   No Items to Consider

Yeas: Hemberger; Hogan; Huhn; Hummel; Jackson; Lash; Manmiller; Ritter; Taylor; Ulrich; McEwen

Nays: None. Motion carried.
A motion was made by Hummel, seconded by Ulrich, to approve the following items under 14. Other Matters for Consideration:

14. OTHER MATTERS FOR CONSIDERATION

A. EARLY CHILDHOOD & STUDENT SERVICES
   —DR. MICHELLE REICHARD-HUFF, DIRECTOR

To acknowledge receipt and submission of the Berks County Head Start Program Information Report (PIR) Summary for the 2021-2022 school year.

To approve the Berks County Head Start continuation grant application, 2023 proposed budget, and training and technical assistance plan for submission by October 1, 2022.

To approve the 2021-2022 Berks County Head Start Annual Report.

To approve and authorize the submission of the BCIU Head Start Program’s Flexible Instruction Plan (FIP) to allow flexibility in providing service hours in the Head Start State Supplemental Assistance and Federal Programs as per the guidance from the Pennsylvania Office of Child Development and Early Learning for remote learning over the 2022-2023 school year.

To approve and authorize the submission of the BCIU Pre-K Counts Program’s Flexible Instruction Plan (FIP) to meet the 180-day instructional time requirement as per the guidance from the Pennsylvania Office of Child Development and Early Learning for remote learning over the 2022-2023 school year.

To ratify an agreement between the Berks County Intermediate Unit (BCIU) and the Community Services Group (CSG) for the CSG to assign a full-time staff member to serve in the role of Outreach Specialist and provide outreach and referral services to students and families in Lancaster County in conjunction with the Education for Children and Youth Experiencing Homelessness (ECYEH) program for Pennsylvania Region II, for a sum not to exceed $28,887 during the period of July 1, 2022, through June 30, 2023.

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 Exeter Township School District, for the BCIU to provide professional services related to English Language Development (ELD) curriculum, for a fee of $1,800 according to the agreement, for services to be provided from September 20, 2022, through September 27, 2022, or alternate dates as needed.
To authorize the appropriate officers to execute an agreement between the Berks County Intermediate Unit (BCIU) and the Muhlenberg School District, for the BCIU to provide professional services related to content literacy, for a fee of $9,600 according to the agreement, for services to be provided from September 23, 2022, through January 13, 2023, or alternate dates as needed.

To ratify an agreement between the Berks County Intermediate Unit (BCIU) and the Twin Valley School District, for the BCIU to provide Title I services to students who reside within Title I eligible schools and attend nonpublic schools, as per the agreement, effective August 1, 2022, through June 30, 2023.

To ratify amendments to the agreements between the Berks County Intermediate Unit (BCIU) and the following school districts, for the BCIU to provide Title I, II, and/or IV services to students who reside within Title I, II, and/or IV eligible schools and attend nonpublic schools, as per the agreements, effective September 1, 2022, through August 31, 2023:
- Boyertown Area School District – Titles I, II, and IV
- Reading School District – Titles I, II, and IV

To ratify agreements between the Berks County Intermediate Unit (BCIU) and the following vendors, for the BCIU to contract services on behalf of Berks County nonpublic schools in line with applications submitted under the Emergency Assistance to Non-Public Schools (EANS), according to specifics of each agreement.
- Albright College / Science Research Institute (SRI) (Berks Catholic High School)
- FACTS Education Solutions (LaSalle Academy)

To ratify a Letter of Agreement between the Berks County Intermediate Unit (BCIU) and the American Association of School Administrators (AASA), for the AASA to provide professional services related to the BCIU Leadership Series 2022 for an amount not to exceed $28,000 according to the agreement, effective August 30, 2022, for services provided October 20, 2022, through January 5, 2023, or alternate dates as needed.

To ratify an agreement between the Berks County Intermediate Unit (BCIU) and NeuroLogic® by Lakeside/Lakeside Youth Service, for Mr. Josh MacNeill to provide professional services related to the 2022 Keeping Kids Safe Symposium for $3,000 according to the agreement, effective August 26, 2022, for services provided on October 12, 2022.

To ratify a memorandum of understanding between the Berks County Intermediate Unit and the Berks County Head Start program, for the Early Head Start Child Care Partnership program for BCIU Head Start to expand high quality early learning opportunities to infants and toddlers, for a fee of $555,564 to serve 32 children, effective August 1, 2022, through July 31, 2023 (The Pennsylvania Key).
To ratify agreements between the Berks County Intermediate Unit and the following contractors, for the Early Head Start Child Care Partnership program to expand high quality early learning opportunities to infants and toddlers, effective August 1, 2022, through July 31, 2023 (The Pennsylvania Key):

- Chester County Intermediate Unit d/b/a Chester County Head Start, for a fee of $2,651,384 to serve 152 children
- Huntingdon County Child and Adult Development Corp., for a fee of $276,346 to serve 16 children
- Lancaster-Lebanon IU 13, for a fee of $1,397,590 to serve 80 children
- Lawrence County Social Services, Inc., d/b/a Lawrence County Community Action Partnership, for a fee of $378,517 to serve 20 children
- Pocono Services for Families and Children, for a fee of $217,076 to serve 12 children

To ratify an agreement between the Berks County Intermediate Unit (BCIU) and Sedudzinam Fugar, for Sedudzinam Fugar to provide coaching services supporting OCDEL’s Early Head Start Child Care Partnership on behalf of the BCIU for a total amount not to exceed $25,584 for the period of August 1, 2022, through July 31, 2023 (The Pennsylvania Key).

To ratify an agreement between the Berks County Intermediate Unit (BCIU) and Living Strong Consulting, LLC, for Living Strong Consulting, LLC to provide coaching services supporting OCDEL’s Early Head Start Child Care Partnership (CCP) and consulting services in Trauma Informed Practices Platform on behalf of the BCIU for a total amount not to exceed $68,576 for the period of August 1, 2022, through July 31, 2023 (The Pennsylvania Key).

To ratify an agreement between the Berks County Intermediate Unit (BCIU) and Mary Ellen Mannix for Mary Ellen Mannix to provide coaching services supporting OCDEL’s Early Head Start Child Care Partnership on behalf of the BCIU for a total amount not to exceed $50,976 for the period of August 1, 2022, through July 31, 2023 (The Pennsylvania Key).

To ratify an agreement between the Berks County Intermediate Unit (BCIU) and Michele Mapes, for Michele Mapes to provide coaching services supporting OCDEL’s Early Head Start Child Care Partnership on behalf of the BCIU for a total amount not to exceed $24,600 for the period of August 1, 2022, through July 31, 2023 (The Pennsylvania Key).
To ratify an agreement between the Berks County Intermediate Unit (BCIU) and Lauren Ryan, for Lauren Ryan to provide coaching services supporting OCDEL’s Early Head Start Child Care Partnership on behalf of the BCIU for a total amount not to exceed $38,232 for the period of August 1, 2022, through July 31, 2023 (The Pennsylvania Key).

To ratify an agreement between the Berks County Intermediate Unit (BCIU) and Cindy Sunderland, for Cindy Sunderland to provide coaching services supporting OCDEL’s Early Head Start Child Care Partnership on behalf of the BCIU for a total amount not to exceed $17,712 for the period of August 1, 2022, through July 31, 2023 (The Pennsylvania Key).

To ratify an agreement between the Berks County Intermediate Unit (BCIU) and Mary Ellen Mannix, for Mary Ellen Mannix to provide health consultation services supporting OCDEL’s Early Head Start Programs on behalf of the BCIU for a total amount not to exceed $46,980 for the period of August 1, 2022, through July 31, 2023 (The Pennsylvania Key).

To ratify an agreement between the Berks County Intermediate Unit (BCIU) and Teachstone, Inc., for Teachstone, Inc. to provide professional development and services associated with recertification to the Pennsylvania Key Program Quality Assessors for a fee of $5,815 for the period of September 1, 2022, through September 1, 2023 (The Pennsylvania Key).

**C. INFORMATION TECHNOLOGY**

—SCOTT MAJOR, DIRECTOR

To authorize the appropriate officers to execute an agreement between the Berks County Intermediate Unit (BCIU) and eduBusiness Solutions, for hosting and support services of PrintShop Pro, Design Conductor, and SAML Single Sign-On (SSO) software. The term of the agreement is one (1) year, November 1, 2022, through October 31, 2023, at a cost not to exceed $8,585.

To approve the renewal of Box Enterprise Account licenses, for the term of October 21, 2022, through October 20, 2023, at a total cost of $2,100.

To ratify an agreement between the Berks County Intermediate Unit (BCIU) and the Delaware Valley Association of School Business Officials, for the BCIU to purchase a one-year business membership and exhibitor space for the upcoming 2022 DVASBO Trade Show, on November 9, 2022, at a cost not to exceed $750.

To ratify an amendment to the Cofense PhishMe consortium agreement (for Cybersecurity Education, Training and Awareness platform), for the addition of 180 licenses for the Antietam School District at a cost of $171.
To ratify an agreement between the Berks County Intermediate Unit and Hewlett-Packard Financial Services Company for a five-year lease of (2) HPE ProLiant DL360 servers (including HPE Tech Care Essential Support) at a cost not to exceed $42,823.20 ($8564.64 annually), effective upon receipt of the equipment.

**D. BUSINESS SERVICES/OPERATIONS**

— DONNA DELORETTA, CFO / COO

To authorize the appropriate officers to execute an agreement between the Berks County Intermediate Unit (BCIU) and Centro Hispano Daniel Torres, Inc., for Centro Hispano Daniel Torres, Inc. to provide food service for the BCIU Head Start and Pre-K Counts programs, effective July 1, 2022, through June 30, 2023, at the following rates:

<table>
<thead>
<tr>
<th></th>
<th>Rate/Child</th>
<th>Increase</th>
</tr>
</thead>
<tbody>
<tr>
<td>Breakfast</td>
<td>$1.62</td>
<td>$.24/child</td>
</tr>
<tr>
<td>Lunch</td>
<td>$3.20</td>
<td>$.37/child</td>
</tr>
<tr>
<td>Snack</td>
<td>$.99</td>
<td>$.18/chil</td>
</tr>
</tbody>
</table>

To ratify agreements between the Berks County Intermediate Unit (BCIU) and the following schools, for the schools to provide meals for Head Start, effective July 1, 2022, through June 30, 2023, as follows:

<table>
<thead>
<tr>
<th>Provider (Lunches)</th>
<th>Rate/Child</th>
<th>Increase</th>
</tr>
</thead>
<tbody>
<tr>
<td>BCTC East (Oley)</td>
<td>$2.75</td>
<td>$.15/child</td>
</tr>
<tr>
<td>BCTC West (Blue Marsh)</td>
<td>$2.75</td>
<td>$.15/child</td>
</tr>
<tr>
<td>Cumru and Mifflin Park</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Breakfast</td>
<td>$2.67</td>
<td>$.32/child</td>
</tr>
<tr>
<td>Lunch</td>
<td>$4.33</td>
<td>$.67/child</td>
</tr>
</tbody>
</table>

To ratify an agreement between the Berks County Intermediate Unit and Atlas Transportation, for Atlas Transportation to provide transportation services, effective July and August 2022 as follows:

a. To transport Special Needs students to Hogan Learning Academy at a rate of $415 per day with aid.
b. To transport Special Needs students to Hogan Learning Academy at a rate of $400 per day with aid.
c. To transport Special Needs students to Child and Career Development Center at a rate of $485 per day with aid.
d. To transport Special Needs students to Woodlynde School at a rate of $315 per day.
e. To transport Special Needs students to New Story Wyoming at a rate of $465 per day with aid.
f. To transport Special Needs students to Explorations at a rate of $300 per day.
g. To transport Special Needs students to CCIU Options at a rate of $300 per day.
To ratify a five-year agreement between the Berks County Intermediate Unit and George Krapf Jr. & Sons, Inc., for George Krapf Jr. & Sons, Inc. to provide student transportation services, effective August 21, 2022, through July 31, 2027, per the rates listed below:

Home to School Transportation – 2022-2023 School Year

<table>
<thead>
<tr>
<th>Vehicle Capacity</th>
<th>Per Day Base Rate (maximim 5 hours)</th>
<th>Excess Hour Rate</th>
</tr>
</thead>
<tbody>
<tr>
<td>Monitors</td>
<td>$160.00</td>
<td>$32.00</td>
</tr>
<tr>
<td>Mini-Bus (10-35 passenger)</td>
<td>$333.30</td>
<td>$66.66</td>
</tr>
<tr>
<td>Van (9 passenger)</td>
<td>$315.03</td>
<td>$63.01</td>
</tr>
<tr>
<td>Mini-Van (6 passenger)</td>
<td>$302.05</td>
<td>$60.41</td>
</tr>
</tbody>
</table>

E. ADMINISTRATION

—DR. JILL M. HACKMAN, EXECUTIVE DIRECTOR

No Items to Consider

President McEwen thanked Board members for their attendance. He asked if anyone desired to comment before the conclusion of the meeting.

Dr. Hackman reported that Mr. Jirik, BCIU Board member representing Daniel Boone Area School District (DBASD), extended appreciation on behalf of DBASD Board President Julie Olafson to the BCIU Flight Team and supporting districts for sending grief counselors to the district after the tragic loss of a middle school student. Dr. Hackman stated that we are fortunate to have a dedicated group who are willing to respond and assist staff and students in emergency situations. The Berks County Management Flight Team provides counseling and emotional support to schools in Berks County. The team coordinator may be contacted 24 hours a day, seven days a week.

A motion was made by Ulrich, seconded by Taylor, to adjourn the meeting at 7:51 p.m.

Motion carried.

Approved by,

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

Dr. Jill Hackman reported that the Berks County Intermediate Unit has been asked by the Pennsylvania Association of Intermediate Units (PAIU) and the Pennsylvania Department of Health (DOH) to host a testing center to ensure that free COVID-10 testing is available to families of school children and the broader community. The BCIU agreed to host the center as a park-to-test or a drive through site. Staffed by AMI Expeditionary Health Care, the center opened on Monday, December 12, and operates Monday through Friday from 9:00 A.M. to 6:00 P.M.

Dr. Hackman introduced Mr. Frank Hamard who is overseeing the logistics and overall operation of the AMI Expeditionary Health Care Center. He thanked Board members and BCIU administration for hosting the center and for the gracious welcome and assistance they have received. Mr. Hamard then gave a brief overview of the testing center and provided test kits for Board members to take home with them. He stated that the AMI testing site will be at the BCIU Main Office through December with the option for the PA DOH to extend the contract based on need.

Dr. Brenda Robertson, Program Administrator, Logistics, introduced Mrs. Connie Fehr as Employee of the Month for September 2022. Dr. Robertson stated that Connie serves as Secretary in the Office of Early Childhood and Student Services. She has been with the BCIU for six years, first working in the Office of Business Services as a billing clerk and receptionist. Connie was nominated by both supervisory staff and her co-workers. Dr. Robertson told Board members that Connie is an exceptional member of their team, providing excellent client services, whether it be to fellow co-workers, IU staff in other programs, school districts, and / or families. She is always thinking about how technology can improve processes, coming up with solutions to save staff many hours of work.

Connie said she enjoys working with an amazing team and thanked the board, administration, and staff for recognizing her efforts.

Dr. Hackman and Dr. Michelle Reichard-Huff shared a video about recruitment efforts to fill available positions for the Office Early Childhood and Student Services in a highly competitive market. The video highlighted the collaborative efforts of the Office of Early Childhood and Student Services, the Office of Human Resources, and the Office of the Executive Director Creative Team. The recruitment campaign is using social media, billboards, and other messaging to showcase what the BCIU “has to offer” for prospective employees. Videoclips of staff testimony about what they love and find rewarding about their jobs and an employee referral incentive were also included as part of the campaign to attract qualified applicants whose skills and values align with the BCIU’s culture and needs.