

**OFFICIAL PROCEEDINGS OF THE
BCIU BOARD OF DIRECTORS
SEPTEMBER 15, 2022
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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. Manmiller; 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 Mag`uel 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.

**Announcements
—Item 01. B. 1.**

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.

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

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.

**Approval of Minutes
—Item 02.**

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

**IU Bills and Financial
Reports—Items 03., 04., 05.,
06., 07., 08., and 09.**
*(Detailed list of bills available
for review.)*

SOURCE		PAGE	AMOUNT
August	2022 Ratifications – IU	1-18	\$4,901,638.33
August	2022 Ratifications – PSDLAF	1-01	\$13,939.41
August	2022 Ratifications – IU Wires	1-01	\$3,000.00
September	2022 Ratifications – IU	1-10	\$601,134.03
September	2022 Approvals – IU	1-06	\$134,608.90
September	2022 Approvals – IU Wires	1-01	\$3,000.00
TOTAL			\$5,657,320.67

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04. TOMPKINS/VIST REVENUE ANTICIPATION NOTE – \$10,000,000 (Information Item):

Amount Outstanding
September 9, 2022
\$0

05. ACCOUNTS RECEIVABLE AGING REPORT AS OF SEPTEMBER 9, 2022 (Information item):

Funding Source	Current	30 Days	60 Days	90 Days	120 Days
School Districts	\$225,619.78	\$160.00	\$959,702.58	\$3,587.04	\$7,582.70
Commonwealth of PA	\$0.00	\$0.00	\$544,039.23	\$0.00	\$0.00
Other Revenue Sources	\$245,112.91	\$34,060.01	\$451,036.54	\$2,267.56	\$13,659.88
TOTALS	\$470,732.69	\$34,220.01	\$1,954,778.35	\$5,854.60	\$21,242.58
GRAND TOTAL	\$2,486,828.23				

06. APPROVAL/RATIFICATION OF HEAD START:

- BCIU Head Start Grant Continuation Grant Application and Head Start Budget
- Head Start Notice of Award COLA QI Funds 2022
- Financial Statements (August 2022)
- Credit Card Purchases (August 2022)
- Non-Federal Share Report (August 2022)
- Head Start Annual Report 2021
- BCIU Head Start Flexible Instruction Plan 2022-2023
- BCIU 2021-2022 Head Start Program Information Summary
- Head Start Training and Technical Assistance (T&TA) 2022-2023
- Policy Council Minutes/Resolutions (August 2022)
- Head Start Director's Report

07. COMBINED FINANCIAL REPORT

CASH

BEGINNING BALANCE AUGUST 1, 2022 **\$3,253,720.33**

RECEIPTS

REVENUE RECEIPTS	\$20,447,793.72	
RETURNED CHECKS	\$0.00	
INVESTMENT REDEMPTIONS	<u>\$0.00</u>	<u>\$20,447,793.72</u>
		\$23,701,514.05

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	<u>\$4,779,084.56</u>	<u>\$12,624,471.67</u>
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:

AUGUST 2022	
TOMPKINS	\$1,118.49
CHASE	\$4.08

09. BUDGETS

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

\$66,827

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).

2. Head Start - State Collaboration Offices (HSSCO) – Program 22-285

Office of Professional Learning

10/1/22 – 9/30/23

\$250,693

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).

3. Early Head Start - Non-Federal Share (EHS-NFS) – Program 289

Office of Professional Learning

7/1/22 – 6/30/23

\$336,022

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).

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

\$1,090,242

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).

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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).

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- 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).

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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

\$188,965

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

\$206,977

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	Roll Call Vote
Nays:	None. Motion carried.	

10. COMMUNICATIONS

No Items to Report

**COMMUNICATIONS
—Item 10.**

11. OLD BUSINESS

No Items to Consider

OLD BUSINESS—Item 11.

12. REPORT OF NEGOTIATIONS COMMITTEE

No Items to Report

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

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A motion was made by Lash, seconded by Taylor, to approve the following items under 13. Personnel Matters:

13. PERSONNEL MATTERS

—ROB ROSENBERRY, DIRECTOR

A. General

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

- a. Jessica L. Bailey, Guidance Counselor, Alternative Education, effective August 19, 2022
- 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

PERSONNEL MATTERS

**Award Professional
Contracts to Jessica L.
Bailey, Lori L. Hu, Andrew
W. Johnson, David J. Jones,
and Jessica L. Prall
— Item 13. A. 1.**

**Ratify Unpaid Internships
for Ilire Goca, Jessica Jones,
Anna Lengner, and Kirstin
Westerfer
— Item 13. A. 2.**

**Unpaid Level I Field
Experiences for Olivia
Baker, Jamie Evans, Alyson
Houska, Alexandria Reid,
and Micah Wolf
— Item 13. A. 3.**

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- 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.

Stipend Payments for Inside Berks Business Program Participants— Item 13. A. 4.

To approve the following position descriptions:

- a. Professional Development Registry Professional Development Coordinator, The Pennsylvania Key
- b. Security Supervisor, Business Services

**Position Descriptions for Professional Development Registry Professional Development Coordinator, The Pennsylvania Key; and Security Supervisor, Business Services
— Item 13. A. 5.**

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

Salary Lists for AFSCME Employees— Item 13. A. 6.

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.

**MOU with SEIU
— Item 13. A. 7.**

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

**Transportation Compensation and Benefits Plan
— Item 13. A. 8.**

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.

**Atlas Transportation Employees Assigned to BCIU
— Item 13. A. 9.**

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.

**Concurrent Representation / Lori Williams Vs. BCIU, Cindy Auker, and Alexis Luckhart
— Item 13. A. 10.**

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B. Employment – Ratifications

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

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
 - a. Bridget Gentile – Early Head Start Specialist, The
Pennsylvania Key
Recommended Annual Salary – \$54,122 (to be prorated)
Effective Date – August 29, 2022
Replacement

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C. Change of Status – Ratifications

**Ratifications –
Change of Status
—Item 13. C.**

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

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- 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 Lioni
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 Moultrie-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

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- 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

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- 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

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

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

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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

**Ratifications – Out of Class
2022-2023 Approved Substitute
Lists —Item 13. E.**

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
Odalís Obando Lomas, Specialist – Effective August 15, 2022
Jacqueline Vidal, Specialist – Effective August 4, 2022
Diamond Yulfo, Specialist – Effective August 4, 2022

**Remove from 2022-2023
Approved Substitute Lists
—Item 13. F.**

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
Odalís 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
Odalís Obando Lomas, Paraeducator – Effective August 15, 2022
Jacqueline Vidal, Paraeducator – Effective August 4, 2022
Diamond Yulfo, Paraeducator – Effective August 4, 2022

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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
Odalís 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
Odalís 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

Approvals - Employment

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

—Item 13. G.

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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

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

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

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

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, 2022Personal Leave (unpaid – without benefits – Not FMLA)
 - c. Megan Cusano – Educational Interpreter, Special Education
Effective Date – August 25, 2022
 - d. Amy Leshner – 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)
 - a. Lisa Ross – Infant Early Childhood Mental Health Consultant, The Pennsylvania Key
Effective Date – August 30, 2022

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J. Return from Leave of Absence Requests

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

1. Early Childhood & Student Services Office
Personal Leave (unpaid – with benefits – FMLA)
 - a. Rachel Johnson – Teacher, Head Start
Effective Date – August 16, 2022Personal 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)
 - a. Lisa Ross – Infant Early Childhood Mental Health
Consultant, The Pennsylvania Key
Effective Date – September 1, 2022

K. Retirements

**Retirements
—Item 13. K.**

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

**Resignations
—Item 13. L.**

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

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- 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
- a. Erin Callihan – Infant Early Childhood Mental Health
Consultant, The Pennsylvania Key
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	Roll Call Vote
Nays:	None. Motion carried.	

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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.

OTHER MATTERS FOR CONSIDERATION

Head Start Program and Information Report Summary (PIR)
—Item 14. A. 1.

Head Start Continuation Grant Application, Proposed Budget, and Training and Technical Assistance Plan
—Item 14. A. 2.

2021-2022 Berks County Head Start Annual Report
—Item 14. A. 3.

Submission of BCIU Head Start Program's Flexible Instruction Plan / 2022-2023 School Year
—Item 14. A. 4.

Submission of BCIU Pre-K Counts Program's Flexible Instruction Plan / 2022-2023 School Year
—Item 14. A. 5.

Agreement with the Community Services Group / Outreach Specialist for ECYEH Program for PA Region II
—Item 14. A. 6.

Agreement with Exeter Township School District / English Language Development Curriculum
—Item 14. B. 1.

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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.

Agreement with Muhlenberg School District / Content Literacy—Item 14. B. 2.

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.

Agreement with Twin Valley School District / Title I Services for Nonpublic Schools—Item 14. B. 3.

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:

Agreements with Boyertown Area and Reading School Districts / Title I, II, and IV Services for Nonpublic Schools—Item 14. B. 4.

- 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.

Services on Behalf of BCIU Nonpublic Schools / Applications Submitted under Emergency Assistance to Nonpublic Schools (EANS)—Item 14. B. 5.

- 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.

Agreement with AASA / BCIU Leadership Series 2022—Item 14. B. 6.

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.

Agreement with NeuroLogic® by Lakeside/Lakeside Youth Service / Joshua MacNeill for 2022 Keeping Kids Safe Symposium—Item 14. B. 7.

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).

MOU with Berks County Head Start Program / Early Head Start Child Care Partnership Program (The Pennsylvania Key)—Item 14. B. 8.

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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 Living Strong Consulting, LLC, for Living Strong Consulting, LLC to provide coaching services supporting OCDEL's Early Head Start Home Visiting program and consulting services relative to Trauma Informed Practices and Community Assessment mapping on behalf of the BCIU for a total amount not to exceed \$36,192.50 for the period of August 1, 2022, through December 31, 2022 (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).

**Agreements with Contractors /
Early Head Start Child Care
Partnership Program
(The Pennsylvania Key)
—Item 14. B. 9.**

**Agreement with Sedudzinam
Fugar / Coaching Services /
Early Head Start Child Care
Partnership Program
(The Pennsylvania Key)
—Item 14. B. 10.**

**Agreement with Living Strong
Consulting / Coaching Services
/ Early Head Start Child Care
Partnership Program
(The Pennsylvania Key)
—Item 14. B. 11.**

**Agreement with Living Strong
Consulting / Trauma Informed
Practices and Community
Assessment Mapping / Early
Head Start Home Visiting
Program
(The Pennsylvania Key)
—Item 14. B. 12.**

**Agreement with Mary Ellen
Mannix / Coaching Services /
Early Head Start Child Care
Partnership Program
(The Pennsylvania Key)
—Item 14. B. 13.**

**Agreement with Michele Mapes
/ Coaching Services / Early
Head Start Child Care
Partnership Program
(The Pennsylvania Key)
—Item 14. B. 14.**

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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).

**Agreement with Lauren Ryan / Coaching Services / Early Head Start Child Care Partnership Program (The Pennsylvania Key)
—Item 14. B. 15.**

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).

**Agreement with Cindy Sunderland / Coaching Services / Early Head Start Child Care Partnership Program
—Item 14. B. 16.**

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).

**Agreement with Mary Ellen Mannix / Health Consultation Services / Early Head Start Programs (The Pennsylvania Key)
—Item 14. B. 17.**

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).

**Agreement with Teachstone, Inc. / Recertification for Pennsylvania Key Program Quality Assessors (The Pennsylvania Key)
—Item 14. B. 18.**

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.

Agreement with eduBusiness Solutions / Hosting and Support Services of PrintShop Pro, Design Conductor, and SAML Single-Sign On Software—Item 14. C. 1.

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.

**Renewal of Box Enterprise Account Licenses
—Item 14. C. 2.**

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.

**DVASBO Business Membership and Exhibitor Space / 2022 Trade Show
—Item 14. C. 3.**

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.

**Amendment to Cofense PhishMe Consortium Agreement / Additional Licenses for Antietam School District
—Item 14. C. 4.**

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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.

**Agreement with HP / Five-Year Lease of HPE ProLiant DL Servers
—Item 14. C. 5.**

**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:

**Agreement with Centro Hispano Daniel Torres / Food Service for BCIU Head Start and Pre-K Counts Programs
—Item 14. D. 1.**

	<u>Rate/Child</u>	<u>Increase</u>
Breakfast	\$1.62	\$.24/child
Lunch	\$3.20	\$.37/child
Snack	\$.99	\$.18/chil

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:

**Agreements with BCTC and Governor Mifflin School District / Meals for Head Start
—Item 14. D. 3.**

<u>Provider (Lunches)</u>	<u>Rate/Child</u>	<u>Increase</u>
BCTC East (Oley)	\$2.75	\$.15/child
BCTC West (Blue Marsh)	\$2.75	\$.15/child

<u>Cumru and Mifflin Park</u>	<u>Rate/Child</u>	<u>Increase</u>
Breakfast	\$2.67	\$.32/child
Lunch	\$4.33	\$.67/child

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:

**Agreement with Atlas Transportation / Transportation of Special Needs Students
—Item 14. D. 4.**

- To transport Special Needs students to Hogan Learning Academy at a rate of \$415 per day with aid.
- To transport Special Needs students to Hogan Learning Academy at a rate of \$400 per day with aid.
- To transport Special Needs students to Child and Career Development Center at a rate of \$485 per day with aid.
- To transport Special Needs students to Woodlynde School at a rate of \$315 per day.
- To transport Special Needs students to New Story Wyomissing at a rate of \$465 per day with aid.
- To transport Special Needs students to Explorations at a rate of \$300 per day.
- To transport Special Needs students to CCIU Options at a rate of \$300 per day.

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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:

**Agreement with George Krapf, Jr. & Sons, Inc. / Student Transportation Services
—Item 14. D. 4.**

Home to School Transportation – 2022-2023 School Year

Vehicle Capacity	Per Day Base Rate (maximum 5 hours)	Excess Hour Rate
Monitors	\$160.00	\$32.00
Mini-Bus (10-35 passenger)	\$333.30	\$66.66
Van (9 passenger)	\$315.03	\$63.01
Mini-Van (6 passenger)	\$302.05	\$60.41

E. ADMINISTRATION

—DR. JILL M. HACKMAN, EXECUTIVE DIRECTOR

No Items to Consider

Yeas: Hemberger; Hogan; Huhn; Hummel; Jackson; Lash; Manmiller; Ritter; Taylor; Ulrich; McEwen	Roll Call Vote
Nays: None. Motion carried.	

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

Board Members Desiring to be Heard

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.

Adjournment

Motion carried.	Voice Vote
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Approved by,

James Ulrich, Secretary

**OFFICIAL PROCEEDINGS OF THE
BCIU BOARD OF DIRECTORS
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**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.

**AMI PROJECT FOR
SCHOOL COMMUNITY
TESTING**

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.

**EMPLOYEE OF THE MONTH -
SEPTEMBER 2022
— Connie Fehr, Office of
Early Childhood and
Student Services**

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.

**FEATURED PROGRAM
— Early Childhood and
Student Services (ECSS)
Recruitment: A Collaborative
Effort**