The regular meeting of the Berks County Intermediate Unit Board of Directors was held on Thursday, April 20, 2023, at the BCIU Main Office.

President McEwen called the meeting to order at 8:45 p.m. Following the pledge of allegiance, Jan Krotee, recording secretary, called the roll. Attendance was as follows:

**Intermediate Unit Board:** Mark Detterline; Michael Gierula; Christopher Heck; Dr. David Hemberger; Lisa Hogan; Elizabeth S. Huhn; Todd Hummel; Nancy Jackson; Dr. Amy Kennedy; Linda R. Lash; Kevin L. Manmiller; Bret A.B. Sabold; Terrie Taylor, LSW; James Ulrich; Miguel Vasquez; and Gary McEwen

**Absent:** Russell Jirik and Rev. Dr. Dennis Ritter

**Intermediate Unit:** Dr. Jill M. Hackman; Donna DeLoretta; Dr. Michelle Reichard-Huff; Dr. Dan Richards; Rob Rosenberry; Scott Major; Lucille Gallis; Mary Franciscus; Beth Kozloski; and Jan Krotee

**Solicitor:** James Mancuso, Esq.

**Guest(s):** Hope Kavka, BCIUEA Treasurer

**Press:** None

Following the pledge of allegiance and roll call, President McEwen welcomed Board members and BCIUEA Treasurer Hope Kavka. He indicated that an executive session was held prior to the meeting to discuss personnel and the evaluation of the Executive Director.

President McEwen then announced there would be an amendment to item 13. A. 4. of the agenda upon approval by the Board. On a motion made by Lash and seconded by Taylor, a roll call was taken to approve the amendment be added to the agenda.

<table>
<thead>
<tr>
<th>Yeas:</th>
<th>Detterline; Gierula; Heck; Hemberger; Hogan; Huhn; Hummel; Jackson; Kennedy; Lash; Manmiller; Sabold; Taylor; Ulrich; Vasquez; McEwen</th>
</tr>
</thead>
<tbody>
<tr>
<td>Nays:</td>
<td>None. Motion carried.</td>
</tr>
</tbody>
</table>

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

A motion was made by Ulrich, seconded by Heck, to approve the Items 01. C. Acknowledge Receipt of Bids through 11. I. Old Business, as follows:

**Receipt of Bids — Item 01. C.**

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

1. Trash on Wednesday, March 7, 2023, at 1:00 P.M.
2. Fuel on Tuesday, March 21, 2023, at 1:00 P.M.
3. Physical Education Equipment and Supplies on Tuesday, February 21, 2023, at 11:00 A.M.
4. Digital Media Equipment and Technology Supplies on Tuesday, February 21, 2023, at 11:00 A.M.
To approve the minutes of the meeting of March 16, 2023

03. **APPROVAL/RATIFICATION OF BCIU GENERAL FUND BILLS**

(Detailed list of bills is available.)

<table>
<thead>
<tr>
<th>SOURCE</th>
<th>PAGE</th>
<th>AMOUNT</th>
</tr>
</thead>
<tbody>
<tr>
<td>March 2023 Ratifications – IU</td>
<td>1-22</td>
<td>$3,016,833.51</td>
</tr>
<tr>
<td>March 2023 Ratifications – PSDLAF</td>
<td>1-01</td>
<td>$7,971.66</td>
</tr>
<tr>
<td>March 2023 Ratifications – IU Wires</td>
<td>1-01</td>
<td>$3,000.00</td>
</tr>
<tr>
<td>April 2023 Ratifications – IU</td>
<td>1-09</td>
<td>$1,051,242.80</td>
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<tr>
<td>April 2023 Ratifications – IU Wires</td>
<td>1-01</td>
<td>$3,000.00</td>
</tr>
<tr>
<td>April 2023 Approvals - IU</td>
<td>1-06</td>
<td>$700,714.01</td>
</tr>
<tr>
<td>TOTAL</td>
<td></td>
<td>$4,782,761.98</td>
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</tbody>
</table>

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

<table>
<thead>
<tr>
<th>Amount Outstanding</th>
</tr>
</thead>
<tbody>
<tr>
<td>April 14, 2023</td>
</tr>
<tr>
<td>$0</td>
</tr>
</tbody>
</table>

05. **ACCOUNTS RECEIVABLE AGING REPORT AS OF APRIL 14, 2023 (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>$649,206.74</td>
<td>$163,156.59</td>
<td>$1,099,397.78</td>
<td>$6,254.69</td>
<td>$377,265.77</td>
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<tr>
<td>Commonwealth of PA</td>
<td>$0.00</td>
<td>$1,560,390.42</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$2,857.15</td>
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<tr>
<td>Other Revenue Sources</td>
<td>$196,992.60</td>
<td>$64,977.94</td>
<td>$10,414.08</td>
<td>$2,153.42</td>
<td>$7,341.52</td>
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<tr>
<td>TOTALS</td>
<td>$846,199.34</td>
<td>$1,788,524.95</td>
<td>$1,109,811.86</td>
<td>$8,408.11</td>
<td>$387,464.44</td>
</tr>
</tbody>
</table>

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

a. Head Start NOA 2022 Final Budget Revision
b. Head Start NOA 2022 Close Out
c. Head Start COLA & Quality Improvement Funding 2023
d. Financial Statements (March 2023)
e. Credit Card Purchases (March 2023)
g. Policy Council Minutes/Resolutions (March 2023)
h. Head Start Director’s Report
i. 2023 Community Needs Assessment
07. **Combined Financial Report**

<table>
<thead>
<tr>
<th>CASH</th>
<th>BEGINNING BALANCE MARCH 1, 2023</th>
<th>$12,393,613.68</th>
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</thead>
<tbody>
<tr>
<td>RECEIPTS</td>
<td></td>
<td></td>
</tr>
<tr>
<td>REVENUE RECEIPTS</td>
<td>$12,213,521.65</td>
<td></td>
</tr>
<tr>
<td>RETURNED CHECKS</td>
<td>$0.00</td>
<td></td>
</tr>
<tr>
<td>INVESTMENT REDEMPTIONS</td>
<td>$0.00</td>
<td>$12,213,521.65</td>
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<tr>
<td></td>
<td></td>
<td>$24,607,135.33</td>
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<tr>
<td>DISBURSEMENTS</td>
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<td>PRE-BOARD RATIFICATIONS</td>
<td>$805,677.52</td>
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<tr>
<td>PRE-BOARD RATIFICATIONS PSDLAF</td>
<td>$15,187.62</td>
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<tr>
<td>BOARD APPROVALS</td>
<td>$884,197.28</td>
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<tr>
<td>BOARD APPROVAL WIRES</td>
<td>$0.00</td>
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</tr>
<tr>
<td>POST BOARD RATIFICATIONS PSDLAF</td>
<td>$7,971.66</td>
<td></td>
</tr>
<tr>
<td>POST BOARD RATIFICATIONS IU</td>
<td>$3,016,833.51</td>
<td></td>
</tr>
<tr>
<td>POST BOARD RATIFICATIONS WIRES</td>
<td>$3,000.00</td>
<td></td>
</tr>
<tr>
<td>TOTAL CHECKS WRITTEN</td>
<td>$4,732,867.59</td>
<td></td>
</tr>
<tr>
<td>CHECKS VOIDED</td>
<td>($123,991.52)</td>
<td></td>
</tr>
<tr>
<td>CURRENT PAYROLL DISTRIBUTIONS</td>
<td>$5,664,023.15</td>
<td>$10,272,899.22</td>
</tr>
<tr>
<td>ENDING BALANCE - MARCH 31, 2023</td>
<td>$14,334,236.11</td>
<td></td>
</tr>
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</table>

**08. Investment of Funds**

Interest earned on investments is as follows:

<table>
<thead>
<tr>
<th>March 2023</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>TOMPKINS</td>
<td>$49,125.61</td>
</tr>
<tr>
<td>CHASE</td>
<td>$4.22</td>
</tr>
</tbody>
</table>

**09. Budgets**

A. **New and Proposed Budget**

1. **School Mental Health & Safety and Security Grants – Program 22-176**

   Office of Early Childhood and Student Services

   8/1/22 – 7/31/24

   The PA Commission of Crime and Delinquency is administering funding to support school mental health initiatives and physical school security enhancements per Act 55 of 2022. The objective of the FY 2022-2023 School Safety and Security Grant Program is to ensure that eligible school entities meet ‘Tier 1’ of the Baseline Criteria Guidance for Physical Security, Behavioral Health, and School Climate, which was developed by the School Safety and Security Committee and adopted in February 2021. The Berks County Intermediate Unit received $140,000 in funding. $70,000 will be applied to developing an internship program for school psychology and/or school-based mental health professionals. $70,000 will be used for a Full Time Security Supervisor to fulfill Tier I “Specialized Staff” criteria and assist with staff training.
B. Initial Budgets
No Items to Consider

C. Changes to Initial Budgets
No Items to Consider

D. Budgetary Transfers
No Items to Consider

10. COMMUNICATIONS
No Items to Report

COMMUNICATIONS
—Item 10.

11. OLD BUSINESS
Second reading and approval of the following policy:

SUMMARY OF CHANGES
831 Data Storage (New)

OLD BUSINESS
—Item 11.

Yeas: Detterline; Gierula; Heck; Hemberger; Hogan; Huhn; Hummel; Jackson; Kennedy; Lash; Mannmiller; Sabold; Taylor; Ulrich; Vasquez; McEwen
Nays: None. Motion carried.

12. REPORT OF NEGOTIATIONS COMMITTEE
No Items to Report

REPORT OF NEGOTIATIONS COMMITTEE—Item 12.

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

13. PERSONNEL MATTERS
—MARY FRANCISCUS, DIRECTOR

A. General

To approve the revised Berks County Intermediate Unit Head Start Salary Schedule, effective January 1, 2023.

To acknowledge receipt of the list containing the salaries for Head Start employees.

To approve the following position descriptions:
a. Early Head Start Coach, The Pennsylvania Key
b. Early Head Start Coaching Supervisor, The Pennsylvania Key
c. Early Head Start Health Specialist, The Pennsylvania Key

Be it resolved, the BCIU Board of Directors hereby adopts the enclosed resolution and statement of charges against Employee #1109.

As amended:

Be it resolved, the Executive Director is hereby authorized to execute the enclosed settlement agreement with Employee #1109.

Revised BCIU Head Start Salary Schedule


Approve Pennsylvania Key Position Descriptions

Settlement Agreement / Employee #1109 (as amended)
B. Employment – Ratifications

1. Early Childhood & Student Services Office
   a. Hillary C. Dankel – Teacher, Pre-K Counts
      Recommended Annual Salary – Column 1, Step 2, $44,885
      (to be prorated)
      Effective Date – April 3, 2023
      Replacement

   b. Yadnery Morales – Paraeducator, Head Start
      Recommended Hourly Rate – Level I, Entry, $14.48
      Effective Date – March 13, 2023
      Replacement

   c. Rosaura M. Polanco Lopez – Paraeducator, Head Start
      Recommended Hourly Rate – Level II, Entry, $15.55
      Effective Date – March 20, 2023
      Replacement

2. Operations Office
   a. Luchy A. Alcantara De Cabral – Part-time Driver w/o Bus License, Assistant, and Misc. Transportation
      Recommended Hourly Rates – $18.15, $14.85, and $17.45
      Effective Date – March 20, 2023
      Replacement

   b. Jayonna L. Crawley – Part-time Driver w/o Bus License, Assistant, and Misc. Transportation
      Recommended Hourly Rates – $18.15, $14.85, and $17.45
      Effective Date – April 3, 2023
      Replacement

   c. Donald J. Gatto – Part-time Driver w/o Bus License, Assistant, and Misc. Transportation
      Recommended Hourly Rates – $18.15, $14.85, and $17.45
      Effective Date – April 11, 2023
      Replacement

   d. Patricia M. Hartmann – Part-time Driver w/o Bus License, Assistant, and Misc. Transportation
      Recommended Hourly Rates – $18.15, $14.85, and $17.45
      Effective Date – March 20, 2023
      Replacement

   e. Jolyn A. Hiester – Level II Custodian, Custodial
      Recommended Hourly Rate – $14.26
      Effective Date – April 3, 2023
      Replacement
f. Carla M. Kuilan Rijos – Part-time Driver w/o Bus License, Assistant, and Misc. Transportation
   Recommended Hourly Rates – $18.15, $14.85, and $17.45
   Effective Date – March 20, 2023
   Replacement

g. Philip M. Mayo – Part-time School Bus Driver Trainee, Transportation
   Recommended Hourly Rate – $16.90
   Effective Date – March 27, 2023
   Replacement

h. Rosa I. Rodriguez Camacho – Part-time School Bus Driver Trainee, Transportation
   Recommended Hourly Rate – $16.90
   Effective Date – March 20, 2023
   Replacement

i. Jasselenne Sosa – Part-time Driver w/o Bus License, Assistant, and Misc. Transportation
   Recommended Hourly Rates – $18.15, $14.85, and $17.45
   Effective Date – March 20, 2023
   Replacement

j. Heather M. Speck – Part-time Driver w/o Bus License, Assistant, and Misc. Transportation
   Recommended Hourly Rates – $18.15, $14.85, and $17.45
   Effective Date – April 11, 2023
   Replacement

k. Freddy L. Torres, III – Part-time School Bus Driver Trainee, Transportation
   Recommended Hourly Rate – $16.90
   Effective Date – March 20, 2023
   Replacement

l. Jevaughn W. Umrah – Part-time Driver w/o Bus License, Assistant, and Misc. Transportation
   Recommended Hourly Rates – $18.15, $14.85, and $17.45
   Effective Date – March 20, 2023
   Replacement

C. Change of Status – Ratifications
   1. Business Services/Operations Office
      a. Marie Hafer
         Change from Part-time School Bus Driver Trainee, Transportation to Substitute Driver w/o Bus License, Assistant, and Misc. Transportation
         Change Recommended Hourly Rate from $16.90 to $18.15, $14.85, and $17.45
         Effective Date – January 3, 2023
         Voluntary Reassignment
b. Maria Rodriguez – Part-time Driver w/o Bus License, Transportation
   Recommended Hourly Rate – $18.15
   Effective Date – February 22, 2023
   Additional Assignment

2. Early Childhood & Student Services Office
   a. Tara Eck
      Change from Paraeducator, Early Intervention to Specialized Preschool Teacher – Classroom, Early Intervention
      Change Recommended Hourly Rate from $15.22 to Annual Salary, Column 1, Step 1, $48,419 (to be prorated)
      Effective Date – April 3, 2023
      Replacement

   b. Katherine Kline
      Change from Speech Therapist, Early Intervention to Specialized Preschool Teacher – Coordinator, Early Intervention
      No Change in Recommended Annual Salary
      Effective Date – February 27, 2023
      Replacement

3. Operations Office
   a. Debra Gerhart – Van Fueler, Transportation
      Recommended Hourly Rate – $17.50
      Effective Date – March 13, 2023
      Additional Assignment

   b. Rodney Good – Safety and Training Supervisor, Operations
      Recommended Rate – $150 per course
      Effective Date – March 1, 2023
      Temporary Additional Responsibilities

   c. Tammy Hill – Part-time Driver w & w/o Bus License, Transportation
      Effective Date – March 14, 2023
      Removal of Assignments

   d. Tammy Hill – Part-time Driver w & w/o Bus License, Transportation
      Recommended Hourly Rates – $23.95 and $20.15
      Effective Date – March 24, 2023
      Additional Assignments

   e. Julio Jaquez, Jr.
      Change from Part-time Driver w/o Bus License, Assistant, and Misc. Transportation to Substitute Driver w/o Bus License, Assistant, and Misc. Transportation
      No Change in Recommended Hourly Rates
      Effective Date – March 16, 2023
      Voluntary Reassignment
f. Michael Stoudt
   Change from Part-time Driver w/o Bus License, Assistant, and Misc. Transportation to Substitute Driver w/o Bus License, Assistant, and Misc. Transportation
   No Change in Recommended Hourly Rates
   Effective Date – March 30, 2023
   Voluntary Reassignment

D. Additions to 2022-2023 Approved Substitute Lists – Ratifications
   Ratifications – Additions to 2022-2023 Approved Substitute Lists
   —Item 13. D.
   Alternative Education
   Josue Camilo, Specialist – Effective March 27, 2023

   Early Intervention
   Josue Camilo, Paraeducator – Effective March 27, 2023

   Head Start
   Josue Camilo, Paraeducator – Effective March 27, 2023
   Linda Pontician, Teacher – Effective March 20, 2023

   Pre-K Counts
   Josue Camilo, Paraeducator – Effective March 27, 2023
   Tara Eck, Teacher – Effective April 3, 2023
   Linda Pontician, Teacher – Effective March 20, 2023

   Special Education
   Josue Camilo, Specialist – Effective March 27, 2023

E. Additions to Approved 2022-2023 Out-of-Class Substitute Lists – Ratifications
   Ratifications – Out of Class 2022-2023 Approved Substitute Lists —Item 13. E.
   No Items to Consider

   Removal from Approved 2022-2023 Out-of-Class Substitute Lists – Ratifications
   Early Intervention
   Tara Eck – Effective March 31, 2023

   Pre-K Counts
   Tara Eck – Effective March 31, 2023

F. Remove from 2022-2023 Approved Substitute Lists
   Ratifications – Out of Class 2022-2023 Approved Substitute Lists —Item 13. F.
   Early Intervention
   Jamie Franklin, Paraeducator – Effective March 20, 2023

   Head Start
   Jamie Franklin, Paraeducator – Effective March 20, 2023

   Transportation
   Dawn DiMascio-Eddinger, Substitute Driver w & w/o Bus License, Assistant, and Misc. Transportation
   Effective – March 27, 2023
   Marilyn Singlar, Substitute Driver w/o Bus License, Assistant, and Misc. Transportation
   Effective – April 3, 2023
G. Employment Approvals
1. Business Services Office
   a. Kristina A. Huey – Business Services Coordinator, Fiscal Services
      Recommended Annual Salary – $54,000 (to be prorated)
      Effective Date – April 24, 2023
      Replacement

2. Early Childhood & Student Services Office
   a. Daniel F. Purnell – School Psychologist Intern, Special Education
      Recommended Annual Salary – $20,000
      Effective Date – August 14, 2023
      New Position

H. Change of Status – Approvals
1. Early Childhood & Student Services Office
   a. Vicki Ravert – Data Oversight Coordinator, Early Childhood & Student Services
      Monthly Stipend – $500
      Effective Date – June 30, 2023
      Removal of Stipend

I. Leave of Absence Requests
1. Operations Office
   Personal Leave (unpaid – with benefits – FMLA)
   a. Bethzaida Cheek – Dispatcher, Transportation
      Effective Date – March 10, 2023
   Personal Leave (unpaid – without benefits – Not FMLA)
   b. Elidania Reyes – Part-time Driver w/o Bus License, Assistant, and Misc. Transportation
      Effective Date – February 28, 2023

J. Return from Leave of Absence Requests
1. Early Childhood & Student Services Office
   Personal Leave (unpaid – with benefits – FMLA)
   a. Eileen LaScala – Assistant Program Administrator, Early Intervention
      Effective Date – March 27, 2023
   b. Leslie Ann Pacheco Montalvo – Paraeducator, Head Start
      Effective Date – March 24, 2023

2. Operations Office
   Personal Leave (unpaid – with benefits – FMLA)
   a. Bethzaida Cheek – Dispatcher, Transportation
      Effective Date – March 27, 2023
   b. Archie Ulshafer – Operations Specialist, Transportation
      Effective Date – March 20, 2023
   Personal Leave (unpaid – without benefits – Not FMLA)
   c. Elidania Reyes – Part-time Driver w/o Bus License, Assistant, and Misc. Transportation
      Effective Date – March 24, 2023
K. Retirements
   No Items to Report

L. Resignations
   1. Early Childhood & Student Services Office
      a. Daryll L. Ellison – Mental Health Specialist, Head Start
         Effective Date – March 31, 2023
      b. Rebecca L. Martin – Level V Program Secretary, Early
         Intervention
         Effective Date – March 24, 2023
   2. Information Technology Office
         Administrator I, Infrastructure and Operations
         Effective Date – March 31, 2023
   3. Operations Office
      a. Stephanie D. Brown – Part-time Driver w/o Bus License,
         Assistant, and Misc. Transportation
         Effective Date – March 10, 2023
      b. Charletta D. Chapman – Assistant Supervisor,
         Transportation, Special Needs
         Effective Date – April 14, 2023
      c. Darryl Damiani – Part-time Driver w/o Bus License,
         Assistant, and Misc. Transportation
         Effective Date – March 14, 2023
      d. Frank J. McKenzie – Part-time Driver w/o Bus License,
         Assistant, and Misc. Transportation
         Effective Date – March 24, 2023
      e. Linda J. Miller – Level II Custodian, Custodial
         Effective Date – April 6, 2023
      f. Naomi Y. Smith – Part-time Driver w & w/o Bus
         License, Assistant, and Misc. Transportation
         Effective Date – March 29, 2023
   4. Professional Learning Office
      a. Adriane A. Golden – ESL Supervisor, Professional
         Learning
         Effective Date – March 24, 2023
      b. Dr. Joshua P. Hoyt – Program Administrator, Professional
         Learning
         Effective Date – May 26, 2023
      c. Kevin M. Paul – Data Specialist, The Pennsylvania Key
         Effective Date – April 14, 2023
      d. Paula Reichert – ESL Supervisor, Professional Learning
         Effective Date – March 24, 2023
M. Terminations

1. Operations Office
   a. Steven W. George – Part-time Bus/Van Assistant and Misc. Transportation
      Effective Date – April 21, 2023
      Violation of Policy

2. Margaret V. Gitler – Part-time Bus/Van Specialist, Transportation
   Effective Date – April 21, 2023
   Violation of Policy

N. Other

1. Professional Learning Office
   a. Joanne B. Salvatore – ESL Supervisor, Professional Learning
      Recommended Annual Salary – $87,000 (to be prorated)
      Effective Date – To be determined pending pre-employment process
      Rescinded Assignment

Yeas: Deterline; Gierula; Heck; Hemberger; Hogan; Huhn; Hummel; Jackson; Kennedy; Lash; Mannmiller; Sabold; Taylor; Ulrich; Vasquez; McEwen
Nays: None. Motion carried.

A motion was made by Taylor, seconded by Heck, to approve the following items under 14. A through F. Other Matters for Consideration:

14. OTHER MATTERS FOR CONSIDERATION

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

To approve the submission of the 2023-2024 IU Special Education Plan and associated assurance for the operation of special education services and programs/quality space, no later than May 1, 2023.

To authorize the appropriate officers to execute an agreement between the Berks County Intermediate Unit (BCIU) and Sweet, Stevens, Katz & Williams LLP, for the firm to continue to provide the services of Andrew E Faust, Esquire, as a legal consultant for special education to the BCIU and its constituent school districts, at a fee of $73,500 (no increase) for the 2023-2024 school year.

To ratify an agreement between the Berks County Intermediate Unit (BCIU) and the Pennsylvania Department of Human Services, Bureau of Early Intervention Services and Family Supports, for the BCIU Early Intervention Program to assist in supporting preschool service delivery through the Office of Child Development and Early Learning (OCDEL) initiative of coaching across settings: Practice Based Coaching. The agreement provides for funding not to exceed $10,000 and is effective March 15, 2023, through June 30, 2023.
To authorize the appropriate officers to execute an agreement between the Berks County Intermediate Unit (BCIU) and the Berks Coalition to End Homelessness (BCEH), for the BCEH to provide services to children and youth experiencing homelessness in connection with the Education for Children and Youth Experiencing Homelessness (ECYEH) program for Pennsylvania Region 2, for a sum not to exceed $71,765 during the period of July 1, 2023, to June 30, 2024.

To authorize the appropriate officers to execute an agreement between the Berks County Intermediate Unit (BCIU) and Thrive Housing Services, for Thrive Housing Services to provide services to children and youth experiencing homelessness in connection with the Education for Children and Youth Experiencing Homelessness (ECYEH) program for Pennsylvania Region 2, for a sum not to exceed $85,143 during the period of July 1, 2023, to June 30, 2024.

To authorize the appropriate officers to execute an agreement between the Berks County Intermediate Unit (BCIU) and the Community Services Group (CSG), for the CSG to 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, and assign a staff person to serve in the role of Outreach Specialist on a full-time basis for a cost not to exceed $81,588 effective July 1, 2023, to June 30, 2024.

To authorize the appropriate officers to execute an agreement between the Berks County Intermediate Unit and General Healthcare Resources, for General Healthcare Resources to provide Occupational Therapy, Physical Therapy, Speech-Language, Psychological, and Paraeducator services supporting educational and special education programs per the agreement and compensation / reimbursement for services attachment, effective July 1, 2023, through June 30, 2024.

To authorize the appropriate officers to execute an agreement between the Berks County Intermediate Unit (BCIU) and GAMUT Early Intervention Services, Inc., for GAMUT Early Intervention Services, Inc. to provide Paraeducator / PCA, Registered Behavior Technician (RBT), and Behavior Consultant / Supervision (BSC) Services per the agreement and Compensation/ Reimbursement for Services Attachment, effective July 1, 2023, through June 30, 2024.

To ratify an addendum to the current agreement between the Berks County Intermediate Unit (BCIU) and General Healthcare Resources for the addition of language related to Compensation / Reimbursement for Services provided by General Healthcare Resources, effective March 15, 2023, as follows:

- RN – $55 / hour
- LPN – $55 / hour
B. PROFESSIONAL DEVELOPMENT & CURRICULUM
—DR. DANIEL RICHARDS, DIRECTOR

To approve the Berks Online Learning Service Fees as presented for 2023-2024.

To approve the Office of Professional Learning Fee for Service Guidelines as presented for 2023-2024.

To authorize the appropriate officers to execute an agreement between the Berks County Intermediate Unit (BCIU) and Angelo (A.J.) Juliani, for Mr. Juliani to provide keynote speaking services at the Core Connections Conference for a fee of $3,000 according to the agreement, for services to be provided on June 13, 2023.

To approve a memorandum of understanding (MOU) between the Berks County Intermediate Unit (BCIU) and Next Generation Science Exemplar System (NGSX) / Boston University, for NGSX to provide services related to the PLANS workshop according to the MOU on June 14-15, 2023.

To ratify an agreement between the Berks County Intermediate Unit (BCIU) and Lexmark International, Inc., for Lexmark International, Inc., to provide a technology evaluation license according to the agreement, for services initiated on August 19, 2023.

To ratify an agreement between the Berks County Intermediate Unit (BCIU) and the following vendor, for the BCIU to purchase products / services on behalf of Berks County nonpublic schools in line with applications submitted under the Emergency Assistance to Non-Public Schools (EANS) program according to specifics of the agreement:
• Albright College, for Saint Catherine of Siena School

To ratify an agreement between the Berks County Intermediate Unit (BCIU) and Learning Forward, for Learning Forward to provide professional services related to the sessions Becoming a Learning Leader, for a fee of $22,462 according to the agreement; and the approval signature from Lucille Gallis, BCIU Chief Financial Officer, for services to be provided on June 26-27, 2023.

To authorize the appropriate officers to execute an agreement between the Berks County Intermediate Unit (BCIU) and New World Now, LLC. (NWN), for NWN to provide annual support and maintenance relative to the PD Registry and Learning Management System (LMS) and Quality Rating and Improvement System (QRIS) for a fee not to exceed $419,290.10 effective July 1, 2023, through June 30, 2024 (The Pennsylvania Key).
To ratify Amendment #2 between the Berks County Intermediate Unit (BCIU) and the KeyStone Research Corporation (KSRC), for KSRC to modify its scope of services in support of additional funding required for the distribution of 11,000 copies of the PA One Book, Mel Fell. This amendment provides for a funding increase of $54,795 for a revised total not to exceed $337,627. All other terms and conditions remain in force (The Pennsylvania Key).

To ratify Amendment #3 between the Berks County Intermediate Unit (BCIU) and New World Now, LLC. (NWN), for NWN to modify its scope of services for the development of a selected date for awarded designations that are effective and published within the Pennsylvania Quality Rating and Improvement System, (QRIS). This amendment provides for a funding increase of $67,347 for a revised total not to exceed $656,430.73. All other terms and conditions remain in force (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 the PAIUnet for the provisioning of 8000 Mbps of commodity internet services for dedicated use by the BCIU, effective July 1, 2023, to June 30, 2024, at a cost of $1,120/month pre-Erate discount application.

To authorize the appropriate officers to execute an agreement with ePlus Technologies, Inc., for Secure Internet Access and Advanced Threat at a cost not to exceed $19,145.50 effective July 1, 2023, through June 30, 2024.

To authorize the appropriate officers to execute an agreement with HP, Inc., for a three-year lease of (75) HP laptop computers at a cost not to exceed $69,482.25 effective upon receipt of the equipment.

To rescind the previously approved motion referenced in Section “a” below and ratify the amended motion referenced in Section b below:

a. To ratify a lease agreement between the Berks County Intermediate Unit (BCIU) and Canon Solutions America, for the lease of a Formax FD2096 Folder/Sealer through Weaver Associates, Inc. The term of the agreement will be for 60 months from the arrival of the equipment; the lease device costs not to exceed $50,368.25. The agreement includes a $1.00 buyout of the equipment at the end of the lease.

b. To ratify a lease agreement between the Berks County Intermediate Unit (BCIU) and Canon Solutions America, for the lease of a Formax FD2096 Folder/Sealer through E. Thomas Brett Business Machines, Inc. The term of the agreement will be for 60 months from the arrival of the equipment; the lease device costs not to exceed $50,229.80. The agreement includes a $1.00 buyout of the equipment at the end of the lease.
D. BUSINESS SERVICES/OPERATIONS
   — LUCILLE GALLIS, CFO

To acknowledge receipt of the vote tally by school districts for the 2023-2024 Berks County Intermediate Unit Mandated Services budget.

To approve the following financial entities as depositories, effective July 1, 2023, to June 30, 2024: Tompkins Bank, Chase Bank, and PSDLAF (Pennsylvania School District Liquid Asset Fund).

To approve the continuation of legal services of Brumbach, Mancuso & Fegley P.C., effective July 1, 2023, through June 30, 2024, with John M. Stott, Esquire, and James Mancuso, Esquire as solicitors for the Berks County Intermediate Unit, at a fee of $150/hour for all services and labor negotiations work.

To approve the continuation of Tompkins Insurance as the Broker of Record for insurance services to the Berks County Intermediate Unit, effective July 1, 2023, through June 30, 2024.

To award contracts through the Berks County Joint Purchasing Board for the following:
- Trash
- Fuel
- Physical Education Equipment & Supplies
- Digital Media Equipment & Technology Supplies

E. OPERATIONS
   — ROB ROSENBERRY, CHIEF OPERATING OFFICER

To approve a two-year agreement between the Berks County Intermediate Unit (BCIU) and School-Radio, to lease radios, provide unlimited Push-To-Talk Over Cellular service for individual and group calling and radio replacement coverage to BCIU for use by Transportation for $10,292 per month, effective June 1, 2023

To ratify an agreement between the Berks County Intermediate Unit (BCIU) and Tuscarora Intermediate Unit (TIU), for BCIU-certified staff members to provide Pediatric CPR and First Aid training using Office of Child Development and Early Learning (OCDEL) approved curriculum to community childcare center staff, effective March 15, 2023, through May 31, 2023.
To amend the resolution approved on April 21, 2022, from a one-year term to a three-year contract term:

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

Amend Resolution / Term of Agreement with Bytecurve Holdings LLC for Transportation Routing Software

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

To approve the Office of the Executive Director / Public Relations Service Fee Schedule, effective July 1, 2023.

| Yeas:       | Detterline; Gierula; Heck; Hemberger; Hogan; Huhn; Hummel; Jackson; Kennedy; Lash; Manmiller; Sabold; Taylor; Ulrich; Vasquez; McEwen |
| Nays:       | None. Motion carried. |

President McEwen again recognized the exemplary service of Mrs. Donna DeLoretta upon her retirement and thanked her on behalf of the Board.

He then thanked Board members and guests for their attendance and asked if anyone desired to comment before the conclusion of the meeting. No one desire to speak.

A motion was made by Ulrich, seconded by Heck, to adjourn the meeting at 8:52 p.m.

Motion carried.

Approved by,

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

Mrs. Candace Hall, Program Administrator of the Office of Professional Learning (OPL), introduced Mrs. Heidi Gamler as the Employee-of-the-Month for March. Heidi joined the BCIU in February 1995 and serves as a Projects Coordinator Specialist in the Office of Professional Learning. Although the program has gone through name changes, first called School Services, then the Office of Professional Development and Curriculum, and now the Office of Professional Learning, Heidi has remained in the program throughout her tenure in various capacities. Mrs. Hall told the Board that Heidi is a problem solver and critical thinker, constantly pivoting and adapting as new guidelines and regulations are introduced. She is always ready to tackle new challenges with grace and a smile. She also assists Mrs. Nancy Sinkus, Region 2 Coordinator of the PA Inspired Leadership (PIL) Program, the statewide, standards-based continuing professional education program for school leaders.

Heidi thanked Board members and BCIU administration for honoring her as Employee-of-the-Month, noting that she works behind the scenes and appreciates this recognition of her contributions to the program.

Mrs. Jenn Viveros, Assistant Program Administrator for the Office of Early Childhood and Students Services, introduced Mrs. Beth Weckel as Employee-of-the-Month for April. Beth has over 20 years of service with the BCIU, as a teacher, mental health specialist, and currently as the Head Start Health and Nutrition Services Supervisor. Her depth and longevity of experience have made her an invaluable resource to her colleagues and team. Always keeping the needs of the children and families as the focus, she works collaboratively with internal and external stakeholders to build partnerships that are mutually beneficial and enhance the services the Head Start Program is able to provide.

Accompanied by her husband, Michael, Beth thanked her team and the Board for acknowledging her efforts. She stated that her colleagues and children she serves are the best part of her job.

The Board honored Mrs. Donna DeLoretta upon her retirement from the BCIU after 18 years of exemplary service. President Gary McEwen, Vice President Elizabeth Huhn, and Executive Director Dr. Jill Hackman provided comments to recognize Donna’s years of service, dedication, and contributions to the organization. Mrs. DeLoretta began at the BCIU as an Accountant in June 2005, and moved into various roles in the Business Office including Project Manager – Fiscal, Project Administrator – Fiscal, Assistant Program Administrator, Fiscal Services, Assistant Director, Business Services / Operations, Chief Financial Officer / Chief Operating Officer, and then her current position as Assistant to the Executive Director. She also served as Acting Interim Business Manager for the Twin Valley School District while in the Assistant Program Administrator role in 2017. As a member of the BCIU leadership team, she provided steadfast and trusted guidance to the Board of Directors and BCIU leaders as well as those in the districts who contacted her with questions. She will be truly missed as a friend and professional partner.

Mrs. DeLoretta gave thanks to the Board and others throughout the organization as well as her husband who attended the Board meeting as she was honored.
Mr. Scott Major introduced the InsideBCIU video, showcasing the BCIU Print Services Center and staff. The video highlighted the wide range of services offered to schools, educational institutions, and non-profit organizations as well as the work they do for the BCIU and the Pennsylvania Key. The Print Services Center also serves education institutions statewide as a resource for reliable and efficient tax bill printing. Focused on high quality products, customer satisfaction, and cost effective service, the Print Services Center and staff have received consistent high marks from clients across the Commonwealth.