

**OFFICIAL PROCEEDINGS OF THE
BCIU BOARD OF DIRECTORS
AUGUST 17, 2017
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The regular meeting of the Berks County Intermediate Unit Board of Directors was held on Thursday, August 17, 2017, in the Berks County Intermediate Unit Main Office Building, 1111 Commons Boulevard, Reading, Pennsylvania.

President Timothy Heffner called the meeting to order at 7:25 p.m. Following the pledge of allegiance, Jan Krotee, recording secretary, called the roll. Attendance was as follows:

Intermediate Unit Board: Elizabeth Huhn; Jean Kelleher; Linda R. Lash; Gary McEwen; Robert H. Quinter; David Rathgeb, Jr.; Carol C. Reid; Ralph C. Richard; Brian Specht; James Ulrich; Arlan Werst; Michelle Worrall; Carl Ziegler; and Timothy M. Heffner

Absent: Jill A. Dennin; Jennafer Reilly; Tammy Starner Wert; and Otto W. Voit, III

Intermediate Unit: Dr. Jill M. Hackman; Carl Blessing; Bill Miller, Michelle Reichard-Huff; Dan Richards; Rob Rosenberry; and Jan Krotee

Solicitor: John M. Stott, Esquire

Guest/s: None

Press: Keith Dmochowski, Reading Eagle

Following the pledge of allegiance and roll call, President Heffner noted there was no need for an executive session.

**Announcements
& Agenda Update**

No one desired to speak.

**Persons Desiring to Be
Heard**

A motion was made by Richard, seconded by Quinter, to seat Otto W. Voit, III as the BCIU Board representative from Muhlenberg School District to fill the unexpired term of John Love, effective July 1, 2017, through June 30, 2019.

**Seating of Otto W. Voit, III
—Item 01. C.**

Motion carried.

Voice Vote

A motion was made by Richard, seconded by Kelleher, to approve the minutes of the meeting of Thursday, June 15, 2017.

**Approval of Minutes
—Item 02.**

Motion carried.

Voice Vote

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A motion was made by Ulrich, seconded by Reid, to ratify / approve / acknowledge the following:

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

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

SOURCE		PAGE	AMOUNT
June	2017 Ratifications	1-56	\$3,856,458.04
July	2017 Ratifications	1-60	\$4,602,592.82
August	2017 Ratifications	1-13	\$841,440.13
August	2017 Approvals	1-21	\$2,311,705.98
TOTAL			\$11,612,196.97

04. TOMPKINS/VIST REVENUE ANTICIPATION NOTE – \$7,500,000:
(Information Item)

Amount Outstanding
August 11, 2017
\$2,500,000

05. ACCOUNTS RECEIVABLE AGING REPORT AS OF AUGUST 4, 2017 *(Information item):*

Funding Source	Current	30 Days	60 Days	90 Days	120 Days
School Districts	\$19,065.40	\$1,121,600.50	\$13,338.97	\$1,378.26	\$40,908.07
Commonwealth of PA	\$6,057,396.77	\$130,433.54	\$0.00	\$24,979.00	\$0.00
Other Revenue Sources	\$3,198.88	\$305,611.73	\$14,735.22	\$10,417.62	\$8,299.35
TOTALS	\$6,079,661.05	\$1,557,645.77	\$28,074.19	\$36,774.88	\$49,207.42
GRAND TOTAL	\$7,751,363.31				

06. APPROVAL/RATIFICATION OF HEAD START:

- Financial Statements (June and July 2017)
- Credit Card Purchases (June and July 2017)
- Non-Federal Share Report (June and July 2017)
- Program Information/Updates/Attachments

07. COMBINED FINANCIAL REPORT

CASH

BEGINNING BALANCE -June 1, 2017		\$771,886.78	
RECEIPTS			
REVENUE RECEIPTS	\$9,377,676.82		
RETURNED CHECKS	\$0.00		
INVESTMENT REDEMPTIONS	\$0.00	\$9,377,676.82	
			\$10,149,563.60
DISBURSEMENTS			
PRE BOARD RATIFICATIONS	\$754,919.04		
BOARD APPROVALS	\$400,247.00		
POST BOARD RATIFICATIONS	\$3,856,458.04		
TOTAL CHECKS WRITTEN	\$5,011,624.08		
CHECKS VOIDED	(\$400,923.56)		
PAYROLL DISTRIBUTIONS	\$4,625,434.79	\$9,236,135.31	
ENDING BALANCE -June 30, 2017			\$913,428.29

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	<u>INVESTMENTS</u> CERTIFICATES OF DEPOSIT	<u>TOTAL</u>
BEGINNING BALANCE	\$0.00	\$0.00
PURCHASES	\$0.00	\$0.00
REDEMPTIONS	<u>\$0.00</u>	<u>\$0.00</u>
ENDING BALANCE	\$0.00	\$0.00
 CASH AVAILABLE-June 30, 2017		 \$913,428.29
<u>CASH</u>		
BEGINNING BALANCE -July 1, 2017		\$913,428.29
RECEIPTS		
REVENUE RECEIPTS	\$8,319,091.01	
RETURNED CHECKS	\$0.00	
INVESTMENT REDEMPTIONS	<u>\$0.00</u>	<u>\$8,319,091.01</u>
		\$9,232,519.30
DISBURSEMENTS		
PRE BOARD RATIFICATIONS	\$0.00	
BOARD APPROVALS	\$0.00	
POST BOARD RATIFICATIONS	<u>\$4,602,592.82</u>	
TOTAL CHECKS WRITTEN	\$4,602,592.82	
CHECKS VOIDED	(\$2,817.21)	
PAYROLL DISTRIBUTIONS	<u>\$4,045,702.73</u>	<u>\$8,645,478.34</u>
ENDING BALANCE -July 31, 2017		\$587,040.96
	 <u>INVESTMENTS</u> CERTIFICATES OF DEPOSIT	 <u>TOTAL</u>
BEGINNING BALANCE	\$0.00	\$0.00
PURCHASES	\$0.00	\$0.00
REDEMPTIONS	<u>\$0.00</u>	<u>\$0.00</u>
ENDING BALANCE	\$0.00	\$0.00
 CASH AVAILABLE-July 31, 2017		 \$587,040.96

08. INVESTMENT OF FUNDS

Interest earned on investments is as follows:

	June 2017	July 2017
Tompkins VIST:	\$2,278.37	\$1,493.85
PNC:	\$93.08	\$118.27

Yeas:	Huhn, Kelleher, Lash, McEwen, Quinter, Rathgeb, Reid, Richard, Specht, Ulrich, Werst, Worrall, Ziegler, Heffner.	Roll Call Vote
Nays:	None. Motion carried.	

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09. COMMUNICATIONS

Secretary Huhn reviewed the slate of candidates for the PSBA officer elections. She announced that votes would be taken at the September Board meeting. Votes will be submitted on behalf of the BCIU Board after votes are taken.

**Communications
PSBA Officer Elections
—Item 09. 1.**

Dr. Hackman shared the Head Start Notice of Award Handout included in Board member packets.

**Head Start Notice of Award
(balance of original funding
for 1/1/17-12/31/17)
—Item 09. 2**

10. OLD BUSINESS

No items to report.

Chair Quinter reported that the negotiations committee met with PSSU prior to the Board meeting. Progress is being made and another meeting has been scheduled.

**Report of Negotiations
Committee —Item 11.**

A motion was made by Lash, seconded by Worrall, to approve the following budget items:

**BUDGETS
—Item 12.**

A. New and Proposed Budgets

1. Teachers in The Parks – Program 16-216

Office of Professional Development and Curriculum
7/1/16 – 9/30/18

\$100,000

Federal Title I funds will be used to support the activities of the Teachers in the Parks program (TIPS). TIPS is a Title I summer school program where children meet in local community parks, pools, or other community-based locations over the summer to receive hands-on instruction in math and reading by certified teachers. The TIPS curriculum is designed to bridge the summer learning gap. This is a pilot program that will be extended through summer 2018 (New).

B. Initial Budgets

1. Child Care Information Services (CCIS) Administrative Budget – Program 120

Office of Early Childhood and Student Services
7/1/17 – 6/30/18

\$994,533

Child Care Information Services of Berks County provides funding to help low and moderate income working families pay for child care. Funding for the program comes from the state and federal government through the Department of Human Services' Office of Child Development & Early Learning. Parents may choose the type of child care setting that best meets their needs. This budget represents the funds allocated to administer the purchase of child care services for children of these families (since 1992).

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- 2. Child Care Information Services (CCIS)
Low Income Former TANF Families Budget – Program 121**
Office of Early Childhood and Student Services
7/1/17 – 6/30/18 **\$496,214**
Child Care Information Services of Berks County provides funding to help clients pay for child care as they come off cash assistance and enter the work force. Funding for the program comes from the state and federal government through the Department of Human Services’ Office of Child Development & Early Learning. Parents may choose the type of child care setting that best meets their needs. This budget represents the funds allocated to administer the purchase of child care services for children of these families (since 1998).
- 3. Child Care Information Services (CCIS) Provider Budget – Program 122**
Office of Early Childhood and Student Services
7/1/17 – 6/30/18 **\$15,556,802**
Child Care Information Services of Berks County provides funding to help TANF, former TANF, and low and moderate income working families pay for child care. Funding for the program comes from the state and federal government through the Department of Human Services’ Office of Child Development & Early Learning. Parents may choose the type of child care setting that best meets their needs. This budget represents the funds used to purchase child care services for approximately 5,800 children in Berks County (since 1992).
- 4. Child Care Information Services (CCIS) TANF Families Budget – Program 123**
Office of Early Childhood and Student Services
7/1/17 – 6/30/18 **\$269,469**
Child Care Information Services of Berks County provides funding to help clients who are receiving cash assistance pay for child care so they are able to participate in mandated welfare-to-work programs. Funding for the program comes from the state and federal government through the Department of Human Services’ Office of Child Development & Early Learning. Parents may choose the type of child care setting that best meets their needs. This budget represents the funds allocated to administer the purchase of child care services for children of these families (since 2007).
- 5. BCIU Asian Studies Collaborative (ASC) – Program 147**
Office of Early Childhood and Student Services
7/1/17 – 6/30/18 **\$189,718**
With funding from various sources, including fee for service by participating districts, this program will support the development and implementation of elements of Asian Studies in K-12 curriculum (since 2010).
- 6. Early Head Start Child Care Partnership – Program 17-168**
Office of Early Childhood and Student Services
8/1/17 – 7/31/18 **\$456,464**
The Commonwealth of Pennsylvania Office of Child Development and Early Learning (OCDEL) has contracted with the BCIU to partner with two local Child Care Centers to provide Early Head Start services. The Early Head Start Child Care Partnership (EHS-CCP) will provide full day, full year services designed to promote the development of young children birth to three. Early Head Start promotes the school readiness of low-income children (since 2015).

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- 7. Individuals with Disabilities Education Act 2004 (Part B) – Program 17-184**
Office of Early Childhood and Student Services
7/1/17 – 9/30/18 **\$12,914,910**
Funded by the federal government through the Individuals with Disabilities Education Act 2004 – Part B, this budget contains Component 2 which provides professional development and curriculum services to school districts and Component 3 which provides supplementary aides and services/monies to school districts as well as equitable participation for eligible parentally-placed private school children. This budget was formerly known as program 186 (since 1982).
- 8. IDEA Section 619 – Program 185**
Office of Early Childhood and Student Services
7/1/17 – 6/30/18 **\$793,287**
This program is federally funded for Early Intervention under the provisions of P.L. 99-457. It supplements Early Intervention services by funding office rent, property and liability insurance, professional legal fees, and other supplemental expenditures; \$485,000 will be funding for Early Childhood Mental Health programs (since 1986).
- 9. Individuals with Disabilities Education Act 2004 (Part B) (IDEA 2004) - Program 186**
Office of Early Childhood and Student Services
7/1/17 – 6/30/18 **\$1,165,848**
The federal funding source for this program is P.L. 108-446, Individuals with Disabilities Education Act 2004 – Part B. This budget is Component 1 which supports Early Intervention services such as speech, educational itinerant, and assistant teacher staff in addition to supplemental staff expenditures (since 1982/83).
- 10. OCDEL Community Innovation Zone Grant – Program 208**
Office of Early Childhood and Student Services
7/1/17 – 6/30/18 **\$75,433**
This project is designed to provide intensive supports within the local community to reduce the achievement gap by grade three for students at-risk through aligning P-3 efforts, increasing family supports and engagement, and strengthening community networks of organizations supporting family. In partnership with the Berks County United Way, Glenside Elementary School (Reading School District), Tyson Schoener Elementary School (Reading School District), Centro Hispano, the BCIU Head Start, Pre-K Counts and Early Intervention programs will coordinate and lead initiatives to enhance early literacy development and increase parent engagement activities in the Reading communities. This initiative will focus on the development of a local family engagement committee, implementation of the Raising A Reader program, and implementation of the Abriendo Puertas/Opening Doors program. This is the third and final year of implementation in a three-year grant period. The grant is funded through the Race to the Top – Early Learning Challenge Fund (since 2015).

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- 11. Inclusive Practices - Early Intervention – Summer Grant Program 211**
Office of Early Childhood and Student Services
7/1/17 – 9/30/17 **\$4,250**
Funded by the federal government through the Tuscarora Intermediate Unit, this program supports increased inclusion practices for special education preschool students in Berks County. The two major goals of this project are to increase the percentage of children receiving Early Intervention services in community preschool settings and to decrease the percentage of children receiving Early Intervention services in specialized settings. This will be accomplished by developing partnerships with childcare and preschool sites throughout the county and by providing education, materials, and inclusion specialists as resources to serve the needs of Early Intervention students and staff in community settings (since 2005).
- 12. Early Intervention – ACCESS – Program 215**
Office of Early Childhood and Student Services
7/1/17 – 6/30/18 **\$526,684**
Funded by the state, this program, now referred to as School-Based Access Program (SBAP), is an avenue for the BCIU to receive additional federal funding through Medicaid dollars for medical/mental health related special education services to students in the PA Medical Assistance Program (since 1991).
- 13. BCIU Pre-K Counts – Program 230**
Office of Early Childhood and Student Services
7/1/17 – 6/30/18 **\$969,652**
Funded by the state and administered by the PA Department of Education, Pre-K Counts provides high quality preschool services to 103 at risk children whose families earn less than 300 percent of the federal poverty level, those who are English Language learners, or children who have special needs. Children are served in six classrooms housed in the BCIU Learning Center at Lower Alsace and in the BCIU Learning Center at St. Paul’s (since 2007).
- 14. BCIU Pre-K Counts Partnership – Program 231**
Office of Early Childhood and Student Services
7/1/17 – 6/30/18 **\$1,347,544**
Funded by the state and administered by the PA Department of Education, Pre-K Counts provides high quality preschool services to 103 at risk children whose families earn less than 300 percent of the federal poverty level, those who are English Language learners, or children who have special needs. Children are served in six classrooms housed in the BCIU Learning Center at Lower Alsace and in the BCIU Learning Center at St. Paul’s (since 2007).
- 15. Project Elect/Fatherhood Initiative – Program 235
(Education Leading to Employment and Career Training)**
Office of Early Childhood and Student Services
7/1/17 – 6/30/18 **\$649,665**
Funded by state, local, and federal monies through the Family Support Act which is designed to enable families with dependent children to become financially independent of public assistance, this budget helps ELECT participants to complete high school and train for a job. Additionally, the fatherhood initiative provides education resources to custodial and non-custodial fathers under the age of 22 who are enrolled in middle school, high school, or GED programs (since 1993).

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16. Title 1 - Neglected – Program 17-261

Office of Early Childhood and Student Services
7/1/17 – 9/30/18

\$32,607

Funded by the federal government through the Pennsylvania Department of Education, this program offers remedial reading and math instruction to students in the Immigration Family Shelter facility during the summer of 2015 (since 1996).

17. Early Intervention – School Age Program – Program 300

Office of Early Childhood and Student Services
7/1/17 – 6/30/18

\$575,597

Mandated by the Department of Education and contracted through a MAWA (Mutually Agreed Upon Written Agreement), this program serves preschool children identified with special education needs who are transitioning to placement in their respective districts. In the year prior to eligibility for school age placement, parents have the option to maintain placement for their child in the Early Intervention Program for an additional year. Educational costs for school age students who remain in the EI Program is the responsibility of the home district (since 1983).

18. Special Education Core – School Age – Program 304

Office of Early Childhood and Student Services
7/1/17 – 6/30/18

\$2,547,838

Funded by the Pennsylvania Department of Education, this budget covers costs for management, federal/state mandates for special education, direct services, child tracking (Penn Data) services, and administrative functions designed to support the Special Education programs throughout the Berks County Intermediate Unit and our school districts (since 1991).

19. Early Intervention – Program 348

Office of Early Childhood and Student Services
7/1/17 – 6/30/18

\$14,099,605

Funded by the state, this program provides services to newly identified, preschool handicapped children in Berks County (since 1983).

20. Berks Online Learning – Program 680

Office of Professional Development and Curriculum
7/1/17 – 6/30/18

\$473,840

This proprietary program is a partnership between BCIU and multiple cyber course providers to offer local school districts online education options for K-12 students (since 2008).

21. Network and Computer Services – Program 670

Office of Innovation and Technology
7/1/17 – 6/30/18

\$674,304

Comprised of three sub-budgets including the Berks County Wide Area Network (WAN) project, this program combines networking, PAIUNET, e-rate, and other technology related services for external customers (since 1989).

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22. Information Technology Software Services – Program 671

Office of Innovation and Technology

7/1/17 – 6/30/18

\$1,751,814

Comprised of two sub-budgets, this proprietary fund accounts for expenditures and revenue related to supplemental services internal and external to the Berks County Intermediate Unit. These services include software as a service hosting, application development, software support and training, documentation, and technology consultation (since 1994).

23. Special Education Transportation – Program 344

Office of Business Services

7/1/17 – 6/30/18

\$6,818,980

Funded by the state, this budget provides for transportation of approximately 1800 special needs children between their homes and schools and to activities prescribed by the individual education program (since 1969).

C. Changes to Initial Budgets

1. Head Start State Supplemental – Program 105

Office of Early Childhood and Student Services

7/1/16 – 6/30/17

\$2,700

Total Proposed Revised Budget: \$348,881

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). This change is necessary due to year-end adjustments.

2. Head Start – Program 17-165

Office of Early Childhood and Student Services

1/1/17 – 12/31/17

\$50,207

Total Proposed Revised Budget: \$5,418,488

Funded primarily by federal dollars through the Department of Health and Human Services, Administration for Children and Families, with additional monies from the Child and Adult Care Food Program, this program provides education services to approximately 610 children in 18 school districts and special needs services to approximately 65 disabled Head Start children (since 1965). This change is necessary due to a cost of living adjustment.

3. Early Head Start Child Care Partnership – Program 16-168

Office of Early Childhood and Student Services

8/1/16 – 7/31/17

\$84,161

Total Proposed Revised Budget: \$531,839

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

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4. Statewide System of Support – Program 209

Office of Professional Development and Curriculum

10/1/16 – 6/30/17

\$10,000

Total Proposed Revised Budget: \$191,442

Funded with both State and Federal dollars, the Commonwealth of Pennsylvania has contracted with the BCIU to provide training and technical assistance for facilitation and coordination of four PDE initiatives: Data Governance, Supports for Effective Standards Based Instruction, School Climate Regional Coordinators, and Safe Schools Support (since 2016). This change is necessary due to increased funding for School Climate Regional Coordinators funding.

D. Budgetary Transfers

1. BCIU Pre-K Counts – Program 230

Office of Early Childhood and Student Services

7/1/16 – 6/30/17

\$56,600

Funded by the state and administered by the PA Department of Education, Pre-K Counts provides high quality preschool services to 103 at risk children whose families earn less than 300 percent of the federal poverty level, those who are English Language learners, or children who have special needs. Children are served in six classrooms housed in the BCIU Learning Center at Lower Alsace and in the BCIU Learning Center at St. Paul’s (since 2007). These transfers are necessary for year-end projections.

2. BCIU Pre-K Counts Partnership – Program 231

Office of Early Childhood and Student Services

7/1/16 – 6/30/17

\$130,351

Funded by the state and administered by the PA Department of Education, the BCIU Pre-K Counts Partnership provides high quality preschool services to 140 at risk children, which is defined as 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 one local Child Care Center (since 2016). These transfers are necessary for year-end projections.

Yeas:	Huhn, Kelleher, Lash, McEwen, Quinter, Rathgeb, Reid, Richard, Specht, Ulrich, Werst, Worrall, Ziegler, Heffner.	Roll Call Vote
Nays:	None. Motion carried.	

13. PERSONNEL MATTERS

PERSONNEL MATTERS

—ROB ROSENBERRY, DIRECTOR

A motion was made by Ziegler, seconded by Huhn, to approve the following items under Personnel Matters:

General

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

**Professional Contracts for
Mallory L. Dulsky and
Nikolette S. Lawrence
—Item 13. A. 1.**

- a. Mallory L. Dulsky, Speech Therapist, Special Education, effective August 19, 2017
- b. Nikolette S. Lawrence, Teacher, Alternative Education, effective August 29, 2017

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To ratify/approve the unpaid internships/practicums as noted below:

- a. Alyssa Keifer, Alvernia University undergraduate student majoring in Psychology, under the supervision of Ann Kowalski, Assistant Director, Head Start, effective August 28, 2017, through May 4, 2018.
- a. Taylor Kelleher, Kutztown University undergraduate student majoring in Special Education, under the supervision of Marianne Helou, Assistant Program Administrator, Head Start, effective September 25, 2017, through December 15, 2017.
- c. Frederick Riccio, Alvernia University undergraduate student majoring in Psychology, under the supervision of Ann Kowalski, Assistant Director, Head Start, effective August 31, 2017, through May 11, 2018.
- d. Christine Robinson, Kutztown University undergraduate student majoring in Education/Visual Impairment, under the supervision of Diane Cusimano, Itinerant Teacher of the Visually-Impaired, Special Education, effective August 29, 2017, through December 15, 2017.

**Unpaid Internships/
Practicums – Alyssa Keifer,
Taylor Kelleher, Frederick
Riccio, and Christine
Robinson
—Item 13. A. 2.**

To approve the unpaid externship and clinical practicum of Taylor D’Antonio, East Stroudsburg University graduate student majoring in Communication Sciences and Disorders, under the supervision of Jena Crea, Speech Therapist, Early Intervention, effective January 8, 2018, through April 13, 2018.

**Unpaid Externship/Clinical
Practicum – Taylor
D’Antonio
—Item 13. A. 3.**

To approve a \$250 CDL Incentive payment for Transportation Employees effective July 24, 2017.

**CDL Incentive Payment for
Transportation Employees
—Item 13. A. 4.**

To qualify for the incentive, the following criteria must be met:

- An individual holds the assignment of a Driver w/o Bus License and/or Assistant;
- An individual attended Berks County Intermediate Unit’s CDL classes on or July 24, 2017;
- An individual secured their CDL with proper endorsements within three (3) months following the completion of CDL classes; and
- An individual, upon securing their CDL with proper endorsements, shall immediately bid on and/or be assigned to a regular school bus driver assignment.

The \$250 CDL Incentive shall be paid on the pay date following the date the individual secures his/her CDL with proper endorsements and actively bid on and/or is assigned a regular bus driver assignment. Should the individual, upon securing his/her CDL with proper endorsements change to substitute status, voluntarily leave the BCIU, be terminated for any of the reasons cited within the disciplinary section of the Transportation Employee Handbook, or cease to work as a school bus driver within one year of receiving the CDL Incentive payment, the employee is responsible for reimbursing the Berks County Intermediate Unit \$250.

Bus Driver Trainees participating in the BCIU’s School Bus Driver Academy are not eligible for the \$250 CDL Incentive.

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B. Employment – Ratifications

Ratifications – Employment

—Items 13. B.

1. Business Services/Operations Office
 - a. Joseph Angelisanti, Jr. – Part-time Bus Driver Trainee
Recommended Hourly Rate – \$11.40
Effective Date – July 17, 2017
Replacement
 - b. Logan I. Dierksheide – Vehicle Maintenance Summer Intern
Recommended Hourly Rate – \$13.00
Effective Date – June 19, 2017
New Position
 - c. Timothy M. Frey – Vehicle Maintenance Summer Intern
Recommended Hourly Rate – \$13.00
Effective Date – June 19, 2017
New Position
 - d. Cynthia Gonzalez – Part-time Bus Driver Trainee
Recommended Hourly Rate – \$11.40
Effective Date – July 17, 2017
Replacement
 - e. William J. Haines, Jr. – Part-time Bus Driver Trainee
Recommended Hourly Rate – \$11.40
Effective Date – July 17, 2017
Replacement
 - f. Susan D. Laney – Part-time Bus Driver Trainee
Recommended Hourly Rate – \$11.40
Effective Date – July 17, 2017
Replacement
 - g. Manuel M. Navedo – Part-time Bus Driver Trainee
Recommended Hourly Rate – \$11.40
Effective Date – July 17, 2017
Replacement
 - h. Frederick H. Saylor – Part-time Bus Driver Trainee
Recommended Hourly Rate – \$11.40
Effective Date – July 17, 2017
Replacement
2. Early Childhood & Student Services Office
 - a. Kristi L. Bassetti – Occupational Therapist, Early Intervention
Recommended Annual Salary – Col. 4, Step 3, \$57,600 (to be prorated)
Effective Date – July 10, 2017
New Position

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- b. Kimberley A. Bonanni – Program Administrator, Special Education Program Coordinator, Reading School District, Special Education
Recommended Annual Salary – \$84,599 (to be prorated)
Effective Date – July 3, 2017
New Position
- c. Janice Miller-Redd – Program Administrator, Special Education Program Coordinator, Reading School District, Special Education
Recommended Annual Salary – \$84,599 (to be prorated)
Effective Date – July 17, 2017
New Position
- d. Lauren A. Wasmuth – Speech Therapist
Recommended Annual Salary – Col. 4, Step 1, \$56,611 (to be prorated)
Effective Date – July 31, 2017
New Position

3. Innovation and Technology Office

- a. Lysandra S. Burger – Service Center Specialist
Recommended Annual Salary – \$50,432 (to be prorated)
Effective Date – to be determined pending pre-employment process
Replacement

4. Professional Development and Curriculum Office

- a. Charles J. Trovato – Assistant Program Administrator
Recommended Annual Salary – \$73,779 (to be prorated)
Effective Date – July 3, 2017
Date Amended

C. Change of Status – Ratifications

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

1. Business Services/Operations Office

- a. Tomas Benson
Change from Part-time Bus Driver Trainee to Part-time Driver w/o Bus License, Assistant, and Misc. Transportation
Change Recommended Hourly Rate from \$11.40 to \$13.45, \$11.35, and \$10.58
Effective Date – August 15, 2017
Replacement
- b. Lacey Black
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 Hourly Rates
Effective Date – October 31, 2016
Voluntary Reassignment
- c. Keisha Brown
Change from Part-time Bus Driver Trainee to Part-time Driver w/o Bus License, Assistant, and Misc. Transportation
Change Recommended Hourly Rate from \$11.40 to \$13.45, \$11.35, and \$10.58
Effective Date – August 15, 2017
Replacement

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- d. Lady Cardona
Change from Part-time Bus Driver Trainee to Part-time Driver w/o Bus License, Assistant, and Misc. Transportation
Change Recommended Hourly Rate from \$11.40 to \$13.45, \$11.35, and \$10.58
Effective Date – August 15, 2017
Replacement
- e. Catherine Cintron Valentin
Change from Part-time Bus Driver Trainee to Part-time Driver w/o Bus License, Assistant, and Misc. Transportation
Change Recommended Hourly Rate from \$11.40 to \$13.45, \$11.35, and \$10.58
Effective Date – August 15, 2017
Replacement
- f. Rae-Lynn Fletcher
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 Hourly Rates
Effective Date – August 4, 2017
Voluntary Reassignment
- g. Emmanuel Garcia – School Bus Fueler
Recommended Hourly Rate – \$15.55
Effective Date – June 5, 2017
Additional Assignment
- h. Emmanuel Garcia – School Bus Fueler
Change Recommended Hourly Rate from \$15.55 to \$16.40
Effective Date – July 1, 2017
Salary Adjustment per Transportation Compensation & Benefits Agreement
- i. Christian Gutierrez
Change from Substitute Bus Driver Trainee to Substitute Driver w/o Bus License, Assistant, and Misc. Transportation
Change Recommended Hourly Rate from \$11.40 to \$13.45, \$11.35, and \$10.58
Effective Date – August 15, 2017
Reassignment
- j. Leandra Guzman
Change from Part-time Bus Driver Trainee to Part-time Driver w/o Bus License, Assistant, and Misc. Transportation
Change Recommended Hourly Rate from \$11.40 to \$13.45, \$11.35, and \$10.58
Effective Date – August 15, 2017
Replacement
- k. Teresa Heintzelman
Change from Part-time Bus Assistant and Misc. Transportation to Part-time Driver w/o Bus License, Assistant, and Misc. Transportation
Change Recommended Hourly Rates from \$11.00 and \$10.38 to \$13.05, \$11.00, and \$10.38
Effective Date – November 7, 2016
Replacement

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- l. Teresa Heintzelman – Part-time Driver w/o Bus License, Assistant, and Misc. Transportation
Change Recommended Hourly Rates from \$13.05, \$11.00, and \$10.38 to \$13.45, \$11.35, and \$10.58
Effective Date – July 1, 2017
Salary Adjustment per Transportation Compensation & Benefits Agreement
- m. Kaytlin Kramer
Change from Part-time Bus Driver Trainee to Part-time Driver w/o Bus License, Assistant, and Misc. Transportation
Change Recommended Hourly Rate from \$11.40 to \$13.45, \$11.35, and \$10.58
Effective Date – August 15, 2017
Replacement
- n. Yvonne Krick – Part-time Driver w/o Bus License
Change Recommended Hourly Rates from \$13.05 to \$13.45
Effective Date – July 1, 2017
Salary Adjustment per Transportation Compensation & Benefits Agreement
- o. Stacey Miccicke
Change from Part-time Bus Driver Trainee to Part-time Driver w/o Bus License, Assistant, and Misc. Transportation
Change Recommended Hourly Rate from \$10.90 to \$12.95, \$10.85, and \$10.08
Effective Date – August 15, 2017
Replacement
- p. Manuel Navedo
Change from Part-time Bus Driver Trainee to Substitute Bus Driver Trainee
No Change in Hourly Rate
Effective Date – August 7, 2017
Voluntary Reassignment
- q. Jennifer Perez
Change from Part-time Bus Driver Trainee to Part-time Driver w/o Bus License, Assistant, and Misc. Transportation
Change Recommended Hourly Rate from \$11.40 to \$13.45, \$11.35, and \$10.58
Effective Date – August 15, 2017
Replacement
- r. Barbara Quinones
Change from Part-time Bus Driver Trainee to Part-time Driver w/o Bus License, Assistant, and Misc. Transportation
Change Recommended Hourly Rate from \$11.40 to \$13.45, \$11.35, and \$10.58
Effective Date – August 15, 2017
Replacement
- s. Mary Quinter
Change from Level V Program Secretary to Level VI Clerk, Transportation
Change Recommended Hourly Rate from \$17.77 to \$18.27
Effective Date – July 10, 2017
Position Reclassified

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- t. Jonathan Santiago
Change from Part-time Bus Driver Trainee to Substitute Bus Driver Trainee
No Change in Hourly Rates
Effective Date – February 13, 2017
Voluntary Reassignment

- u. Henry Taveras Taveras
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 Hourly Rates
Effective Date – July 17, 2017
Voluntary Reassignment

- v. Luisailly Torres-Germoso
Change from Part-time Bus Driver Trainee to Part-time Driver w/o Bus
License, Assistant, and Misc. Transportation
Change Recommended Hourly Rate from \$11.40 to \$13.45, \$11.35, and \$10.58
Effective Date – August 15, 2017
Replacement

- w. Mary Ann Torres Santos
Change from Part-time Bus Driver Trainee to Part-time Driver w/o Bus
License, Assistant, and Misc. Transportation
Change Recommended Hourly Rate from \$11.40 to \$13.45, \$11.35, and \$10.58
Effective Date – August 15, 2017
Replacement

- x. Ramona Turner Turpin
Change from Substitute Bus Driver Trainee to Substitute Driver w/o Bus License,
Assistant, and Misc. Transportation
Change Recommended Hourly Rate from \$11.20 to \$13.05, \$11.00, and \$10.38
Effective Date – December 22, 2016
Reassignment

- y. Ramona Turner Turpin – Substitute Driver w/o Bus License, Assistant, and
Misc. Transportation
Change Recommended Hourly Rates from \$13.05, \$11.00, and \$10.38 to
\$13.45, \$11.35, and \$10.58
Effective Date – July 1, 2017
Salary Adjustment per Transportation Compensation & Benefits Agreement

- z. Jose Valdez
Change from Part-time Bus Driver Trainee to Part-time Driver w & w/o Bus
License, Assistant, and Misc. Transportation
Change Recommended Hourly Rate from \$11.40 to \$16.10, \$13.45, \$11.35, and \$10.58
Effective Date – July 27, 2017
Replacement

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- aa. Domingo Vega, Jr.
Change from Part-time Bus Driver Trainee to Part-time Driver w/o Bus License,
Assistant, and Misc. Transportation
Change Recommended Hourly Rate from \$11.40 to \$13.45, \$11.35, and \$10.58
Effective Date – August 15, 2017
Replacement
- bb. Joseph Young – Substitute Driver w/ Bus License
Change Recommended Hourly Rate from \$18.75 to \$20.50
Effective Date – February 20, 2017
Salary Adjustment per Transportation Wage Schedule
- cc. Joseph Young – Substitute Driver w/ Bus License
Change Recommended Hourly Rate from \$20.50 to \$20.70
Effective Date – July 1, 2017
Salary Adjustment per Transportation Compensation & Benefits Agreement
- 2. Early Childhood & Student Services Office
 - a. Kristin Dibler – Teacher, Extended School Year, Special Education
Recommended Hourly Rate - \$44.24
Effective Date – July 5, 2017 – August 18, 2017
Additional Days (not to exceed 10 days)
 - b. Jennifer Dixon – Specialized Preschool Teacher – Classroom, Early Intervention
Change Recommended Annual Salary from Col. 4, Step 3, \$57,600 to Col. 5, Step 3, \$58,293
Effective Date – July 1, 2017
Salary Adjustment per BCIUEA Agreement
 - c. Theresa Figueroa – Enrollment Specialist, PreK Counts
Recommended Hourly Rate - \$14.55
Effective Date – July 1, 2017 – August 11, 2017
Additional Days (not to exceed 20 days)
 - d. Holly Foster – Teacher, Extended School Year, Special Education
Recommended Hourly Rate - \$54.61
Effective Date – June 8, 2017 – August 18, 2017
Additional Days (not to exceed 10 days)
 - e. Kara Graeff
Change from Floating Teacher, Head Start to Teacher, Head Start
No Change in Hourly Rate
Effective Date – August 7, 2017
Replacement
 - f. Bethany Hix
Change from Paraeducator, Early Intervention to Substitute Paraeducator, Early Intervention
Change Recommended Hourly Rate from \$11.65 to \$9.00
Effective Date – August 8, 2017
Voluntary Reassignment

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- g. Denise Laguidara – Teacher, PreK Counts
Recommended Hourly Rate - \$26.71
Effective Date – July 6, 2017 – August 4, 2017
Additional Days (not to exceed 12 days)
- h. Nikolette Lawrence – Teacher, Extended School Year, Special Education
Recommended Hourly Rate - \$45.57
Effective Date – June 8, 2017 – August 18, 2017
Additional Days (not to exceed 20 days)
- i. Nilsa Leon Lopez– Paraeducator, PreK Counts
Recommended Hourly Rate - \$16.27
Effective Date – July 10, 2017 – August 4, 2017
Additional Days (not to exceed 12 days)
- j. Pamela Progansky
Change from Educational Interpreter to Substitute Special Education Educational Interpreter
Change Recommended Hourly Rate from \$22.67 to \$20.57
Effective Date – August 1, 2017
Voluntary Reassignment
- k. Theresa Readinger – Safety Care Trainer
Recommended Hourly Rate - \$26.71
Effective Date – July 11, 2017 – July 13, 2017
Additional Days (not to exceed 3 days)
- l. Michelle Reichard-Huff – Assistant Director
Recommended Monthly Stipend - \$1,000
Effective Date – August 1, 2017 – November 3, 2017
Temporary Additional Responsibilities
- m. Jody Schappell Beury – Educational Interpreter, Extended School Year, Special Education
Recommended Hourly Rate - \$23.65
Effective Date – June 8, 2017 – June 30, 2017
Additional Days (not to exceed 20 days)
- n. Jody Schappell Beury – Educational Interpreter, Extended School Year, Special Education
Change Recommended Hourly Rate from \$23.65 to \$24.10
Effective Date – July 1, 2017
Salary Adjustment per AFSCME Agreement
- o. Darlene Schenck– Paraeducator, PreK Counts
Recommended Hourly Rate - \$14.30
Effective Date – July 6, 2017 – August 4, 2017
Additional Days (not to exceed 12 days)
- p. Jade Sedoti
Change from Assistant Program Administrator, Early Intervention to Interim Program Administrator, Special Education Program Coordinator, Reading School District
Chance Recommended Annual Salary from \$76,000 to \$84,599 (to be prorated)
Effective Date – July 25, 2017
New Position

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- q. Lashae Stitt – Teacher, PreK Counts
Recommended Hourly Rate - \$26.32
Effective Date – July 10, 2017 – August 4, 2017
Additional Days (not to exceed 12 days)
- r. Alicia Vaux – Teacher, PreK Counts
Recommended Hourly Rate - \$26.71
Effective Date – July 10, 2017 – July 27, 2017
Additional Days (not to exceed 4 days)
- s. Bridgette Vecchio – Psychologist, Extended School Year, Special Education
Recommended Hourly Rate - \$53.48
Effective Date – June 8, 2017 – August 18, 2017
Additional Days (not to exceed 45 days)
- 3. Professional Development and Curriculum Office
 - a. Stephanie Camoni – Peer Reviewer, PA Key
Recommended Annual Stipend - \$1,000
Effective Date – July 1, 2017 – June 30, 2018
Additional Responsibilities
 - b. Lisa Mulliken – Peer Reviewer, PA Key
Recommended Annual Stipend - \$1,000
Effective Date – July 1, 2017 – June 30, 2018
Additional Responsibilities
 - c. Roberta Philson – Peer Reviewer, PA Key
Recommended Annual Stipend - \$1,000
Effective Date – July 1, 2017 – June 30, 2018
Additional Responsibilities
 - d. Heather Powell – Early Head Start Specialist, PA Key
Change Recommended Annual Salary from \$45,066 to \$45,891
Effective Date – July 1, 2017
Salary Adjustment per Compensation & Benefits Plan for Technology and Support Services

D. Additions to 2016-2017 Approved Substitute Lists – Ratifications

Alternative Education

Chelsea Boyer, Specialist – Effective June 16, 2017
Tiffany DeJesus, Specialist – Effective June 19, 2017
Emma Tutino, Teacher – Effective June 12, 2017
Melissa Vega, Specialist – Effective June 26, 2017

Child Care

Chelsea Boyer, Teacher – Effective June 16, 2017
Tiffany DeJesus, Aide – Effective June 19, 2017
Melissa Vega, Teacher – Effective June 26, 2017

Early Intervention

Tiffany DeJesus, Paraeducator – Effective June 19, 2017
Emma Tutino, Teacher – Effective June 12, 2017

**Ratifications – Additions to
2016-2017 Approved
Substitute Lists
—Item 13. D.**

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Head Start

Chelsea Boyer, Paraeducator – Effective June 16, 2017
Emma Tutino, Teacher – Effective June 12, 2017
Melissa Vega, Teacher – Effective June 26, 2017

Pre-K Counts

Chelsea Boyer, Paraeducator – Effective June 16, 2017
Emma Tutino, Teacher – Effective June 12, 2017
Melissa Vega, Teacher – Effective June 26, 2017

Special Education

Chelsea Boyer, Specialist – Effective June 16, 2017
Tiffany DeJesus, Specialist – Effective June 19, 2017
Emma Tutino, Teacher – Effective June 12, 2017
Melissa Vega, Specialist – Effective June 26, 2017

Additions to 2017-2018 Approved Substitute Lists – Ratifications

Alternative Education

Nancy Echevarria, Specialist – Effective July 31, 2017
Holly Loscig, Specialist – Effective July 17, 2017
Rachel Mercadante, Specialist – Effective July 10, 2017
Tiffany Puwalski, Specialist – Effective July 10, 2017
Nakia Robertson, Specialist – Effective July 10, 2017
Joella Simmons, Specialist – Effective July 10, 2017
Cynthia Smith, Specialist – Effective July 10, 2017
Sarah Thompson, Teacher – Effective July 10, 2017

Child Care

Esmeralda Calderon, Summer Child Care Paraeducator – Effective July 10, 2017
Nancy Echevarria, Aide – Effective July 31, 2017
Leonor Figueroa, Paraeducator – Effective August 8, 2017
Sarah Jablonski, Teacher – Effective July 17, 2017
Holly Loscig, Paraeducator – Effective July 17, 2017
Rachel Mercadante, Paraeducator – Effective July 10, 2017
Joella Simmons, Aide – Effective July 10, 2017
Cynthia Smith, Teacher – Effective July 10, 2017
Sarah Thompson, Teacher – Effective July 10, 2017

Early Intervention

Nancy Echevarria, Paraeducator – Effective July 31, 2017
Holly Loscig, Paraeducator – Effective July 17, 2017
Rachel Mercadante, Paraeducator – Effective July 10, 2017
Tiffany Puwalski, Paraeducator – Effective July 10, 2017
Nakia Robertson, Paraeducator – Effective July 10, 2017
Joella Simmons, Paraeducator – Effective July 10, 2017
Cynthia Smith, Paraeducator – Effective July 10, 2017

Head Start

Nancy Echevarria, Paraeducator – Effective July 31, 2017
Holly Loscig, Paraeducator – Effective July 17, 2017
Tiffany Puwalski, Paraeducator – Effective July 10, 2017
Sarah Thompson, Paraeducator – Effective July 10, 2017

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Pre-K Counts

Nancy Echevarria, Paraeducator – Effective July 31, 2017
Holly Loscig, Paraeducator – Effective July 17, 2017
Rachel Mercadante, Paraeducator – Effective July 10, 2017
Tiffany Puwalski, Paraeducator – Effective July 10, 2017
Nakia Robertson, Teacher – Effective July 10, 2017
Joella Simmons, Paraeducator – Effective July 10, 2017
Cynthia Smith, Teacher – Effective July 10, 2017
Sarah Thompson, Paraeducator – Effective July 10, 2017

Special Education

Nancy Echevarria, Specialist – Effective July 31, 2017
Rachel Mercadante, Specialist – Effective July 10, 2017
Tiffany Puwalski, Specialist – Effective July 10, 2017
Nakia Robertson, Specialist – Effective July 10, 2017
Joella Simmons, Specialist – Effective July 10, 2017
Cynthia Smith, Specialist – Effective July 10, 2017
Sarah Thompson, Teacher – Effective July 10, 2017
Misty Young, Special Education Communication Facilitator – Effective July 1, 2017

**E. Additions to Approved 2016-2017 Out-Of-Class Substitute Lists
– Ratifications**

No Items to Consider

**Ratifications – Additions to
2016-2017 Out-Of-Class
Substitute Lists—Item 13. E.**

**F. Remove from 2016-2017 Approved Substitute Lists
Child Care**

Taylor Straub, Paraeducator – Effective June 20, 2017

**Remove from 2016-2017
Approved Substitute Lists
—Item 13. F.**

Head Start

Nicola Brown, Paraeducator – Effective May 26, 2017

Transportation

Dorothy Miller, Substitute Driver w & w/o Bus License, Assistant, and Misc. Transportation – Effective June 8, 2017
John Miller, Substitute Driver w & w/o Bus License, Assistant, and Misc. Transportation – Effective June 9, 2017

Remove from 2017-2018 Approved Substitute Lists

Child Care

Sarah Jablonski, Paraeducator – Effective July 31, 2017

Facilities

Evelyn Torres, Custodian – Effective July 18, 2017

Transportation

Kircy Aleman, Substitute Bus Assistant and Misc. Transportation – Effective August 14, 2017
Tracy Arthur, Substitute Driver w & w/o Bus License, Assistant, and Misc. Transportation – Effective August 14, 2017
Kenneth Baker, Substitute Driver w & w/o Bus License, Assistant, and Misc. Transportation – Effective August 14, 2017
Christina Blimline, Substitute Driver w/o Bus License, Assistant, and Misc. Transportation – Effective July 17, 2017

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Dennis Bricker, Substitute Driver w/o Bus License, Assistant, and Misc. Transportation – Effective August 14, 2017
Shannon Bridgeman, Substitute Driver w & w/o Bus License, Assistant, and Misc. Transportation – Effective August 14, 2017
Anthony Calvaresi, Substitute Driver w & w/o Bus License, Assistant, and Misc. Transportation – Effective July 3, 2017
Carman Carrillo-Bermudez, Substitute Bus Assistant and Misc. Transportation – Effective August 14, 2017
Reina Cepeda, Substitute Driver w/o Bus License, Assistant, and Misc. Transportation – Effective August 14, 2017
Irelene Ennels, Substitute Driver w/o Bus License, Assistant, and Misc. Transportation – Effective August 14, 2017
Joanna Fernandez, Substitute Driver w/o Bus License, Assistant, and Misc. Transportation – Effective August 14, 2017
Ruby Garcia-Aguirre, Substitute Driver w & w/o Bus License, Assistant, and Misc. Transportation – Effective August 14, 2017
James Gibson, Substitute Driver w & w/o Bus License, Assistant, and Misc. Transportation – Effective August 14, 2017
Suzanne Hannigan, Substitute Driver w & w/o Bus License, Assistant, and Misc. Transportation – Effective August 14, 2017
Lynne Kauffman, Substitute Driver w & w/o Bus License, Assistant, and Misc. Transportation – Effective August 14, 2017
Sancianne Magliore, Substitute Driver w/o Bus License, Assistant, and Misc. Transportation – Effective August 14, 2017
Mary Jane Moore, Substitute Driver w & w/o Bus License, Assistant, and Misc. Transportation – Effective August 14, 2017
Frank Negron-Cruz, Substitute Driver w & w/o Bus License, Assistant, and Misc. Transportation – Effective August 14, 2017
Jacqueline Olmeda-Ortiz, Substitute Driver w/o Bus License, Assistant, and Misc. Transportation – Effective July 14, 2017
Wanda Ortiz, Substitute Driver w/o Bus License, Assistant, and Misc. Transportation – Effective August 14, 2017
Jessica Perez, Substitute Driver w/o Bus License, Assistant, and Misc. Transportation – Effective August 14, 2017
Megan Phillips, Substitute Bus Assistant and Misc. Transportation – Effective August 14, 2017
Johanny Rodriguez, Substitute Bus Assistant and Misc. Transportation – Effective August 14, 2017
Steven Sansoni, Substitute Driver w & w/o Bus License, Assistant, and Misc. Transportation – Effective August 14, 2017
Jonathan Santiago, Substitute Bus Driver Trainee – Effective August 14, 2017
Brenda Schrack, Substitute Driver w & w/o Bus License, Assistant, and Misc. Transportation – Effective August 14, 2017
Ileana Siguenza, Substitute Driver w/o Bus License, Assistant, and Misc. Transportation – Effective August 14, 2017
Alicia Smith, Substitute Driver w/o Bus License, Assistant, and Misc. Transportation – Effective August 14, 2017
Carlos Soto, Substitute Bus Driver Trainee – Effective August 14, 2017
Todd Strickler, Substitute Driver w & w/o Bus License, Assistant, and Misc. Transportation – Effective August 14, 2017
Jonathan Tiburcio, Substitute Bus Driver Trainee – Effective August 14, 2017
Tami Trout, Substitute Driver w & w/o Bus License, Assistant, and Misc. Transportation – Effective August 14, 2017

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G. Employment – Approvals

**Employment Approvals
—Item 13. G.**

1. Executive Director’s Office
 - a. Amelia R. Guydish – Web Designer/Creative Team Specialist
Recommended Annual Salary - \$46,000 (to be prorated)
Effective Date – to be determined pending pre-employment process
Replacement
2. Professional Development and Curriculum Office
 - a. Elizabeth Knouse – Director of Communications, PA Key
Recommended Annual Salary - \$75,000 (to be prorated)
Effective Date – September 11, 2017
Replacement

H. Change of Status – Approvals

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

1. Business Services/Operations
 - a. Sandra Parsons
Change from Dispatcher to Substitute Driver w & w/o Bus License,
Assistant, and Misc. Transportation
Change Recommended Hourly Rate from \$17.93 to \$20.70, \$15.00,
\$12.50, and \$11.20
Effective Date – September 1, 2017
Voluntary Reassignment
2. Early Childhood & Student Services Office
 - a. Michelle Reichard-Huff
Change from Assistant Director to Director
Change Recommended Annual Salary from \$102,181.79 to \$115,596
(to be prorated)
Effective Date – November 6, 2017
Replacement
 - b. Melissa Vega
Change from Paraeducator, Early Intervention to Substitute Paraeducator,
Early Intervention
Change Recommended Hourly Rate from \$11.20 to \$9.00
Effective Date – August 23, 2017
Voluntary Reassignment
3. Professional Development and Curriculum Office
 - a. Molly Basilio – Remedial Teacher
Change Recommended Annual Salary from Col. 5, Step 11, \$68,721 to
Col. 6, Step 11, \$69,414
Effective Date – September 1, 2017
Salary Adjustment per BCIUEA Agreement
 - b. Melissa Kauffman – Remedial Teacher
Change Recommended Annual Salary from Col. 5, Step 6, \$61,261 to Col.
6, Step 6, \$61,954
Effective Date – September 1, 2017
Salary Adjustment per BCIUEA Agreement

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- c. Hope Kavka – Remedial Teacher
Change Recommended Annual Salary from Col. 5, Step 4, \$58,788 to Col. 6, Step 4, \$59,480
Effective Date – September 1, 2017
Salary Adjustment per BCIUEA Agreement

I. Leave of Absence Requests

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

- 1. Early Childhood & Student Services Offices
Personal Leave (unpaid – without benefits – FMLA)
 - a. Cathey Rickenbach – Part-time Driver w & w/o Bus License, Assistant, and Misc. Transportation
Effective Date – April 3, 2017
Personal Leave (unpaid – without benefits – not FMLA)
 - b. Stacey Miccicke – Part-time Bus Driver Trainee
Effective Date – May 9, 2017
- 2. Early Childhood & Student Services Office
Personal Leave (unpaid – with benefits – FMLA)
 - a. Alicia McCracken – Level V Program Secretary
Effective Date – June 9, 2017
Personal Leave (unpaid – without benefits – not FMLA)
 - b. Amy Fenstermaker – Paraeducator, Early Intervention
Effective Date – July 5, 2017

J. Return from Leave of Absence Requests

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

- 1. Business Services/Operations Office
Personal Leave (unpaid – without benefits – FMLA)
 - a. John Murray – Level II Custodian, Facilities
Effective Date – June 12, 2017
- 2. Early Childhood and Student Services Office
Personal Leave (unpaid – with benefits – FMLA)
 - a. Danielle Filer– Educational Interpreter, Special Education
Effective Date – June 1, 2017
 - b. Amy Leshner– Teacher, Head Start
Effective Date – June 5, 2017
Personal Leave (unpaid – without benefits – not FMLA)
 - c. Kristin Dibler – Special Education Teacher, Special Education
Effective Date – July 5, 2017

K. Retirements

**Retirements
—Item 13. K.**

- 1. Early Childhood and Student Services Office
 - a. Sharman J. Kleinhenn – Alternative Education Teacher, Special Education
Effective Date – August 6, 2017
- 2. Executive Office
 - a. Pamela J. Keeler – Web Design Specialist
Effective Date – October 2, 2017

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3. Innovation and Technology Office
 - a. Susan J. Calvin – Program Administrator, Asian/International Studies
Effective Date – January 2, 2018
 - b. Dorothy A. Waters – Reprographic Specialist
Effective Date – November 1, 2017

L. Resignations

**Resignations
—Item 13. L.**

1. Business Services/Operations Office
 - a. Brian R. Barrell – Part-time Driver w/o Bus License, Assistant and Misc. Transportation
Effective Date – August 8, 2017
 - b. Gail M. Crupi – Part-time Driver w/o Bus License, Assistant and Misc. Transportation
Effective Date – July 31, 2017
 - c. Jerry C. Dalton – Part-time Driver w/o Bus License, Assistant and Misc. Transportation
Effective Date – August 1, 2017
 - d. Joanne M. Keller – Part-time Driver w/o Bus License, Assistant and Misc. Transportation
Effective Date – August 8, 2017
 - e. Chris A. Schlouch – Level V Maintenance, Facilities
Effective Date – July 26, 2017
 - f. Michael R. Uczynski – Part-time Driver w/o Bus License, Assistant and Misc. Transportation
Effective Date – August 8, 2017
 - g. Melanie M. Wurst – Part-time Driver w/o Bus License, Assistant and Misc. Transportation
Effective Date – August 7, 2017
2. Early Childhood and Student Services Office
 - a. Elizabeth M. Angstadt – Special Education Teacher, Special Education
Effective Date – August 18, 2017
 - b. Erin K. Aregood – Special Education Teacher, Special Education
Effective Date – August 4, 2017
 - c. Crystal L. Blackmon – Teacher, Head Start
Effective Date – August 17, 2017
 - d. Cherise A. Charite – Teacher, Head Start
Effective Date – July 21, 2017
 - e. Claudia Faust – Paraeducator, Head Start
Effective Date – August 16, 2017
 - f. Danielle M. Filer – Educational Interpreter, Special Education
Effective Date – August 18, 2017
 - g. Elke S. Fisher – Paraeducator, Head Start
Effective Date – July 31, 2017
 - h. Adrienne L. Kline – Specialized Preschool Teacher – Itinerant, Early Intervention
Effective Date – August 20, 2017
 - i. Michelle D. Rowles – Special Education Itinerant Teacher, Special Education
Effective Date – August 1, 2017
 - j. Dr. Cheri L. Woyurka – Director
Effective Date – November 3, 2017

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- 3. Professional Development and Curriculum Office
 - a. Martin T. Shortall – Budget Analyst II, PA Key
Effective Date – July 27, 2017
 - b. Lisa Unrath – Community Innovation Zone Specialist, PA Key
Effective Date – July 25, 2017

M. Terminations

No Items to Consider

**Terminations
—Item 13. M.**

N. Other

- 1. Professional Development and Curriculum Office
 - a. Kelsey E. O’Brien – Communications Specialist, PA Key
Effective Date – December 31, 2017
Reorganization
 - b. Karen L. Seeber – Communications Coordinator, PA Key
Effective Date – August 11, 2017
Reorganization

**Other
—Item 13. N.**

Yeas:	Huhn, Kelleher, Lash, McEwen, Quinter, Rathgeb, Reid, Richard, Specht, Ulrich, Werst, Worrall, Ziegler, Heffner.
Nays:	None. Motion carried.

Roll Call Vote

A motion was made by Richard, seconded by Quinter, to approve/ratify the following items under Other Matters for Consideration:

14. OTHER MATTERS FOR CONSIDERATION

**OTHER MATTERS
FOR CONSIDERATION**

A. EARLY CHILDHOOD & STUDENT SERVICES

—MICHELLE REICHARD-HUFF, ACTING DIRECTOR

To ratify agreements between the Berks County Intermediate Unit and the following child care providers and licensed child care centers to provide subsidized Child care services:

**Subsidized Child Care Services
—Item 14. A. 1.**

- a. Carol Engle, effective June 12, 2017
- b. Lorraine Sanchez, effective June 12, 2017
- c. Tammy Soto Cruz, effective June 12, 2017
- d. Licelly Guzman, effective, July 10, 2017
- e. Little Munchkins Learning Center, effective June 12, 2017
- f. Treehouse Child Care, effective June 13, 2017
- g. Angela Guerrero (Group), effective June 19, 2017
- h. ABC 123 Child Care Center, effective July 17, 2017
- i. Kinder Works 46, effective July 24, 2017

To approve the 2017-2018 calendars for Pre-K Counts

**2017-2018 Pre-K Counts
Calendars—Item 14. A. 2.**

To ratify an agreement between the Berks County Intermediate Unit (BCIU) and the Salvation Army, for the Salvation Army to serve as a Homeless Children’s Initiative site and provide services to children and youth experiencing homelessness in connection with the BCIU administration of the PA Education for Children and Youth Experiencing Homelessness program, effective June 1, 2017, through September 30, 2017, at a contract fee not to exceed \$5,000.

**Agreement with the Salvation
Army / Homeless Children’s
Initiative Site—Item 14. A. 3.**

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To ratify a partner agency agreement between the Berks County Intermediate Unit (BCIU) and Touching the Future, LLC, for Touching the Future LLC to implement services under the Pre-K Counts grant plan to serve (17) seventeen full-day children at their facility on behalf of BCIU at a cost of \$137,785, effective July 1, 2017, through June 30, 2018.

**Partner Agency Agreement
with Touching the Future
LLC—Item 14. A. 4.**

To ratify an agreement between the Berks County Intermediate Unit (BCIU) and the Department of Human Services (DHS), for the BCIU to operate Child Care Information Services of Berks County with funding in the amount of \$17,177,941, effective July 1, 2017, through June 30, 2018

**Agreement with the
Department of Human
Services / Operation of CCIS
of Berks County
—Item 14. A. 5.**

B. PROFESSIONAL DEVELOPMENT & CURRICULUM

—DANIEL RICHARDS, DIRECTOR

To authorize the appropriate officers to execute an agreement between the Berks County Intermediate Unit and Hanover Research, for Hanover Research to provide grant services effective August 18, 2017, through August 17, 2018, for a service fee in the amount of \$37,000

**Agreement with Hanover
Research for Grant Services
— Item 14. B. 1.**

To ratify agreements between the Berks County Intermediate Unit (BCIU) and the following school districts, for BCIU to provide Title I services to students who reside within Title I eligible schools and attend nonpublic schools, effective August 1, 2017, through June 15, 2018:

**Title I Services Agreements
—Item 14. B. 2.**

School District	Total Services
Exeter Township	\$13,195.52
Muhlenberg	\$25,592.00
Schuylkill Valley	\$ 4,865.00
Wyomissing Area	\$ 6,750.00

To ratify agreements between the Berks County Intermediate Unit (BCIU) and the following school districts, for BCIU to provide Title II services to students who reside within Title II eligible schools and attend nonpublic schools, effective August 1, 2017, through June 15, 2018:

**Title II Services Agreements
—Item 14. B. 3.**

School District	Total Services
Muhlenberg	\$13,250.00
Schuylkill Valley	\$ 4,214.40
Wyomissing Area	\$ 4,501.12

To ratify agreements between the Berks County Intermediate Unit (BCIU) and the following school districts, for BCIU to provide Title IV services to students who reside within Title IV eligible schools and attend nonpublic schools, effective August 1, 2017, through June 15, 2018:

**Title IV Services Agreements
—Item 14. B. 4.**

School District	Total Services
Muhlenberg	\$1,710.00
Schuylkill Valley	\$ 784.00
Wyomissing Area	\$ 766.48

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To ratify an agreement between the Berks County Intermediate Unit and the Reading School District, for the BCIU to provide services and support related to BCIU Engenuity online learning for Reading High School students participating in the Red Knight Academy, Summer School, and Course Recovery Programs, for a cost of \$46,300 plus additional variable charges as per the agreement, effective August 1, 2017, through July 31, 2018.

**Agreement with Reading School District / Engenuity Online Learning for Red Knight Academy
—Item 14. B. 5.**

To ratify an agreement between the Berks County Intermediate Unit and the Reading School District, for the BCIU to provide services and support related to BCIU Engenuity online learning for Reading High School students participating in the Red Knight Accelerated Academy program, for a cost of \$46,300 plus additional variable charges as per the agreement, effective August 1, 2017, through July 31, 2018.

**Agreement with the Reading School District / Engenuity Online Learning for Red Knight Accelerated Academy
—Item 14. B. 6.**

To authorize the appropriate officers to execute an agreement between the Berks County Intermediate Unit and the Pennsylvania Department of Education, for the BCIU to provide professional development related to the Classroom Diagnostic Tool (CDT), for the amount of \$182,504.20, effective July 1, 2017, through June 30, 2018.

**Agreement with the PA Department of Education / Classroom Diagnostic Tool
—Item 14. B. 7.**

To authorize the appropriate officers to execute an agreement between the Berks County Intermediate Unit and Lincoln Intermediate Unit 12 (LIU), for the LIU to provide professional development related to the Classroom Diagnostic Tool (CDT), for the amount of \$44,400 plus travel expenses, effective, July 1, 2017, through June 30, 2018

**Agreement with Lincoln IU / Classroom Diagnostic Tool
—Item 14. B. 8.**

To ratify an agreement between the Berks County Intermediate Unit (BCIU) and Allegheny Intermediate Unit 3 (AIU), for the AIU to provide professional development related to the Classroom Diagnostic Tool (CDT), for the amount of \$44,400 plus travel expenses, effective, July 1, 2017, through June 30, 2018.

**Agreement with Allegheny IU / Classroom Diagnostic Tool
—Item 14. B. 9.**

To ratify an amendment to the current agreement between the Berks County Intermediate Unit (BCIU) and the Central Susquehanna Intermediate Unit (CSIU), for CSIU to develop and deliver a data collection system for the Maternal Infant and Early Care Home Visiting initiative. This amendment provides for a change in the scope/deliverables at an additional \$7,000 for a revised agreement total of \$96,985 for the period July 1, 2016, through June 30, 2017 (PA Key).

Amendment to Current Agreement with Central Susquehanna IU / Data Collection System for Maternal Infant and Early Care Home Visiting Initiative (PA Key)—Item 14. B. 10.

To ratify an amendment to the current memorandum of understanding between the Berks County Intermediate Unit (BCIU) and the BCIU Head Start Program which has received Early Head Start Child Care Partnership funds to partner with local child care centers and family child care providers to expand high quality early learning opportunities to infants and toddlers. This amendment provides for a funding increase of \$80,000 for a revised total of \$525,739 for the period August 1, 2016, through July 31, 2017 (PA Key).

**Agreement to MOU with BCIU Head Start Program / Early Head Start Child Care Partnership Funds (PA Key)
—Item 14. B. 11.**

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To ratify an amendment to the current agreement between the Berks County Intermediate Unit and the United Way of Erie which has received Race to the Top Community Innovation Zone Grant funding to enhance innovative programs related to early learning initiatives. This amendment provides for a no cost extension of the term through September 30, 2017 (PA Key).

**Amendment to Current Agreement with United Way of Erie – Race to the Top Community Innovation Zone Grant (PA Key)
—Item 14. B. 12.**

To ratify amendments to the agreements between the Berks County Intermediate Unit and the following contractors who have received Early Head Start Child Care Partnership funds to partner with local child care centers and family child care providers to expand high quality early learning opportunities to infants and toddlers, effective August 1, 2016, through July 31, 2017 (PA Key):

**Amendments to Agreements / Early Head Start Child Care Partnership Funds (PA Key)
—Item 14. B. 13.**

- Chester County Intermediate Unit d/b/a Chester County Head Start, increased agreement by \$279,962 for a revised total of \$1,836,304
- Child Development Centers, Inc., increased agreement by \$2,530 for a revised total of \$666,284
- Lancaster-Lebanon IU 13, increased agreement by \$14,954 for a revised total of \$1,260,107
- Lawrence County Social Services, Inc d/b/a Lawrence County Community Action Partnership, increased agreement by \$13,375 for a revised total of \$570,549

To ratify an amendment to the agreement between the Berks County Intermediate Unit and University of North Carolina at Chapel Hill (UNC) for the Berks County Intermediate Unit/PA Key to provide largescale psychometric assessment of the Environmental Childhood Environment Rating Scales, Third Edition (ECERS-3). This amendment provides for a no cost extension of the term through June 30, 2018 (PA Key).

Agreement with Univ. of North Carolina at Chapel Hill (PA Key)—Item 14. B. 14.

To ratify an agreement between the Berks County Intermediate Unit and the Pennsylvania State University (PSU), for the PSU to provide professional services related to the Better Kid Care distance learning initiative, for a fee of \$530,410 effective August 1, 2017, through July 31, 2018 (PA Key).

Agreement with Pennsylvania State University / Better Kid Care Distance Learning (PA Key)—Item 14. B. 15.

To ratify an agreement between the Berks County Intermediate Unit and the KeyStone Research Corporation (KRC), for the KRC to provide assembly, warehousing, and distribution of Pennsylvania Early Learning materials to early childhood education practitioners throughout the Commonwealth, for a fee of \$300,000 effective July 1, 2017, through June 30, 2018 (PA Key).

**Agreement with Keystone Research Corporation
—Item 14. B. 16.**

To ratify an agreement between the Berks County Intermediate Unit and the Pennsylvania Chapter of the American Academy of Pediatrics (PAAAP), for the PAAAP to provide professional services related to the Early Childhood Education Linkage System/Healthy Child Care PA (ECELS) initiative, for a fee of \$108,320.95 effective August 1, 2017, through June 30, 2018 (PA Key).

**Agreement PA Chapter of the American Academy of Pediatrics (PA Key)
—Item 14. B. 17.**

To ratify an agreement between the Berks County Intermediate Unit and the Pennsylvania Child Care Association (PACCA), for the PACCA to provide professional services related to the Teacher Education and Compensation Helps (T.E.A.C.H.) Early Childhood Pennsylvania initiative, for a fee of \$2,762,500 effective July 1, 2017, through June 30, 2018 (PA Key).

**Agreement with PA Child Care Association / TEACH Early Childhood Initiative (PA Key)
—Item 14. B. 18.**

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To ratify an agreement between the Berks County Intermediate Unit and the South Central Community Action Programs, Inc. (SCCAP), for the SCCAP to provide professional services for the PELICAN Help Desk for a fee of \$169,901 effective July 1, 2017, through June 30, 2018 (PA Key).

**Agreement with South Central Community Action Programs / PELICAN Help Desk (PA Key)
—Item 14. B. 19.**

To ratify an agreement between the Berks County Intermediate Unit and Kathryn Holod, for Ms. Holod to provide professional services related to certification tasks for child care facilities at a fee of \$40 per hour not to exceed \$19,200 for the period July 1, 2017, through June 30, 2018 (PA Key).

**Agreement with Kathryn Holod (PA Key)
—Item 14. B. 20.**

To ratify an agreement between the Berks County Intermediate Unit and Veirdre Jackson, for Ms. Jackson to provide professional services related to providing coaching to Early Head Start Child Care Partnership contractors at a rate of \$120 per hour for a maximum of 90 hours for a total not to exceed \$10,800 effective July 1, 2017, through July 31, 2017 (PA Key).

**Agreement with Veirdre Jackson (PA Key)
—Item 14. B. 21.**

To ratify an agreement between the Berks County Intermediate Unit and Sherry Kinkaid, for Ms. Kinkaid to provide professional services related to providing coaching to Early Head Start Home-Based Programs at a rate of \$60 per hour for a total not to exceed \$39,900 effective August 14, 2017, through December 31, 2018 (PA Key).

**Agreement with Sherry Kinkaid (PA Key)
—Item 14. B. 22.**

To ratify an agreement between the Berks County Intermediate Unit and Amy Requa, for Ms. Requa to provide professional services as a consultant for the PA Early Head Start Program at a fee of \$70 per hour, not to exceed \$30,240 effective July 1, 2017, through June 30, 2018 (PA Key).

**Agreement with Amy Requa (PA Key)
—Item 14. B. 23.**

To ratify an agreement between the Berks County Intermediate Unit and Caspian Consulting Strategies, for Caspian Consulting Strategies to conduct a formative/ implementation evaluation of the pilot and year 1 of Keystone STARS for the Office of Child Development and Early Learning (OCDEL) through the PA Key/BCIU, for a fee of \$90,000 effective July 1, 2017, through June 30, 2018 (PA Key).

Agreement with Caspian Consulting Strategies (PA Key)—Item 14. B. 24.

To ratify an agreement between the Berks County Intermediate Unit and the Central Susquehanna Intermediate Unit (CSIU), for the CSIU to provide professional services related to the maintenance of the SMART software database, for a fee of \$203,874 effective July 1, 2017, through June 30, 2018 (PA Key).

**Agreement with Central Susquehanna IU / SMART Software (PA Key)
—Item 14. B. 25.**

To ratify an agreement between the Berks County Intermediate Unit and the Central Susquehanna Intermediate Unit (CSIU), for the CSIU to provide evaluation services for the Head Start homeless on behalf of the Head Start State Supplemental Collaboration Office administered by the PA Key, for a fee of \$20,000 effective August 1, 2017, through June 30, 2018 (PA Key).

Agreement with Central Susquehanna IU / Head Start Homeless Evaluation Services (PA Key)—Item 14. B. 26.

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To ratify an agreement between the Berks County Intermediate Unit and the Health Federation of Philadelphia, Inc (HFP), for the HFP to provide three train the trainer and follow-up coaching on Becoming Trauma Informed (BTI) training for early childhood educators, for a fee of \$12,000 effective August 1, 2017, through June 30, 2018 (PA Key).

**Agreement with Health Federation of Philadelphia, Inc. / Becoming Trauma Informed (PA Key)
—Item 14. B. 27.**

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 \$439,319 to serve 32 children, effective August 1, 2017, through July 31, 2018 (PA Key).

Agreement with Berks County Head Start Program for Early Head Start Child Care Partnership Program (PA Key)—Item 14. B. 28.

To ratify agreements between the Berks County Intermediate Unit and the following organizations, for the noted organizations to provide professional services related to the Pennsylvania Pre-K Counts Program, effective July 1, 2017, through June 30, 2018 (PA Key):

Agreements with Benedictine Sisters of Erie, Grace Covenant Church/Hide N Seek Christian Day Care, and Lancaster Mennonite (PA Key)—Item 14. B. 29.

<u>ENTITY</u>	<u>ALLOCATION</u>	<u>CHILDREN SERVED</u>
Benedictine Sisters of Erie	\$261,800	30 Full Day; 20 SKRP* Full Day
Grace Covenant Church/ Hide N Seek Christian Day Care SKRP* Full Day	\$266,575	31 Full Day; 10 Half Day; 40
Lancaster Mennonite	\$170,000	20 Full Day

*SKRP – Summer Kindergarten Readiness Program

To ratify agreements between the Berks County Intermediate Unit and the following organizations, for the noted organizations to provide professional services related to the Pennsylvania Early Childhood Mental Health (ECMH) initiative, effective July 1, 2017, through June 30, 2018 (PA Key):

- Child Care Consultants for a fee of \$40,000
- Community Services for Children, Inc. for a fee of \$70,000
- Northwest Institute of Research for a fee of \$80,000
- Public Health Management Corp for a fee of \$160,000
- YWCA of Greater Pittsburgh for a fee of \$120,000

PA Early Childhood Mental Health Initiative Agreements for Professional Services (PA Key)—Item 14. B. 30.

To ratify agreements between the Berks County Intermediate Unit and the following organizations, for the noted organizations to receive Race to the Top Community Innovation Zone Grant funding to enhance innovative programs related to early learning initiatives, effective July 1, 2017, through December 31, 2017 (PA Key):

- Arc of Pennsylvania, for an award of \$75,000
- Begin with Us, for an award of \$75,000
- Berks County Intermediate Unit, for an award of \$75,000 (Memorandum of Understanding)

Race to the Top Community Innovation Zone Grant Funding Agreements (PA Key) —Item 14. B. 31.

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- Bradford Area School District, for an award of \$75,000
- Cen-Clear Child Services, for an award of \$75,000
- ~~Chester County Intermediate Unit, for an award of \$75,000~~
- Child Development Centers, Inc., for an award of \$10,000
- Community Action Southwest, for an award of \$10,000
- DVAEYC, for an award of \$75,000
- Diversified Community Services, for an award of \$75,000
- Drexel University, for an award of \$10,000
- Early Childhood Innovative Connections, for an award of \$75,000
- Elwyn SEEDS, for an award of \$75,000
- Erie's Public Schools, for an award of \$75,000
- Family Connections of Easton, for an award of \$75,000
- Focus on Renewal, for an award of \$75,000
- Greater Johnstown School District, for an award of \$75,000
- Greater Nanticoke School District, for an award of \$10,000
- Greenburg Salem, for an award of \$75,000
- HAP Enterprises, for an award of \$75,000
- Hazleton Area School, for an award of \$75,000
- Intermediate Unit 1, for an award of \$75,000
- JG Early Intervention/York City, for an award of \$75,000
- Keystone College, for an award of \$75,000
- Lancaster-Lebanon Intermediate Unit 13, for an award of \$10,000
- Luzerne Intermediate Unit, for an award of \$75,000
- Lycoming-Clinton (STEP), for an award of \$75,000
- Marion Center Area School District, for an award of \$75,000
- McKeesport Area School District, for an award of \$75,000
- Meadville Children's Center, for an award of \$75,000
- Mount Union Area School District, for an award of \$75,000
- Parent Power (What Will You Do With Yours?), for an award of \$10,000
- Pittsburgh Association for the Education of Young Children (PAEYC), for an award of \$10,000
- Pittsburgh Public Schools, for an award of \$10,000
- Pittston Area School District, for an award of \$10,000
- Pottstown School District, for an award of \$10,000
- Private Industry Council of Westmoreland/Fayette, Inc., for an award of \$73,823
- Saltsburg ES, for an award of \$74,996.28
- Slippery Rock University/SGA Preschool, for an award of \$75,000
- South Middleton School District, for an award of \$75,000
- The Foundation for Enhancing Communities, for an award of \$10,000
- Tuscarora Intermediate Unit, for an award of \$75,000
- Tyrone Area School District, for an award of \$75,000
- United Way of Erie, for an award of \$74,143.53
- United Way of Lackawanna & Wayne, for an award of \$75,000
- United Way of Titusville, for an award of \$75,000
- United Way of Westmoreland, for an award of \$75,000
- United Way of York, for an award of \$75,000
- YWCA of York, for an award of \$75,000

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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, 2017, through July 31, 2018 (PA Key):

- Lawrence County Social Services, Inc. d/b/a Lawrence County Community Action Partnership, for a fee of \$549,149 to serve 40 children
- Chester County Intermediate Unit d/b/a Chester County Head Start, for a fee of \$2,086,767 to serve 152 children
- Child Development Centers, Inc., for a fee of \$549,149 to serve 40 children
- Huntingdon County Child and Adult Development Corp, for a fee of \$219,660 to serve 16 children
- Lancaster-Lebanon IU 13, for a fee of \$1,208,128 to serve 88 children

C. INNOVATION AND TECHNOLOGY

—WILLIAM MILLER, CIO AND DIRECTOR

To ratify an agreement between the Berks County Intermediate Unit and Discovery Education Services for streaming video services on behalf of the Berks County school districts for \$60,135.53. The term of the agreement is from July 1, 2017, through and including June 30, 2018.

To authorize the appropriate officers to execute an agreement between the Berks County Intermediate Unit (BCIU) and HP, Inc. The agreement provides the base terms for all future leases through HP, Inc. The individual lease terms will be submitted separately as needed for board approval

To authorize the appropriate officers to execute a lease schedule with HP, Inc. for a three-year lease for 207 laptop computers at a cost not to exceed \$148,605 effective September 1, 2017.

D. BUSINESS SERVICES/OPERATIONS

—CARL BLESSING, CFO AND DIRECTOR

To authorize the appropriate officers to execute an agreement between the Berks County Intermediate Unit (BCIU) and the Fleetwood Area School District, for the BCIU to provide transportation services to New Story Wyomissing, effective the 2017-2018 school-year at \$256.96 per day

To authorize the appropriate officers to execute an agreement between the Berks County Intermediate Unit (BCIU) and the Fleetwood Area School District, for the BCIU to provide transportation services to Hogan Learning, effective the 2017-2018 school-year at \$105.42 per day

To authorize the appropriate officers to execute an agreement between the Berks County Intermediate Unit Transportation Department (BCIU) and the BCIU Head Start Program, for the BCIU to provide Head Start transportation services, effective September 6, 2017, at \$438.55 per run/per day.

**Early Head Start Child Care Partnership Program Agreements (PA Key)
—Item 14. B. 32.**

Agreement with Discovery Education Services for Streaming Video Services for Berks County School Districts—Item 14. C. 1.

**Agreement with HHP, Inc.
—Item 14. C. 2.**

**Lease Schedule with HHP
—Item 14. C. 3.**

Agreement with Fleetwood Area School District / Transportation to New Story Wyomissing —Item 14. D. 1.

Agreement with Fleetwood Area School District for Transportation to Hogan Learning —Item 14. D. 2.

Agreement with BCIU Head Start Program for Head Start Transportation Services—Item 14. D. 3.

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To authorize the appropriate officers to execute an agreement between the Berks County Intermediate Unit (BCIU) and the Wyomissing Area School District, for the BCIU to provide transportation services effective the 2017-2018 school-year to the following:

- BCIU Education Centre – EI at \$84.44 and \$56.29 per day
- Wyomissing Church of the Brethren – EI at \$56.29 per day
- BCIU Lower Alsace – EI at \$74.29 per day

Agreement with Wyomissing Area School District for Transportation Services —Item 14. D. 4.

To authorize the appropriate officers to execute a lease agreement between the Berks County Intermediate Unit and the Berks Career & Technology Center, for the rental of classroom space for Head Start, effective September 1, 2017, for nine months, as follows:

- a. 2,050 square feet at BCTC’s West Center @ \$709.50/month (2% increase)
- b. 2,050 square feet at BCTC’s East Center @ \$709.50/month (2% increase)

Lease Agreement with BCTC for Head Start Classroom Space—Item 14. D. 5.

To authorize the appropriate officers to execute an agreement between the Berks County Intermediate Unit and the Governor Mifflin School District, for the lease of a classroom for Head Start at Cumru Elementary, 601 Philadelphia Ave, Shillington, Pennsylvania, and a classroom at Mifflin Park Elementary, 598 Governor Drive, Shillington, Pennsylvania, effective September 1, 2017, through August 31, 2018, at a cost of \$900 per month. The lease includes successive one-year terms with a 2% increase each year.

Lease Agreement with Governor Mifflin School District for Head Start Classroom at Cumru Elementary —Item 14. D. 6.

To authorize the appropriate officers to execute agreements between the Berks County Intermediate Unit and the following schools for the schools to provide meals for Head Start, effective for the 2017-18 school year, as follows:

Meals for Head Start —Item 14. D. 7.

<u>Provider (lunches)</u>	<u>Rate/Child</u>	<u>Rate/Adult</u>	<u>Increase</u>
BCTC East (Oley)	\$2.32	\$3.53	\$.05 child & \$.07 adult
BCTC West (Blue Marsh)	\$2.32	\$3.53	\$.05 child & \$.07 adult
Kutztown Area	\$3.16	\$4.00	\$.75 student & None adult

<u>Reading-Muhlenberg CTC</u>	<u>Rate/Child</u>	<u>Rate/Adult</u>	<u>Increase</u>
Breakfast	\$1.50	\$3.00	None
Lunch	\$2.40	\$4.80	None
Snack	\$1.00	\$2.00	None

<u>Cumru and Mifflin Park</u>	<u>Rate/Child</u>	<u>Rate/Adult</u>	<u>Increase</u>
Breakfast	\$2.04	\$2.04	New
Lunch	\$3.22	\$3.22	New

<u>Daniel Boone</u>	<u>Rate/Child</u>	<u>Rate/Adult</u>	<u>Increase</u>
Lunch	\$3.25		None
Snack	\$.85		None

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To authorize the appropriate officers to execute an agreement between the Berks County Intermediate Unit (BCIU) and Kremmer’s Café and Catering, LLC, for Kremmer’s Café and Catering to provide food service for the BCIU Head Start, Child Care, Pre-K Counts, and Early Intervention programs, effective September 1, 2017, through August 31, 2018, at the following rates:

**Food Agreements with
Kremmer’s Cafe
—Item 14. D. 8.**

<u>Head Start/Pre-K Counts</u>	<u>Rate/Child</u>	<u>Rate/Adult</u>	<u>Increase</u>
Breakfast	\$1.30	\$1.30	None
Lunch	\$2.62	\$2.62	None
Snack	\$.80	\$.80	None

<u>Child Care/EI</u>	<u>Rate/Child</u>	<u>Increase</u>
Breakfast	\$1.60	None
Lunch	\$2.62	None
Snack	\$.84	None

To authorize the appropriate officers to execute a 36-month lease agreement between the Berks County Intermediate Unit and Wolfington Body Company, Inc., for two (2) used 2014 International 72-passenger school buses at a rate of \$1,034 per month per bus for the Antietam and Tulpehocken contracts. The lease is for 15,000 miles per year with a renewal clause and financing will be provided by Santander Bank.

**Lease Agreement with
Wolfington Body Company,
Inc. / Antietam and
Tulpehocken Contracts
—Item 14. D. 9.**

To authorize the appropriate officers to execute an extension of a seven-month lease agreement, effective December 1, 2017, through June 30, 2018, between the Berks County Intermediate Unit and Wolfington Body Company, Inc., for three (3) used 2012 International 72-passenger school buses at a rate of \$2,342.25 per month for the Tulpehocken contract. The lease is for 15,000 miles per year and financing will be provided by Kansas State Bank.

**Lease Agreement with
Wolfington Body Company,
Inc. / Tulpehocken Contract
—Item 14. D. 10.**

To ratify a five-year agreement between the Berks County Intermediate Unit (BCIU) and the Antietam School District, for the BCIU to continue the provision of transportation services, effective July 1, 2017, through June 30, 2022, with a 1.5% increase in rates for year one and a 2% increase each following year.

**Agreement with Antietam
School District for
Transportation Services
—Item 14. D. 11.**

E. ADMINISTRATION

—DR. JILL M. HACKMAN, EXECUTIVE DIRECTOR

To review BCIU Board Policy No. 249: Bullying/Cyberbullying in accordance with the Safe Schools three-year review requirement.

**Review of BCIU Board
Policy No. 249: Bullying /
Cyberbullying
—Item 14. E. 1.**

Yeas:	Huhn, Kelleher, Lash, McEwen, Quinter, Rathgeb, Reid, Richard, Specht, Ulrich, Werst, Worrall, Ziegler, Heffner.
Nays:	None. Motion carried.

Roll Call Vote

**OFFICIAL PROCEEDINGS OF THE
BCIU BOARD OF DIRECTORS
AUGUST 17, 2017
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President Heffner congratulated Michelle Reichard-Huff upon her new position as Director of the Office of Early Childhood and Student Services and wished her much success. Mrs. Reichard-Huff stated that she was both honored and humbled. She thanked the Board, Dr. Hackman, and the Leadership Team for their support.

**Board Members Desiring to Be Heard—Item 15.
Congratulations to Michelle Reichard-Huff**

A motion was made by Quinter, seconded by Richard, to adjourn the meeting at 7:32 p.m.

Adjournment

Motion carried.

Voice Vote

Approved by

Elizabeth S. Huhn, Secretary

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

Dr. Jill Hackman shared that the August Board meeting was the last Board meeting Pam Keeler, a member of the Executive Team, would be attending, as she would be retiring shortly. Pam has served the BCIU since May 2000 and is genuine, responsive, and customer service oriented; and does work of high quality. Board members know Pam as the creator of the InsideBCIU videos that are shown every month at Board. Dr. Hackman shared that Pam is an integral part of the team and she will be greatly missed. Pam’s responsibilities also include web design and maintenance.

**RETIREMENT
— Pam Keeler, Web Designer/Creative Team Specialist, Office of the Executive Director**

Pam thanked the Board, BCIU Leadership team, and co-workers for their friendship and support during her time at the BCIU. She loves her job and the people at the BCIU and will miss seeing everyone on a daily basis. She told the Board that she plans to travel to visit her son and family, and help with the daily activities of her grandchildren.

Dr. Hackman told the Board that the school year was off to a great start. She shared that the BCIU Start of the Year kick-off event(s) had been positively received by the various departments. The presentation was repeated for various audiences based on program, tailored to each department. This year’s theme was “Facing the Future Together.”

**START OF THE YEAR /
STATE OF THE UNIT**

A summary of the year’s insideBCIU videos was presented. Clips were taken from each month’s insideBCIU video to give a glimpse of the various departments which were highlighted during the year.

COMMITTEE-OF-THE-WHOLE CONCLUDED AND OFFICIAL MEETING BEGAN.