

**OFFICIAL PROCEEDINGS OF THE
BCIU BOARD OF DIRECTORS
AUGUST 16, 2018
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The regular meeting of the Berks County Intermediate Unit Board of Directors was held on Thursday, August 16, 2018, in the Berks County Intermediate Unit Main Office Building, 1111 Commons Boulevard, Reading, Pennsylvania.

President Timothy Heffner called the meeting to order 7:50 p.m. Following the pledge of allegiance, Jan Krotee, recording secretary, called the roll. Attendance was as follows:

Intermediate Unit Board: Bill Carl; Jill A. Dennin; Dr. David Hemberger; Elizabeth S. Huhn; Dr. Amy Kennedy; Linda R. Lash; Gary McEwen; David Rathgeb; Ralph C. Richard; James Ulrich; Carl Ziegler; and Timothy M. Heffner.

Absent: Jean Kelleher; Randall R. Madara; Brian Specht; Daniel Steinhauer; Terrie Taylor, LSW; and Dr. Michelle Worrall

Intermediate Unit: Dr. Jill M. Hackman; Carl Blessing, Michelle Reichard-Huff; Scott Major; Rob Rosenberry; and Jan Krotee

Solicitor: John M. Stott, Esquire and James Mancuso, Esq.

Guest/s: Charles Trovato

Press: Keith Dmochowski, Reading Eagle

Following the pledge of allegiance and roll call, President Heffner noted there was an executive session to discuss personnel matters.

**Announcements
& Agenda Update**

No one desired to speak.

**Persons Desiring to Be
Heard**

A motion was made by Carl, seconded by McEwen, to approve the minutes of the meeting of Thursday, June 21, 2018.

**Approval of Minutes
—Item 02.**

Motion carried.

Voice Vote

A motion was made by Ulrich, seconded by Ziegler, 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	2018 Ratifications	1-43	\$2,137,767.44
July	2018 Ratifications	1-58	\$4,270,605.18
August	2018 Ratifications	1-12	\$350,952.02
August	2018 Approvals	1-10	\$223,142.68
TOTAL			\$6,982,467.32

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04. TOMPKINS/VIST REVENUE ANTICIPATION NOTE – \$6,000,000:
(Information Item)

Amount Outstanding
August 10, 2018
\$1,200,000

05. ACCOUNTS RECEIVABLE AGING REPORT AS OF AUGUST 10, 2018 (Information item):

Funding Source	Current	30 Days	60 Days	90 Days	120 Days
School Districts	\$113,532.10	\$1,255,729.	\$356,704.45	\$3,465.53	\$13,293.72
Commonwealth of PA	\$2,677,649.09	\$1,746,439.	\$20,820.74	\$0.00	\$750.00
Other Revenue Sources	\$117,471.56	\$141,245.81	\$57,474.55	\$3,579.40	\$33,031.55
TOTALS	\$2,908,652.75	\$3,143,415.	\$434,999.74	\$7,044.93	\$47,075.27
GRAND TOTAL	\$6,541,187.90				

06. APPROVAL/RATIFICATION OF HEAD START:

- Head Start 2019 Funding Guidance Letter
- Financial Statements (June and July 2018)
- Credit Card Purchases (June and July 2018)
- Non-Federal Share Report (June and July 2018)
- Policy Council Minutes/Resolutions (May 2018)
- Program Information/Updates/Attachments

07. COMBINED FINANCIAL REPORT

CASH

BEGINNING BALANCE -June 1, 2018		\$3,487,526.68
RECEIPTS		
REVENUE RECEIPTS	\$11,387,338.46	
RETURNED CHECKS	\$0.00	
INVESTMENT REDEMPTIONS	<u>\$0.00</u>	<u>\$11,387,338.46</u>
		\$14,874,865.14
DISBURSEMENTS		
PRE-BOARD RATIFICATIONS	\$1,838,827.17	
BOARD APPROVALS	\$890,661.89	
POST BOARD RATIFICATIONS	<u>\$2,137,767.44</u>	
TOTAL CHECKS WRITTEN	\$4,867,256.50	
CHECKS VOIDED	(\$20,245.48)	
PAYROLL DISTRIBUTIONS	<u>\$7,280,192.82</u>	<u>\$12,127,203.84</u>
ENDING BALANCE - June 30, 2018		\$2,747,661.30

INVESTMENTS

	<u>CERTIFICATES</u>	
	<u>OF DEPOSIT</u>	<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, 2018 \$2,747,661.30

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<u>CASH</u>		
BEGINNING BALANCE -July 1, 2018		\$2,747,661.30
RECEIPTS		
REVENUE RECEIPTS	\$5,462,007.01	
RETURNED CHECKS	\$0.00	
INVESTMENT REDEMPTIONS	<u>\$0.00</u>	<u>\$5,462,007.01</u>
		\$8,209,668.31
DISBURSEMENTS		
PRE-BOARD RATIFICATIONS	\$0.00	
BOARD APPROVALS	\$0.00	
POST BOARD RATIFICATIONS	<u>\$4,270,605.18</u>	
TOTAL CHECKS WRITTEN	\$4,270,605.18	
CHECKS VOIDED	(\$69,934.20)	
PAYROLL DISTRIBUTIONS	<u>\$3,194,691.00</u>	<u>\$7,395,361.98</u>
ENDING BALANCE - July 31, 2018		\$814,306.33

INVESTMENTS

CERTIFICATES		
	<u>OF DEPOSIT</u>	<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, 2018		\$814,306.33

08. INVESTMENT OF FUNDS

Interest earned on investments is as follows:

	June 2018		July 2018	
Tompkins VIST:	\$4,524.86	Tompkins VIST:	\$3,616.51	
PNC:	\$26.84	PNC:	\$34.08	

Yeas: Carl; Dennin; Hemberger; Huhn; Kennedy; Lash; McEwen; Rathgeb; Richard; Ulrich; Ziegler; Heffner.	Roll Call Vote
Nays: None. Motion carried.	

09. COMMUNICATIONS

Secretary Huhn reviewed the letter from OCDEL notifying the BCIU that their grant submission for Pre-K Counts funding was successful. The amount awarded is \$1,300,500.

**COMMUNICATIONS
Notification of 2018-2019
Pre-K Counts Funding
—Item 09. A.**

Secretary Huhn shared that the BCIU had received a grant award from the PA Department of Human Services in the amount of \$100,000. The funding will be used for the purchase of the CrisisGo app to support and assist Berks County education entities with training and resources related to emergency preparedness.

**Notification of School Safety
– CrisisGo App Grant Award
—Item 09. B.**

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Secretary Huhn reviewed the notice from the PA Office of Child Development and Early Learning notifying the BCIU that the supplemental grant had been renewed in the amount of \$1,279,500 for July 1, 2018, until June 30, 2019.

**Notification of 2018-2019
Head Start State
Supplemental Grant
Assistance Program
—Item 09. C.**

Secretary Huhn congratulated the BCIU team for their efforts in obtaining these grant awards.

Secretary Huhn reviewed the PSBA slate of candidates for leadership positions. She announced that the slate would be reviewed again at the September 20 Board meeting and votes would be taken. Votes will be registered electronically on behalf of the BCIU after the September 20 meeting.

**PSBA Slate of Candidates
—Item 09. D.**

10. OLD BUSINESS
No Items to Report

Old Business—Item 10.

11. REPORT OF NEGOTIATIONS COMMITTEE
No Items to Report

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

A motion was made by Ziegler, seconded by Carl, to approve the following budget items:

**BUDGETS
—Item 12.**

A. New and Proposed Budgets

1. Preschool Fiscal Management – Early Intervention - Program 276

Office of Early Childhood and Student Services

7/1/18 – 9/30/18

\$15,000

Funded by the Federal government, the goal of this project is to adopt or enhance a fiscal management system that supports the collection and reporting of delivery of Preschool Early Intervention services. The project will provide technical work to enhance the fiscal management system so that it is specific to program needs. In addition, the project will provide training to staff in the use of the enhanced reporting functions of the current fiscal management system (new).

2. CrisisGo - Program 180

Office of Administration

7/1/17 – 6/30/19

\$100,000

A grant agreement between the Berks County Intermediate Unit (BCIU) and the Pennsylvania Department of Human Services, for the BCIU to coordinate efforts and the purchase of the CrisisGo application which will provide Berks County education entities with training and resources in essential emergency preparedness for students, staff, and administrators. CrisisGo provides a global-safety platform for schools to access up-to-date information to properly respond to various incidents. This application also provides a two-way multimedia communication platform that allows communications with various groups as determined by the school entity (new).

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B. Initial Budgets

- 1. Child Care Information Services (CCIS) Administrative Budget - Program 120**
Office of Early Childhood and Student Services
7/1/18 – 8/31/18 \$89,369
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).
- 2. Early Intervention – IDEA Section 619 - Program 185**
Office of Early Childhood and Student Services
7/1/18 – 6/30/19 \$837,741
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).
- 3. Early Intervention – IDEA Act 2004 (Part B) - Program 186**
Office of Early Childhood and Student Services
7/1/18 – 6/30/19 \$1,275,879
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).
- 4. Early Intervention - ACCESS - Program 18-215**
Office of Early Childhood and Student Services
7/1/18 – 6/30/19 \$663,373
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).
- 5. PA Pre-K Counts - OCDEL - Program 228
Education Leading to Employment and Career Training**
Office of Early Childhood and Student Services
7/1/18 – 6/30/19 \$2,435,115
Funded by the Pennsylvania Department of Education through a contract with the BCIU, this program provides monitoring, technical assistance, consultation, and training and materials for all Pennsylvania Pre-K Counts approved providers. In addition, the BCIU will administer a sub-grant program for three faith-based Pennsylvania Pre-K Counts approved providers (since 2007).

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- 6. BCIU Pre-K Counts - Program 230**
Office of Early Childhood and Student Services
7/1/18 – 6/30/19 \$1,290,935
Funded by the state and administered by the PA Department of Education, Pre-K Counts provides high quality preschool services to 137 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 eight classrooms housed in the BCIU Learning Center at Lower Alsace, the BCIU Learning Center at St. Paul's, Twin Valley Elementary, and Owatin Creek Elementary (since 2007).
- 7. BCIU Pre-K Counts Partnership - Program 231**
Office of Early Childhood and Student Services
7/1/18 – 6/30/19 \$1,425,861
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 as defined is living in households below 300 percent of the federal poverty rate, those who are English language learners, or are at risk due to community factors, academic difficulties or economic disadvantage. BCIU Pre-K Counts is operated in partnership with participating Berks County school districts and two local Child Care centers (since 2016).
- 8. Early Intervention School Age - Program 300**
Office of Early Childhood and Student Services
7/1/18 – 6/30/19 \$579,128
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).
- 9. Early Intervention - Program 348**
Office of Early Childhood and Student Services
7/1/18 – 6/30/19 \$14,673,773
Funded by the state, this program provides services to newly identified, preschool handicapped children in Berks County (since 1983).
- 10. Berks County Intermediate Unit Child Care - Program 551**
Office of Early Childhood and Student Services
7/1/18 – 6/30/19 \$3,543,700
Funded through a combination of federal, state, and local dollars from the Department of Public Welfare, the United Way, and private fees, BCIU Child Care operates before and after school programs, preschool programs, and toddler programs serving over 430 children, ages thirteen months through twelve years (since 1971).

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11. Staff Development Workshops - Program 609

Office of Professional Development and Curriculum
7/1/18 – 6/30/19

\$337,709

This proprietary program provides in-service opportunities on a non-credit basis to school district and intermediate unit personnel. Professional staff and support staff are eligible to participate in these programs designed to increase an individual's skills and knowledge (since 1987).

12. Berks Academic Challenge - Program 625

Office of Professional Development and Curriculum
7/1/18 – 6/30/19

\$7,500

This proprietary program features academic quiz competition based on a student's general scholastic knowledge and is designed to recognize the high level of scholastic achievement in Berks County and to provide role models for younger students in areas of scholarly pursuit (since 1985).

13. Berks Online Learning - Program 680

Office of Professional Development and Curriculum
7/1/18 – 6/30/19

\$709,352

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

14. Special Education Transportation - Program 344

Office of Business Services
7/1/18 – 6/30/19

\$7,446,287

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).

15. Guest Teacher Training Program - Program 692

Office of Human Relations and Public Relations
7/1/18 – 6/30/19

\$19,440

This budget supports a program for the recruitment, training, and recertification of individuals possessing bachelor's degrees to serve as per-diem substitute teachers in Berks County school districts and career and technology centers participating in the program. The BCIU Department of Human Resources maintains files on those who participate in this program and processes the emergency permit applications and recertification required by the Pennsylvania Department of Education. This program has provided more than 700 emergency certified substitutes for Berks County school districts (since 1998).

C. Changes to Initial Budgets

1. Community Innovation Zone Grant- Program 208

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

\$61

Total Proposed Revised Budget: \$75,494

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

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partnership with the Berks County United Way, Glenside Elementary School (Reading School District), and Centro Hispano, the BCIU Head Start program will coordinate and lead initiatives to enhance early literacy development and increase parent engagement activities in the Glenside community. This initiative will focus on the development of a local family engagement committee with parent volunteers, implementation of the Raising A Reader program, and implementation of the Abriendo Puertas/Opening Doors program. This is the first year of implementation in a three-year project. The grant is funded through the Race to the Top – Early Learning Challenge Fund. This change is necessary due to additional state retirement reimbursement.

2. PA Key - Program 225

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

\$1,908,711

Total Proposed Revised Budget: \$26,757,807

The PDE Office of Child Development and Early Learning and BCIU collaborate to provide statewide leadership in the development of an integrated system of quality early childhood education programs. PA Key works to develop a statewide quality improvement plan that includes professional development, technical assistance, career lattices, and a data management system for all preschool, childcare, and Head Start centers. This program is federally funded through Child Care Development Fund, the Head Start Fund, the American Reinvestment and Recovery Act (ARRA) Child Development Fund, and the Affordable Care Act (ACA) Maternal, Infant and Early Childhood Home Visiting Program Fund (since 2005). This budget change reflects funding adjustments that provided additional funds for the federal Early Head Start Child Care Partnership and Race to the Top Initiatives and State initiatives.

3. PA Pre-K Counts - OCDEL - Program 228

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

\$59,012

Total Proposed Revised Budget: \$2,249,951

Funded by the Pennsylvania Department of Education through a contract with the BCIU, this program provides monitoring, technical assistance, consultation, and training and materials for all Pennsylvania Pre-K Counts approved providers. In addition, the BCIU will administer a sub-grant program for three faith-based Pennsylvania Pre-K Counts approved providers (since 2007). This budget change reflects the additional funding provided in 17/18.

4. Early Intervention - Program 348

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

\$118,860

Total Proposed Revised Budget: \$14,725,235

Funded by the state, this program provides services to newly identified, preschool handicapped children in Berks County (since 1983). The change is necessary due to an additional state funding allocation of \$118,860.

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5. Professional Development Programs - Program 600

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

\$7,044

Total Proposed Revised Budget: \$82,040

This budget is a proprietary program which provides Continuing Professional Education Courses and charges an appropriate fee to cover the costs of instructors, materials, lab costs, clerical support, and advertising (since 1982). This change to budget is necessary to make year-end adjustments.

6. Berks Online Learning - Program 680

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

\$256,721

Total Proposed Revised Budget: \$730,561

This proprietary program is a partnership between the BCIU and multiple cyber course providers to offer local school districts online education options for K-12 students (since 2008). The change is necessary due to the addition of the Boyertown Area School District into the Berks Online Program.

7. BCIU Asian Studies Collaborative (ASC) - Program 147

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

\$2,180

Total Proposed Revised Budget: \$191,898

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

D. Budgetary Transfers

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

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

\$30,413

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). These budget transfers were necessary to make year-end adjustments.

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

\$5,126

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). These budget transfers were necessary to make year-end adjustments.

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- 3. Child Care Information Services (CCIS)
TANF Families Budget - Program 123**
Office of Early Childhood and Student Services
7/1/17 – 6/30/18 \$19,313
Child Care Information Services of Berks County provides funding to help clients who are receiving cash assistance pay for child care so that 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). These budget transfers were necessary to make year-end adjustments.
- 4. Head Start State Supplemental - Program 170**
Office of Early Childhood and Student Services
7/1/17 – 6/30/18 \$8,436
Funded by the federal government through the Pennsylvania Department of Education and the Head Start State Collaboration Office, this program provides monitoring and technical assistance to Head Start State Supplemental grantees throughout the state (since 2005). These budget transfers were necessary to make year-end adjustments.
- 5. Early Childhood Mental Health Initiative - Program 223**
Office of Early Childhood and Student Services
7/1/17 – 6/30/18 \$24,488
Funded by the federal government through BCIU IDEA Section-619 and BCIU State Early Intervention funds, this program provides funding for mental health consultants in the six regional keys as well as provides support and monitoring to Pre-K Counts, Head Start State Supplemental and Accountability Block Grant programs throughout the state (since 2009). These budget transfers were necessary to make year-end adjustments.
- 6. Staff Development Workshops - Program 609**
Office of Professional Development and Curriculum
7/1/17 – 6/30/18 \$42,981
This proprietary program provides in-service opportunities on a non-credit basis to school district and intermediate unit personnel. Professional staff and support staff are eligible to participate in these programs designed to increase an individual's skills and knowledge (since 1987). These budget transfers were necessary to make year-end adjustments.
- 7. Berks Academic Challenge - Program 625**
Office of Professional Development and Curriculum
7/1/17 – 6/30/18 \$141
This proprietary program features academic quiz competition based on a student's general scholastic knowledge and is designed to recognize the high level of scholastic achievement in Berks County and to provide role models for younger students in areas of scholarly pursuit (since 1985). These transfers are necessary for year-end projections.

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8. Guest Teacher Training Program - Program 692

Office of Human Relations and Public Relations

7/1/17 – 6/30/18

\$101

This budget supports a program for the recruitment, training, and recertification of individuals possessing bachelor’s degrees to serve as per-diem substitute teachers in Berks County school districts and career and technology centers participating in the program. The BCIU Department of Human Resources maintains files on those who participate in this program and processes the emergency permit applications and recertification required by the Pennsylvania Department of Education. This program has provided more than 700 emergency certified substitutes for Berks County school districts (since 1998). These transfers are necessary for year-end projections.

Yeas:	Carl; Dennin; Hemberger; Huhn; Kennedy; Lash; McEwen; Rathgeb; Richard; Ulrich; Ziegler; Heffner.	Roll Call Vote
Nays:	None. Motion carried.	

13. PERSONNEL MATTERS

—ROB ROSENBERRY, DIRECTOR

PERSONNEL MATTERS

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

A. General

- | | |
|--|---|
| <ol style="list-style-type: none"> 1. To award a professional contract to Chrysan G. Buck, Remedial Teacher, Act 89, who has completed three years of satisfactory service, effective August 18, 2018. 2. To award a professional contract to Jesse M. Bishop, Teacher, Alternative Education, who has completed three years of satisfactory Service, effective August 24, 2018. 3. To approve the following position descriptions: <ol style="list-style-type: none"> a. Program Administrator, Statewide School Improvement Dashboard b. Program Quality Assessor, Level I – PA Key 4. To acknowledge receipt of the list containing the salaries for Head Start employees, effective January 1, 2018. 5. To approve wage rates for the following positions, effective July 1, 2018: <ol style="list-style-type: none"> a. CPE Instructor: \$750/credit with a minimum of six (6) participants <ul style="list-style-type: none"> • Rate will be prorated when there are less than six (6) Participants (\$375 per participant if prorated) • An instructor whose proposed new three (3) credit course is approved by PDE will receive a \$300 bonus. • An instructor will receive a \$300 bonus upon completion of his/her first course with a minimum of six (6) participants. | <p>General —Item 13. A. Professional Contract / Chrysan G. Buck —Item 13. A. 1.</p> <p>Professional Contract / Chrysan G. Buck —Item 13. A. 2.</p> <p>Position Descriptions —Item 13. A. 3.</p> <p>Acknowledge Receipt of Head Start Salary List —Item 13. A. 4.</p> <p>Approve Revised CPE Instructor Rate —Items 13. A. 5.</p> |
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B. Employment – Ratifications

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

1. Business Services/Operations Office
 - a. Alexandria J. Bross – Part-time School Bus Driver Trainee
Recommended Hourly Rate – \$11.60
Effective Date – July 16, 2018
Replacement
 - b. Leslie L. Calhoun – Part-time Driver w/o Bus License, Assistant, and Misc. Transportation
Recommended Hourly Rates – \$13.65, \$11.55, and \$10.58
Effective Date – August 6, 2018
Replacement
 - c. Kathyria N. Diaz – Part-time Bus/Van Assistant and Misc. Transportation
Recommended Hourly Rates – \$11.55 and \$10.58
Effective Date – August 6, 2018
Replacement
 - d. Bobbie N. Johnson – Part-time School Bus Driver Trainee
Recommended Hourly Rate – \$11.60
Effective Date – August 6, 2018
Replacement
 - e. Clarence R. Lash – Part-time Driver w/o Bus License, Assistant, and Misc. Transportation
Recommended Hourly Rates – \$13.65, \$11.55, and \$10.58
Effective Date – August 6, 2018
Replacement
 - f. Vernon D. Levengood – Part-time Bus/Van Assistant and Misc. Transportation
Recommended Hourly Rates – \$11.55 and \$10.58
Effective Date – August 6, 2018
Replacement
 - g. Carolyn T. Marquardt – Part-time Driver w & w/o Bus License, Assistant, and Misc. Transportation
Recommended Hourly Rates – \$19.40, \$13.65, \$11.55, and \$10.58
Effective Date – August 6, 2018
Replacement
 - h. Xiomara I. Martinez Morales – Part-time School Bus Driver Trainee
Recommended Hourly Rate – \$11.60
Effective Date – July 16, 2018
Replacement
 - i. Randall P. Miller – Part-time School Bus Driver Trainee
Recommended Hourly Rate – \$11.60
Effective Date – July 16, 2018
Replacement

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- j. Jelis Rhodes – Part-time Driver w/o Bus License, Assistant, and Misc. Transportation
Recommended Hourly Rates – \$13.65, \$11.55, and \$10.58
Effective Date – August 6, 2018
Replacement
- k. Tracy J. Rutkowski – Part-time Driver w/o Bus License, Assistant,
and Misc. Transportation
Recommended Hourly Rates – \$13.65, \$11.55, and \$10.58
Effective Date – August 6, 2018
Replacement
- l. Marilyn J. Singlar – Part-time Driver w/o Bus License, Assistant, and
Misc. Transportation
Recommended Hourly Rates – \$13.65, \$11.55, and \$10.58
Effective Date – August 6, 2018
Replacement
- m. Luke F. Troutman – Part-time School Bus Driver Trainee
Recommended Hourly Rate – \$11.60
Effective Date – August 6, 2018
Replacement
- 2. Early Childhood & Student Services Office
 - a. Maryelin Alberto – Level V Program Secretary, Alternative Education
Recommended Hourly Rate – \$14.43
Effective Date – July 30, 2018
Replacement
 - b. Kelsey J. Bingaman – Specialized Preschool Teacher – Classroom, Early Intervention
Recommended Annual Salary – Col. 1, Step 2, \$46,154
Effective Date – July 9, 2018
Replacement
 - c. Kayleen Cruz Morales – Paraeducator, Child Care
Recommended Hourly Rate – \$10.05
Effective Date – June 18, 2018
Replacement
 - d. Emily M. Guilbe – Paraeducator, Child Care
Recommended Hourly Rate – \$10.55
Effective Date – July 9, 2018
Replacement
 - e. Monica Potoczky – Paraeducator, Early Intervention
Recommended Hourly Rate – \$11.90
Effective Date – July 9, 2018
Replacement
 - f. Crystal L. Reed – Specialized Preschool Teacher – Itinerant, Early Intervention
Recommended Annual Salary – Col. 5, Step 4, \$59,288 (to be prorated)
Effective Date – July 16, 2018
Replacement

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- g. Nixa M. Rodriguez – School Psychologist, Special Education
Recommended Annual Salary – Col. 8, Step 10, \$70,122
Effective Date – August 6, 2018
New Position
- 3. Professional Development and Curriculum Office
 - a. William Gallagher – CCW Help Desk Coordinator, PA Key
Recommended Annual Salary – \$54,753 (to be prorated)
Effective Date – July 30, 2018
New Position
 - b. Paula Gyomber – Continuing Professional Education (CPE) Instructor
Recommended Rate – \$750 per credit
Effective Date – July 23, 2018
Reclassified Position
 - c. Jolee Harclerode – Continuing Professional Education (CPE) Instructor
Recommended Rate – \$750 per credit
Effective Date – July 10, 2018
Reclassified Position
 - d. Meredith C. Hollis – Continuing Professional Education (CPE) Instructor
Recommended Rate – \$750 per credit
Effective Date – August 6, 2018
Reclassified Position
 - e. Antoinette Kurzinger – Early Learning Resource Center Coordinator, PA Key
Recommended Annual Salary – \$54,753 (to be prorated)
Effective Date – July 9, 2018
New Position
 - f. Monica Pabellon – Continuing Professional Education (CPE) Instructor
Recommended Rate – \$750 per credit
Effective Date – July 10, 2018
Reclassified Position

C. Change of Status – Ratifications

- 1. Business Services/Operations Office
 - a. Kenneth Baker – Part-time Driver w/o Bus License, Assistant, and Misc. Transportation
Change in Recommended Hourly Rates from \$14.20, \$12.05, and \$11.08 to \$13.90, \$11.75, and \$10.78
Effective Date – July 1, 2018
Rate Correction
 - b. Elizabeth Cintron
Change from Part-time Driver w & w/o Bus License, Assistant, and Misc. Transportation to Substitute Driver w & w/o Bus License, Assistant, and Misc. Transportation
No Change in Recommended Hourly Rates
Effective Date – July 24, 2018
Voluntary Reassignment

Ratifications – Change of Status—Items 13. C.

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- c. Elizabeth Cintron - Fueler
Effective Date – July 24, 2018
Remove Assignment

- d. Carmen Colon – Part-time Driver w/o Bus License, Assistant, and Misc. Transportation
Change Recommended Hourly Rates from \$13.45, \$11.35, and \$10.58 to \$13.90, \$11.75, and \$10.78
Effective Date – July 1, 2018
Salary Adjustment per Transportation Compensation & Benefits Agreement

- e. Ezequiel Cosme Nieves
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 – July 9, 2018
Voluntary Reassignment

- f. Ernst Dasney – Part-time School 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 – June 25, 2018
Obtained CDL

- g. Ernst Dasney – Part-time Driver w & w/o Bus License, Assistant, and Misc. Transportation
Change Recommended Hourly Rates from \$16.10, \$13.45, \$11.35, and \$10.58 to \$16.70, \$13.90, \$11.75, and \$10.78
Effective Date – July 1, 2018
Salary Adjustment per Transportation Compensation & Benefits Agreement

- h. Nicholas Denton
Change from Part-time School Bus Driver Trainee to Part-time Driver w/o Bus License, Assistant, and Misc. Transportation
Change Recommended Hourly Rate from \$11.60 to \$13.90, \$11.75, and \$10.78
Effective Date – July 1, 2018
Replacement

- i. Vikkiana Fernandez – Substitute School Bus Driver Trainee
Change Recommended Hourly Rate from \$11.40 to \$11.60
Effective Date – July 1, 2018
Salary Adjustment per Transportation Compensation & Benefits Agreement

- j. Sherry Fidler
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 – June 25, 2018
Obtained CDL

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- k. Sherry Fidler – Part-time Driver w & w/o Bus License, Assistant, and Misc. Transportation
Change Recommended Hourly Rates from \$16.10, \$13.45, \$11.35, and \$10.58 to
\$16.70, \$13.90, \$11.75, and \$10.78
Effective Date – July 1, 2018
Salary Adjustment per Transportation Compensation & Benefits Agreement
- l. Rose Gehret
Change from Level III Custodian, Facilities to Level II Custodian, Facilities
Change Recommended Hourly Rate from \$17.56 to \$17.06
Effective Date – July 5, 2018
Reassignment
- m. Margaret Gitler – Part-time Driver w/ Bus License, Transportation
Recommended Hourly Rate – \$16.30
Effective Date – July 5, 2018
Obtained CDL
- n. Cynthia Herbein-Strausburger
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 – June 15, 2018
Obtained CDL
- o. Cynthia Herbein-Strausburger – Part-time Driver w & w/o Bus License, Assistant, and
Misc. Transportation
Change Recommended Hourly Rates from \$16.10, \$13.45, \$11.35, and \$10.58 to
\$16.70, \$13.90, \$11.75, and \$10.78
Effective Date – July 1, 2018
Salary Adjustment per Transportation Compensation & Benefits Agreement
- p. Sharon Kissinger
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 – June 22, 2018
Obtained CDL
- q. Sharon Kissinger – Part-time Driver w & w/o Bus License, Assistant, and
Misc. Transportation
Change Recommended Hourly Rates from \$16.10, \$13.45, \$11.35, and \$10.58 to
\$16.70, \$13.90, \$11.75, and \$10.78
Effective Date – July 1, 2018
Salary Adjustment per Transportation Compensation & Benefits Agreement
- r. Angelita Lemus Chavez
Change from Part-time School Bus Driver Trainee to
Part-time Driver w/o Bus License, Assistant, and Misc. Transportation
Change Recommended Hourly Rate from \$11.60 to \$13.90, \$11.75, and \$10.78
Effective Date – July 1, 2018
Replacement

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- s. Emely Melendez
Change from Part-time School Bus Driver Trainee to
Part-time Driver w/o Bus License, Assistant, and Misc. Transportation
Change Recommended Hourly Rate from \$11.60 to \$13.90, \$11.75, and \$10.78
Effective Date – July 1, 2018
Replacement
- t. Paul Moll – Miscellaneous Transportation
Change in Recommended Hourly Rate from \$10.08 to \$10.78
Effective Date – July 1, 2018
Rate Correction
- u. Lauri Serrano – Fueler
Change Recommended Hourly Rate from \$16.40 to \$16.90
Effective Date – July 1, 2018
Salary Adjustment per Transportation Compensation & Benefits Agreement
- v. Luies Sheetz – Miscellaneous Transportation
Change in Recommended Hourly Rate from \$11.78 to \$10.78
Effective Date – July 1, 2018
Rate Correction
- w. F. Eric Sills – Miscellaneous Transportation
Change in Recommended Hourly Rate from \$11.78 to \$10.78
Effective Date – July 1, 2018
Rate Correction
- x. Patricia Stefanick – Transportation Driver/Garage Assistant, Transportation
Recommended Hourly Rate – \$16.30
Effective Date – June 11, 2018
Temporary Additional Assignment
- y. Patricia Stefanick – Transportation Driver/Garage Assistant, Transportation
Recommended Hourly Rate – \$16.30
Effective Date – August 6, 2018
Replacement
- z. Kristy Stoudt
Change from Fueler, Transportation to Substitute Fueler, Transportation
No Change in Recommended Hourly Rate
Effective Date – August 21, 2017
Voluntary Reassignment
- aa. Juli Suarez
Change from Substitute Custodian, Facilities to Leve III Custodian, Facilities
Change Recommended Hourly Rate from \$11.75 to \$13.57
Effective Date – August 1, 2018
Replacement

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- bb. Juli Suarez – Part-time Driver w/o Bus License, Assistant, and Misc. Transportation
Effective Date – August 3, 2018
Remove Assignments
- cc. Kimberly Turpin
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 – July 11, 2018
Voluntary Reassignment
- dd. Charles Weaver – Trainer, Transportation
Recommended Hourly Rate – \$20.38
Effective Date – July 30, 2018
Additional Assignment
- ee. James Weitzel, Jr.
Change from Level III Custodian, Facilities to Level II Custodian, Facilities
Change Recommended Hourly Rate from \$14.47 to \$13.97
Effective Date – July 2, 2018
Replacement
- ff. Nancy Wroblewski – Dispatcher, Transportation
Change Recommended Hourly Rate from \$15.45 to \$15.32
Effective Date – July 1, 2018
Rate Correction
- gg. Sheila Wyatt – Part-time Driver w & w/o Bus License, Assistant, and Misc. Transportation
Change Recommended Hourly Rates from \$19.05, \$16.55, \$14.03, and \$12.90 to
\$19.40, \$16.85, \$14.28, and \$13.10
Effective Date – July 1, 2018
Salary Adjustment per Transportation Compensation & Benefits Agreement
- 2. Early Childhood & Student Services Office
 - a. Christina Argentati – Lead Occupational Therapist, Early Intervention
Recommended Annual Stipend – \$750
Effective Date – July 1, 2018 – June 30, 2019
Additional Assignment
 - b. Esmeralda Calderon – Enrollment Specialist, Pre-K Counts
Recommended Hourly Rate – \$14.70
Effective Date – July 2, 2018 – June 30, 2019
Additional Days (not to exceed 40 days)
 - c. Zenaida Calero-Nieves
Change from Paraeducator, Pre-K Counts to Substitute Paraeducator, Pre-K Counts
Change Recommended Hourly Rate from \$11.40 to \$9.40
Effective Date – July 2, 2018
Voluntary Reassignment

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- d. Jennifer Chupak – Lead Speech Therapist, Early Intervention
Recommended Annual Stipend – \$750
Effective Date – July 1, 2018 – June 30, 2019
Additional Assignment
- e. Theresa Figueroa – Enrollment Specialist, Pre-K Counts
Recommended Hourly Rate – \$15.40
Effective Date – July 2, 2018 – June 30, 2019
Additional Days (not to exceed 40 days)
- f. Emily Haws
Change from Substitute Teacher, Early Intervention to Specialized Preschool Teacher
Classroom, Early Intervention
Change Recommended Hourly Rate from \$15.00 to Annual Salary – Col. 3, Step 1, \$47,168
Effective Date – July 9, 2018
Replacement
- g. Jessica Mountz – Specialized Preschool Teacher – Classroom, Early Intervention
Change Recommended Annual Salary from Col. 1, Step 6, \$49,617 to Col. 4, Step 6, \$61,069
Effective Date – July 1, 2018
Salary Adjustment per BCIUEA Agreement
- h. Brenda Newcomer – Teacher, Head Start
Change Recommended Hourly Rate from Level I, Probationary, \$17.62 to Level I,
Entry, \$18.16
Effective Date – May 21, 2018
Completed Probationary Period
- i. Joy Polignano – Psychologist, Early Intervention
Recommended Hourly Rate – \$47.62
Effective Date – January 2, 2018 – June 30, 2018
Additional Hours (not to exceed 14 hours)
- j. Kami Rothenberger – Enrichment Specialist, Education of Children and Youth
Experiencing Homelessness
Recommended Hourly Rate – \$15.50
Effective Date – July 1, 2018
Annual Approval of Assignment
- k. Cindy Sharp – Lead Specialized Preschool Teacher, Early Intervention
Recommended Annual Stipend – \$750
Effective Date – July 1, 2018 – June 30, 2019
Additional Assignment
- l. Cindy Silverman Chronister – Lead Psychologist, Early Intervention
Recommended Annual Stipend – \$750
Effective Date – July 1, 2018 – June 30, 2019
Additional Assignment

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3. Information Technology Office
 - a. Barry Bentz – Software Support Specialist
Recommended Monthly Stipend – \$800
Effective Date – August 13, 2018
Temporary Additional Responsibilities

4. Professional Development and Curriculum Office
 - a. Kevin Andreyo – Continuing Professional Education (CPE) Instructor
Recommended Rate – \$750 per credit
Effective Date – July 2, 2018
Additional Assignment

 - b. Molly Basilio – Teacher, Title I Summer Reading Camp
Recommended Hourly Rate – \$28.00
Effective Date – July 24, 2018
Additional Hours (not to exceed 4.25 hours)

 - c. Stephanie Camoni – Peer Reviewer, PA Key
Recommended Annual Stipend – \$1,000
Effective Date – July 1, 2018 – June 30, 2019
Additional Responsibilities

 - d. Christine Franckowiak – Teacher, Title I Summer Reading Camp
Recommended Hourly Rate – \$28.00
Effective Date – July 24, 2018
Additional Hours (not to exceed 4 hours)

 - e. Ann Marie Hopley – Continuing Professional Education (CPE) Instructor
Recommended Rate – \$750 per credit
Effective Date – July 2, 2018
Additional Assignment

 - f. Hope Kavka – Teacher, Title I Summer Reading Camp
Recommended Hourly Rate – \$28.00
Effective Date – July 24, 2018 – July 26, 2018
Additional Hours (not to exceed 9 hours)

 - g. Katie Kehm – Continuing Professional Education (CPE) Instructor
Recommended Rate – \$750 per credit
Effective Date – July 2, 2018
Additional Assignment

 - h. Nichole Kinsey – Teacher, Title I Summer Reading Camp
Recommended Hourly Rate – \$28.00
Effective Date – July 24, 2018
Additional Hours (not to exceed 3.5 hours)

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- i. Lisa Mulliken – Peer Reviewer, PA Key
Recommended Annual Stipend – \$1,000
Effective Date – July 1, 2018 – June 30, 2019
Additional Responsibilities
- j. Roberta Philson – Peer Reviewer, PA Key
Recommended Annual Stipend – \$1,000
Effective Date – July 1, 2018 – June 30, 2019
Additional Responsibilities
- k. Ashley Renninger – Teacher, Title I Summer Reading Camp
Recommended Hourly Rate – \$28.00
Effective Date – July 24, 2018
Additional Hours (not to exceed 3.25 hours)

D. Additions to 2017-2018 Approved Substitute Lists – Ratifications

**Ratifications – Additions
to 2017-2018 Approved
Substitute Lists**

Alternative Education

Audrey Buckley, Teacher – Effective June 18, 2018

Business Services/Operations Office

Tyler Okonski, Vehicle Maintenance Technician Intern – Effective June 25, 2018

Child Care

Jennifer Rogers, Paraeducator – Effective June 22, 2018

Early Intervention

Jenna Bartman, Paraeducator – Effective May 14, 2018

Audrey Buckley, Teacher – Effective June 18, 2018

Head Start

Audrey Buckley, Teacher – Effective June 18, 2018

Tiffany DeJesus, Paraeducator – Effective June 8, 2018

Pre-K Counts

Audrey Buckley, Teacher – Effective June 18, 2018

Shirley Fantozzi, Teacher – Effective May 14, 2018

Jennifer Rogers, Paraeducator – Effective June 22, 2018

Special Education

Audrey Buckley, Teacher – Effective June 18, 2018

Shirley Fantozzi, Specialist – Effective May 14, 2018

Additions to 2018-2019 Approved Substitute Lists – Ratifications

Alternative Education

Audrey Buckley, Teacher – Effective July 1, 2018

Kayleen Cruz Morales, Teacher/Specialist – Effective July 16, 2018

Sadiqa Jefferson, Specialist – Effective July 16, 2018

Yudelka Nunez, Specialist – Effective August 6, 2018

Kari Wolfe, Specialist – Effective August 6, 2018

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Business Services/Operations Office

Ridge Kepley, Vehicle Maintenance Technician Intern – Effective July 2, 2018
Tyler Okonski, Vehicle Maintenance Technician Intern – Effective July 1, 2018

Child Care

Audrey Buckley, Teacher – Effective July 1, 2018
Amy Fenstermaker, Paraeducator – Effective July 9, 2018
Sadiqa Jefferson, NonDegreed Teacher – Effective July 16, 2018
Yudelka Nunez, Paraeducator – Effective August 6, 2018
Jennifer Rogers, Paraeducator – Effective July 1, 2018
Brittany Schenck, Teacher – Effective July 16, 2018
Cynthia Smith, Summer Paraeducator – Effective July 1, 2018
Julia Wentzel, Teacher – Effective July 23, 2018
Kari Wolfe, Paraeducator – Effective August 6, 2018

Early Intervention

Jenna Bartman, Paraeducator – Effective July 1, 2018
Audrey Buckley, Teacher – Effective July 1, 2018
Kayleen Cruz Morales, Paraeducator – Effective July 16, 2018
Amy Fenstermaker, Paraeducator – Effective July 9, 2018
Jamie Franklin, Paraeducator – Effective July 9, 2018
Sadiqa Jefferson, Paraeducator – Effective July 16, 2018
Yudelka Nunez, Paraeducator – Effective August 6, 2018
Brittany Schenck, Teacher – Effective July 16, 2018
Julia Wentzel, Teacher – Effective July 23, 2018

Head Start

Audrey Buckley, Teacher – Effective July 1, 2018
Kayleen Cruz Morales, Paraeducator – Effective July 16, 2018
Tiffany DeJesus, Paraeducator – Effective July 1, 2018
Yudelka Nunez, Paraeducator – Effective August 6, 2018
Julia Wentzel, Teacher – Effective July 23, 2018
Kari Wolfe, Paraeducator – Effective August 6, 2018

PA Key

Emily Gault, Registry Intern/Administrative Assistant – Effective July 2, 2018

Pre-K Counts

Audrey Buckley, Teacher – Effective July 1, 2018
Michele Ceccola, Teacher – Effective July 1, 2018
Kayleen Cruz Morales, Paraeducator – Effective July 16, 2018
Shirley Fantozzi, Teacher – Effective July 1, 2018
Sadiqa Jefferson, Paraeducator – Effective July 16, 2018
Yudelka Nunez, Paraeducator – Effective August 6, 2018
Jennifer Rogers, Paraeducator – Effective July 1, 2018
Julia Wentzel, Teacher – Effective July 23, 2018
Kari Wolfe, Paraeducator – Effective August 6, 2018

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Special Education

Audrey Buckley, Teacher – Effective July 1, 2018
Kayleen Cruz Morales, Specialist – Effective July 16, 2018
Shirley Fantozzi, Specialist – Effective July 1, 2018
Sadiqa Jefferson, Specialist – Effective July 16, 2018
Yudelka Nunez, Specialist – Effective August 6, 2018
Julia Wentzel, Teacher – Effective July 23, 2018
Kari Wolfe, Specialist – Effective August 6, 2018

Transportation

Stefanie Friebolin, Substitute Driver w/o Bus License, Assistant, and Misc. Transportation
Effective August 6, 2018
Nelson Ojea, Substitute Driver w/o Bus License, Assistant, and Misc. Transportation
Effective July 16, 2018

**E. Additions to Approved 2018-2019 Out-Of-Class Substitute Lists
– Ratifications**

No Items to Consider

**Ratifications – Additions to
2018-2019 Out-Of-Class
Substitute Lists —Item 13. E.**

F. Remove from 2017-2018 Approved Substitute Lists

Child Care

Jennfier Rogers, Aide – Effective June 22, 2018

**Remove from 2017-2018
Approved Substitute Lists
—Item 13. F.**

Remove from 2018-2019 Approved Substitute Lists

Child Care

Teresa Beilhart, Teacher, Summer – Effective July 23, 2018
Carmen Burgos, Paraeducator, Summer – Effective July 23, 2018
Esmeralda Calderon, Paraeducator, Summer – Effective July 23, 2018
Cecilia Carpenter, Paraeducator, Summer – Effective July 23, 2018
Ivette Clemente, Paraeducator, Summer – Effective July 23, 2018
Jennifer Dixon, Paraeducator, Summer – Effective July 23, 2018
Jennifer Dixon, Teacher, Summer – Effective July 23, 2018
Erica Felty, Paraeducator, Summer – Effective July 23, 2018
Erica Felty, Teacher, Summer – Effective July 23, 2018
Allison Garner, Paraeducator, Summer – Effective July 23, 2018
Susan Gernert, Paraeducator, Summer – Effective July 23, 2018
Jolene Gino, Paraeducator, Summer – Effective July 23, 2018
Jolene Gino, Teacher, Summer – Effective July 23, 2018
Melissa Hassler, Teacher, Summer – Effective July 23, 2018
Maryzel Herrera, Paraeducator, Summer – Effective July 23, 2018
Maryzel Herrera, Teacher, Summer – Effective July 23, 2018
Tracey Huber, Paraeducator, Summer – Effective July 23, 2018
Denise Laguidara, Paraeducator, Summer – Effective July 23, 2018
Denise Laguidara, Paraeducator, Summer – Effective July 23, 2018
Amy Leshner, Paraeducator, Summer – Effective July 23, 2018
Amy Leshner, Teacher, Summer – Effective July 23, 2018
Brandy Messner, Paraeducator, Summer – Effective July 24, 2018
Marina Nunez, Paraeducator, Summer – Effective July 23, 2018
Theresa Readinger, Paraeducator, Summer – Effective July 23, 2018
Theresa Readinger, Teacher, Summer – Effective July 23, 2018

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Nakia Robertson, Teacher, Summer – Effective July 23, 2018
Luz Santiago, Paraeducator, Summer – Effective July 23, 2018
Brittany Schenck, Paraeducator – Effective July 15, 2018
Darlene Schenck, Teacher, Summer – Effective July 23, 2018
Maria Snyder, Paraeducator – Effective July 1, 2018
Lashae Stitt, Paraeducator, Summer – Effective July 23, 2018
Lashae Stitt, Teacher, Summer – Effective July 23, 2018
Briana Temos, Teacher – Effective July 1, 2018
Annette Walton, Paraeducator, Summer – Effective July 23, 2018
Julia Wentzel, Paraeducator– Effective July 22, 2018

Early Intervention

Brittany Schenck, Paraeducator – Effective July 15, 2018
Briana Temos, Teacher – Effective July 1, 2018
Julia Wentzel, Paraeducator– Effective July 22, 2018

Head Start

Briana Temos, Teacher – Effective July 1, 2018
Julia Wentzel, Paraeducator– Effective July 22, 2018

Pre-K Counts

Darlene Schenck, Paraeducator – Effective July 23, 2018
Briana Temos, Teacher – Effective July 1, 2018
Julia Wentzel, Paraeducator– Effective July 22, 2018

Special Education

Jennifer Hamilton-Chandler, Communications Facilitator – Effective July 1, 2018
Erika Sweigert, Communications Facilitator – Effective July 22, 2018
Briana Temos, Teacher – Effective July 1, 2018
Julia Wentzel, Paraeducator– Effective July 22, 2018

Transportation

Xiolayda Batista, Substitute Driver w/o Bus License, Assistant, and Miscellaneous Transportation
Effective August 17, 2018
Joseph Bisconti, Substitute Driver w & w/o Bus License, Assistant, and Miscellaneous Transportation
Effective August 17, 2018
Lacey Black, Substitute Driver w & w/o Bus License, Assistant, and Miscellaneous Transportation
Effective August 17, 2018
Tanya Borrero, Substitute Driver w/o Bus License, Assistant, and Miscellaneous Transportation
Effective August 17, 2018
Bessie Charles, Substitute Driver w/o Bus License, Assistant, and Miscellaneous Transportation
Effective August 17, 2018
Christopher Coyle, Substitute Driver w & w/o Bus License, Assistant, and Miscellaneous Transportation
Effective August 17, 2018
Seth Dowdell, Substitute Driver w/o Bus License, Assistant, and Miscellaneous Transportation
Effective August 17, 2018
Cassandra Eberly, Substitute Driver w/o Bus License, Assistant, and Miscellaneous Transportation
Effective August 17, 2018
Marlenys Fernandez Batista, Substitute Driver w/o Bus License, Assistant, and Miscellaneous Transportation
Effective August 17, 2018

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Rae-Lynn Fletcher, Substitute Driver w/o Bus License, Assistant, and Miscellaneous Transportation
Effective August 17, 2018
Dary Esther Frias, Substitute Driver w/o Bus License, Assistant, and Miscellaneous Transportation
Effective August 17, 2018
Jenny Garcia, Substitute Driver w/o Bus License, Assistant, and Miscellaneous Transportation
Effective August 17, 2018
Susan Hartman, Substitute Driver w/ Bus License
Effective August 17, 2018
Scott Krick, Substitute Driver w/o Bus License, Assistant, and Miscellaneous Transportation
Effective August 17, 2018
Jennifer Maloney, Substitute Driver w/o Bus License, Assistant, and Miscellaneous Transportation
Effective August 17, 2018
Jennifer Moyer, Substitute Driver w & w/o Bus License, Assistant, and Miscellaneous Transportation
Effective August 17, 2018
Manuel Navedo, Substitute School Bus Driver Trainee
Effective August 17, 2018
Carlton Neil, Substitute Driver w & w/o Bus License, Assistant, and Miscellaneous Transportation
Effective August 17, 2018
Michelle Nieves, Substitute Driver w/o Bus License, Assistant, and Miscellaneous Transportation
Effective July 30, 2018
Hellen Ortiz Nunez, Substitute Driver w/o Bus License, Assistant, and Miscellaneous Transportation
Effective August 17, 2018
Sherry Reaser, Substitute Driver w & w/o Bus License, Assistant, and Miscellaneous Transportation
Effective August 8, 2018
Matthew Riccardi, Substitute Driver w & w/o Bus License, Assistant, and Miscellaneous Transportation
Effective August 17, 2018
Vicki Richards, Substitute Driver w & w/o Bus License, Assistant, and Miscellaneous Transportation
Effective August 17, 2018
Maria Rojas, Substitute Driver w/o Bus License, Assistant, and Miscellaneous Transportation
Effective August 17, 2018
Lora Santiago, Substitute Bus/Van Assistant and Miscellaneous Transportation
Effective August 17, 2018
Dinanylli Suero, Substitute Driver w & w/o Bus License, Assistant, and Miscellaneous Transportation
Effective August 17, 2018
Henry Taveras Taveras, Substitute Driver w/o Bus License, Assistant, and Miscellaneous Transportation
Effective August 17, 2018
Diane Wanner, Substitute Driver w & w/o Bus License, Assistant, and Miscellaneous Transportation
Effective August 17, 2018
Clarinda Wenger, Substitute Driver w & w/o Bus License, Assistant, and Miscellaneous Transportation
Effective August 17, 2018
Joseph Young, Substitute Driver w & w/o Bus License, Assistant, and Miscellaneous Transportation
Effective August 17, 2018

G. Employment – Approvals

1. Professional Development and Curriculum Office
 - a. Gina N. Bongiovanni – Educational Consultant, Training and Consultation
Recommended Annual Salary – Col. 5, Step 7, \$62,998 (to be prorated)
Effective Date – to be determined pending pre-employment process
Replacement

**Employment Approvals
—Item 13. G.**

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H. Change of Status – Approvals

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

1. Business Services/Operations Office
 - a. Dale Shiffer
Change from Level III Custodian, Facilities to Level II Custodian, Facilities
Change Recommended Hourly Rate from \$14.47 to \$13.97
Effective Date – August 20, 2018
Replacement
2. Early Childhood & Student Services Office
 - a. Merline Aristilde
Change from Substitute Paraeducator, Head Start to Paraeducator, Head Start
Change Recommended Hourly Rate from \$9.40 to Level I, Probationary, \$11.66
Effective Date – August 21, 2018
Replacement
 - b. Morgan Auton
Change from Paraeducator, Pre-K Counts to Substitute Paraeducator, Pre-K Counts
Change Recommended Hourly Rate from \$11.90 to \$9.40
Effective Date – August 17, 2018
Voluntary Reassignment
 - c. Alyssa Hiser
Change from Teacher, Pre-K Counts to Substitute Teacher, Pre-K Counts
Change Recommended Annual Salary from \$36,414 to Hourly Rate of \$14.30
Effective Date – August 17, 2018
Voluntary Reassignment
 - d. Holly Loscig
Change from Paraeducator, Child Care to Paraeducator, Pre-K Counts
Change Recommended Hourly Rate from \$10.55 to \$11.90
Effective Date – August 20, 2018
Replacement
 - e. Cindy Mock, Special Education Teacher – Itinerant, Special Education
Change Recommended Annual Salary from Col. 6, Step 16, \$86,980 to Col. 7, Step 16, \$88,380
Effective Date – September 1, 2018
Salary Adjustment per BCIUEA Agreement
 - f. Jennifer Sweigert
Change from Teacher, Child Care to Substitute Teacher, Child Care
Change Recommended Hourly Rate from \$15.60 to \$14.30
Effective Date – August 20, 2018
Voluntary Assignment
 - g. Kari Wolfe
Change from Paraeducator, Early Intervention to Substitute Paraeducator, Early Intervention
Change Recommended Hourly Rate from \$11.90 to \$9.45
Effective Date – August 20, 2018
Voluntary Assignment

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I. Leave of Absence Requests

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

1. Business Services/Operations Office
Personal Leave (unpaid – without benefits – not FMLA)
 - a. Antwine Hargis – Part-time Driver w/o Bus License, Assistant, and Misc. Transportation
Effective – June 18, 2018
2. Early Childhood and Student Services Office
Personal Leave (unpaid – with benefits – FMLA)
 - a. Kaitlin Cushner – Speech Therapist, Early Intervention
Effective Date – September 10, 2018
 - b. Maisie Martinez – Speech Therapist, Early Intervention
Effective Date – August 28, 2018
 - c. Shanda Mengel – Teacher, Child Care
Effective Date – August 7, 2018
 - d. Jessica Mountz – Specialized Preschool Teacher - Classroom, Early Intervention
Effective Date – June 12, 2018
3. Professional Development and Curriculum Office
Personal Leave (unpaid – without benefits – not FMLA)
 - a. Carissa Noel – Assistant Program Administrator
Effective Date – August 8, 2018

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 – not FMLA)
 - a. Antwine Hargis – Part-time Driver w/o Bus License, Assistant, and Misc. Transportation
Effective – July 31, 2018
 - b. Kimberly Turpin – Part-time Driver w/o Bus License, Assistant, and Misc. Transportation
Effective – July 11, 2018
2. Early Childhood and Student Services Office
Personal Leave (unpaid – with benefits – FMLA)
 - a. Emilee Chambers – Specialized Preschool Teacher - Itinerant, Early Intervention
Effective Date – July 30, 2018
 - b. Jessica Mountz – Specialized Preschool Teacher - Classroom, Early Intervention
Effective Date – July 9, 2018
 - c. Sonia Rodriguez – Level V Program Secretary, Early Intervention
Effective Date – June 18, 2018Personal Leave (unpaid – with benefits – not FMLA)
 - d. Myra Arndt – Family Engagement Worker, Head Start
Effective Date – August 1, 2018Personal Leave (unpaid – without benefits – not FMLA)
 - e. Mackenzie Boltz – Speech Therapist, Early Intervention
Effective Date – June 18, 2018

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K. Retirements

**Retirements
—Item 13. K.**

1. Business Services/Operations Office
 - a. Melanie G. Serrano – Assistant Program Administrator, Fiscal Services
Effective Date – June 22, 2018

L. Resignations

**Resignations
—Item 13. L.**

1. Business Services/Operations Office
 - a. Antwine D. Hargis – Part-time Driver w/o Bus License, Assistant, and Misc. Transportation
Effective Date – July 31, 2018
 - b. F. Eric Sills – Part-time Driver w & w/o Bus License, Assistant, and Misc. Transportation
Effective Date – August 6, 2018
 - c. Richard S. Wunder – Part-time Driver w/o Bus License, Assistant, and Misc. Transportation
Effective Date – July 31, 2018
 - d. Julia A. Yeager – Part-time Driver w/o Bus License, Assistant, and Misc. Transportation
Effective Date – July 10, 2018
2. Early Childhood and Student Services Office
 - a. Nicole A. Conroy – Teacher, Child Care
Effective Date – June 26, 2018
 - b. Chelisey L. Horbaczek – Paraeducator, Early Intervention
Effective Date – August 2, 2018
 - c. Janice R. Miller – Teacher, Head Start
Effective Date – August 6, 2018
 - d. Nicole L. Peters – Family Engagement Worker, Head Start
Effective Date – August 17, 2018
 - e. Stephanie R. Pugh – Speech Therapist, Early Intervention
Effective Date – August 20, 2018
 - f. Sonia Rodriguez – Level V Program Secretary, Early Intervention
Effective Date – August 17, 2018
 - g. Amy M. Sharkey – Specialized Preschool Teacher – Itinerant, Early Intervention
Effective Date – July 20, 2018
 - g. Marie A. Storms – Paraeducator, Early Intervention
Effective Date – August 16, 2018
 - h. Rachel M. Strain – Family Engagement Worker, Head Start
Effective Date – July 31, 2018
3. Information Technology Office
 - a. Susan D. Hawkins – Program Administrator, Software and Reprographic Services
Effective Date – August 10, 2018
 - b. Matthew Mierzejewski – Program Administrator, Application, Architecture and Development
Effective Date – July 19, 2018

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4. Professional Development and Curriculum Office
 - a. Rebecca C. Chadwick – Educational Consultant, Training and Consultation
Effective Date – August 31, 2018
 - b. Angela Mamrak – Preschool Program Specialist, PA Key
Effective Date – July 31, 2018

M. Terminations

No Items to Consider

Terminations—Item 13. M.

N. Other

1. Early Childhood and Student Services Office
 - a. Zenaida Calero-Nieves – Paraeducator, Pre-K Counts
Effective Date – June 30, 2018
Rescinded Resignation
 - b. Rene A. Reese – Program Administrator, Special Education
Program Coordinator,
Reading School District
Effective Date – July 13, 2018
Resignation – Date Amended

Other—Item 13. N.

Yeas: Carl; Dennin; Hemberger; Huhn; Kennedy; Lash; McEwen; Rathgeb; Richard; Ulrich; Ziegler; Heffner.	Roll Call Vote
Nays: None. Motion carried.	

A motion was made by Lash, seconded by Carl, 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, DIRECTOR

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

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

- a. Tiny Thinkers Center, effective June 18, 2018
- b. Whales, Snails & Puppy Dog Tails, effective June 1, 2018
- c. KNS Enterprises, Inc., effective June 4, 2018
- d. Yahara Nardone, effective June 4, 2018

To ratify an addendum to an agreement between Berks County Intermediate Unit (BCIU) and PHS Partners, LLS, outlining the schedule, licensing costs, and task projects for Phase V of the implementation of the TeamSync system, a software solution to enhance program efficiency and training and support services, effective July 1, 2018, and continuing unless terminated by either party.

Addendum to Agreement with PHS Partners / Phase V of Implementation of TeamSync—Item 14. A. 2.

To authorize the appropriate officers to execute an agreement between the Berks County Intermediate Unit (BCIU) and the Kutztown Area School District (KASD), for the BCIU to operate before and after school child care commencing in the 2018-2019 school year and located in the Kutztown Elementary School. The BCIU will assume all program and staff operating expenses other than the indirect costs for utilities and routine maintenance. The BCIU will pay the KASD monthly installments of \$500 beginning September 1, 2018.

Agreement with Kutztown ASD for Before and After School Child Care Located in Kutztown Elementary School—Item 14. A. 3.

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To ratify an agreement between the Berks County Intermediate Unit (BCIU) and the Pennsylvania Department of Education, for the BCIU to operate the Education for Homeless Children and Youth Grant Agreement across Region 2, in the amount of \$536,550 effective July 1, 2018, to September 30, 2019.

Agreement with PDE / Education for Homeless Children and Youth Grant Agreement for Region 2—Item 14. A. 4.

B. PROFESSIONAL DEVELOPMENT & CURRICULUM

—DANIEL RICHARDS, DIRECTOR

To ratify an agreement between the Berks County Intermediate Unit (BCIU) and Lincoln Intermediate Unit 12 (LIU), for the LIU to provide statewide professional development related to the Classroom Diagnostic Tool (CDT), in the amount of \$44,400 plus travel expenses, effective, July 1, 2018, through June 30, 2019.

Agreement with Lincoln IU / Classroom Diagnostic Tool (CDT)—Item 14. B. 1.

To ratify an agreement between the Berks County Intermediate Unit (BCIU) and Allegheny Intermediate Unit 3 (AIU), for the AIU to provide statewide professional development related to the Classroom Diagnostic Tool (CDT), in the amount of \$44,400 plus travel expenses, effective, July 1, 2018, through June 30, 2019.

Agreement with Allegheny IU / Classroom Diagnostic Tool (CDT)—Item 14. B. 2.

To ratify an agreement between the Berks County Intermediate Unit (BCIU) and the Greater Reading Chamber Alliance (GRCA), for the GRCA to provide services related to the Business-Education Partnership Grant in accordance with the agreement, in the amount of \$21,000 effective July 1, 2018, through June 30, 2019.

Agreement with Greater Reading Chamber Alliance / Business-Education Partnership Grant—Item 14. B. 3.

To ratify an agreement between the Berks County Intermediate Unit (BCIU) and the County of Berks, for the BCIU to provide services in accordance with the Business-Education Partnership Grant per agreement, in the amount of \$49,990 effective June 1, 2018, through June 30, 2019.

Agreement with County of Berks / Business-Education Partnership Grant—Item 14. B. 4.

To ratify an agreement between the Berks County Intermediate Unit (BCIU) and the County of Berks, for the BCIU to provide services in accordance with the Teacher in the Workplace Grant agreement, in the amount of \$47,500 effective June 1, 2018, through June 30, 2019.

Agreement with County of Berks / Teacher in the Workplace Grant—Item 14. B. 5.

To ratify agreements between the Berks County Intermediate Unit (BCIU) and the following school districts, for the BCIU to provide Title 1 services to students who reside within Title I eligible schools and attend nonpublic schools, effective August 1, 2018, through June 15, 2019:

Agreements for Title 1 Services—Item 14. B. 6.

School District	Total Services (\$)
Daniel Boone Area	21,933.62
Exeter Township	5,442.00
Governor Mifflin	11,030.00
Hamburg Area	1,156.00
Muhlenberg	28,878.00
Tulpehocken Area	4,892.00
Twin Valley	2,907.00
Wyomissing Area	6,631.08

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To ratify agreements between the Berks County Intermediate Unit (BCIU) and the following school districts, for the BCIU to provide Title II services to students who reside within Title II eligible schools and attend nonpublic schools, effective August 1, 2018, through August 31, 2019:

Agreements for Title II Services—Item 14. B. 7.

School District	Total Services (\$)
Daniel Boone Area	4,756.00
Governor Mifflin	5,584.00
Hamburg Area	2,460.85
Muhlenberg	14,354.20
Schuylkill Valley	3,804.90
Wyomissing Area	3,746.60

To ratify agreements between the Berks County Intermediate Unit (BCIU) and the following school districts for the BCIU to provide Title IV services to students who reside within Title IV eligible schools and attend nonpublic schools, effective August 1, 2018, through August 31, 2019:

Agreements for Title IV Services—Item 14. B. 8.

School District	Total Services (\$)
Daniel Boone Area	1,376.00
Governor Mifflin	1,980.16
Hamburg Area	1,329.57
Muhlenberg	5,776.40
Schuylkill Valley	1,176.95
Wyomissing Area	1,290.19

To ratify an agreement between the Berks County Intermediate Unit (BCIU) and Veloni Consulting, for Dr. Gina Veloni to present professional development trainings related to the foundations of reflective supervision for the early childhood systems on behalf of PA Key/BCIU for a fee of \$17,500 for the period July 1, 2018, through August 31, 2018 (PA Key).

**Agreement with Dr. Gina Veloni for Professional Development Trainings on Behalf of PA Key / BCIU (PA Key)
—Item 14. B. 9.**

To ratify an agreement between the Berks County Intermediate Unit (BCIU) and Central Susquehanna Intermediate Unit (CSIU), for CSIU to provide professional services related to the tracking of Early Childhood Mental Health Consultation services, for a fee of \$21,000 effective July 1, 2018, through June 30, 2019 (PA Key).

**Agreement with Central Susquehanna IU for Professional Services / Early Childhood Mental Health Consultation (PA Key)
—Item 14. B. 10.**

To ratify an agreement between the Berks County Intermediate Unit (BCIU) and Community Services for Children, Inc. (CSC), for CSC, Inc. to provide the STARS Technical Assistance Service for Montgomery ELRC, for a fee of \$42,427 effective July 1, 2018, through June 30, 2019 (PA Key).

Agreement Community Services for Children, Inc. / STARS Technical Assistance Service for Montgomery ELRC (PA Key)—Item 14. B. 11.

To ratify an agreement between the Berks County Intermediate Unit and Propulsion Squared LLC, for Propulsion Squared to provide professional services as follows (PA Key):

**Agreement with Propulsion Squared LLC (PA Key)
—Item 14. B. 12.**

- To support Certification, Policy and Professional Development, and Operations and Monitoring on behalf of Office of Child Development and Early Learning (OCDEL) and the PA Key/BCIU for a fee of \$275,000 for the period July 1, 2018 through June 30, 2019.

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- To support the evaluation of OCDEL’s Infant Toddler initiative for a fee of \$40,000.00 for the period September 1, 2018, through June 30, 2019.
- To support the development and writing of the Preschool Development Grant for a fee of \$15,000 for the period August 1, 2018, through October 31, 2018 (PA Key).

**Agreement with Propulsion Squared LLC (PA Key)
—Item 14. B. 12. Continued**

To ratify an agreement between the Berks County Intermediate Unit (BCIU) and Caspian Consulting Strategies, for Caspian Consulting Strategies to conduct a formative/ implementation evaluation of the Keystone STARS program for Year One for the Office of Child Development and Early Learning (OCDEL) through the PA Key/ BCIU for a fee of \$150,000 effective July 1, 2018, through June 30, 2019 (PA Key).

Agreement with Caspian Consulting Strategies (PA Key)—Item 14. B. 13.

To ratify an agreement between the Berks County Intermediate Unit (BCIU) and KeyStone Research Corporation (KSRC), for KSRC 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, 2018, through June 30, 2019 (PA Key)

Agreement with Keystone Research Corporation (KSRC) / Distribution of PA Early Learning Materials (PA Key)—Item 14. B. 14.

To ratify an agreement between the Berks County Intermediate Unit (BCIU) and Northwest Institute of Research (NWIR), for NWIR to provide the ELRC Mentoring of Region #4, for a fee of \$34,631.34 effective July 1, 2018, through June 30, 2019 (PA Key).

Agreement with Northwest Institute of Research / ELRC Mentoring of Region #4 (PA Key)—Item 14. B. 15.

To ratify an agreement between the Berks County Intermediate Unit (BCIU) 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 Scholarship Program, for a fee of \$4,143,750 effective July 1, 2018. through June 30, 2019 (PA Key).

**Agreement with PA Child Care Association (PACCA) / T.E.A.C.H. Scholarship Program (PA Key)
—Item 14. B. 16.**

To ratify an agreement between the Berks County Intermediate Unit (BCIU) and the Pennsylvania Association for the Education of Young Children (PennAEYC), for the PennAEYC to provide professional services related to the Shared Source PA web based platform for early learning programs in PA on behalf of Office of Child Development and Early Learning (OCDEL) and the PA Key/BCIU for a fee of \$150,000 for the period of July 1, 2018, through June 30, 2019 (PA Key).

**Agreement with PA Association for the Education of Young Children / Shared Source PA Web-Based Platform (PA Key)
—Item 14. B. 17.**

To ratify an agreement between the Berks County Intermediate Unit (BCIU) and Amy Requa, for Ms. Requa to provide professional services as a consultant for the PA Early Head Start Program and PA Head Start State Collaboration Office for a fee of \$70 per hour, not to exceed \$50,400 effective July 1, 2018, through June 30, 2019 (PA Key).

**Agreement with Amy Requa / Consultant for PA Early Head Start Program and PA Head Start State Collaboration Office (PA Key)
—Item 14. B. 18.**

To ratify an agreement between the Berks County Intermediate Unit (BCIU) and the Tuscarora Intermediate Unit (TIU), for TIU to support the Office of Child Development and Early Learning Work Force Development and Early Intervention Projects for a fee of \$121,000 for the period July 1, 2018, through June 30, 2019 (PA Key).

Agreement with Tuscarora IU / OCDEL Work Force Development and Early Intervention Projects (PA Key)—Item 14. B. 19.

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To ratify an agreement between the Berks County Intermediate Unit (BCIU) and Central Susquehanna Intermediate Unit (CSIU), for CSIU to provide professional services related to the maintenance of the SMART software database, for a fee of \$160,333 effective July 1, 2018, through June 30, 2019 (PA Key).

**Agreement with Central Susquehanna IU / Maintenance of SMART Software Database (PA Key)
—Item 14. B. 20.**

To ratify an agreement between the Berks County Intermediate Unit (BCIU) and Mary Ellen Mannix, for Ms. Mannix to provide mental health consulting for OCDEL's Early Head Start Program, the Maternal Infant Early Childhood Home Visiting Program, Pennsylvania Pre-K Counts and Head Start Supplemental Assistance Programs, for a fee of \$75 per hour for a maximum of 60 hours per month, total not to exceed \$54,000 effective August 1, 2018, through July 31, 2019 (PA Key).

**Agreement with Mary Ellen Mannix / Mental Health Consulting (PA Key)
—Item 14. B. 21.**

To ratify an agreement between the Berks County Intermediate Unit (BCIU) and Roger Phillips, for Mr. Phillips to provide mental health consulting for OCDEL's Early Head Start Program, the Maternal Infant and Early Childhood Home Visiting Program, Pennsylvania Pre-K Counts and Head Start Supplemental Assistance Programs, for a fee of \$110 per hour for a maximum of 60 hours per month, total not to exceed \$79,200 effective August 1, 2018, through July 31, 2019 (PA Key).

**Agreement with Roger Phillips / Mental Health Consulting (PA Key)
—Item 14. B. 22.**

To ratify an amendment to the current agreement between the Berks County Intermediate Unit and CypherWorx, Inc., for CypherWorx, Inc. to provide professional services related to the Spanish translation of Keystone STARS 102 course. This amendment provides for a funding increase of \$12,000 for a revised total of \$34,500 for the period June 21, 2018, through July 31, 2018 (PA Key).

Agreement with CypherWorx / Spanish Translation of Keystone STARS 102 Course (PA Key)—Item 14. B. 23.

To ratify agreements between the Berks County Intermediate Unit (BCIU) and the following contractors for professional services related to providing coaching to Early Head Start Child Care Partnership contractors (PA Key):

- a. Veirdre Jackson, for a fee of \$75 per hour for a maximum of 60 hours per month, total not to exceed \$54,000 for the period August 1, 2018, through July 31, 2019.
- b. Lauren Lewis-Ryan, for a fee of \$75 per hour for a maximum of 60 hours per month, total not to exceed \$54,000 for the period August 1, 2018, through July 31, 2019.
- c. Mary Ellen Mannix, for a fee of \$75 per hour for a maximum of 60 hours per month, total not to exceed \$54,000 for the period August 1, 2018, through July 31, 2019.

**Agreements with Veirdre Jackson, Lauren Lewis-Ryan, and Mary Ellen Mannix / Coaching to Early Head Start Child Care Partnership Contractors (PA Key)
—Item 14. B. 24.**

C. INFORMATION TECHNOLOGY

—CHERIE ZIMMERMAN, ASSISTANT DIRECTOR

To ratify an agreement between the Berks County Intermediate Unit (BCIU) and Instructure, Inc. through the Pennsylvania Intermediate Unit partnership, to permit the BCIU to broker discounted pricing for named user subscription licensing of the Canvas Learning Management System. The agreement will take effect the date of the signing of the agreement, and the pricing outlined will remain in effect for new purchases made through June 30, 2019.

**Agreement with Instructure, Inc. through PA Intermediate Unit Partnership / Canvas Learning Management System
—Item 14. C. 1.**

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To ratify an agreement between the Berks County Intermediate (BCIU) Unit and Discovery Education Services for streaming video services on behalf of the Berks County school districts for \$64,022.72. The term of the agreement is from July 1, 2018, through and including June 30, 2019.

Agreement with Discovery Education Services / Streaming Video Services for Berks County School Districts—Item 14. C. 2.

To authorize the appropriate officers to execute an agreement between Dellicker Strategies and the Berks County Intermediate Unit (BCIU), for Dellicker Strategies to perform a formal Risk and Security assessment of the BCIU's Information Technology operations. The work will be performed by the Dellicker team, which includes consultants from Mazars USA Public Sector, LLC. The BCIU is purchasing the time of experts from the Dellicker team: 180 hours at \$150 per hour for a total not to exceed price of \$27,000. Travel and expenses may be billed separately not to exceed five percent of the total costs or \$1,350.

Agreement with Dellicker Strategies for Risk and Security Assessment—Item 14. C. 3.

D. BUSINESS SERVICES/OPERATIONS

—CARL BLESSING, CFO AND DIRECTOR

To ratify the renewal of a three-year agreement between the Berks County Intermediate Unit (BCIU) and Ironworker Properties, LLC, for BCIU to lease 39,000 square feet of stone parking area to be used for the parking of buses and vans used for the Muhlenberg regular transportation contract and Head Start, effective August 1, 2018, through July 31, 2021. First year rent (2018/2019) is \$14,883.75 (\$1,240.32/mo.) no increase; second year rent (2019/2020) is \$15,330.35 (\$1,277.53/mo.); and third year rent (2020/2021) is \$15,790.26 (\$1,315.85/mo.).

Renewal of Three-Year Lease Agreement with Ironworker Properties, LLC. / Parking Area for Muhlenberg Transportation Contract and Head Start—Item 14. D. 1.

To ratify a lease agreement between the Berks County Intermediate Unit (BCIU) and Holy Cross United Methodist Church, 329 North 5th Street, Reading, PA, for Holy Cross to lease space to BCIU for two Head Start classrooms, effective August 1, 2018, to June 30, 2019, at \$800 per month.

Lease Agreement with Holy Cross United Methodist Church for Head Start Classrooms—Item 14. D. 2.

To authorize the appropriate officers to execute a lease agreement between the Berks County Intermediate Unit (BCIU) and the Berks Career and Technology Center (BCTC), for the rental of classroom space for Head Start, effective September 1, 2018, for nine months, as follows:

Lease Agreement with BCTC for Rental of Classroom Space for Head Start—Item 14. D. 3.

- a. 2,050 square feet at BCTC's West Center @ \$738/month (4% increase)
- b. 2,050 square feet at BCTC's East Center @ \$738/month (4% increase)

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 4, 2018, at \$438.55 per run/per day (no change).

Agreement Between BCIU Transportation Department and BCIU Head Start Program for Transportation Services—Item 14. D. 4.

To approve an eight-year finance agreement with Santander Bank for \$99,623 at 3.85% with monthly payments of \$1,208 for the lease/purchase of one (1) new 2020 Blue Bird 72-passenger with lift school bus for the Special Needs contract.

Finance Agreement / Santander Bank for Lease / Purchase of Passenger Bus for Special Needs Contract—Item 14. D. 5.

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To approve a four-year lease renewal finance agreement with Santander Bank for \$97,338 at 3.80% with monthly payments of \$2,190 for the lease renewal of six (6) 2014 9-passenger student vans for the Special Needs contract.

**Lease Renewal Finance Agreement / Santander Bank for Passenger Student Vans for Special Needs Contract
—Item 14. D. 6.**

To approve a three-year lease finance agreement with Santander Bank for \$36,602 at 3.85% with monthly payments of \$948 for the lease of one (1) 2012 IC 72-passenger bus to replace bus #163 used for the Special Needs contract.

**Lease Finance Agreement / Santander Bank for Passenger Bus for Special Needs Contract
—Item 14. D. 7.**

To award a contract to Construction Masters, LLC for paving and seal coating of the BCIU Main Office Building parking lot, at a cost of \$98,543.60.

**Contract with Construction Masters, LLC for Paving/Seal Coating of BCIU Main Office parking Lot
—Item 14. D. 8.**

To authorize the appropriate officers to execute agreements between the Berks County Intermediate Unit (BCIU) and the following schools for the schools to provide meals for Head Start, effective for the 2018-19 school year, as follows:

**Agreements with BCTC, Reading-Muhlenberg CTC, Cumru and Mifflin Park, and Daniel Boone for Meals for Head Start
—Item 14. D. 9.**

<u>Provider (lunches)</u>	<u>Rate/Child</u>	<u>Increase</u>
BCTC East (Oley)	\$2.41	\$.09 child
BCTC West (Blue Marsh)	\$2.41	\$.09 child
<u>Reading-Muhlenberg CTC</u>	<u>Rate/Child</u>	<u>Increase</u>
Breakfast	\$1.50	None
Lunch	\$2.40	None
Snack	\$1.00	None
<u>Cumru and Mifflin Park</u>	<u>Rate/Child</u>	<u>Increase</u>
Breakfast	\$2.04	None
Lunch	\$3.22	None
<u>Daniel Boone</u>	<u>Rate/Child</u>	<u>Increase</u>
Lunch	\$3.25	None
Snack	\$.85	None

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, LLC to provide food service for the BCIU Head Start, Child Care, Pre-K Counts, and Early Intervention programs, effective September 1, 2018, through August 31, 2019, at the following rates:

**Agreement with Kremmer’s Café and Catering, LLC for Food Service for BCIU Head Start, Child Care, Pre-K Counts, and EI Programs
—Item 14. D. 10.**

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

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E. ADMINISTRATION

—DR. JILL M. HACKMAN, EXECUTIVE DIRECTOR

To ratify a \$100,000 grant agreement between the Berks County Intermediate Unit (BCIU) and the Pennsylvania Department of Human Services, for the BCIU to coordinate efforts and the purchase of the CrisisGo application to support and assist Berks County education entities with training and resources for students and staff and essential emergency preparedness, effective July 1, 2017, through June 20, 2019.

Grant Agreement with PA Department of Human Services / CrisisGo Coordination—Item 14. E. 1.

To authorize the appropriate officers to execute an agreement between the Berks County Intermediate Unit (BCIU) and CrisisGo, Inc., for the BCIU to coordinate efforts and purchase of the CrisisGo application to provide Berks County education entities with training and resources in essential emergency preparedness for students, staff, and administrators, for the amount of \$90,000 (combined total for year one and two set-up, implementation, and usage), effective the date on which the agreement is signed by the second party.

Agreement with CrisisGo, Inc., for CrisisGo App—Item 14. E. 2.

To appoint Carl Blessing as the Berks County Intermediate Unit School Safety and Security Coordinator as per Section 1309-B of Act 44 of 2018, amending the Public-School Code.

Appoint Carl Blessing as BCIU School Safety and Security Coordinator—Item 14. E. 3.

Yeas: Carl; Dennin; Hemberger; Huhn; Kennedy; Lash; McEwen; Rathgeb; Richard; Ulrich; Ziegler; Heffner. Nays: None. Motion carried.	Roll Call Vote
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No one desired to speak.

Board Members Desiring to be Heard

A motion was made by Carl, seconded by Huhn, to adjourn the meeting at 8:55 p.m.

Adjournment

Motion carried.	Voice Vote
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Approved by

Elizabeth S. Huhn, Secretary



**OFFICIAL PROCEEDINGS OF THE
BCIU BOARD OF DIRECTORS
AUGUST 16, 2018
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**THE FOLLOWING TOOK PLACE PRIOR TO THE REGULAR BOARD MEETING,
DURING COMMITTEE-OF-THE-WHOLE:**

The Berks County Intermediate Unit (BCIU) Board of Directors recognized John R. Morahan as the 2018 recipient of the BCIU Outstanding Community Partner Award. Dr. Hackman introduced Mr. Morahan as an extraordinary leader and partner of the BCIU. Dr. Hackman told Board members that Mr. Morahan and Penn State Health St. Joseph have shown support for the BCIU and Berks County schools, and also partnered with other community organizations to enhance the quality of life and services to the city and county. Mr. Morahan’s support of the relaunch of the BCIU Project SEARCH program in the health-related field and the first annual BCIU Apple-A-Day 5K was instrumental to the success to both. In addition, his leadership in the Stop the Bleed initiative to provide the education, training, and equipment needed to our schools clearly demonstrates his commitment to the Berks County community to furnish them with the tools needed for emergency preparedness and to save lives.

Mr. Morahan thanked the Board for the recognition and accepted the award on behalf of the Penn State Health St. Joseph Team. He noted that 2018 marks the 145th year of continuous service of their organization to the community and gave a brief overview of the history of St. Joseph. He thanked his wife and team members who accompanied him to the meeting – his wife, Anne Morahan, for her 36 years of support, guidance, and counseling; J. Andrew Weidman, Chair of the St. Joseph Regional Health Network Board, for his advocacy at the forefront of advancing the good in the community; and Mike Jupina, Vice President of Communications and Marketing, a very important part of his leadership team who “makes things happen.” Mr. Morahan commented that the missions of the BCIU and Penn State Health St. Joseph are inter-twined and he looks forward to continuing to partner and work together.

In closing, Dr. Hackman offered, on behalf of the BCIU, congratulations and sincere gratitude to Mr. John R. Morahan for his leadership and for being a true and valued partner of the BCIU.

It was announced that Beth Stewart, Assistant Payroll Specialist, was named Employee-of-the-Month for August 2018. She was unable to attend the August meeting, so will be introduced to the Board at the September meeting.

A compilation of highlights from the 2016-2017 editions of insideBCIU videos was shown.

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

**BCIU 2018
OUTSTANDING
COMMUNITY PARTNER
AWARD
— John R. Morahan, Chief
Executive Officer, Penn
State Health St. Joseph**

**EMPLOYEE OF THE
MONTH – AUGUST 2018
— Beth A. Stewart, Office
of Business Services**

INSIDE BCIU