COMMITTEE-OF-THE-WHOLE MEETING

I. BCIU HONORS
   ♦ EMPLOYEE-OF-THE-MONTH
      — Lydia Lopez, Operations Specialist, Office of Business Services / Operations
   ♦ RETIREES
      — Judy Keller, Payroll Coordinator, Office of Business Services / Operations
   ♦ FEATURED PROGRAM
      INSIDE BCIU...JUST FOR YOU! – OFFICE OF INFORMATION TECHNOLOGY
      — Scott Major, CIO / Director, Office of Information Technology

II. EXECUTIVE DIRECTOR'S REPORT
   A. Executive Director Update
      1. BCIU 2019-2020 Fast Facts
      2. Newslink
      3. Legislative Update
      5. Cybersecurity – Safety and Security Project
         a. Assessment Authorization Plan
         b. Security Program Plan
         c. Assessment Authorization Report
         d. Security Program Implementation Project – Achievements Next Steps
      6. PAIUnet 3.0
      7. Keeping Kids Safe Symposium | Create a Culture of Kindness | Tuesday, October 22, 2019 | 8:00 A.M. to 12:00 P.M. | Penn State Berks
      8. Snacks With Santa | Saturday, December 14, 2019 | 9:00 A.M. to 11:00 A.M. – Children’s Activities | 9:30 A.M. to 11:00 A.M. – Visits with Santa | BCIU Main Office
      9. Other Items
   B. Agenda Review

III. EXECUTIVE SESSION

REGULAR MEETING

01. CALL TO ORDER
   A. Pledge to the Flag and Roll Call
   B. Announcements
      1. Executive Session
      2. Agenda Update
      3. Persons Desiring to be Heard

02. APPROVAL OF MINUTES
   A. Meeting of September 19, 2019
03. **APPROVAL/RATIFICATION OF BCIU GENERAL FUND BILLS** *(Detailed list of bills are available.)*

<table>
<thead>
<tr>
<th>SOURCE</th>
<th>PAGE</th>
<th>AMOUNT</th>
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</thead>
<tbody>
<tr>
<td>September 2019 Ratifications</td>
<td>1-13</td>
<td>$1,026,370.69</td>
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<tr>
<td>September 2019 Ratifications-PSDLAF</td>
<td>1-2</td>
<td>$5,934.07</td>
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<td>October 2019 Ratifications</td>
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<td><strong>TOTAL</strong></td>
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<td><strong>5,525,019.97</strong></td>
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04. **INFORMATION ITEM – TOMPKINS/VIST REVENUE ANTICIPATION NOTE – $6,000,000:**

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<tr>
<th>Amount Outstanding</th>
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<tbody>
<tr>
<td>October 11, 2019</td>
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<tr>
<td>$0</td>
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05. **INFORMATION ITEM – ACCOUNTS RECEIVABLE AGING REPORT AS OF OCTOBER 11, 2019:**

<table>
<thead>
<tr>
<th>Funding Source</th>
<th>Current</th>
<th>30 Days</th>
<th>60 Days</th>
<th>90 Days</th>
<th>120 Days</th>
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<tr>
<td>School Districts</td>
<td>$275,062.87</td>
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<tr>
<td>Commonwealth of PA</td>
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<td>Other Revenue Sources</td>
<td>$239,898.71</td>
<td>$36,635.93</td>
<td>$4,653.00</td>
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<tr>
<td><strong>TOTALS</strong></td>
<td>$6,549,785.34</td>
<td>$91,781.63</td>
<td>$4,668.61</td>
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<tr>
<td><strong>GRAND TOTAL</strong></td>
<td>$8,477,424.21</td>
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</tr>
</tbody>
</table>

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

- Financial Statements (September 2019)
- Credit Card Purchases (September 2019)
- Non-Federal Share Report (September 2019)
- Policy Council Minutes/Resolutions (September 2019)
- Program Information/Updates/Attachments

07. **COMBINED FINANCIAL REPORT**

**CASH**

| BEGINNING BALANCE September 1, 2019 | $1,157,253.18 |

**RECEIPTS**

- **REVENUE RECEIPTS** $10,397,911.51
- **RETURNED CHECKS** $0.00
- **INVESTMENT REDEMPTIONS** $0.00 $10,397,911.51

**DISBURSEMENTS**

- **PRE-BOARD RATIFICATIONS** $756,140.44
- **BOARD APPROVALS** $662,190.66
- **POST BOARD RATIFICATIONS** $5,934.07 $1,026,370.69
- **TOTAL CHECKS WRITTEN** $2,450,635.86
- **CHECKS VOIDED** ($173,290.86)
- **PAYROLL DISTRIBUTIONS** $5,129,242.52 $7,406,587.52

**ENDING BALANCE - September 30, 2019** $4,148,577.17
INVESTMENTS

<table>
<thead>
<tr>
<th></th>
<th>OF DEPOSIT</th>
<th>TOTAL</th>
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<tbody>
<tr>
<td>BEGINNING BALANCE</td>
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<tr>
<td>PURCHASES</td>
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<td>REDEMPTIONS</td>
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<tr>
<td>ENDING BALANCE</td>
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</tr>
</tbody>
</table>

CASH AVAILABLE - September 30, 2019 $4,148,577.17

08. INVESTMENT OF FUNDS
Interest earned on investments is as follows:

**September 2019**

- Tompkins VIST $7,115.22
- PNC $37.58

09. COMMUNICATIONS
Elizabeth S. Huhn, Secretary

10. OLD BUSINESS

11. REPORT OF NEGOTIATIONS COMMITTEE
Gary McEwen, Chair

12. BUDGETS

A. New and Proposed Budgets

1. **PA Career Readiness State Training Plan – Program 272**
   
   Office of Professional Development and Curriculum
   7/1/19 – 6/30/20 $81,750
   
   The BCIU, through an agreement with the Allegheny Intermediate Unit (AIU3), will serve as the liaison for Career Ready Region 10 for the PA Career Readiness State Training Plan. Region 10 includes Berks County IU (14), Bucks County IU (22), Chester County IU (24), Delaware County IU (25), Montgomery County IU (23), and Philadelphia IU (26). The BCIU, under this agreement, is charged with facilitating LEA trainings designed by State Training Plan Partners, providing Teacher in the Workplace training, and supporting schools in strategies, action planning, and technical assistance as it relates to career readiness (new).

2. **Early Childhood Social Emotional Marketing Campaign – Program 199**
   
   Office of Administration
   6/1/19 – 6/30/20 $212,487
   
   The BCIU Executive Office Creative Team, through a memorandum of understanding with the PA Key Office and the Office of Childhood Development and Early Learning (OCDEL), will provide contracted services for the Pennsylvania Key Early Childhood Social Emotional marketing campaign (new).
B. Initial Budgets

1. Head Start Training & Technical Assistance - Program 20-175
   Office of Early Childhood and Student Services
   1/1/20 – 12/31/20
   Funded by federal dollars through the Department of Health and Human Services, Administration for Children and Families, the Head Start Training and Technical Assistance Program supports the professional development needs of Head Start staff, which may include the cost of trainings, supplies associated with training, costs to attend conferences, and coaching needs. Program funds may also be used to support the professional development and training needs of parents whose children are enrolled in the Head Start program (since 1985).

2. Early Childhood Mental Health Initiative – Program 223
   Office of Professional Development and Curriculum
   7/1/19-6/30/20
   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).

3. Comprehensive Support and Improvement – Program 284
   Office of Professional Development and Curriculum
   7/1/19-6/30/20
   The BCIU, through an agreement with the Allegheny Intermediate Unit (AIU3), will provide services associated with the overall system for school improvement and specifically services associated with the Comprehensive Support and Improvement (CSI) that AIU3 has contracted with the Pennsylvania Department of Education to provide statewide. The BCIU’s services will include the recruitment, hiring, logistics, and supervision of the Statewide School Improvement Dashboard Manager. The BCIU will also serve as a lead partner and advisory member for CSI statewide services (since 2018).

4. Operation and Maintenance of Buildings– Program 116
   Office of Business Services
   7/1/19-6/30/20
   This program accounts for the operation and maintenance of the Berks County Intermediate Unit Main Office building, the BCIU Learning Center at Hamburg, the Reading Crest building, the BCIU Learning Center at Lower Alsace, the BCIU Learning Center at St. Paul’s, the BCIU Learning Center at the Education Centre, and the BCIU Transportation Center. Expenditures include salaries and benefits for building and maintenance staff, custodians, safety coordinator, utilities, insurance, contracted repairs, maintenance, supplies, equipment, and interest and principal payments. Revenues include rent from programs, meeting room rental income, repair services, first aid/CPR fees, and the state share of FICA and Retirement (since 1989).
C. Changes to Initial Budgets

1. Early Intervention ACCESS - Program 215
   Office of Early Childhood and Student Services
   7/1/19 – 6/30/20
   Total Proposed Revised Budget: $776,290
   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). This change reflects an increase to our reimbursement target.

2. Early Intervention - Program 348
   Office of Early Childhood and Student Services
   7/1/18 – 6/30/19
   Total Proposed Revised Budget: $15,932,526
   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 $71,316.

3. Early Intervention - Program 348
   Office of Early Childhood and Student Services
   7/1/19 – 6/30/20
   Total Proposed Revised Budget: $15,985,675
   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 $35,658 and a $35,658 increased MA target.

D. Budgetary Transfers

   No Items to Consider

13. PERSONNEL MATTERS
   —ROB ROSENBERGERY, DIRECTOR

A. General

1. Resolved, for the Board of Directors to approve the following Atlas Transportation employees to be assigned to the Berks County Intermediate Unit to provide transportation services according to the terms of the agreement with Atlas Transportation:
   a. Charlotte Cruz Rodriguez
   b. Jesus Paula Delossantos

2. To approve the following position descriptions:
   a. Manager of Higher Education Initiatives, PA Key
   b. Technical Support Specialist, PA Key
3. To ratify the unpaid internships as noted below:
   c. Katie Riddle, Wyomissing High School student interested in Speech Pathology, under the supervision of Lauren Wasmuth, Speech Therapist, effective September 18, 2019, through May 22, 2020.
   d. Lauren McCormick, Kutztown University undergraduate student majoring in Early Ed PreK-4 and Visual Impairments Birth-21, under the supervision of Amanda Kutzura, Vision Itinerant, effective October 21, 2019, through December 12, 2019.

4. To approve the unpaid externship placement as noted below:

5. To ratify the unpaid Level 1 field experience as noted below:

B. Employment – Ratifications
1. Business Services/Operations Office
   a. Michelle L. Geisinger – Part-time School Bus Driver Trainee
      Recommended Hourly Rate - $11.90
      Effective Date – September 23, 2019
      Replacement
   b. Kim M. Kugler – Coordinator – Payroll Services, Fiscal Services
      Recommended Annual Salary - $54,753 (to be prorated)
      Effective Date – September 16, 2019
      Replacement
   c. Deborah D. Miccike – Part-time Driver w/o Bus License, Assistant, and Misc. Transportation
      Recommended Hourly Rates - $14.00, $11.85, and $10.83
      Effective Date – October 7, 2019
      Replacement

2. Early Childhood & Student Services Office
   a. Christian A. Burggraf – Security Specialist, Alternative Education
      Recommended Annual Salary - $30,861 (to be prorated)
      Effective Date – September 23, 2019
      Replacement
   b. Evelyn Gonzalez – Bilingual Enrollment Specialist, Pre-K Counts
      Recommended Hourly Rate - $14.25
      Effective Date – September 23, 2019
      Replacement
c. Tsehay A. Jackson – Alternative Education Teacher, Alternative Education
   Recommended Annual Salary - Col. 3, Step 6, $51,626 (to be prorated)
   Effective Date – September 30, 2019
   Replacement

d. June E. Maloq – Health and Nutrition Specialist, Head Start
   Recommended Hourly Rate - Level I, Probationary, $17.93
   Effective Date – September 23, 2019
   New Position

e. Stacey L. Orth – Paraeducator, Early Intervention
   Recommended Hourly Rate - $10.95
   Effective Date – September 16, 2019
   New Position

f. Kristina M. Rhodes – Specialized Preschool Teacher – Itinerant, Early Intervention
   Recommended Annual Salary - Col. 4, Step 6, $61,569 (to be prorated)
   Effective Date – September 16, 2019
   Replacement

g. Jaime L. Roshon – Educational Coach, Head Start
   Recommended Hourly Rate - Level III, Probationary, $23.83
   Effective Date – September 30, 2019
   New Position

h. Britanyana Santiago – Paraeducator, Head Start
   Recommended Hourly Rate - Level I, Probationary, $11.87
   Effective Date – September 30, 2019
   Replacement

i. Jamia A. Sauselen – Paraeducator, Head Start
   Recommended Hourly Rate - Level I, Probationary, $11.87
   Effective Date – September 16, 2019
   New Position

j. Jennifer R. Schaffer – Level V Program Secretary, Early Intervention
   Recommended Hourly Rate - $14.43
   Effective Date – October 7, 2019
   Replacement

3. Professional Development and Curriculum Office
   a. Lauren R. Kryston – Infant Early Childhood Mental Health Consultant, PA Key
      Recommended Annual Salary - $55,080 (to be prorated)
      Effective Date – September 30, 2019
      New Position
C. Change of Status – Ratifications

1. Business Services/Operations Office
   a. Carmen Colon
      Change from Substitute Driver w/o Bus License, Assistant and Misc. Transportation to
      Part-time Driver w/o Bus License, Assistant and Misc. Transportation
      No Change in Recommended Hourly Rates
      Effective Date – October 1, 2019
      Replacement

   b. Jessenia Diaz
      Change from Part-time School Bus Driver Trainee to
      Part-time Driver w & w/o Bus License, Assistant and Misc. Transportation
      Change Recommended Hourly Rate from $11.90 to $16.70, $14.00, $11.85 and $10.83
      Effective Date – September 12, 2019
      Obtained CDL

   c. Deborah Fisher – Part-time Bus/Van Assistant and Misc. Transportation
      Change Recommended Hourly Rates from $11.35 and $10.33 to $11.85 and $10.83
      Effective Date – September 5, 2019
      Completed Probationary Period

   d. Kaja Nichlas
      Change from Substitute Bus/Van Assistant and Misc. Transportation to
      Part-time Bus/Van Assistant and Misc. Transportation
      No Change in Recommended Hourly Rates
      Effective Date – September 5, 2019
      Replacement

   e. Kaja Nichlas
      Change from Part-time Bus/Van Assistant and Misc. Transportation to
      Substitute Bus/Van Assistant and Misc. Transportation
      No Change in Recommended Hourly Rates
      Effective Date – September 30, 2019
      Voluntary Reassignment

   f. Elisabeth Oxenreider – Part-time Driver w/ Bus License
      Recommended Hourly Rate - $16.70
      Effective Date – December 7, 2018
      Obtained CDL

   g. Leslie Schilling
      Change from Part-time School Bus Driver Trainee to
      Part-time Driver w & w/o Bus License, Assistant and Misc. Transportation
      Change Recommended Hourly Rate from $11.90 to $16.70, $14.00, $11.85 and $10.83
      Effective Date – September 13, 2019
      Obtained CDL
h. Jacqueline Torres  
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 – September 16, 2019  
Voluntary Reassignment

i. Stephanie Wolfe  
Change from Substitute Driver w/o Bus License, Assistant and Misc. Transportation to Part-time Driver w/o Bus License, Assistant and Misc. Transportation  
No Change in Recommended Hourly Rates  
Effective Date – September 24, 2019  
Replacement

2. Early Childhood & Student Services Office  
   a. Elizabeth Angstadt – Assistant Program Administrator, Early Intervention  
      Recommended Monthly Stipend - $800.00  
      Effective Date – October 1, 2019  
      Temporary Additional Responsibilities

   b. Esmeralda Calderon  
      Change from Enrollment Specialist, Pre-K Counts to Substitute Enrollment Specialist, Pre-K Counts  
      No Change in Recommended Hourly Rate  
      Effective Date – October 7, 2019  
      Voluntary Reassignment

   c. Tiffany DeJesus  
      Change from Substitute Paraeducator, Head Start to Paraeducator, Head Start  
      Change Recommended Hourly Rate from $9.68 to Level I, Entry, $12.42  
      Effective Date – September 30, 2019  
      Replacement

   d. Shirley Fantozzi  
      Change from Floating Teacher, Head Start to Substitute Teacher, Head Start  
      Change Recommended Hourly Rate from Level III, Entry, $20.11 to $14.73  
      Effective Date – September 30, 2019  
      Voluntary Reassignment

   e. Susan Gernert  
      Change from Paraeducator, Head Start to Paraeducator, Pre-K Counts  
      Change Recommended Hourly Rate from Level II, Entry, $12.95 to $12.30  
      Effective Date – October 7, 2019  
      Replacement

   f. Heather Grim – Assistant Program Administrator, Early Intervention  
      Recommended Monthly Stipend - $800.00  
      Effective Date – October 1, 2019  
      Temporary Additional Responsibilities
g. Linda Johnson
   Change from Paraeducator, Head Start to Teacher, Head Start
   Change Recommended Hourly Rate from Level III, Probationary, $12.95 to
   Level II, Probationary, $18.48
   Effective Date – October 14, 2019
   Replacement

h. Rickiesha Logan
   Change from Teacher, Head Start to Disabilities/Transition Specialist, Head Start
   Change Recommended Hourly Rate from Level V, Entry $21.20 to Level III, Probationary, $23.83
   Effective Date – September 16, 2019
   Replacement

i. Kamie Rothenberger – Enrichment Specialist, Education of Children & Youth Experiencing
   Homelessness
   Effective Date – June 12, 2019
   Voluntary Removal of Assignment

j. Kamie Rothenberger – Tutor, Education of Children & Youth Experiencing Homelessness
   Effective Date – June 12, 2019
   Voluntary Removal of Assignment

k. Kamie Rothenberger
   Change from Teacher, Head Start to Educational Coach, Head Start
   Change Recommended Hourly Rate from Level III, Entry $20.11 to Level II, Probationary, $23.30
   Effective Date – September 23, 2019
   New Position

l. Audra Schappell – Security Specialist, Alternative Education
   Change Recommended Annual Salary from $30,861 to $32,361 (to be prorated)
   Effective Date – October 14, 2019
   Equity Adjustment

3. Professional Development and Curriculum Office
   a. Gina Bongiovanni – Educational Consultant, Training and Consultation
      Change Recommended Annual Salary from Col. 5, Step 8, $64,735 to Col. 6, Step 8, $65,427
      Effective Date – September 1, 2019
      Salary Adjustment per BCIUEA Agreement

D. Additions to 2019-2020 Approved Substitute Lists – Ratifications
   Alternative Education
   Esmeralda Calderon, Specialist – Effective October 7, 2019
   Emily Guilbe, Specialist – Effective September 9, 2019

   Child Care
   Esmeralda Calderon, Paraeducator – Effective October 7, 2019
   Nancy Echevarria, Paraeducator – Effective October 14, 2019
Early Intervention
Esmeralda Calderon, Paraeducator – Effective October 7, 2019
Emily Guilbe, Paraeducator – Effective September 9, 2019

Head Start
Esmeralda Calderon, Paraeducator – Effective October 7, 2019
Emily Guilbe, Paraeducator – Effective September 9, 2019

Pre-K Counts
Esmeralda Calderon, Paraeducator – Effective October 7, 2019
Emily Guilbe, Paraeducator – Effective September 9, 2019

Special Education
Esmeralda Calderon, Specialist – Effective October 7, 2019
Emily Guilbe, Specialist – Effective September 9, 2019

Transportation
Clarissa Arroyo, Part-time Driver w/o Bus License, Assistant and Misc. Transportation – Effective September 23, 2019
Alyssa Strauss, Fueler – Effective September 12, 2019
Luke Troutman, Fueler – Effective September 12, 2019

E. Additions to Approved 2019-2020 Out-Of-Class Substitute Lists – Ratifications
Head Start
Linda Johnson, Teacher, Level II, Probationary – Effective September 3, 2019

Special Education
Audrianna Faria – Effective September 23, 2019

F. Remove from 2019-2020 Approved Substitute Lists
Alternative Education
Yariliza Nazario Rijo, Specialist – Effective September 16, 2019
Sallie Reid, Teacher – Effective September 6, 2019
Kari Wolfe, Specialist – Effective September 30, 2019

Child Care
Cynthia Boyer, Paraeducator – Effective September 30, 2019
Nancy Echevarria, Aide – Effective October 11, 2019
Yariliza Nazario Rijo, Aide – Effective September 16, 2019
Kari Wolfe, Paraeducator – Effective September 30, 2019

Early Intervention
Yariliza Nazario Rijo, Paraeducator – Effective September 16, 2019
Kari Wolfe, Paraeducator – Effective September 30, 2019

Head Start
Linda Johnson, Out of Class Teacher – Effective October 4, 2019
Yariliza Nazario Rijo, Paraeducator – Effective September 16, 2019
Kari Wolfe, Paraeducator – Effective September 30, 2019
Pre-K Counts
Cynthia Boyer, Paraeducator – Effective September 30, 2019
Yariliza Nazario Rijo, Paraeducator – Effective September 16, 2019
Kari Wolfe, Paraeducator – Effective September 30, 2019

Special Education
Yariliza Nazario Rijo, Specialist – Effective September 16, 2019
Kari Wolfe, Specialist – Effective September 30, 2019

Transportation
Ada Alvarado, Part-time Driver w/o Bus License, Assistant, and Misc. Transportation – Effective August 5, 2019
Nilda Aponte, Part-time Bus/Van Assistant and Misc. Transportation – Effective August 5, 2019
Shelly Bechtel, Part-time Driver w & w/o Bus License, Assistant, and Misc. Transportation – Effective August 5, 2019
Ezequiel Cosme-Nieves, Part-time Driver w/o Bus License, Assistant, and Misc. Transportation – Effective August 5, 2019
Darigrey Del Orbe Rosa, Part-time Driver w/o Bus License, Assistant, and Misc. Transportation – Effective August 5, 2019
Rebecca Drakely, Part-time Driver w & w/o Bus License, Assistant, and Misc. Transportation – Effective August 5, 2019
Robert Fair, Jr., Part-time Bus/Van Assistant and Misc. Transportation – Effective September 27, 2019
Wendy Gingrich, Part-time Driver w/o Bus License, Assistant, and Misc. Transportation – Effective August 5, 2019
Christian Gutierrez, Part-time Driver w/o Bus License, Assistant, and Misc. Transportation – Effective August 5, 2019
Ethan Hardy, Part-time Driver w/o Bus License, Assistant, and Misc. Transportation – Effective August 5, 2019
Samuel Hardy, Part-time Driver w/o Bus License, Assistant, and Misc. Transportation – Effective August 5, 2019
Kimberly Keller, Part-time Driver w/o Bus License, Assistant, and Misc. Transportation – Effective August 5, 2019
Roslynn Kreisher, Part-time Driver w/o Bus License, Assistant, and Misc. Transportation – Effective August 5, 2019
Jose Lopez, Part-time Driver w/o Bus License, Assistant, and Misc. Transportation – Effective August 5, 2019
Lydia Mendez, Part-time Driver w & w/o Bus License, Assistant, and Misc. Transportation – Effective August 5, 2019
Connie Oakes, Part-time Driver w & w/o Bus License, Assistant, and Misc. Transportation – Effective August 5, 2019
Magaly Ortiz, Part-time Driver w/o Bus License, Assistant, and Misc. Transportation – Effective August 5, 2019
Mercedes Perales, Part-time Bus/Van Assistant and Misc. Transportation – Effective August 5, 2019
Marly Peralta, Part-time Driver w/o Bus License, Assistant, and Misc. Transportation – Effective August 5, 2019
Jennifer Perez, Part-time Driver w/o Bus License, Assistant, and Misc. Transportation – Effective August 5, 2019
Damaris Rosario, Part-time Driver w/o Bus License, Assistant, and Misc. Transportation – Effective August 5, 2019
Robert Scherer, Part-time Driver w/o Bus License, Assistant, and Misc. Transportation – Effective August 5, 2019
Jennie Stricker, Part-time Driver w/o Bus License, Assistant, and Misc. Transportation – Effective August 5, 2019
Jennifer Taveras, Part-time Driver w/o Bus License, Assistant, and Misc. Transportation – Effective August 5, 2019
Mary Torres-Santos, Part-time Driver w/o Bus License, Assistant, and Misc. Transportation – Effective August 5, 2019
Deborah Wagner, Part-time Driver w/o Bus License, Assistant, and Misc. Transportation – Effective August 5, 2019
Craig Westervelt, Part-time Driver w/o Bus License, Assistant, and Misc. Transportation – Effective August 5, 2019

G. Employment – Approvals

No Items to Consider

H. Change of Status – Approvals

1. Early Childhood & Student Services Office
   a. Elizabeth Angstadt
      Change from Assistant Program Administrator, Early Intervention to Program Administrator, Early Intervention
      Change Recommended Annual Salary from $76,157.28 to $88,000 (to be prorated)
      Effective Date – October 21, 2019
      Replacement

I. Leave of Absence Requests

1. Business Services/Operations Office
   Personal Leave (unpaid - with benefits - FMLA)
   a. Lori Shimko – Level V Accounting Clerk, Fiscal Services
      Effective Date – September 23, 2019

2. Early Childhood & Student Services Office
   Personal Leave (unpaid - with benefits – not FMLA)
   a. Claire Stednitz – Paraeducator, Early Intervention
      Effective Date – September 6, 2019
   b. Diamond Yulfo – Paraeducator, Head Start
      Effective Date – September 23, 2019

3. Professional Development and Curriculum Office
   Personal Leave (unpaid - with benefits – not FMLA)
   a. Melissa Evans – Infant Early Childhood Mental Health Consultant, PA Key
      Effective Date – October 4, 2019
J. Return from Leave of Absence Requests

1. Business Services/Operations Office
   Personal Leave (unpaid - without benefits – not FMLA)
   a. Neishlarie Santiago-Cabrera – Level IV Clerk, Fiscal Services
      Effective Date – September 3, 2019

2. Early Childhood & Student Services Office
   Personal Leave (unpaid - without benefits - not FMLA)
   a. Jocelyn Richardson – Paraeducator, Child Care
      Effective Date – September 9, 2019

K. Retirements
   No Items to Consider

L. Resignations

1. Business Services/Operations Office
   a. Diana R. Caba – Part-time Driver w/o Bus License, Assistant and Misc. Transportation
      Effective Date – October 11, 2019
   b. Taira M. Colon – Part-time Bus/Van Assistant and Misc. Transportation
      Effective Date – September 25, 2019
   c. Denisa Rivera-Torres – Part-time Driver w/o Bus License, Assistant and Misc. Transportation
      Effective Date – September 16, 2019
   d. Mayelyn Ulerio DeLeon – Part-time Bus/Van Assistant and Misc. Transportation
      Effective Date – October 11, 2019

2. Early Childhood & Student Services Office
   a. Kelsey J. Bingaman – Specialized Preschool Teacher – Classroom, Early Intervention
      Effective Date – October 1, 2019
   b. Tammy L. Gravinese – Paraeducator, Head Start
      Effective Date – August 30, 2019
   c. Carla A. Guss – Tutor, Education of Children & Youth Experiencing Homelessness
      Effective Date – June 12, 2019
   d. Danielle P. Hilton – Teacher, Head Start
      Effective Date – September 11, 2019
   e. Carol A. Knapp – Paraeducator, Child Care
      Effective Date – September 11, 2019
   f. Jennifer L. Krasley – Paraeducator, Head Start
      Effective Date – October 18, 2019
   g. Crystal A. Rowles – Specialized Preschool Teacher – Itinerant, Early Intervention
      Effective Date – October 25, 2019
   h. Jodie A. Sweigart – Paraeducator, Child Care
      Effective Date – September 27, 2019

3. Professional Development and Curriculum Office
   a. Charles J. Trovato – Program Administrator
      Effective Date – December 3, 2019

M. Terminations
   No Items to Consider
N. Other
1. Business Services/Operations Office
   a. Gene A. East – Part-time Driver w/o Bus License, Assistant and Misc. Transportation
      Effective Date – September 6, 2019
      Deceased
   b. Kimberly M. Osborne – Part-time Driver w/o Bus License, Assistant and Misc. Transportation
      Effective Date – September 12, 2019
      Resignation Date Amended

14. OTHER MATTERS FOR CONSIDERATION
A. EARLY CHILDHOOD & STUDENT SERVICES
   —MICHELLE REICHARD-HUFF, DIRECTOR
   1. To ratify an agreement between Berks County Intermediate Unit (BCIU) and the Reading School District, for the Reading School District to provide services to the ELECT students at a cost of $71,000 effective July 1, 2019, through June 30, 2020.

B. PROFESSIONAL DEVELOPMENT & CURRICULUM
   —DANIEL RICHARDS, DIRECTOR
   1. To ratify an amendment to the current agreement between the Berks County Intermediate Unit (BCIU) and Research for Action, Inc. (RFA), for the RFA to support PA DHS – Office of Child Development and Learning (“OCDEL”) for research services for the Raising the bar, Raising the Floor: Systems Building for the Future of Pennsylvania’s Early Care and Education System project in support of the Preschool Development Grant. This amendment provides for a funding increase of $30,000 for a revised total of $345,000 for the period July 1, 2018, through December 30, 2019 (PA Key).

   2. To ratify an agreement between the Berks County Intermediate Unit (BCIU) and Trying Together, for Trying Together to deliver Child Development Associate courses to early childhood education professionals within the Commonwealth of Pennsylvania for a fee of $64,900 effective September 1, 2019, through June 30, 2020 (PA Key).

   3. To ratify an agreement between the Berks County Intermediate Unit (BCIU) and Northampton Community College (NCC), for NCC to deliver Child Development Associate courses to early childhood education professionals within the Commonwealth of Pennsylvania for a fee of $40,632 effective September 1, 2019, through June 30, 2020 (PA Key).

C. INFORMATION TECHNOLOGY
   —SCOTT MAJOR, CIO / DIRECTOR
   1. To approve a lease schedule with HP, Inc. for a three-year lease for 110 laptop computers at a cost not to exceed $79,860 effective upon receipt of equipment.

   2. To ratify a purchase agreement between the Berks County Intermediate Unit (BCIU) and PowerSchool Group, LLC, for PowerSchool Group, LLC for to provide the professional services required to upgrade to Cognos 11 for our eFinancePLUS clients. The total cost of $9,150 includes project management, technical services, and training.

   3. To ratify a service agreement between the Berks County Intermediate Unit (BCIU) and the Boyertown Area School District, for the BCIU to provide Infinite Campus Standard Support Services, at a cost of $6.00/student, for the period of July 1, 2019, through June 30, 2020.
4. To ratify a service agreement between the Berks County Intermediate Unit (BCIU) and the Downingtown Area School District, for the BCIU to provide Infinite Campus Technical Support Services, at an hourly rate of $110/hour total not to exceed a total of $27,500 beginning August 1, 2019.

5. To ratify a service agreement between the Berks County Intermediate Unit (BCIU) and the Brandywine Heights Area School District, for the BCIU to provide PIMS Administration and Support Services, at a rate of $100/hour not to exceed a total of $7,500 for the period of July 1, 2019, through June 30, 2020.

6. To ratify a service agreement between the Berks County Intermediate Unit (BCIU) and the Fleetwood Area School District, for the BCIU to provide Software Support Services for eSchoolPLUS/IEPPLUS, at current board approved rates, for the period of July 1, 2019, through June 30, 2020.

7. To ratify a service agreement between the Berks County Intermediate Unit (BCIU) and the Hamburg Area School District, for the BCIU to provide Software Support Services for eSchoolPLUS/IEPPLUS, at current board approved rates, for the period of July 1, 2019, through June 30, 2020.

8. To ratify a service agreement between the Berks County Intermediate Unit (BCIU) and the Oley Valley School District, for the BCIU to provide Software Support Services for eSchoolPLUS/IEPPLUS, at current board approved rates, for the period of July 1, 2019, through June 30, 2020.

9. To ratify a service agreement between the Berks County Intermediate Unit (BCIU) and the Daniel Boone Area School District, for the BCIU to provide Software Support Services for eSchoolPLUS/IEPPLUS, at current board approved rates, for the period of July 1, 2019, through June 30, 2020.

10. To ratify a service agreement between the Berks County Intermediate Unit (BCIU) and the Abraxas Academy, for the BCIU to provide Software Support Services for eSchoolPLUS/IEPPLUS, at current board approved rates, for the period of July 1, 2019, through June 30, 2020.

11. To ratify a service agreement between the Berks County Intermediate Unit (BCIU) and the Brandywine Heights Area School District, for the BCIU to provide Software Support Services for eSchoolPLUS/IEPPLUS, at current board approved rates, for the period of July 1, 2019, through June 30, 2020.

D. BUSINESS SERVICES/OPERATIONS
—GEORGE LONGRIDGE, CFO / COO

1. To ratify an agreement between the Berks County Intermediate Unit and Atlas Transportation, for Atlas Transportation to provide transportation services as follows:
   a. 9-passenger van to transport Early Intervention students to/from Lower Alsace at $535/day, effective September 18, 2019.

E. ADMINISTRATION
—DR. JILL HACKMAN, EXECUTIVE DIRECTOR

No Items to Consider

15. BOARD MEMBERS DESIRING TO BE HEARD

16. ADJOURNMENT