The regular meeting of the Berks County Intermediate Unit Board of Directors was held on Thursday, September 19, 2019, in the Berks County Intermediate Unit Main Office Building, 1111 Commons Boulevard, Reading, Pennsylvania.

President Timothy Heffner called the meeting to order 7:55 p.m. Following the pledge of allegiance, Jan Krotee, recording secretary, called the roll. Attendance was as follows:

Intermediate Unit Board: Bill Carl; Dr. David Hemberger; Elizabeth S. Huhn; Jean Kelleher; Dr. Amy Kennedy; Linda R. Lash; Randall R. Madara; Oscar Manbeck; Gary McEwen; David Rathgeb; Ralph C. Richard; Carl Ziegler; and Timothy M. Heffner.

Absent: Jill A. Dennin; Ann Sellers; Brian Specht; Terrie Taylor, LSW; and James Ulrich.

Intermediate Unit: Dr. Jill M. Hackman; George Longridge; Scott Major; Michelle Reichard-Huff; Dan Richards; Rob Rosenberry; and Jan Krotee

Solicitor: John Stott, Esquire
James Mancuso, Esquire

Guest/s: None

Press: None

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

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

A motion was made by Carl, seconded by Rathgeb, to approve the minutes of the meeting of Thursday, August 15, 2019.

Motion carried.

A motion was made by Lash, seconded by Ziegler, to ratify / approve / acknowledge the following:

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

<table>
<thead>
<tr>
<th>SOURCE</th>
<th>PAGE</th>
<th>AMOUNT</th>
</tr>
</thead>
<tbody>
<tr>
<td>August 2019 Ratifications</td>
<td>1-54</td>
<td>$4,706,912.88</td>
</tr>
<tr>
<td>August 2019 Ratifications-PSDLAF</td>
<td>1-1</td>
<td>$20,777.64</td>
</tr>
<tr>
<td>September 2019 Ratifications</td>
<td>1-15</td>
<td>$756,140.44</td>
</tr>
<tr>
<td>September 2019 Approvals</td>
<td>1-19</td>
<td>$662,190.66</td>
</tr>
<tr>
<td>TOTAL</td>
<td></td>
<td>$6,146,021.62</td>
</tr>
</tbody>
</table>
04. **TOMPKINS/VIST REVENUE ANTICIPATION NOTE – $6,000,000 (Information Item):**

<table>
<thead>
<tr>
<th>Amount Outstanding</th>
</tr>
</thead>
<tbody>
<tr>
<td>September 13, 2019</td>
</tr>
<tr>
<td>$0</td>
</tr>
</tbody>
</table>

05. **ACCOUNTS RECEIVABLE AGING REPORT AS OF SEPTEMBER 13, 2019 (Information item):**

<table>
<thead>
<tr>
<th>Funding Source</th>
<th>Current</th>
<th>30 Days</th>
<th>60 Days</th>
<th>90 Days</th>
<th>120 Days</th>
</tr>
</thead>
<tbody>
<tr>
<td>School Districts</td>
<td>$125,088.13</td>
<td>$5,634.19</td>
<td>$793,811.98</td>
<td>$4,145.36</td>
<td></td>
</tr>
<tr>
<td>Commonwealth of PA</td>
<td>$6,095,397.33</td>
<td>$0.00</td>
<td>$2,385,786.4</td>
<td>$1,926,992.36</td>
<td>$1,136,650.23</td>
</tr>
<tr>
<td>Other Revenue Sources</td>
<td>$174,949.68</td>
<td>$4,835.08</td>
<td>$89,457.79</td>
<td>$728.00</td>
<td>$5,818.00</td>
</tr>
<tr>
<td><strong>TOTALS</strong></td>
<td>$6,395,435.14</td>
<td>$10,469.27</td>
<td>$3,269,056.2</td>
<td>$1,931,865.72</td>
<td>$1,142,468.23</td>
</tr>
<tr>
<td><strong>GRAND TOTAL</strong></td>
<td>$12,749,294.57</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

06. **APPROVAL/RATIFICATION OF HEAD START:**
- Head Start Grant Application - 2020
- Financial Statements (August 2019)
- Credit Card Purchases (August 2019)
- Policy Council Minutes/Resolutions (August 2019)
- Program Information/Updates/Attachments
- Head Start Annual Report

07. **COMBINED FINANCIAL REPORT**

**CASH**

| BEGINNING BALANCE August 1, 2019 | $5,626,059.79 |
| RECEIPTS                        |
| REVENUE RECEIPTS                | $8,445,782.25 |
| RETURNED CHECKS                 | $0.00         |
| INVESTMENT REDEMPTIONS          | $0.00         | $8,445,782.25 |
|                                  | $14,071,842.04 |

| DISBURSEMENTS                   |
| PRE-BOARD RATIFICATIONS         | $325,014.83 |
| BOARD APPROVALS                 | $1,508,451.65 |
| POST BOARD RATIFICATIONS        | $4,727,690.52 |
| TOTAL CHECKS WRITTEN            | $6,561,157.00 |
| CHECKS VOIDED                   | ($40.35)     |
| PAYROLL DISTRIBUTIONS           | $6,353,472.21 | $12,914,588.86 |
| ENDING BALANCE - August 31, 2019| $1,157,253.18 |

**INVESTMENTS**

| BEGINNING BALANCE             | $0.00 | $0.00 |
| PURCHASES                     | $0.00 | $0.00 |
| REDEMPTIONS                   | $0.00 | $0.00 |
| ENDING BALANCE                | $0.00 | $0.00 |
| CASH AVAILABLE-August 31, 2019| $1,157,253.18 |
**08. INVESTMENT OF FUNDS**

Interest earned on investments is as follows:

**August 2019**

<table>
<thead>
<tr>
<th>Institution</th>
<th>Interest Earned</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tompkins VIST</td>
<td>$8,806.62</td>
</tr>
<tr>
<td>PNC</td>
<td>$37.72</td>
</tr>
</tbody>
</table>

**Yeas:** Carl; Hemberger; Huhn; Kelleher; Kennedy; Lash; Madara; Manbeck; McEwen; Rathgeb; Richard; Ziegler; Heffner.

**Nays:** None. Motion carried.

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**09. COMMUNICATIONS**

Secretary Huhn shared a note from Mr. James Ulrich thanking the Board for the beautiful planter, cards, phone calls, and concerns that were given to him during his recent surgery and rehab.

Secretary Huhn shared a second note from Dr. Edward B. Michalik, Administrator of the Berks County Mental Health / Developmental Disabilities Program, thanking the Board for the honor of being recognized as the 2019 BCIU Outstanding Community Partner. In his note, he stated that 10 years ago, he would have not have remotely imagined being able to consider the education community as family. "Our work together along with the District Attorney’s Office, School Districts, and Law Enforcement has been nothing short of extraordinary. I look forward to the work we will accomplish in the next 10 years.”

Secretary Huhn reviewed the list of candidates seeking election for PSBA officers for 2019. She told the Board that all candidates seeking election were running unopposed and were highly recommended by the PSBA Leadership Development Committee. After discussion, Mrs. Huhn read the proposed slate of candidates, as follows:

- President Elect: Art Levinowitz, SD of Upper Dublin (Montgomery Co.)
- Vice President: David Hein, Parkland School District (Lehigh County)
- PSBA Insurance Trust Trustees (Two Candidates for a Two-Year Term):
  - Kathy Swope, Lewisburg Area School District (Union County)
  - Mark Miller, Centennial School District (Bucks County)

A motion was made by Rathgeb, seconded by Ziegler, to nominate the slate as presented.

**Motion carried.**

Mrs. Huhn told Board members that votes will be registered electronically on behalf of the BCIU.
Secretary Huhn told Board members that Dr. Hackman was recently selected by Education Secretary Pedro Rivera to serve with him on the “Coherence Lab Fellowship.” The Coherence Lab Fellowship is a research initiative facilitated by the Aspen Institute Education and Society Program, the Council of Chief State School Officers (CCSSO), and Education First.

The fellowship brings together state, district, and school leaders for an 18-month fellowship, which will focus on policy and best education practices. It is an honor to be selected to serve in this capacity. A total of four states were selected for this National Fellowship program: Pennsylvania, Colorado, Nebraska, and Tennessee.

10. OLD BUSINESS
   No Items to Report.

11. REPORT OF NEGOTIATIONS COMMITTEE
    No Items to Report.

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

A. New and Proposed Budgets

1. **PA Key Early Head Start Child Care Partnership (EHS-CCP) – Program 19-288**
   Office of Professional Development and Curriculum
   8/1/19 – 7/31/20
   This program consists of funding for the administration and facilitation of OCDEL’s Early Head Start-Child Care Partnership (EHS-CCP) Program that serves 368 low-income, at-risk children and their families. The funding supports contracted professional Nutrition, Health and Mental Health coaches, and portions of the EHS Manager, EHS Specialist, and other staff positions to administer the grant, along with appropriate travel and supplies. PA Key staff partners with seven (7) agencies to provide monitoring, assistance, training and oversight to give full report to OCDEL’s Early Head Start Policy Council and Governing Body. These partner agencies receive pass-thru funding as part of this grant. Each year, we resubmit our plan for this grant, #03HP000326 on behalf of OCDEL (new).

B. Initial Budgets

1. **Head Start - Program 20-165**
   Office of Early Childhood and Student Services
   1/1/20 – 12/31/20
   Funded primarily by federal dollars through the Department of Health and Human Services, Administration for Children and Families, with additional monies from the Child and Adult Care Food Program, this program provides education services to approximately 610 children in 18 school districts (since 1965).

2. **Special Education Contracted Services – Program 302**
   Office of Early Childhood and Student Services
   7/1/19-6/30/20
   This proprietary program provides to local school districts special education instructional programs and services including Hearing Impaired classrooms, Life Skills Support classrooms, Interpreter services, and Itinerant services (since 1991).
3. **Extended School Year Program – Program 303**  
Office of Early Childhood and Student Services  
7/1/19-6/30/20 $71,529  
Funded by contracts with districts using Component 4 IDEA dollars, this six-week program serves students who demonstrate regression and limited ability to recoup academic information during planned school breaks (since 1988).

4. **Head Start State Supplemental Assistance Program – Program 170**  
Office of Professional Development and Curriculum  
7/1/19 – 6/30/20 $641,384  
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).

5. **PA Key – Program 225**  
Office of Professional Development and Curriculum  
7/1/19 – 6/30/20 $17,430,091  
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).

6. **Career Readiness – Program 273**  
Office of Professional Development and Curriculum  
7/1/19 – 6/30/20 $266,709  
The BCIU will provide technical assistance to operationally define and manage the training, technical support, program planning, evidence collection, and monitoring necessary to implement the College and Career Readiness indicators associated with Every Student Succeeds Act, the Future Ready PA Index, and proposed Pennsylvania graduation requirements (since 2018).

7. **Berks Teacher in the Workplace Grant - Program 19-283**  
Office of Professional Development and Curriculum  
4/1/19 – 6/30/20 $45,249  
The BCIU, through an agreement with the County of Berks, will provide contracted services to recruit businesses to be part of the Career Ready Berks initiatives, develop employer/educator relationships, plan professional development, and implement two Educator in the Workplace programs in support of K-12 educators in Berks County (since 2018).

8. **Central Inventory Warehouse - Program 698**  
Office of Business Services  
7/1/19 – 6/30/20 $29,000  
This program is designed to provide warehouse supplies services to all programs channeled through the Intermediate Unit. Efficiencies come from the BCIU purchasing in bulk instead of program purchasing separately (since 1980).
C. Changes to Initial Budgets

1. BCIU Pre-K Counts - Program 230
   Office of Early Childhood and Student Services
   7/1/19 – 6/30/20
   Total Proposed Revised Budget: $1,333,801
   Pre-K Counts is a state-funded initiative designed to provide high quality preschool services to children. This program, administered through the PA Department of Education, provides funding to serve 137 at-risk children who primarily reside in Reading School District plus other areas of Berks County as defined in the BCIU’s contract with the Berks Community Action Program. PDE has defined “at-risk” as children whose families earn less than 300% of the federal poverty level, those who are English Language Learners, or children who have special needs as defined by their I.E.P (since 2007). This change is necessary due to an increase in the cost per child.

2. BCIU Pre-K Counts Partnership - Program 231
   Office of Early Childhood and Student Services
   7/1/18 – 6/30/19
   Total Proposed Revised Budget: $1,432,811
   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). These changes are necessary due to year end projections.

3. BCIU Pre-K Counts Partnership - Program 231
   Office of Early Childhood and Student Services
   7/1/19 – 6/30/20
   Total Proposed Revised Budget: $1,540,144
   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). These changes are necessary due to an increase in the cost per child and additional slots.

4. Title I - Neglected - Program 19-261
   Office of Early Childhood and Student Services
   7/1/19 – 9/30/20
   Total Proposed Revised Budget: $23,818
   Funded by the federal government through the Pennsylvania Department of Education, this program offers remedial reading and math instruction to students in the Immigration Family Shelter facility during the summer of 2020 (since 1996). These changes are necessary due to a reduction in the allocation.
5. Early Intervention - School Age Program - Program 300  
Office of Early Childhood and Student Services  
7/1/18 – 6/30/19 $17,288

Total Proposed Revised Budget: $596,416
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). These changes are necessary to reflect year-end projections.

6. Early Intervention - Program 348  
Office of Early Childhood and Student Services  
7/1/18 – 6/30/19 ($97,689)

Total Proposed Revised Budget: $15,861,210
Funded by the state, this program provides services to newly identified, preschool handicapped children in Berks County (since 1983). These changes are necessary to reflect year-end projections due to staff vacancies.

7. Berks Business Education Partnership Grant - Program 282  
Office of Professional Development and Curriculum  
6/1/18 – 6/30/19 $1,901

Total Proposed Revised Budget: $51,891
The BCIU, through an agreement with the County of Berks, will provide a Business-Education Liaison and contracted services to recruit businesses to be part of the Career Ready Berks platform, implement Career Pathways Advisory Groups, plan professional development on workforce trends, and provide a community leadership forum to share current Career Ready Berks initiatives, updates, and next steps as a means of building business-education collaboration and support for Berks County educators and nearly 70,000 students (new). This change is necessary due to year end projections.

8. Berks Online Learning - Program 680  
Office of Professional Development and Curriculum  
7/1/18 – 6/30/19 $72,554

Total Proposed Revised Budget: $781,906
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). These changes are necessary to reflect year-end projections.

9. Special Education Transportation - Program 344  
Office of Business Services  
7/1/18 – 6/30/19 $304,063

Total Proposed Revised Budget: $7,750,350
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). These changes are necessary to reflect year-end projections.
10. Early Learning Resource Center Marketing Campaign - Program 18-198
Office of Administration
5/1/18 – 6/30/20 $367,000
Total Proposed Revised Budget: $1,207,000
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 Early Learning Resource Center (ELRC) marketing campaign (new). This change is necessary due to an increase in funding.

D. Budgetary Transfers
1. Berks Teacher in the Workplace Grant – Program 18-283
Office of Professional Development and Curriculum
6/1/18 – 9/30/19 $20,734
The BCIU, through an agreement with the County of Berks, will provide contracted services to recruit businesses to be part of the Career Ready Berks initiatives, develop employer/educator relationships, plan professional development, and implement two Educator in the Workplace programs in support of K-12 educators in Berks County (new). These transfers are necessary due to year-end projections.

2. Comprehensive Support and Improvement - Program 284
Office of Professional Development and Curriculum
9/1/18 – 6/30/19 $1,335
The BCIU, through an agreement with the Allegheny Intermediate Unit (AIU3), will provide services associated with the overall system for school improvement and specifically services associated with the Comprehensive Support and Improvement (CSI) that AIU3 has contracted with the Pennsylvania Department of Education to provide statewide. BCIU’s services will include the recruitment, hiring, logistics, and supervision of the Statewide School Improvement Dashboard Manager. The BCIU will also serve as a lead partner and advisory member for CSI statewide services (new). These transfers are necessary due to year-end projections.

3. Network and Computer Services - Program 670
Office of Information Technology
7/1/18 – 6/30/19 $50
Comprised of two sub-budgets including the Berks County Wide Area Network (WAN) project, this program combines networking, PAIUNET, and other technology related services for external customers (since 1989). These transfers are necessary due to year-end projections.

Yeas: Carl; Hemberger; Huhn; Kelleher; Kennedy; Lash; Madara; Manbeck; McEwen; Rathgeb; Richard; Ziegler; Heffner. Roll Call Vote
Nays: None. Motion carried.
13. PERSONNEL MATTERS
—ROB ROSENBERRY, DIRECTOR

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

A. General

To approve a Memorandum of Understanding between the Board of Directors of the Berks County Intermediate Unit and District Council 88, American Federation of State, County, and Municipal Employees, AFL-CIO, Local 1160 (AFSCME) which provides for an amendment to Article 19 (Salaries and Wages) of the collective bargaining agreement to provide for an additional wage increase to three (3) Educational Interpreters effective July 1, 2019.

To approve the Substitute Remedial Teacher, Office of Professional Development and Curriculum wage rate of $15.45 per hour.

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. Luisa Delerme
b. Ileana Malave
c. Hector Rodriguez
d. Chad De-Shong
e. Jose Rodriguez
f. Ninoshka Rodriguez
g. Juan Valdez
h. Karinie Gonzalez

To ratify the unpaid internship of Kayla Scarpill, Penn State University undergraduate student majoring in Rehabilitation and Human Services, under the supervision of Ed Yeager, Guidance Counselor, effective August 20, 2019, through December 13, 2019.

To ratify the unpaid student teaching placements as noted below:

a. Daniel Savage, Kutztown University undergraduate student majoring in Elementary Education PK-4, under the supervision of Amanda Potteiger, Pre-K Counts Teacher, effective October 21, 2019, through December 12, 2019.

b. Sara Crowley, Kutztown University undergraduate student majoring in Elementary Education PK-4, under the supervision of Denali Shook, Pre-K Counts Teacher, effective August 27, 2019, through October 15, 2019.
To ratify the unpaid Level 1 field experiences as noted below:

a. Analise Fouracre, Alvernia University undergraduate student majoring in Occupational Therapy, under the supervision of Sara West Hoffert, Occupational Therapist, effective September 9, 2019, through October 28, 2019.

b. Maria Russolello, Alvernia University undergraduate student majoring in Occupational Therapy, under the supervision of Leigh Mesner, Occupational Therapist, effective September 9, 2019, through October 28, 2019.

c. Nicole Acosta, Alvernia University undergraduate student majoring in Occupational Therapy, under the supervision of Kristi Bassetti, Occupational Therapist, effective September 9, 2019, through October 28, 2019.

d. Claudia Jones, Elizabethtown College undergraduate student majoring in Occupational Therapy, under the supervision of Theresa Soley, Occupational Therapist, effective September 9, 2019, through September 30, 2019.

To acknowledge receipt of the list containing salaries for Board Approval, effective September 30, 2019

B. Employment – Ratifications

1. Business Services/Operations Office

a. Tiffany L. Bazzley - Part-time Bus/Van Assistant and Misc. Transportation
Recommended Hourly Rates - $11.85 and $10.83
Effective Date - August 26, 2019
Replacement

b. Johanna De La Cruz - Part-time School Bus Driver Trainee
Recommended Hourly Rate - $11.90
Effective Date - August 26, 2019
Replacement

c. Lewis G. Fains - Part-time Driver w/o Bus License, Assistant and Misc. Transportation
Recommended Hourly Rates - $14.00, $11.85 and $10.83
Effective Date - August 26, 2019
Replacement

d. Tara M. Hart - Part-time Bus/Van Assistant and Misc. Transportation
Recommended Hourly Rates - $11.85 and $10.83
Effective Date - September 9, 2019
Replacement
e. Denisa Rivera-Torres - Part-time Driver w/o Bus License, Assistant and Misc. Transportation
   Recommended Hourly Rates - $14.00, $11.85 and $10.83
   Effective Date - September 9, 2019
   Replacement

f. Asia C. Williams - Part-time Driver w/o Bus License, Assistant and Misc. Transportation
   Recommended Hourly Rates - $14.00, $11.85 and $10.83
   Effective Date - August 26, 2019
   Replacement

2. Early Childhood & Student Services Office
   a. Jessica L. Bailey - Guidance Counselor, Alternative Education
      Recommended Annual Salary - Col. 4, Step 3, $58,600
      Effective Date - August 19, 2019
      Replacement

   b. Orquidea Batista - Paraeducator, Head Start
      Recommended Hourly Rate - Level I, Probationary, $11.87
      Effective Date - August 12, 2019
      New Position

   c. Cory L. Clark - Board Certified Behavior Analyst, Special Education
      Recommended Annual Salary - Col. 4, Step 1, $57,611
      Effective Date - August 19, 2019
      New Position

   d. Susan F. Cornish - Paraeducator, Head Start
      Recommended Hourly Rate - Level I, Probationary, $11.87
      Effective Date - August 12, 2019
      Replacement

   f. Haley M. Didget - Specialized Preschool Teacher-Classroom, Early Intervention
      Recommended Annual Salary - Col. 1, Step 1, $46,159 (to be prorated)
      Effective Date - August 19, 2019
      New Position

   g. Ad-beel Gracius - Paraeducator, Head Start
      Recommended Hourly Rate - Level I, Probationary, $11.87
      Effective Date - August 12, 2019
      New Position

   h. Michael Hall - Paraeducator, Head Start
      Recommended Hourly Rate - Level I, Probationary, $11.87
      Effective Date - August 26, 2019
      New Position
i. Amanda C. Hess - Specialized Preschool Teacher- Classroom, Early Intervention
   Recommended Annual Salary - Col. 4, Step 1, $57,611 (to be prorated)
   Effective Date - August 19, 2019
   Replacement

j. Danielle P. Hilton - Teacher, Head Start
   Recommended Hourly Rate - Level I, Probationary, $17.93
   Effective Date - September 9, 2019
   Replacement

k. Lori L. Hu - Psychologist, Special Education
   Recommended Annual Salary - Col. 6, Step 1, $58,996
   Effective Date - August 19, 2019
   Replacement

l. Luis O. Huertas Cirino - Security Specialist, Alternative Education
   Recommended Annual Salary - $30,861
   Effective Date - August 19, 2019
   Replacement

m. Andrew W. Johnson - Guidance Counselor, Alternative Education
   Recommended Annual Salary - Col. 4, Step 5, $60,332
   Effective Date - August 19, 2019
   New Position

n. David J. Jones - Alternative Education Teacher, Alternative Education
   Recommended Annual Salary - Col. 1, Step 5, $48,880
   Effective Date - August 19, 2019
   Replacement

o. Melissa Montanez-Rodriguez - Bilingual Enrollment Specialist, Child Care
   Recommended Annual Salary - $34,824 (to be prorated)
   Effective Date - September 9, 2019
   Replacement

p. Yadnery Morales - Paraeducator, Head Start
   Recommended Hourly Rate - Level I, Probationary, $11.87
   Effective Date - August 12, 2019
   New Position

q. Cheyenne G. Potts - Teacher of the Visually Impaired, Special Education
   Recommended Annual Salary - Col. 1, Step 2, $46,654
   Effective Date - August 19, 2019
   Replacement
r. Jessica L. Prall - Speech Therapist, Early Intervention
   Recommended Annual Salary - Col. 4, Step 8, $64,042 (to be prorated)
   Effective Date - September 3, 2019
   Replacement

s. Kaitlyn S. Quay - Paraeducator, Head Start
   Recommended Hourly Rate - Level I, Probationary, $11.87
   Effective Date - August 12, 2019
   Replacement

t. Cynthia Quirindongo - Paraeducator, Head Start
   Recommended Hourly Rate - Level I, Probationary, $11.87
   Effective Date - August 12, 2019
   Replacement

u. Iris R. Rivera - Level V Bilingual Program Secretary, Early Intervention
   Recommended Hourly Rate - $14.43
   Effective Date - August 26, 2019
   Replacement

v. Jasmine Rodriguez - Paraeducator, Head Start
   Recommended Hourly Rate - Level III, Probationary, $12.95
   Effective Date - August 12, 2019
   New Position

w. Rebecca R. Thomas - Administrative Assistant - Health & Nutrition Services, Head Start
   Recommended Hourly Rate - Level III, Probationary, $18.36
   Effective Date - September 3, 2019
   Replacement

x. Kelli R. Wilson - Speech Therapist, Early Intervention
   Recommended Annual Salary - Col. 4, Step 1, $57,611 (to be prorated)
   Effective Date - August 19, 2019
   Replacement

3. Professional Development and Curriculum Office
   a. Amy E. Barrett - Workforce Apprenticeship Coordinator, PA Key
      Recommended Annual Salary - $54,315 (to be prorated)
      Effective Date - September 9, 2019
      New Position

   b. Megan M. Penson - Infant Early Childhood Mental Health Supervisor, PA Key
      Recommended Annual Salary - $62,475 (to be prorated)
      Effective Date - August 12, 2019
      New Position
c. Tracy L. Walter - Regional Program Quality Assessor, PA Key
   Recommended Annual Salary - $55,845 (to be prorated)
   Effective Date - September 3, 2019
   Replacement

C. Change of Status – Ratifications
   1. Business Services/Operations Office
      a. Jean Anastil
         Change from Substitute Driver w & w/o Bus License, Assistant and Misc. Transportation to Part-time Driver w & w/o Bus License, Assistant and Misc. Transportation
         No Change in Recommended Hourly Rates
         Effective Date - August 22, 2019
         Replacement
      b. Dewilka Basora
         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 - August 21, 2019
         Voluntary Reassignment
      c. Ivanova Campo
         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 - August 27, 2019
         Voluntary Reassignment
      d. Carmen Colon
         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 - August 21, 2019
         Voluntary Reassignment
      e. Belkis Diaz Vasquez
         Change from Part-time Driver w & w/o Bus License, Assistant and Misc. Transportation to Substitute Driver w & w/o Bus License, Assistant and Misc. Transportation
         No Change in Recommended Hourly Rates
         Effective Date - August 15, 2019
         Voluntary Reassignment
f. Cindy Emerich  
Change from Part-time Bus/Van Assistant and Misc. Transportation to Substitute Bus/Van Assistant and Misc. Transportation  
No Change in Recommended Hourly Rates  
Effective Date - August 21, 2019  
Voluntary Reassignment

g. Lori Goldsborough  
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 - August 20, 2019  
Voluntary Reassignment

h. Susan Hettrick  
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 - August 19, 2019  
Obtained CDL

i. James Mahoney  
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 - August 21, 2019  
Replacement

j. Erika Montoya  
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 - August 21, 2019  
Replacement

k. Kathleen Rabun  
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 - August 21, 2019  
Obtained CDL
1. Sandra Richardson  
   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 - August 21, 2019  
   Replacement

m. Luis Rosario  
   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 9, 2019  
   Voluntary Reassignment

n. Dale Shiffer - Level III Custodian, Facilities  
   Recommended Hourly Rate - $14.97  
   Effective Date - September 10, 2019  
   Additional Assignment

o. Marilyn Singlar  
   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 - August 16, 2019  
   Voluntary Reassignment

p. Robert Smith  
   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 - August 2, 2019  
   Obtained CDL

q. Kristy Stoudt  
   Change from Part-time Driver w & w/o Bus License, Assistant and Misc. Transportation to Substitute Driver w & w/o Bus License, Assistant and Misc. Transportation  
   No Change in Recommended Hourly Rates  
   Effective Date - August 19, 2019  
   Voluntary Reassignment

2. Early Childhood & Student Services Office  
   a. Megan Cusano - Educational Interpreter, Special Education  
      Change Recommended Hourly Rate from $22.82 to $23.50  
      Effective Date - July 1, 2019  
      Salary Adjustment per AFSCME Memorandum of Understanding
b. Jennifer Dixon - Alternative Education Teacher, Alternative Education
   Change Recommended Annual Salary from Col. 6, Step 5, $61,717 to Col. 7, Step 5, $63,102
   Effective Date - September 1, 2019
   Salary Adjustment per BCIUEA Agreement

c. Audrianna Faria - Educational Interpreter, Special Education
   Change Recommended Hourly Rate from $22.42 to $23.50
   Effective Date - July 1, 2019
   Salary Adjustment per AFSCME Memorandum of Understanding

d. Emily Guilbe
   Change from Part-time Paraeducator, Child Care to Substitute Paraeducator, Child Care
   Change Recommended Hourly Rate from $11.02 to $9.68
   Effective Date - September 9, 2019
   Voluntary Reassignment

e. Lauren Hammond
   Change from Intern, Education of Children & Youth Experiencing Homelessness to Part-time Tutor, Education of Children & Youth Experiencing Homelessness
   No Change in Recommended Hourly Rate
   Effective Date - August 19, 2019
   New Position

f. Debbie Heilman - Educational Interpreter, Special Education
   Recommended Hourly Rate - $26.83
   Effective Date - August 21, 2019 - June 5, 2020
   Additional Days (not to exceed 5 days)

i. Denise Laguidara - Pre-K Counts Teacher, Pre-K Counts
   Change Recommended Annual Salary from Col. 1, Step 4, $39,416 to Col. 2, Step 4, $44,477
   Effective Date - September 1, 2019
   Salary Adjustment per SEIU Agreement

h. Stephanie Maier
   Change from Teacher, Child Care to Substitute Teacher, Child Care
   Change Recommended Hourly Rate from $17.62 to $14.73
   Effective Date - August 30, 2019
   Voluntary Reassignment

i. Dianne Plaza - Family Engagement Worker, Head Start
   Change Recommended Annual Salary from Level VI, Entry $15.49 to Level VIII, Entry $16.68
   Effective Date - July 1, 2019
   Salary Adjustment per Head Start Schedule
j. Adam Solomon - Teacher, Child Care
   Recommended Monthly Stipend - $100
   Effective Date - July 1, 2019 - June 30, 2020
   Additional Responsibilities

k. Jennifer St. Clair - Educational Interpreter, Special Education
   Change Recommended Hourly Rate from $22.58 to $23.50
   Effective Date - July 1, 2019
   Salary Adjustment per AFSCME Memorandum of Understanding

l. Kara Stezenko - Communication Facilitator, Special Education
   Change Recommended Hourly Rate from $18.53 to $21.96
   Effective Date - July 1, 2019
   Rate Correction

m. Lashae Stitt - Pre-K Counts Teacher, Pre-K Counts
   Change Recommended Annual Salary from Col. 1, Step 4, $39,416 to Col. 2, Step 4, $44,477
   Effective Date - September 1, 2019
   Salary Adjustment per SEIU Agreement

3. Information Technology Office
   a. Robert Kirker - Systems Analyst Developer
      Change Recommended Annual Salary from $68,081.26 to $75,081.26
      Effective Date - September 2, 2019
      Additional Responsibilities

4. Professional Development and Curriculum Office
   a. Molly Basilio - Remedial Teacher, Act 89
      Change Recommended Annual Salary from Col. 7, Step 13, $79,280 to Col. 8, Step 13, $80,517
      Effective Date - September 1, 2019
      Salary Adjustment per BCIUEA Agreement

   b. Chrysan Buck - Remedial Teacher, Act 89
      Change Recommended Annual Salary from Col. 2, Step 5, $49,598 to Col. 4, Step 5, $60,332
      Effective Date - September 1, 2019
      Salary Adjustment per BCIUEA Agreement

   c. Melissa Evans
      Infant Early Childhood Mental Health Consultant, PA Key
      Change Recommended Annual Salary from $51,000 to $55,845 (to be prorated)
      Effective Date - July 29, 2019
      Rate Correction
d. Michael Herb - Educational Consultant, Training and Consultation
   Recommended Hourly Rate - $66.65
   Effective Date - August 19, 2019 - September 30, 2019
   Additional Hours (not to exceed 20 hours)

e. Melissa Kauffman - Remedial Teacher, Act 89
   Change Recommended Annual Salary from Col. 7, Step 8,
   $66,813 to Col. 8, Step 8, $68,049
   Effective Date - September 1, 2019
   Salary Adjustment per BCIUEA Agreement

f. Hope Kavka - Remedial Teacher, Act 89
   Change Recommended Annual Salary from Col. 7, Step 6,
   $64,339 to Col. 8, Step 6, $65,576
   Effective Date - September 1, 2019
   Salary Adjustment per BCIUEA Agreement

g. Nicole Kinsey - Remedial Teacher, Act 89
   Change Recommended Annual Salary from Col. 6, Step 9,
   $66,664 to Col. 7, Step 9, $68,049
   Effective Date - September 1, 2019
   Salary Adjustment per BCIUEA Agreement

D. Additions to 2018-2019 Approved Substitute Lists – Ratifications
   Transportation
   Cynthia Herbein-Strausburger, Fueler - Effective September 7, 2018

Additions to 2019-2020 Approved Substitute Lists
   Alternative Education
   Nicole Ackley, Specialist - Effective August 21, 2019
   Marie Garrett, Specialist - Effective August 12, 2019

   Child Care
   Nicole Ackley, Teacher - Effective August 21, 2019

   Early Intervention
   Nicole Ackley, Paraeducator - Effective August 21, 2019
   Marie Garrett, Paraeducator - Effective August 12, 2019

   Head Start
   Marie Garrett, Paraeducator - Effective August 12, 2019

   Pre-K Counts
   Nicole Ackley, Teacher - Effective August 21, 2019
   Marie Garrett, Paraeducator - Effective August 12, 2019

   Special Education
   Nicole Ackley, Specialist - Effective August 21, 2019
   Marie Garrett, Specialist - Effective August 12, 2019

Ratifications – Additions to 2018-2019 Approved Substitute Lists
—Item 13. D.

Ratifications – Additions to 2019-2020 Approved Substitute Lists
E. Additions to Approved 2019-2020 Out-Of-Class Substitute Lists – Ratifications
Head Start
Zenaida Calero-Nieves, Teacher, Level II, Probationary - Effective September 3, 2019
Yohanni Lantigua Pena, Teacher, Level III, Probationary - Effective September 3, 2019

F. Remove from 2019-2020 Approved Substitute Lists
Alternative Education
Alyssa Hiser, Teacher - Effective August 7, 2019
Christine Sleppy, Specialist - Effective September 3, 2019

Child Care
Erica Felty, Teacher - Effective September 2, 2019
Alyssa Hiser, Teacher - Effective August 7, 2019
Jessica Mountz, Teacher - Effective September 2, 2019
Christine Sleppy, Teacher - Effective September 3, 2019

Early Intervention
Alyssa Hiser, Teacher - Effective August 7, 2019
Jessica Mountz, Teacher - Effective September 2, 2019

Head Start
Alyssa Hiser, Teacher - Effective August 7, 2019
Christine Sleppy, Teacher - Effective September 3, 2019

Pre-K Counts
Alyssa Hiser, Teacher - Effective August 7, 2019
Jessica Mountz, Paraeducator - Effective September 2, 2019
Christine Sleppy, Teacher - Effective September 3, 2019

Special Education
Alyssa Hiser, Teacher - Effective August 7, 2019
Christine Sleppy, Specialist - Effective September 3, 2019

Substitute Services
Donna Van Kirk, Substitute Service Caller - Effective August 19, 2019

Transportation
Cynthia Herbein-Strausburger, Fueler - Effective July 18, 2019

G. Employment – Approvals
No Items to Consider
H. Change of Status – Approvals

1. Executive Office
   a. Julie Bunnick - Lead Creative Team Specialist
      Recommended Monthly Stipend - $200
      Effective Date - September 30, 2019
      
      Additional Responsibilities

2. Human Resources Office
   a. Alexis Luckhart
      Change from Human Resources Administrator to Program Administrator
      Change Recommended Annual Salary from $61,848.06 to $75,000 (to be prorated)
      Effective Date - September 30, 2019

I. Leave of Absence Requests

1. Early Childhood & Student Services Office
   Personal Leave (unpaid - with benefits - FMLA)
   a. M. Glynnes Smith - Assistant Program Administrator, Early Intervention
      Effective Date - February 21, 2019 (Date Amended)
      Personal Leave (unpaid - without benefits - not FMLA)
   b. Jocelyn LeConte - Paraeducator, Child Care
      Effective Date - July 12, 2019

J. Return from Leave of Absence Requests

1. Business Services/Operations Office
   Personal Leave (unpaid - without benefits - not FMLA)
   a. Norma Folk - Part-time Driver w/o Bus License, Assistant and Misc. Transportation
      Effective Date - August 20, 2019
   b. Brenda Williams - Part-time Driver w & w/o Bus License, Assistant and Misc. Transportation
      Effective Date - August 1, 2019

2. Early Childhood & Student Services Office
   Personal Leave (unpaid - with benefits - FMLA)
   a. Megan Cusano - Educational Interpreter, Special Education
      Effective Date - August 20, 2019
   b. Melanie Lozenski - Teacher, Pre-K Counts
      Effective Date - August 20, 2019
K. Retirements

1. Business Services/Operations Office
   a. Linda L. Boltz - Part-time Driver w & w/o Bus License, Assistant and Misc. Transportation
      Effective Date - August 20, 2019
   b. William C. Muir - Part-time Bus/Van Assistant and Misc. Transportation
      Effective Date - June 6, 2019

2. Professional Development and Curriculum
   a. Roberta A. Philson - Regional Program Quality Assessor, PA Key
      Effective Date - December 20, 2019

L. Resignations

1. Business Services/Operations Office
   a. Frankie Alers - Part-time Driver w & w/o Bus License, Assistant and Misc. Transportation and Substitute Fueler
      Effective Date - August 12, 2019
   b. Tammy L. Gerber - Part-time Driver w/o Bus License, Assistant and Misc. Transportation
      Effective Date - August 15, 2019
   c. Dahiana Pena - Part-time School Bus Driver Trainee
      Effective Date - August 16, 2019
   d. Eladio A. Pena - Part-time Driver w/o Bus License, Assistant and Misc. Transportation
      Effective Date - August 23, 2019
   e. Heather M. Stichter - Part-time Driver w/o Bus License, Assistant and Misc. Transportation
      Effective Date - August 27, 2019
   f. Shanna N. Warunek - Part-time Driver w/o Bus License, Assistant and Misc. Transportation
      Effective Date - August 22, 2019

2. Early Childhood & Student Services Office
   a. Nathaniel J. Bentley - Program Administrator, Early Intervention
      Effective Date - September 27, 2019
   b. Aimee M. Colindres - Alternative Education Teacher, Immigration and Customs Enforcement
      Effective Date - September 3, 2019
   c. Donna M. Reber - Floating Paraeducator, Head Start
      Effective Date - August 29, 2019
   d. Sonia M. Rodriguez - Tutor, Education of Children & Youth Experiencing Homelessness
      Effective Date - August 14, 2019

M. Terminations

No Items to Consider

Terminations

—Item 13. M.
N. Other

1. Early Childhood & Student Services Office
   a. Cortney Kline - Summer Program Teacher, Education of
      Children & Youth Experiencing Homelessness
      Effective Date - July 18, 2019
      End of Assignment

2. Executive Office
   a. Zachary C. Brown - Web Design Specialist
      Recommended Annual Salary - $45,500 (to be prorated)
      Effective Date - August 19, 2019
      Date Amended

3. Human Resources Office
   a. Doreen M. Kutzler - Assistant Director
      Effective Date - October 4, 2019
      Elimination of Position
   b. Thomas J. Rhoads - Fingerprint Technician
      Effective Date - October 18, 2019
      Elimination of Position
   c. Cynthia C. Shires - Benefits Specialist
      Recommended Annual Salary - $46,000 (to be prorated)
      Effective Date - August 19, 2019
      Date Amended

4. Professional Development and Curriculum Office
   a. Aimee R. Currier - Regional Program Quality Assessor, PA Key
      Recommended Annual Salary - $51,765 (to be prorated)
      Effective Date - July 8, 2019
      Date Amended
   b. Emily Gault - Intern, PA Key
      Effective Date - June 28, 2019
      End of Assignment

Yeas: Carl; Hemberger; Huhn; Kelleher; Kennedy; Lash; Madara; Manbeck; McEwen; Rathgeb; Richard; Ziegler; Heffner.
Nays: None. Motion carried.
A motion was made by Richard, seconded by Kelleher, to approve/ratify the following items under Other Matters for Consideration:

14. **OTHER MATTERS FOR CONSIDERATION**

A. **EARLY CHILDHOOD & STUDENT SERVICES**

—MICHELLE REICHARD-HUFF, DIRECTOR

To ratify an agreement between the Berks County Intermediate Unit (BCIU) and the Berks Community Action Program, Inc., for the BCIU to operate the Pre-K Counts Program for 137 eligible Pre-K children, three and four years of age, in full day programs, effective July 1, 2019, through June 30, 2020, with funding in the amount of $1,130,250.

To ratify an agreement between the Berks County Intermediate Unit (BCIU) and the Early Learning Community, Inc. (the Pre-K Counts Partner Agency), for the Early Learning Community, Inc. to administer Pre-K Counts services to execute and implement the PA Department of Education Office of Child Development and Early Learning (OCDEL) Grant Plan to serve twenty-four (24) full-day children, five (5) days a week, five (5) hours per day for 180 days at their facility on behalf of the BCIU for the grant amount of $200,520 effective July 1, 2019, through June 30, 2020.

To ratify a partner agency agreement between the Berks County Intermediate Unit (BCIU) and Touching the Future, LLC (the Pre-K Counts Partner Agency), for Touching the Future, LLC to administer Pre-K Counts services to execute and implement the PA Department of Education Office of Child Development and Early Learning (OCDEL) Grant Plan to serve seventeen (17) full-day children, five (5) days a week, five (5) hours per day for 180 days at their facility on behalf of the BCIU for the grant amount of $142,035 effective July 1, 2019, through June 30, 2020.

To ratify an amendment to the grant 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, with additional funding in the amount of $51,529 for the Summer Programming Initiative for a total contract amount of $588,079 effective July 1, 2018, to September 30, 2019.

To ratify an agreement between the Berks County Intermediate Unit (BCIU) and Cornerstone Pediatric Therapy Services, for Cornerstone Pediatric Therapy Services to provide Occupational Therapy Services, at the rate of $110/hour, effective August 15, 2019, through August 14, 2020.
To authorize the appropriate officers to execute an agreement between the Berks County Intermediate Unit (BCIU) and LinkedIn Government at Carahsoft, for LinkedIn at Carahsoft to provide professional learning content and development to support the statewide Comprehensive Support and Improvement initiative for a fee of $14,380 effective September 23, 2019, through September 23, 2020.

To authorize the appropriate officers to execute an agreement between the Berks County Intermediate Unit (BCIU) and IPC Global, for IPC Global to provide consulting services to support the statewide Comprehensive Support and Improvement dashboard development initiative for a fee not to exceed $61,515 effective September 23, 2019, according to the agreement.

To authorize the appropriate officers to execute an agreement between the Berks County Intermediate Unit (BCIU) and IPC Global, for IPC Global to provide Qlik software, implementation, and hosting to support the statewide Comprehensive Support and Improvement initiative for a fee not to exceed $30,698.41 effective September 23, 2019, according to the agreement.

To authorize the appropriate officers to execute an agreement between the Berks County Intermediate Unit (BCIU) and Jason Mundok, LLC, for Jason Mundok, LLC to provide services to assist development of a custom data management system for the statewide Comprehensive Support and Improvement initiative for a fee not to exceed $75,000 effective September 23, 2019, according to the agreement.

To ratify an agreement between the Berks County Intermediate Unit (BCIU) and the Chester County Intermediate Unit (CCIU), for the BCIU to provide Core Team Members for math, ELA, School Climate, and Data related to Comprehensive School Improvement effective July 1, 2019, through September 30, 2020, per fees according to the agreement.

To ratify agreements and addendums to agreements between the Berks County Intermediate Unit (BCIU) and the following school districts for the BCIU to provide Title I services to students who reside within Title I eligible schools and attend nonpublic schools, effective August 1, 2019, through June 15, 2020:

<table>
<thead>
<tr>
<th>School District</th>
<th>Total Services</th>
</tr>
</thead>
<tbody>
<tr>
<td>Antietam</td>
<td>27,739.00</td>
</tr>
<tr>
<td>Daniel Boone Area</td>
<td>11,941.00</td>
</tr>
<tr>
<td>Fleetwood Area</td>
<td>9,853.00</td>
</tr>
<tr>
<td>Governor Mifflin</td>
<td>13,907.00</td>
</tr>
<tr>
<td>Oley Valley</td>
<td>5,026.00</td>
</tr>
<tr>
<td>Schuylkill Valley</td>
<td>4,000.00</td>
</tr>
<tr>
<td>Tulpehocken Area</td>
<td>2,495.00</td>
</tr>
<tr>
<td>Upper Perkiomen</td>
<td>2,993.00</td>
</tr>
<tr>
<td>Wilson</td>
<td>8,692.00</td>
</tr>
</tbody>
</table>
To ratify addendums to current agreements between the Berks County Intermediate Unit (BCIU) and the following school districts, for the BCIU to provide Title I services to students who reside within Title I eligible schools and attend nonpublic schools, effective September 1, 2019, through August 31, 2020:

<table>
<thead>
<tr>
<th>School District</th>
<th>Total Services</th>
</tr>
</thead>
<tbody>
<tr>
<td>Boyertown Area</td>
<td>2,037.00</td>
</tr>
<tr>
<td>Reading</td>
<td>630,783.57</td>
</tr>
</tbody>
</table>

Addendums to Title I Agreements with Boyertown Area and Reading School Districts —Item 14. B. 7.

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, 2019, through August 31, 2020:

<table>
<thead>
<tr>
<th>School District</th>
<th>Total Services</th>
</tr>
</thead>
<tbody>
<tr>
<td>Daniel Boone Area</td>
<td>4,173.00</td>
</tr>
<tr>
<td>Governor Mifflin</td>
<td>5,829.20</td>
</tr>
<tr>
<td>Schuylkill Valley</td>
<td>4,161.30</td>
</tr>
<tr>
<td>Wilson</td>
<td>6,362.20</td>
</tr>
</tbody>
</table>

Title II Agreements with Daniel Boone Area, Governor Mifflin, Schuylkill Valley, and Wilson School Districts —Item 14. B. 8.

To ratify addendums to current 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 September 1, 2019, through August 31, 2020:

<table>
<thead>
<tr>
<th>School District</th>
<th>Total Services</th>
</tr>
</thead>
<tbody>
<tr>
<td>Boyertown Area</td>
<td>6,277.95</td>
</tr>
<tr>
<td>Reading</td>
<td>90,396.04</td>
</tr>
</tbody>
</table>

Addendums to Title II Agreements with Boyertown Area and Reading School Districts —Item 14. B. 9.

To authorize the appropriate officers to execute agreements between the Berks County Intermediate Unit and the following school districts for BCIU to provide Title IV services to students who reside within Title IV eligible schools and attend nonpublic schools, effective August 1, 2019 through August 31, 2020:

<table>
<thead>
<tr>
<th>School District</th>
<th>Total Services</th>
</tr>
</thead>
<tbody>
<tr>
<td>Antietam</td>
<td>4,204.20</td>
</tr>
<tr>
<td>Daniel Boone Area</td>
<td>1,427.00</td>
</tr>
<tr>
<td>Governor Mifflin</td>
<td>4,860.00</td>
</tr>
<tr>
<td>Schuylkill Valley</td>
<td>1,675.00</td>
</tr>
<tr>
<td>Wilson</td>
<td>2,440.00</td>
</tr>
</tbody>
</table>

Title IV Agreements with Antietam, Daniel Boone Area, Governor Mifflin, Schuylkill Valley, and Wilson School Districts —Item 14. B. 10.
To ratify addendums to current 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 September 1, 2019, through August 31, 2020:

<table>
<thead>
<tr>
<th>School District</th>
<th>Total Services</th>
</tr>
</thead>
<tbody>
<tr>
<td>Boyertown Area</td>
<td>2,255.40</td>
</tr>
<tr>
<td>Reading</td>
<td>79,424.34</td>
</tr>
</tbody>
</table>

Addendums to Title IV Agreements with Boyertown Area and Reading School Districts — Item 14. B. 11.

To ratify addendums to current agreements between the Berks County Intermediate Unit (BCIU) and the Exeter Township, Hamburg Area, Muhlenberg, and Wyomissing Area school districts, for the BCIU to provide Titles I, II, and IV services to students who reside within Title I, II, and IV eligible schools and attend nonpublic schools. The addendums remove or change prior language in the agreement to align with federal guidelines.

Addendums to Agreements for Title I, II, and IV Services with Exeter Township, Hamburg Area, Muhlenberg, and Wyomissing Area School Districts — Item 14. B. 12.

To ratify an agreement between the Berks County Intermediate Unit (BCIU) and Caspian Consulting Strategies, for Caspian Consulting Strategies to continue to conduct a formative/implementation evaluation of the Keystone STARS program for Year Two for the Office of Child Development and Early Learning (OCDEL) through the PA Key/BCIU for a fee of $50,000 effective July 1, 2019, through June 30, 2020 (PA Key).


To ratify an agreement between the Berks County Intermediate Unit (BCIU) and Central Susquehanna Intermediate Unit/Center for Schools and Communities, for Central Susquehanna Intermediate Unit/Center for Schools and Communities to conduct Community Asset Mapping (CAM) of various community organizations throughout the Commonwealth for a fee of $25,000 effective September 3, 2019, through June 30, 2020 (PA Key).

Agreement with Central Susquehanna IU / Center for Schools and Communities / Community Assessment Mapping (PA Key) — Item 14. B. 14.

To ratify an agreement between the Berks County Intermediate Unit (BCIU) and District 1199c Training & Upgrading Fund for District 1199c Training & Upgrading Fund to serve the Office of Child Development and Early Learning (OCDEL) in support of advancing Pennsylvania’s Early Childhood Education Apprenticeship: Associates Level for a fee of $200,000 effective September 1, 2019, through December 1, 2019 (PA Key).

Agreement with District 1199c Training and Upgrading Fund / PAs Early Childhood Education Apprenticeship (PA Key) — Item 14. B. 15.

To ratify an agreement between the Berks County Intermediate Unit (BCIU) and Public Health Management Corporation (PHMC) for PHMC to serve the Office of Child Development and Early Learning (OCDEL) in support of advancing Pennsylvania’s Early Childhood Education Apprenticeship: Associates Level for a fee of $200,000 effective September 1, 2019, through December 1, 2019 (PA Key).

Agreement with Public Health Management Corporation / PAs Early Childhood Education Apprenticeship: Associate’s Level (PA Key) — Item 14. B. 16.
To ratify an agreement between the Berks County Intermediate Unit (BCIU) and Shippensburg University, for Shippensburg University to serve the Office of Child Development and Early Learning (OCDEL) in support of advancing Pennsylvania’s Early Childhood Education Apprenticeship: Associates Level for a fee of $200,000 effective September 1, 2019, through December 1, 2019 (PA Key).

To ratify an agreement between the Berks County Intermediate Unit (BCIU) and Harrisburg Area Community College’s Early Education Program, for Harrisburg Area Community College’s Early Education Program to deliver Child Development Associate courses to early childhood education professionals within the Commonwealth of Pennsylvania for a fee of $52,000 effective September 1, 2019, through June 30, 2020 (PA Key).

C. INFORMATION TECHNOLOGY  
—SCOTT MAJOR, DIRECTOR

To authorize the appropriate officers to execute an agreement between the Berks County Intermediate Unit and Candoris Technologies, LLC, for Candoris Technologies, LLC to provide consulting services in migrating the existing 2008 SQL databases to SQL 2016. Services will begin after agreement execution and will be completed by December 31, 2019, at fixed fee of $7,100.

To authorize the appropriate officers to execute a revised lease schedule with HP, Inc. for a three-year lease for 100 laptop computers, including a three-year warranty on hardware for an additional amount of $7,000; the total revised cost is $72,670 effective upon receipt of equipment.

To authorize the appropriate officers to execute a five-year lease agreement with HP, Inc. to replace our existing data storage hardware with HP Nimbol equipment at a cost not to exceed $60,027.05 with annual payments of $12,005.41 and a $1.00 buyout option at the end of the term

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

To authorize the appropriate officers to execute an agreement between the Berks County Intermediate Unit and Conrad Siegel Actuaries, for Conrad Siegel Actuaries to provide professional services for the completion of Affordable Care Act (ACA) reporting for the 2019 calendar year at a projected fee of $7,500 (no increase).

To authorize the appropriate officers to execute a Services Agreement with the Wilson School District, for the BCIU to provide accounting services for the period of August 29, 2019, to September 30, 2019.
To approve a five-year finance agreement with Tompkins VIST Bank for $208,250 with a 3.25% fixed rate and a monthly payment of $3,767.50; funding is for the roof replacement at the BCIU main office building.

To authorize the appropriate officers to execute an agreement between the Berks County Intermediate Unit (BCIU) and Centro Hispano Daniel Torres, Inc., for Centro Hispano Daniel Torres, Inc. to provide food service for the BCIU Head Start, Child Care, Pre-K Counts, and Early Intervention programs, effective October 1, 2019, through September 30, 2020, at the following rates:

<table>
<thead>
<tr>
<th>Meal</th>
<th>Rate</th>
</tr>
</thead>
<tbody>
<tr>
<td>Breakfast</td>
<td>$1.25 per meal</td>
</tr>
<tr>
<td>Lunch</td>
<td>$2.58 per meal</td>
</tr>
<tr>
<td>Snack</td>
<td>$.75 per meal</td>
</tr>
</tbody>
</table>

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

No Items to Consider

Yeas: Carl; Hemberger; Huhn; Kelleher; Kennedy; Lash; Madara; Manbeck; McEwen; Rathgeb; Richard; Ziegler; Heffner.
Nays: None. Motion carried.

President Heffner announced that Mr. Longridge would be on Chanel 69 New Berks Edition at 10:30 P.M. During the taping, Mr. Longridge addressed questions regarding the school safety and security initiatives in Berks County and countywide commitment to school safety efforts.

A motion was made by Richard, seconded by Kelleher, to adjourn the meeting at 8:07 p.m.

Motion carried.

Approved by,

Elizabeth S. Huhn, Secretary
Kyle Batz, Transportation Supervisor, introduced Linda Boltz to the Board upon her retirement. Mr. Batz shared that Mrs. Boltz is a bus driver for Tulpehocken and has served in the Transportation Department since August 2003. She has been a very committed and reliable employee and has showed up extra-early for work each day. She will be missed by staff and the children.

Linda was accompanied by her husband to the Board meeting. She thanked Mr. Batz and Board members and said she has enjoyed her job.

Mary Ann Heleo, Head Start Program Administrator, introduced Kamie Rothenberger as the Employee of the Month for September. Mrs. Heleo shared that Kamie is a teacher in the Head Start Program, but also works as a teacher and mentor in the Education for Children and Youth Experiencing Homelessness (ECYEH) Program. Kamie was nominated for EOM by Kristen Hoffa, Region 2 ECYEH Program Coordinator. Mrs. Hoffa reported that Kamie relates well to the needs of the children experiencing homelessness and always puts the children’s needs first. She has gotten extremely creative in her role, and brings contagious enthusiasm and new ideas to meet the challenges and everchanging needs of the children.

Kamie thanked the Board for the recognition. She was accompanied by her husband to the meeting.

Dr. Jill Hackman announced the new format of Inside BCIU … Just for You! The videos will include a series of employee-focused tapings/clips featuring various departments of the BCIU (Executive Director’s Office, Information Technology, Transportation, OPDC, Human Resources, PA Key, ECSS, and Business Services). The videos are intended to equip employees with updates, tips, and informational items which will assist them in their work.

The first edition, featuring the Executive Office, provided and organization overview. This video can be used for employee orientation and other programs to introduce the audience to what an IU is, why they were created, and what services and programs are provided.

Next month will feature the Office of Information Technology.