

COMMITTEE-OF-THE-WHOLE MEETING

I. 2020-2021 FINANCIAL AUDIT – HERBEIN + COMPANY, INC.

— Nicholas L. Bieber, CPA, Manager, Herbein + Company, Inc.

- A. Berks County Intermediate Unit Financial and Compliance Report for Year Ended June 30, 2021
- B. Management Letter for Year Ended June 30, 2021

II. EXECUTIVE SESSION

III. EXECUTIVE DIRECTOR’S REPORT

- A. Executive Director Update
 - 1. Newslink
 - 2. Legislative Update
 - 3. BCIU Board Elections – Electronic Ballot
 - 4. Berks Business Education Coalition (BBEC) – Update
 - 5. BCIU Telework Update
 - 6. Other Items

IV. AGENDA REVIEW

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
- C. To acknowledge receipt of bids through the Berks County Joint Purchasing Board for the following:
 - 1. Fuel on Thursday, April 7, 2022, at 2:00 P.M.
 - 2. Physical Education Equipment and Supplies on Tuesday, February 22, 2022, at 11:00 A.M.
 - 3. Digital Media Equipment and Technology Supplies on Tuesday, March 1, 2022, at 11:00 A.M.

02. APPROVAL OF MINUTES

- A. Meeting of March 17, 2022

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

SOURCE		PAGE	AMOUNT
March	2022 Ratifications - IU	1-17	\$2,524,090.84
March	2022 Ratifications - PSDLAF	1-01	\$8,435.31
April	2022 Ratifications - IU	1-12	\$1,615,713.85
April	2022 Approvals - IU	1-11	\$1,233,450.46
TOTAL			\$5,381,690.46

04. INFORMATION ITEM – TOMPKINS REVENUE ANTICIPATION NOTE – \$10,000,000:

Amount Outstanding
April 14, 2022
\$0

05. INFORMATION ITEM – ACCOUNTS RECEIVABLE AGING REPORT AS OF APRIL 14, 2022:

Funding Source	Current	30 Days	60 Days	90 Days	120 Days
School Districts	\$396,811.58	\$1,061,210.80	\$680,716.39	\$3,015.14	\$612,651.34
Commonwealth of PA	\$744,338.49	\$0.00	\$0.00	\$217,851.86	\$81,844.44
Other Revenue Sources	\$310,821.23	\$41,010.33	\$7,623.66	\$0.00	\$1,893.10
TOTALS	\$1,451,971.30	\$1,102,221.13	\$688,340.05	\$220,867.00	\$696,388.88
GRAND TOTAL	\$4,159,788.36				

06. APPROVAL/RATIFICATION OF HEAD START:

- Financial Statements (March 2022)
- Credit Card Purchases (March 2022)
- Non-Federal Share Report (March 2022)
- Policy Council Minutes/Resolutions (March 2022)
- Head Start Director's Report

07. COMBINED FINANCIAL REPORT

CASH

BEGINNING BALANCE MARCH 1, 2022 **\$6,769,776.79**

RECEIPTS

REVENUE RECEIPTS	\$11,505,336.20	
RETURNED CHECKS	\$0.00	
INVESTMENT REDEMPTIONS	\$0.00	\$11,505,336.20
		\$18,275,112.99

DISBURSEMENTS

PRE-BOARD RATIFICATIONS	\$534,404.54	
PRE-BOARD RATIFICATIONS-PSDLAF	\$9,311.34	
BOARD APPROVALS	\$1,097,420.55	
POST BOARD RATIFICATIONS PSDLAF	\$8,435.31	
POST BOARD RATIFICATIONS IU	\$2,524,090.84	
TOTAL CHECKS WRITTEN	\$4,173,662.58	
CHECKS VOIDED	(\$361,900.88)	
PAYROLL DISTRIBUTIONS	\$5,465,881.98	\$9,277,643.68
ENDING BALANCE - MARCH 31, 2022		\$8,997,469.31
CASH AVAILABLE-MARCH 31, 2022		\$8,997,469.31

08. INVESTMENT OF FUNDS

Interest earned on investments is as follows:

MARCH 2022	
TOMPKINS	\$857.44
CHASE	\$4.22

09. BUDGETS

A. New and Proposed Budgets

No Items to Consider

B. Initial Budgets

1. Statewide System of Support Initiatives – Program 209

Office of Professional Learning

7/1/21 – 6/30/22

\$131,534

Funded with both State and Federal dollars, the Commonwealth of Pennsylvania has contracted with the BCIU to provide training and technical assistance for the facilitation and coordination of PDE initiatives: Additional Targeted School Improvement, Data Governance, and STEM State and Federal (since 2015).

2. PA Science Standards Revision – Program 217

Office of Professional Learning

7/1/22 – 6/30/23

\$113,400

BCIU through an agreement with the Pennsylvania Department of Education will provide services to support the Pennsylvania Science Standards revision process. Services under this agreement will include assistance in the facilitation of initial information gathering and creation of a landscape report, stakeholder engagement sessions, steering committee, writing workgroups, community feedback, and presentation to the State Board of Education. BCIU will support and supply technical assistance to the Pennsylvania Department of Education throughout the revision process (since 2020).

3. Career Readiness – Program 273

Office of Professional Learning

7/1/22 – 6/30/23

\$202,981

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 the Every Student Succeeds Act, the Future Ready PA Index, and the proposed Pennsylvania graduation requirements (since 2018).

4. Berks Business Education Partnership Grant – Program 22-282

Office of Professional Learning

2/1/22 – 12/31/23

\$26,731

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 (since 2019).

C. Changes to Initial Budgets

No Items to Consider

D. Budgetary Transfers

1. The Pennsylvania Key – Program 225

Office of Professional Learning

7/1/21 – 6/30/22

\$513,500

The PDE Office of Child Development and Early Learning and the BCIU collaborate to provide statewide leadership in the development of an integrated system of quality early childhood education programs. The Pennsylvania 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 the 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). These transfers are necessary due to year-end adjustments.

2. Berks Business Education Partnership Grant – Program 20-282

Office of Professional Learning

7/1/20 – 6/30/22

\$460

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 (since 2019). These transfers are necessary due to year-end adjustments.

10. COMMUNICATIONS

No Items to Report

11. OLD BUSINESS

No Items to Consider

12. REPORT OF NEGOTIATIONS COMMITTEE

Elizabeth S. Huhn, *Chair*

13. PERSONNEL MATTERS

—ROB ROSENBERRY, DIRECTOR

A. General

1. To modify the Out of Class Teacher wage rate relative to the Head Start Substitute Classification, effective March 21, 2022:
 - a. An employee who holds the credentials of a Preschool Teacher will be compensated at the entry rate in accordance with the Head Start Salary Schedule.
2. To acknowledge receipt of the list containing the salaries of Head Start Teachers, Paraeducators, and Family Engagement Workers.
3. To acknowledge receipt of the list containing substitute wage rates for Board approval.
4. To approve the position description for Instructional Support Specialist (Caron Foundation Treatment Center), Office of Early Childhood and Student Services.

B. Employment – Ratifications

1. Business Services/Operations Office
 - a. Joseph J. DeCisco – Part-time Driver w/o Bus License, Assistant, and Misc. Transportation
Recommended Hourly Rates – \$17.75, \$14.50, and \$13.33
Effective Date – April 11, 2022
Replacement
 - b. Arlene Garcia-Aguirre – Part-time Driver w/o Bus License, Assistant, and Misc. Transportation
Recommended Hourly Rates – \$17.75, \$14.50, and \$13.33
Effective Date – March 21, 2022
Replacement
 - c. Brittany L. Hamm – Part-time Driver w/o Bus License, Assistant, and Misc. Transportation
Recommended Hourly Rates – \$17.75, \$14.50, and \$13.33
Effective Date – April 11, 2022
Replacement
 - d. Carlos A. Pinto – Part-time Driver w/o Bus License, Assistant, and Misc. Transportation
Recommended Hourly Rates – \$17.75, \$14.50, and \$13.33
Effective Date – March 14, 2022
Replacement
 - e. Kesleyann Rentas – Part-time Bus/Van Assistant and Misc. Transportation
Recommended Hourly Rates – \$14.50 and \$13.33
Effective Date – March 21, 2022
Replacement
 - f. Gerard M. White – Part-time School Bus Driver Trainee, Transportation
Recommended Hourly Rate – \$16.55
Effective Date – March 21, 2022
Replacement
2. Early Childhood & Student Services Office
 - a. Roselia M. Ramos – Paraeducator, Early Intervention
Recommended Hourly Rate – \$13.40
Effective Date – April 4, 2022
Replacement
 - b. Sara M. Spencer – Specialized Preschool Teacher – Classroom, Early Intervention
Recommended Annual Salary – Column 4, Step 7, \$67,290 (to be prorated)
Effective Date – March 28, 2022
Replacement
3. Professional Learning Office
 - a. Lauren M. Kozza – Infant Early Childhood Mental Health Consultant, The Pennsylvania Key
Recommended Annual Salary – \$57,306 (to be prorated)
Effective Date – March 14, 2022
Replacement

- b. Alexandra T. Shank – Customer Experience Specialist, The Pennsylvania Key
Recommended Annual Salary – \$42,670 (to be prorated)
Effective Date – March 14, 2022
Replacement

C. Change of Status – Ratifications

- 1. Business Services/Operations Office
 - a. Yasmin Caba
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 – March 21, 2022
Voluntary Reassignment
 - b. Esmeralda Calderon – Level IV Clerk, Operations
Recommended Hourly Rate – \$13.97
Effective Date – March 21, 2022
Additional Assignment
 - c. Cecilia Carpenter
Change from Dispatcher and Transportation Trainer, Transportation to Part-time Driver w & w/o Bus License, Assistant, and Misc. Transportation
Change Recommended Hourly Rates from \$19.24 and \$25.43 to \$25.05, \$21.35, \$17.63, and \$16.25
Effective Date – March 21, 2022
Replacement
 - d. Charletta Chapman – Dispatcher, Transportation
Change Recommended Hourly Rate from \$17.50 to \$19.24
Effective Date – April 19, 2022
Equity Adjustment
 - e. Charletta Chapman – Dispatcher, Transportation
Recommended Weekly Stipend – \$125.00
Effective Date – April 19, 2022 – June 30, 2022
Temporary Additional Responsibilities
 - f. Bethzaida Cheek – Dispatcher, Transportation
Change Recommended Hourly Rate from \$16.53 to \$17.25
Effective Date – April 7, 2022
Equity Adjustment
 - g. Cathey Cruz – Supervisor, Transportation, Early Intervention
Weekly Stipend – \$125.00
Effective Date – March 25, 2022
Removal of Stipend

- h. Jessenia Diaz
Change from Part-time Bus/Van Specialist, Transportation to Part-time Driver w & w/o Bus License, Assistant, and Misc. Transportation
Change Recommended Hourly Rate from \$26.75 to \$21.55, \$17.75, \$14.50, and \$13.33
Effective Date – March 28, 2022
Replacement
- i. Jose Echavarria
Change from Part-time Driver w/o Bus License, Assistant, and Misc. Transportation to Substitute Driver w/o Bus License, Assistant, and Misc. Transportation
No Change in Recommended Hourly Rates
Effective Date – March 9, 2022
Voluntary Reassignment
- j. Samuel Hardy
Change from Part-time Driver w/o Bus License, Assistant, and Misc. Transportation to Substitute Driver w/o Bus License, Assistant, and Misc. Transportation
No Change in Recommended Hourly Rates
Effective Date – March 25, 2022
Voluntary Reassignment
- k. Amy Merced-Alvelo – Part-time Driver w/o Bus License, Transportation
Recommended Hourly Rate – \$17.75
Effective Date – March 1, 2022
Additional Assignment
- l. Gabriel Otero
Change from Part-time School Bus Driver Trainee, Transportation to Part-time Driver w & w/o Bus License, Assistant, and Misc. Transportation
Change Recommended Hourly Rate from \$16.55 to \$21.55, \$17.75, \$14.50, and \$13.33
Effective Date – February 28, 2022
Obtained CDL
- m. Jennifer Pineda
Change from Part-time Driver w/o Bus License, Assistant, and Misc. Transportation to Dispatcher, Transportation
Change Recommended Hourly Rates from \$17.75, \$14.50, and \$13.33 to \$17.25
Effective Date – March 14, 2022
Replacement
- n. Yajaira Rivera
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 – February 28, 2022
Voluntary Reassignment

- 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 – February 21, 2022
Voluntary Reassignment
- p. Jerry 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 – April 11, 2022
Voluntary Reassignment
- q. Eliezer Velazquez – Part-time Driver with Bus License, Transportation
Recommended Hourly Rate – \$21.55
Effective Date – February 18, 2022
Obtained CDL
- r. Jordan Whaley
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 – February 4, 2022
Voluntary Reassignment
- 2. Early Childhood & Student Services Office
 - a. Jessica Clark – Psychologist, Early Intervention
Recommended Hourly Rate – \$49.70
Effective Date – March 9, 2022 – June 30, 2022
Additional Hours (not to exceed 35 hours)
 - b. Jennifer Frick – Mental Health Specialist, Head Start
Recommended Monthly Stipend – \$500.00
Effective Date – March 1, 2022
Temporary Additional Responsibilities
 - c. Jessica Jennings – Psychologist, Early Intervention
Recommended Hourly Rate – \$50.77
Effective Date – March 9, 2022 – June 30, 2022
Additional Hours (not to exceed 35 hours)
 - d. Elisabeth Papich – Psychologist, Early Intervention
Recommended Hourly Rate – \$67.71
Effective Date – March 9, 2022 – June 30, 2022
Additional Hours (not to exceed 35 hours)

- e. Vicki Ravert – Early Childhood Data Specialist, Early Childhood & Student Services
Recommended Monthly Stipend – \$500.00
Effective Date – April 4, 2022
Temporary Additional Responsibilities
- f. Cindy Silverman Chronister – Psychologist, Early Intervention
Recommended Hourly Rate – \$70.86
Effective Date – March 9, 2022 – June 30, 2022
Additional Hours (not to exceed 35 hours)
- g. Casey Slater – Floating Teacher, Head Start
Change Recommended Hourly Rate from Level I, Probationary, \$18.51 to Level I, Entry, \$19.08
Effective Date – March 1, 2022
Completed Probationary Period

D. Additions to 2021-2022 Approved Substitute Lists – Ratifications

Alternative Education

Marene Chavez, Specialist – Effective April 4, 2022

Early Intervention

Marene Chavez, Paraeducator – Effective April 4, 2022

Head Start

Marene Chavez, Paraeducator – Effective April 4, 2022

Pre-K Counts

Marene Chavez, Paraeducator – Effective April 4, 2022

Special Education

Marene Chavez, Specialist – Effective April 4, 2022

E. Additions to Approved 2021-2022 Out-Of-Class Substitute Lists – Ratifications

No Items to Consider

F. Remove from 2021-2022 Approved Substitute Lists

Alternative Education

Casiana Cristurean, Specialist – Effective March 8, 2022

Jasmine Sheetz, Specialist – Effective March 7, 2022

Early Intervention

Casiana Cristurean, Paraeducator – Effective March 8, 2022

Jasmine Sheetz, Paraeducator – Effective March 7, 2022

Head Start

Casiana Cristurean, Paraeducator – Effective March 8, 2022

Jasmine Sheetz, Paraeducator – Effective March 7, 2022

Pre-K Counts

Jasmine Sheetz, Paraeducator – Effective March 7, 2022

Special Education

Casiana Cristurean, Specialist – Effective March 8, 2022

Jasmine Sheetz, Specialist – Effective March 7, 2022

G. Employment – Approvals

No Items to Consider

H. Change of Status – Approvals

No Items to Consider

I. Leave of Absence Requests

1. Business Services/Operations Office

Personal Leave (unpaid – without benefits – Not FMLA)

- a. Johanna De La Cruz – Part-time Driver w/o Bus License, Assistant, and Misc. Transportation
Effective Date – March 2, 2022
- b. Daryl Fasig – Part-time Driver w & w/o Bus License, Assistant, and Misc. Transportation
Effective Date – March 8, 2022
- c. Casey Frasca – Part-time Bus/Van Specialist, Transportation
Effective Date – March 23, 2022
- d. Clarence Lash – Part-time Driver w/o Bus License, Assistant, and Misc. Transportation
Effective Date – March 25, 2022

2. Early Childhood & Student Services Office

Personal Leave (unpaid – with benefits – FMLA)

- a. Kelli Haeuser – Speech Therapist, Early Intervention
Effective Date – March 30, 2022

Personal Leave (unpaid – without benefits – Not FMLA)

- b. Stephanie Ebling – Level V Bilingual Program Secretary, Early Intervention
Effective Date – March 24, 2022
- c. Neishlarie Iraola – Level V Program Secretary, Early Intervention
Effective Date – April 4, 2022

3. Professional Learning Office

Personal Leave (unpaid – with benefits – FMLA)

- a. Lauren Kryston – Infant Early Childhood Mental Health Consultant, The Pennsylvania Key
Effective Date – March 7, 2022

J. Return from Leave of Absence Requests

1. Business Services/Operations Office

Personal Leave (unpaid – with benefits – FMLA)

- a. Bethzaida Cheek – Dispatcher, Transportation
Effective Date – April 7, 2022

Personal Leave (unpaid – without benefits – Not FMLA)

- b. Johanna De La Cruz – Part-time Driver w/o Bus License, Assistant, and Misc. Transportation
Effective Date – March 14, 2022
- c. Joseph Dzurkovich – Part-time Driver w/o Bus License, Assistant, and Misc. Transportation
Effective Date – March 21, 2022
- d. Daryl Fasig – Part-time Driver w & w/o Bus License, Assistant, and Misc. Transportation
Effective Date – March 7, 2022

- e. Daryl Fasig – Part-time Driver w & w/o Bus License, Assistant, and Misc. Transportation
Effective Date – March 15, 2022
 - f. Joseph Lioni – Part-time Driver w & w/o Bus License, Assistant, and Misc. Transportation
Effective Date – March 16, 2022
 - g. Ruth Sheetz – Part-time Driver w/o Bus License, Assistant, and Misc. Transportation
Effective Date – March 13, 2022
 - h. Cynthia Thomas – Part-time Driver w & w/o Bus License, Assistant, and Misc. Transportation
Effective Date – March 14, 2022
 - i. Yolette Thomas – Part-time Driver w & w/o Bus License, Assistant, and Misc. Transportation
Effective Date – March 7, 2022
2. Early Childhood & Student Services Office
Personal Leave (unpaid – without benefits – Not FMLA)
- a. Stephanie Ebling – Level V Bilingual Program Secretary, Early Intervention
Effective Date – March 29, 2022
3. Professional Learning Office
Personal Leave (unpaid – with benefits – Not FMLA)
- a. Alyssa Heggenstaller – Infant Early Childhood Mental Health Consultant, The Pennsylvania Key
Effective Date – April 1, 2022

K. Retirements

- 1. Business Services/Operations Office
 - a. Rosa J. Lopez-Echevarria – Part-time Driver w & w/o Bus License, Assistant, and Misc. Transportation
Effective Date – April 8, 2022
- 2. Early Childhood & Student Services Office
 - a. Melanie L. Bechtel – Speech Therapist, Early Intervention
Effective Date – July 28, 2022
 - b. Cynthia L. Boyer – Paraeducator, Early Intervention
Effective Date – March 9, 2022
 - c. Shannon E. Celmer – Confidential Secretary, Early Childhood & Student Services
Effective Date – May 6, 2022
 - d. Crystal D. Corcoran – Mental Health Specialist, Head Start
Effective Date – April 14, 2022
 - e. Susan G. Hartman – Paraeducator, Head Start
Effective Date – May 13, 2022

L. Resignations

- 1. Business Services/Operations Office
 - a. Dariana Herrera-Pena – Part-time Driver w/o Bus License, Assistant, and Misc. Transportation
Effective Date – March 9, 2022
 - b. Yolanda Pinkney – Part-time Driver w/o Bus License, Assistant, and Misc. Transportation
Effective Date – March 7, 2022
 - c. Rose Rivera Aponte – Part-time Driver w/o Bus License, Assistant, and Misc. Transportation
Effective Date – March 31, 2022
 - d. Yorsyn M. Rodriguez – Part-time Bus/Van Assistant and Misc. Transportation
Effective Date – March 28, 2022

- e. Melissa M. Rump – Part-time School Bus Driver Trainee, Transportation
Effective Date – August 25, 2021
 - f. Dedre J. Stein Colter – Part-time Driver w/o Bus License, Assistant, and Misc. Transportation
Effective Date – September 22, 2021
 - g. Felicia H. Towles – Part-time Driver w/o Bus License, Assistant, and Misc. Transportation
Effective Date – March 18, 2022
2. Early Childhood & Student Services Office
- a. Riley N. Owen – Teacher, Head Start
Effective Date – March 28, 2022
 - b. Nicole T. Reeser-Mazur – Early Head Start/Child Care Partnership Supervisor, Head Start
Effective Date – April 1, 2022
 - c. Allison Wollyung – Health and Nutrition Specialist, Head Start
Effective Date – April 22, 2022

M. Terminations

1. Business Services/Operations Office
- a. Teresa A. Balatgek – Part-time Driver w & w/o Bus License, Assistant, and Misc. Transportation
Effective Date – April 22, 2022
Violation of Policy
 - b. Vera B. Bilbow – Part-time Driver w & w/o Bus License, Assistant, and Misc. Transportation
Effective Date – April 22, 2022
Violation of Policy
 - c. Alexandria J. Bross – Part-time School Bus Driver Trainee, Transportation
Effective Date – April 22, 2022
Job Abandonment
 - d. Joseph Heywood – Part-time School Bus Driver Trainee, Transportation
Effective Date – April 22, 2022
Violation of Policy
 - e. Iuminada Montalvo – Part-time Driver w/o Bus License, Assistant, and Misc. Transportation
Effective Date – April 22, 2022
Job Abandonment

N. Other

1. Early Childhood & Student Services Office
- a. Danielle R. Smyre – School Psychologist, Special Education
Recommended Annual Salary – Column 8, Step 10, \$78,639 (to be prorated)
Effective Date – March 21, 2022
Date Amended
2. Professional Learning Office
- a. Abigail S. Houck – Assistant Director of School Improvement Performance Management, Professional Learning
Recommended Annual Salary – \$89,000 (to be prorated)
Effective Date – April 19, 2022
Date Amended

- b. Kimberly E. Kline – Grant and Program Coordinator I, Professional Learning
Recommended Annual Salary – \$58,000 (to be prorated)
Effective Date – April 25, 2022
Date Amended
- c. Claribel Reyes Lopez – Level V Program Secretary, Professional Learning
Recommended Hourly Rate – \$14.43
Effective Date – April 19, 2022
Date Amended

14. OTHER MATTERS FOR CONSIDERATION

A. EARLY CHILDHOOD & STUDENT SERVICES

—DR. MICHELLE REICHARD-HUFF, DIRECTOR

- 1. To authorize the appropriate officers to execute an agreement between the Berks County Intermediate Unit (BCIU) and the Schuylkill Valley School District, for the BCIU to provide basic and special education services to eligible students incarcerated in the Berks County Jail System (BCJS) pursuant to 24 P.S. Section 13-1306.2, at the total cost of \$595,800 over two years, effective July 1, 2022, through June 30, 2024.
- 2. To authorize the appropriate officers to execute an agreement between Berks County Intermediate Unit (BCIU) and the Berks Coalition to End Homelessness (BCEH), for the BCEH to render services to children and youth experiencing homelessness in conjunction with the Education for Children and Youth Experiencing Homelessness (ECYEH) program for Pennsylvania Region 2, for a sum not to exceed \$65,167 during the period of July 1, 2022, through June 30, 2023.
- 3. To authorize the appropriate officers to execute an agreement between the Berks County Intermediate Unit (BCIU) and Olivet's Boys and Girls Club / OBGC for the OBGC to render services to children and youth experiencing homelessness in connection with the Education for Children and Youth Experiencing Homelessness (ECYEH) program for Pennsylvania Region 2, for a sum not to exceed \$12,080 during the period of June 13, 2022, through August 20, 2022.
- 4. To authorize the appropriate officers to execute an agreement between the Berks County Intermediate Unit (BCIU) and Thrive Housing Services, for Thrive Housing Services to render services to children and youth experiencing homelessness in connection with the Education for Children and Youth Experiencing Homelessness (ECYEH) program for Pennsylvania Region 2, for a sum not to exceed \$79,940 during the period of July 1, 2022, through June 30, 2023.
- 5. To ratify an agreement between the Berks County Intermediate Unit (BCIU) and the Keystone Deaf & Hard of Hearing Services, for the Keystone Deaf & Hard of Hearing Services to provide interpreting services, effective April 1, 2022, through August 31, 2023, at the following rates:
 - Regular Rates (Monday through Friday, 7:00 A.M. to 5:00 P.M.) – \$58/hour
 - Prime Rate (Weekdays after 5:00 P.M. and Weekends) – \$75/hour
 - Emergency Rates (Weekends, Holidays, and Emergencies: requests made less than 48 hours' notice) – \$96/hour
 - Video Recorded Event Rates – \$85/hour
 - Travel Time – per hourly rate
 - Mileage – Per government rate
 - Parking and Tolls – Paid as incurred

6. To ratify an agreement between the Berks County Intermediate Unit (BCIU) and the Community Prevention Partnership of Berks County, Inc., for the Community Prevention Partnership of Berks County, Inc. to provide one full-time program coordinator, at the rate of \$38.56/hour; and one part-time program coordinator, at a rate of \$37.51/hour; and associated supervision for the ELECT / Fatherhood Program, effective July 1, 2021, through June 30, 2022.

B. PROFESSIONAL LEARNING

—DR. DANIEL RICHARDS, DIRECTOR

1. To authorize the appropriate officers to execute a renewal agreement between the Berks County Intermediate Unit (BCIU) and Instructure, Inc., for licensing of the Canvas Learning Management System utilized by the BCIU for professional learning opportunities. The cost for 200 licenses is \$978 for the term of July 1, 2022, through June 30, 2023.
2. To ratify an agreement between the Berks County Intermediate Unit (BCIU) and the County of Berks, for the BCIU to provide services in accordance with the Business-Education Partnership Grant agreement, for \$25,000 effective February 1, 2022, to December 31, 2023.
3. To ratify an agreement between the Berks County Intermediate Unit (BCIU) and Spark Learning Lab, a division of Shine Early Learning, Inc., for the BCIU to provide professional services through New World Now, LLC (NWN) for support and maintenance, technical assistance, the creation of flat files for transfer, and the development of a two-way application programming interface for Shine Early Learning, Inc., with total services in the amount not to exceed \$64,452.75 for the period, April 4, 2022, through June 30, 2022 (The Pennsylvania Key).
4. To ratify Amendment #1 between the Berks County Intermediate Unit (BCIU) and the KeyStone Research Corporation (KSRC), for KSRC to modify its scope of services to provide for the distribution of Pennsylvania Early Learning materials due to the pandemic to include pandemic related response mailings. This amendment provides for a funding increase of \$16,295.51 for a revised total not to exceed \$279,127.51 All other terms and conditions remain in force (The Pennsylvania Key).
5. To ratify Amendment #2 between the Berks County Intermediate Unit (BCIU) and the KeyStone Research Corporation (KSRC), for KSRC to modify its scope of services to provide for the distribution of the PA One Book. This amendment provides for a funding increase of \$49,655.01 for a revised total not to exceed \$328,782.52. All other terms and conditions remain in force (The Pennsylvania Key).
6. To ratify Amendment #3 between the Berks County Intermediate Unit (BCIU) and the KeyStone Research Corporation (KSRC), for KSRC to modify its scope of services to provide for the distribution of the A World Together book. This amendment provides for a funding increase of \$5,761.42 for a revised total not to exceed \$334,543.94. All other terms and conditions remain in force (The Pennsylvania Key).
7. To ratify Amendment #2 to the current agreement between the Berks County Intermediate Unit (BCIU) and Healthy Minds Innovation, Inc., for Healthy Minds Innovations, Inc. to provide the Healthy Minds Program Mobile Application to approximately 9,000 staff of Head Start Programs in Pennsylvania effective April 12, 2022. This amendment provides for a funding increase of \$72,900.00 for a revised total of \$275,400 and extends the term of the agreement to April 11, 2024. All other terms and conditions remain in force (The Pennsylvania Key).

C. INFORMATION TECHNOLOGY

—SCOTT MAJOR, CIO / DIRECTOR

1. To authorize the appropriate officers to execute a Legal Services Consultation agreement between the Berks County Intermediate Unit (BCIU) and Sweet, Stevens, Katz, and Williams, LLP, for legal consulting services as Technology Pool Counsel for participating member districts and career and technology centers. Scheduled trainings, consultations and email advice is provided for technology-related Board policies and other concerns with legal implication. The term of the agreement is July 1, 2022, through June 30, 2023, at a cost of \$11,000 to be shared by participating members.
2. To authorize the appropriate officers to execute agreements between the Berks County Intermediate Unit (BCIU) and the following townships and municipalities, for the BCIU to provide BCIU's eTaxTrax Support and Print services, through perpetual/auto-renewing agreements, with the term beginning July 1, 2022, at a cost assessed in accordance with selected services and the IT Township Tax Rate Schedule:
 - Berks County: Exeter Township; Mohnnton Borough
 - Carbon County: Nesquehoning Borough; Summit Hill Borough
 - Chester County: West Nantmeal Township
 - Lehigh County: Borough of Coopersburg; Borough of Catasauqua; Borough of Coplay; Borough of Fountain Hill; Borough of Macungie; Borough of Slatington; Hanover Township; Heidelberg Township; Lower Macungie Township; Lower Milford Township; Lowhill Township; Lynn Township; North Whitehall Township; Salisbury Township; South Whitehall Township; Upper Macungie Township; Upper Saucon Township; Washington Township; Weisenberg Township; Whitehall Township
 - Northhampton County: Borough of Roseto; Borough of Walnutport; Lower Mt. Bethel Township; Upper Mt. Bethel Township
3. To authorize the appropriate officers to execute a three-year lease with Hewlett-Packard Financial Services Company (HP) (Lease Schedule 539730928200020) for eight (8) Microsoft Surface Pro 7 tablets for the Pennsylvania Key at a cost not to exceed \$11,520 effective upon the receipt of the equipment.
4. To authorize the appropriate officers to execute an agreement between the Berks County Intermediate Unit (BCIU) and Seneca-Highlands IU 9, for a KnowBe4 PhishER subscription. The term of the agreement is 15 months, the first three months of which are free, from May 10, 2022, to August 09, 2024, at a cost not to exceed \$5,760. The agreement will become coterminous with KnowBe4 Security Awareness Training.
5. To approve an amended five-year agreement with Zoom Video Communications, for the second-year renewal of Zoom licensing, for use by the Berks County Intermediate Unit and Pennsylvania Key staff, at a cost of \$9,499. The third-year term is from April 14, 2022, through April 13, 2023.
6. To authorize the appropriate officers to execute an amendment to the Cofense PhishMe consortium agreement (for Cybersecurity Education, Training, and Awareness platform), for the addition of 300 licenses for the Exeter Township School District at a cost of \$237.

7. To authorize the appropriate officers to execute a three-year lease with Hewlett-Packard Financial Services Company (HP) (Lease Schedule 539730928200021) for 50 HP 440 G8 laptop computers at a cost not to exceed the \$44,668.50 effective upon the receipt of the equipment.
8. To authorize the appropriate officers to execute a renewal agreement between the Berks County Intermediate Unit (BCIU) and the Central Susquehanna Intermediate Unit (CSIU), for the purchase of Consumables Licensing and Software Support for a one (1) year term, effective July 1, 2022, through June 30, 2023, at a base cost of \$1,500 for up to 735 items.
9. To authorize the appropriate officers to execute a renewal agreement between the Berks County Intermediate Unit (BCIU) and the Central Susquehanna Intermediate Unit (CSIU) for licensing, hosting, and support of SCView, an electronic document management system, effective July 1, 2022, through June 30, 2023, at a cost of 11,123.25.
10. To authorize the purchase of (2) Meraki MS425-16 L3 switches and licensing from ePlus, Inc. for the Berks County Intermediate Unit (BCIU) at a cost not to exceed \$19,788 effective upon receipt of the equipment.
11. To approve the purchase of LogMeIn Rescue software and support, from CDW-G. The term of the agreement is 12 months, from April 14, 2022, to April 13, 2023, at a cost not to exceed \$1,459.
12. To authorize the appropriate officers to execute an agreement with PowerSchool Group, LLC for professional services needed to provide check customizations for the Brandywine Heights Area School District eFinancePLUS application. The total cost of \$1,968.75 includes a one-time fixed fee for development efforts and an annual maintenance and support fee of \$393.75. The work will be completed for the term July 1, 2022, through June 30, 2023.

D. BUSINESS SERVICES/OPERATIONS

—DONNA DELORETTA, CFO / COO

1. To acknowledge receipt of vote tally by school districts for the 2022-2023 Berks County Intermediate Unit Mandated Services budget.
2. A resolution of the Board of Directors of the Berks County Intermediate Unit, setting forth its intent to issue a taxable Revenue Anticipation Note, Series of 2022, in a principal amount not to exceed \$10 million dollars (\$10,000,000) plus bank fees and interest, to be effective on or after July 1, 2022, with a maturity date of June 30, 2023. The Board authorizes the administration to take steps to investigate terms, to be presented for approval at a future Board meeting.
3. To approve the following financial entities as depositories, effective July 1, 2022, to June 30, 2023: Tompkins Bank, Chase Bank, and PSDLAF (Pennsylvania School District Liquid Asset Fund).
4. To approve the continuation of legal services of Brumbach, Mancuso & Fegley P.C., effective July 1, 2022, through June 30, 2023, with John M. Stott, Esquire, and James E. Mancuso, Esquire as solicitors for the Berks County Intermediate Unit, at a fee of \$140/hour and a fee of \$150/hour (second year of no increase) for labor negotiations work.
5. To approve the continuation of Tompkins Insurance as the Broker of Record for insurance services to the Berks County Intermediate Unit, effective July 1, 2022, through June 30, 2023.

6. To authorize the appropriate officers to engage TSA Consulting Group, Inc. (TSACG) to provide 403(b) and 457(b) plan administration services for the employees of the Berks County Intermediate Unit.
7. To authorize the appropriate officers to execute an agreement between the Berks County Intermediate Unit (BCIU) and Bytecurve Holdings LLC, for Bytecurve Holdings LLC to provide transportation routing software, and payroll integrations for one year, effective May 1, 2022. Fees include \$11,000 in one-time set-up costs, and then \$14 per month, per vehicle.
8. To ratify the following agreement between the Berks County Intermediate and Atlas Transportation to transport Special Needs students at a change in rate to the following locations:
 - Effective March 3, 2022, to March 24, 2022 – Add Transportation from Tulpehocken Area School District onto New Story Perkiomen run, and increase rate from \$350 to \$450 per day.
 - Effective February 22, 2022 – Add Northeast Middle School to Reading Senior High School run, and increase rate from \$400 to \$475 per day.
 - Effective March 4, 2022 – Increase the size of van to a 9-passenger van for Southwest Middle School, 16th & Haak, and Amanda Stoudt run, and increase rate from \$375 to \$475 per day.
 - Effective March 9, 2022 – Increase the size of the van to a 9-passenger van for Reading Senior High School, Northeast Middle School, and 13th and Green Elementary School run, and increase rate from \$475 to \$525 per day.
 - Effective April 8, 2022 – Increase the size of van to a 9-passenger van for Chester County Intermediate Unit, and increase rate from \$450 to \$550 per day.
9. To award contracts through the Berks County Joint Purchasing Board for the following:
 - Fuel
 - Physical Education Equipment & Supplies
 - Digital Media Equipment & Technology Supplies

E. ADMINISTRATION

—DR. JILL HACKMAN, EXECUTIVE DIRECTOR

No Items to Consider

15. BOARD MEMBERS DESIRING TO BE HEARD

16. ADJOURNMENT