

**OFFICIAL PROCEEDINGS OF THE  
BCIU BOARD OF DIRECTORS  
JUNE 16, 2022  
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The regular meeting of the Berks County Intermediate Unit Board of Directors was held on Thursday, June 16, 2022.

President McEwen called the meeting to order at 8:09 p.m. Following the pledge of allegiance, Jan Krotee, recording secretary, called the roll. Attendance was as follows:

Intermediate Unit Board:	Dr. Noahleen Betts; Michael Gierula; Lisa Hogan; Elizabeth S. Huhn; Todd Hummel; Dr. Amy Kennedy; Linda R. Lash; Bret A.B. Sabold; Terrie Taylor, LSW; James Ulrich; and Gary McEwen
Absent:	Christopher Heck; Dr. David Hemberger; Nancy Jackson; Russell Jirik; Joseph A. Lupia; Kevin L. Manmiller; and Rev. Dr. Dennis Ritter
Intermediate Unit:	Dr. Jill M. Hackman; Donna DeLoretta; Scott Major; Dr. Michelle Reichard-Huff; Rob Rosenberry; Dr. Christina Foehl; Beth Kozloski; and Jan Krotee
Solicitor:	James Mancuso, Esq.
Guest(s):	Amy Adam, BCIUEA Secretary; and Hope Kavka, BCIUEA Treasurer
Press:	None

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Following the pledge of allegiance and roll call, President McEwen welcomed Board members and BCIUEA officers, Amy Adam, BCIUEA Secretary; and Hope Kavka, BCIUEA Treasurer; to the BCIU Board meeting.

**Announcements  
—Item 01. B. 1.**

President McEwen thanked Dr. Noahleen Betts for her service as a BCIU Board member representing the Reading School District, who was attending her last Board meeting; and Mr. Lupia, representing Muhlenberg School District, who was unable to attend the meeting. He noted that the Board would be welcoming two new Board members in August – Mr. Mark Detterline, Reading School District; and Mr. Miquel Vasquez, Muhlenberg School District. President McEwen stated that both new Board members are on the agenda to be approved and seated at the evening's Board meeting, along with those current members who were re-elected via electronic ballot for new three-year terms and those who were fulfilling terms of representatives who had left the Board before their term had expired.

Dr. Hackman announced that election of BCIU Board officers for the term of July 1, 2022, through June 30, 2023, was also on the agenda.

President McEwen noted that an executive session was held prior to the meeting for the presentation of the mandated annual safety and security report by Mr. Russell DelRosario, Program Administrator for School Safety and Security. In accordance with School Code, the School Safety and Security Coordinator for each school entity is required to provide an annual report to the school board by June 30 of each year, in executive session, on the school entity's current safety and security practices, and identify strategies to improve school safety and security. Personnel items were also discussed.

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

**Persons Desiring to Be Heard  
—Item 01. B. 3.**

A motion was made by Huhn, seconded by Lash, to approve Items I. C. through 9. D. as follows:

To approve the following slate of Berks County Intermediate Unit Board representatives as elected via electronic ballot, and to seat these duly elected representatives for terms as noted, effective July 1, 2022, as follows:

**Approve Slate of BCIU  
Board Representatives as  
Elected via Electronic Ballot  
—Item 01. C.**

**THREE-YEAR TERM (EXPIRING JUNE 30, 2025)**

- Michael Gierula, Antietam School District
- Bret A.B. Sabold, Conrad Weiser Area School District
- Joseph Lupia, Muhlenberg School District
- Nancy Jackson, Oley Valley School District
- Mark Detterline, Reading School District
- Christopher Heck, Tulpehocken Area School District

**TWO-YEAR TERM (EXPIRING JUNE 30, 2024)**

- Todd Hummel, Hamburg Area School District

**ONE YEAR TERM (EXPIRING JUNE 30, 2023)**

- Lisa Hogan, Boyertown Area School District
- Russell Jirik, Daniel Boone Area School District

To seat Miguel Vasquez as the BCIU Representative from the Muhlenberg School District, to fill the unexpired term of Joseph Lupia, effective July 1, 2022, through June 30, 2025.

**Seat Miguel Vasquez as  
BCIU Representative from  
Muhlenberg School District  
—Item 01. D.**

To appoint Dr. David Hemberger as the BCIU Voting Delegate for the PSBA Delegate Assembly taking place on Saturday, November 5, 2022, at 9:00 A.M., held in person at PSBA Headquarters, Mechanicsburg, PA or via Zoom

**Appoint Dr. David  
Hemberger as BCIU Voting  
Delegate at PSBA Delegate  
Assembly—Item 01. E.**

To acknowledge receipt of bids for Copy Paper through the Berks County Joint Purchasing Board on Tuesday, May 3, 2022, at 11:00 A.M.

**Receipt of Bids for Copy  
Paper / Berks County Joint  
Purchasing Board  
—Item 01. F.**

To approve the minutes of the meeting of May 19, 2022.

**Approval of Minutes  
—Item 02.**

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

**IU Bills and Financial  
Reports—Items 03., 04., 05.,  
06., 07., 08., and 09.  
(Detailed list of bills available  
for review.)**

SOURCE		PAGE	AMOUNT
May	2022 Ratifications - IU	1-17	\$1,667,918.41
May	2022 Ratifications - PSDLAF	1-00	\$0.00
June	2022 Ratifications - IU	1-05	\$2,025,124.12
June	2022 Ratifications - PSDLAF	1-01	\$13,981.86
June	2022 Approvals - IU	1-11	\$566,040.08
<b>TOTAL</b>			<b>\$4,273,064.47</b>

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**04. TOMPKINS/VIST REVENUE ANTICIPATION NOTE – \$10,000,000 (Information Item):**

Amount Outstanding	
June 9, 2022	
\$0	

**05. ACCOUNTS RECEIVABLE AGING REPORT AS OF JUNE 9, 2022 (Information item):**

Funding Source	Current	30 Days	60 Days	90 Days	120 Days
School Districts	\$1,959,541.04	\$566,754.92	\$1,543.83	\$248,285.00	\$323,570.52
Commonwealth of PA	\$2,136,911.76	\$13,127,615.43	\$0.00	\$0.00	\$81,844.44
Other Revenue Sources	\$134,212.08	\$126,333.34	\$183,454.72	\$18,473.51	\$9,387.50
<b>TOTALS</b>	<b>\$4,230,664.88</b>	<b>\$13,820,703.69</b>	<b>\$184,998.55</b>	<b>\$266,758.51</b>	<b>\$414,802.46</b>
<b>GRAND TOTAL</b>	<b>\$18,917,928.09</b>				

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

- Head Start Notice of Award – Balance of Funds 2022
- Third Revision - 2022 Head Start Salary Scale
- Financial Statements (May 2022)
- Credit Card Purchases (May 2022)
- Non-Federal Share Report (May 2022)
- Policy Council Minutes/Resolutions (May 2022)
- Head Start Director's Report

**07. COMBINED FINANCIAL REPORT**

**CASH**

**BEGINNING BALANCE MAY 1, 2022** **\$4,247,522.87**

**RECEIPTS**

REVENUE RECEIPTS	\$10,604,027.53	
RETURNED CHECKS	\$0.00	
INVESTMENT REDEMPTIONS	<u>\$0.00</u>	<u>\$10,604,027.53</u>
		\$14,851,550.40

**DISBURSEMENTS**

PRE-BOARD RATIFICATIONS	\$332,206.75	
PRE-BOARD RATIFICATIONS-PSDLAF	\$0.00	
BOARD APPROVALS	\$579,819.10	
POST BOARD RATIFICATIONS PSDLAF	\$0.00	
POST BOARD RATIFICATIONS IU	<u>\$1,667,918.41</u>	
TOTAL CHECKS WRITTEN	\$2,579,944.26	
CHECKS VOIDED	(\$4,181.09)	
PAYROLL DISTRIBUTIONS	<u>\$5,353,044.80</u>	<u>\$7,928,807.97</u>
ENDING BALANCE - MAY 31, 2022		\$6,922,742.43
<b>CASH AVAILABLE-MAY 31, 2022</b>		<b>\$6,922,742.43</b>

**08. INVESTMENT OF FUNDS**

Interest earned on investments is as follows:

JUNE 2022	
TOMPKINS	\$536.01
CHASE	\$ 4.35

**09. BUDGETS**

**BUDGETS**

**A. New and Proposed Budgets**

**1. Emergency Connectivity Fund - Program 22-219**

Office of Information Technology

7/1/21 – 12/31/23

\$641,855

BCIU through a grant with Universal Service Administrative Company (USAC), will purchase equipment and services required for implementing WiFi/Internet access on 147 buses from three vendors. The total project cost is fully funded utilizing the Emergency Connectivity Fund (ECF) grant. This project will provide filtered, mobile broadband access to students while riding Berks County Intermediate Unit buses to help bridge the digital divide (new).

**B. Initial Budgets**

**1. Guest Teacher Training Program – Program 692**

Office of Human Resources

7/1/22 – 6/30/23

\$15,400

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

**2. Early Childhood Mental Health Initiative (ECMH) – Program 223**

Office of Professional Learning

7/1/22 – 6/30/23

\$918,888

Funded by the federal government through BCIU IDEA Section-619 and BCIU State Early Intervention funds, this program provides funding for Early Childhood Mental Health Consultant Specialists to provide targeted mental health support and monitoring to pre-school children in Pre-K Counts, Head Start State Supplemental and Accountability Block Grant programs throughout the state (since 2009).

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

Office of Professional Learning

7/1/22 – 6/30/23

\$2,823,564

Funded by the Pennsylvania Department of Education through a contract with the BCIU, this program provides monitoring, technical assistance, consultation, and training and materials for all Pennsylvania Pre-K Counts approved providers. In addition, the BCIU will administer a sub-grant program for two faith-based Pennsylvania Pre-K Counts approved providers (since 2007).

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- 4. Professional Development Programs – Program 600**  
Office of Professional Learning  
7/1/22 – 6/30/23  
This budget is a proprietary program which provides Continuing Professional Education Courses and charges an appropriate fee to cover the costs of instructors, materials, lab costs, clerical support, and advertising (since 1982).  
\$108,488
- 5. Staff Development Workshops – Program 609**  
Office of Professional Learning  
7/1/22 – 6/30/23  
This proprietary program provides in-service opportunities on a non-credit basis to school district and intermediate unit personnel. Professional staff and support staff are eligible to participate in these programs designed to increase an individual's skills and knowledge (since 1987).  
\$191,760
- 6. Berks Academic Challenge – Program 625**  
Office of Professional Learning  
7/1/22 – 6/30/23  
This proprietary program features academic quiz competition based on a student's general scholastic knowledge and is designed to recognize the high level of scholastic achievement in Berks County and to provide role models for younger students in areas of scholarly pursuit (since 1985).  
\$7,500
- 7. Creative Child Care Solutions – Program 675  
(formerly PA Key Professional Services)**  
Office of Professional Learning  
7/1/22 – 6/30/23  
This proprietary program captures fee-for-service projects that utilize the professional expertise of the PA Key and the agencies with which they are engaged. Activities will not compete or conflict with the primary objectives of OCDEL, are governed by an OCDEL-approved cost allocation plan and will be funded by local and other organizational revenues (since 2020).  
\$134,652
- 8. Network and Computer Services– Program 670**  
Office of Information Technology  
7/1/22 – 6/30/23  
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).  
\$502,715
- 9. Information Technology Software Services – Program 671**  
Office of Information Technology  
7/1/22 – 6/30/23  
Comprised of two sub-budgets, this proprietary fund accounts for expenditures and revenue related to supplemental services internal and external to the Berks County Intermediate Unit. These services include software as a service hosting, application development, software support and training, documentation, and technology consultation (since 1994).  
\$1,741,907

**C. Changes to Initial Budgets**

**1. Head Start – Program 22-165**

Office of Early Childhood and Student Services

1/1/22 – 12/31/22

\$204,785

**Total Proposed Revised Budget: \$8,066,070**

The 2022 Head Start Program is funded primarily by federal dollars, which are distributed by the Department of Health and Human Services, Administration for Children and Families. Additional funding is received through the Child and Adult Care Food Program. These funds will serve approximately 610 children in 35 classrooms across Berks County. This program has been in existence since 1965. This change is necessary due to a cost of living adjustment (COLA) and additional quality improvement funding (QI).

**D. Budgetary Transfers** – *Action on budgetary transfers requires the affirmative vote of two-thirds of the full membership of the Board. With only 11 Board members in attendance, the following Budgetary Transfers will be moved to the August 18, 2022, BCIU Board meeting agenda for action.*

**1. BCIU Pre-K Counts – Program 230**

Office of Early Childhood and Student Services

7/1/21 – 6/30/22

\$155,133

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 the 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.'s (since 2007). These transfers are necessary for year-end projections.

**2. BCIU Pre-K Counts Partnership – Program 231**

Office of Early Childhood and Student Services

7/1/21 – 6/30/22

\$103,590

Funded by the state and administered by the PA Department of Education, the BCIU Pre-K Counts Partnership provides high-quality preschool services to 160 at-risk children, 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 transfers are necessary due to make year-end adjustments.

Yeas:	Betts; Gierula; Hogan; Huhn; Hummel; Kennedy; Lash; Sabold; Taylor; Ulrich; McEwen	<b>Roll Call Vote</b>
Nays:	None. Motion carried.	

**10. COMMUNICATIONS**  
*No Items to Report*

**COMMUNICATIONS**  
**—Item 10.**

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**11. OLD BUSINESS**

**OLD BUSINESS—Item 11.**

**A. Report of Nominations Chair and Officer Elections**

Dr. Jill Hackman read the recommended slate of officers for the 2022-2023 year on behalf of Dr. David Hemberger, Nominations Chair, as follows:

**Report of Nominations Chair  
/ Officer Elections  
—Item 11. A.**

President:	Gary McEwen
Vice-President	Elizabeth Huhn
Treasurer:	Linda Lash
Secretary:	James Ulrich

Control of the meeting was then turned over to James Mancuso, Solicitor, who reiterated that board members had heard the recommended slate of nominations for BCIU Board officers. He opened the floor for additional nominations for President, Vice President, Treasurer, and Secretary.

There being no further nominations, a motion was made by Hummel, seconded by Sabold, to close nominations for the officer positions.

Motion Carried.
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<b>Voice Vote</b>
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Attorney Mancuso read the proposed slate of candidates for election.

President:	Gary McEwen
Vice-President	Elizabeth Huhn
Treasurer:	Linda Lash
Secretary:	James Ulrich

A motion was made by Hummel, seconded by Taylor, to cast a unanimous ballot for the positions of BCIU Board President, Vice President, Treasurer, and Secretary as proposed.

Yeas:	Betts; Gierula; Hogan; Huhn; Hummel; Kennedy; Lash; Sabold; Taylor; Ulrich; McEwen
Nays:	None. Motion carried.

<b>Roll Call Vote</b>
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Mr. Mancuso turned the meeting over to President McEwen who thanked the Board for their continued support.

A motion was made by Ulrich, seconded by Huhn, to approve the following under 11. B., 13. Personnel Matters, and 14. Other Matters for Consideration:

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To approve the second reading of the following policies:

**SUMMARY OF CHANGES**

- 103 Discrimination/Title IX Sexual Harassment Affecting Students (Revised)
- 113.2 Behavior Support (Revised)
- 204 Attendance (Revised)
- 216 Education Records (Revised)
- 218.3 Discipline of Student Convicted/Adjudicated of Sexual Assault (New)
- 806 Child Abuse (Revised)

**OLD BUSINESS  
Second Reading and  
Approval of Policies  
—Item 11. B.**

**12. REPORT OF NEGOTIATIONS COMMITTEE**

*No Items to Report*

**REPORT OF NEGOTIATIONS  
COMMITTEE—Item 12.**

**13. PERSONNEL MATTERS**

—ROB ROSENBERRY, DIRECTOR

**PERSONNEL MATTERS**

**A. General**

To approve a Memorandum of Understanding (MOU) between the Board of Directors of the Berks County Intermediate Unit and the Berks County Intermediate Unit Education Association (BCIUEA) to create a telework procedure.

**Approval of BCIU MOU  
with BCIUEA / Telework  
Procedure  
— Item 13. A. 1.**

To approve the following position descriptions:

- a. Classroom Monitor, Early Childhood and Student Services
- b. Operations Coordinator, Transportation
- c. Tax Services and Digital Print Support Specialist, Information Technology.

**Approval of Position  
Descriptions  
— Item 13. A. 2.**

To approve wage rates for the following positions, effective July 1, 2022:

- a. Recording Secretary
- b. Business Services
- c. Technology and Support Services
- d. Classroom Monitors
- e. Early Intervention Substitute Classification
- f. Head Start Substitute Classification
- g. Pre-K Counts Substitute Classification
- h. Alternative Education and Student Services Substitute Classifications
- i. Special Education Substitute Classification
- j. Student and Family Services: PA's Education for Children and Youth Experiencing Homelessness Program
- k. Nolde Aides
- l. Head Start Summer Program
- m. Special Education Summer Program – Extended School Year Staff
- n. Title I Summer Program/Reading Camp Staff
- o. Alternative Education – Tower Behavioral Health Summer Program
- p. Professional Learning

**Approve Wage Rates  
— Item 13. A. 3.**

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To employ the following staff, effective July 1, 2022:

- a. Recording Secretary
- b. Business Services
- c. Substitutes
- d. Nolde Aides
- e. Continuing Professional Education (CPE) Instructors

**Employ Staff  
— Item 13. A. 4.**

To employ the following staff, effective during the summer of 2022:

- a. Alternative Education – Tower Behavioral Health Summer Program
- b. Head Start Summer Program / Additional Summer Hours
- c. Special Education Summer Program – Extended School Year

**Employ Summer and ESY  
Staff— Item 13. A. 5.**

To approve the elimination of the Bus/Van Deep Cleaner, Transportation position, effective June 30, 2022.

**Elimination of Bus/Van Deep  
Cleaner, Transportation  
Position— Item 13. A. 6.**

To acknowledge receipt of the list of employees containing the removal of Bus/Van Deep Cleaner positions, effective June 30, 2022

**Employee List / Removal of  
Bus/Van Deep Cleaner  
Positions— Item 13. A. 7.**

To acknowledge receipt of the lists containing 2022-2023 salaries for the following employee groups in accordance with the applicable collective bargaining agreement or compensation and benefits plan:

**Receipt of 2022-2023 Salary  
Lists— Item 13. A. 8.**

- a. American Federation of State, County and Municipal Employees (AFSCME)
- b. Berks County Intermediate Unit Education Association (BCIUEA) Employees
- c. Head Start Employees
- d. Leadership Team, Middle Management, Technology and Support Services Staff
- e. The Pennsylvania Key Middle Management and Technology Support Services Staff
- f. Service Employees International Union (SEIU) Employees
- g. Transportation Employees

To approve the revised Berks County Intermediate Unit Head Start Salary Schedule, effective July 1, 2022.

**Revised BCIU Head Start  
Salary Schedule  
— Item 13. A. 9.**

To ratify a \$500 referral bonus to employees who recommend employment candidates through June 30, 2023, ultimately hired by the Berks County Intermediate Unit to serve in any position on or after July 1, 2022, and who remain employed in said assignment(s).

**Referral Bonus  
— Item 13. A. 10.**

- a. \$100 to be paid after the first thirty (30) days of work.
- b. \$150 to be paid after the first sixty (60) days of work.
- c. \$250 to be paid after the first ninety (90) days of work.
- d. Applicant must list employee on their application for employment.
- e. Only one employee may be listed for the referral.
- f. Employees can refer former BCIU employees who left the organization in good standing before June 30, 2022.
- g. Employees can refer more than one individual and will receive a referral bonus for each new applicant that is hired and meets the criteria.

The administration of the Berks County Intermediate Unit may discontinue the referral bonus at any time, with or without notice

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Resolved, for the Board of Directors to ratify 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 during the 2021-2022 fiscal year:

- a. Bus Assistant
  - i. Rokely Serrata – Effective June 3, 2022
  - ii. Reymi Villaman – Effective June 3, 2022
- b. Van Driver
  - i. Roda De Jesus – Effective June 3, 2022

**Atlas Transportation  
Employees Assigned to BCIU  
— Item 13. A. 11.**

**B. Employment – Ratifications**

- 1. Business Services/Operations Office
  - a. Dewilka V. Basora – Part-time Driver w/o Bus License, Assistant, and Misc. Transportation  
Recommended Hourly Rates – \$17.75, \$14.50, and \$13.33  
Effective Date – June 6, 2022  
*Replacement*
  - b. Carl D. Ganster – Part-time Bus/Van Assistant and Misc. Transportation  
Recommended Hourly Rates – \$14.50 and \$13.33  
Effective Date – May 16, 2022  
*Replacement*
  - c. Jeffrey P. Parzanese – Part-time Driver w/o Bus License, Assistant and Misc. Transportation  
Recommended Hourly Rates – \$17.75, \$14.50, and \$13.33  
Effective Date – May 31, 2022  
*Replacement*
- 2. Early Childhood & Student Services Office
  - a. Catherine A. Barczynski-Kulp – Paraeducator, Early Intervention  
Recommended Hourly Rate – \$14.75  
Effective Date – May 23, 2022  
*Replacement*
  - b. Jeffrey Bertoni – Security Specialist, Alternative Education  
Recommended Annual Salary – \$35,000 (to be prorated)  
Effective Date – May 23, 2022  
*Replacement*
- 3. Professional Learning
  - a. Kevin M. Paul – Data Specialist, The Pennsylvania Key  
Recommended Annual Salary – \$57,306 (to be prorated)  
Effective Date – June 13, 2022  
*New Position*

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

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**C. Change of Status – Ratifications**

**Ratifications –  
Change of Status**

1. Business Services/Operations Office
  - a. Dorinda Blatt  
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 7, 2022  
*Voluntary Reassignment*
  - b. Dorinda Blatt – School Bus Fueler, Transportation  
Effective Date – March 7, 2022  
*Removal of Assignment*
  - c. Ana Cabreja  
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 – May 9, 2022  
*Voluntary Reassignment*
  - d. Teresa Lemus  
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 – February 7, 2022  
*Replacement*
  - e. Ciera Towles  
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 – May 4, 2022  
*Voluntary Reassignment*
  - f. Liza Velazquez-Velazquez  
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 – May 4, 2022  
*Voluntary Reassignment*
2. Early Childhood & Student Services Office
  - a. Christina DeJesus – Family Life Education Specialist, Education Leading to Employment and Career Training (ELECT)  
Recommended Hourly Rate – \$67.75  
Effective Date – June 6, 2022 – August 16, 2022  
*Additional Hours (not to exceed 20 hours per week)*

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- b. Stacy Elias – Paraeducator, Head Start  
Recommended Hourly Rate – \$14.83  
Effective Date – May 16, 2022 – June 3, 2022  
*Additional Hours (not to exceed 120 hours)*
- c. Denise Laguidara – Teacher, Pre-K Counts  
Recommended Hourly Rate – \$35.89  
Effective Date – May 13, 2022  
*Additional Hours (not to exceed 7 hours)*
- d. Amy Leshner – Teacher, Head Start  
Recommended Hourly Rate – \$21.88  
Effective Date – May 16, 2022 – June 3, 2022  
*Additional Hours (not to exceed 120 hours)*
- e. Depetra McMaster – Paraeducator, Head Start  
Recommended Hourly Rate – \$15.78  
Effective Date – May 16, 2022 – May 18, 2022  
*Additional Hours (not to exceed 18 hours)*
- f. Gina Mocci – Teacher, Pre-K Counts  
Recommended Hourly Rate – \$34.65  
Effective Date – June 6, 2022  
*Additional Hours (not to exceed 7 hours)*
- g. Lisa Pisano – Family Life Education Specialist, Education Leading to Employment and Career Training (ELECT)  
Recommended Hourly Rate – \$67.75  
Effective Date – June 6, 2022 – August 16, 2022  
*Additional Hours (not to exceed 20 hours per week)*
- h. Dr. Elaine Price – Teacher, Pre-K Counts  
Recommended Hourly Rate – \$30.08  
Effective Date – June 13, 2022 – June 14, 2022  
*Additional Hours (not to exceed 14 hours)*
- i. Anginette Rodriguez – Paraeducator, Pre-K Counts  
Recommended Hourly Rate – \$15.56  
Effective Date – June 6, 2022  
*Additional Hours (not to exceed 6.5 hours)*
- j. Amber Sell – Teacher, Pre-K Counts  
Recommended Hourly Rate – \$36.13  
Effective Date – May 13, 2022  
*Additional Hours (not to exceed 7 hours)*
- k. Denali Shook – Teacher, Pre-K Counts  
Recommended Hourly Rate – \$35.89  
Effective Date – June 6, 2022 – June 7, 2022  
*Additional Hours (not to exceed 14 hours)*

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- l. Carmen Trinidad – Teacher, Head Start  
Recommended Hourly Rate – \$20.25  
Effective Date – May 16, 2022 – June 3, 2022  
*Additional Hours (not to exceed 120 hours)*
- m. Kaitlyn Umberger – Teacher, Pre-K Counts  
Recommended Hourly Rate – \$29.64  
Effective Date – June 6, 2022  
*Additional Hours (not to exceed 7 hours)*
- n. Alison Zeller – Paraeducator, Head Start  
Change Recommended Hourly Rate from Level I, Entry \$13.71 to  
Level II, Entry \$14.73  
Effective Date – May 5, 2022  
*Obtained CDA*

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

Alternative Education

Syed Ahmed, Teacher – Effective June 6, 2022  
Maya Fenner, Specialist – Effective June 13, 2022  
Megan Williams, Specialist – Effective May 31, 2022

Early Intervention

Syed Ahmed, Teacher – Effective June 6, 2022  
Maya Fenner, Paraeducator – Effective June 13, 2022  
Megan Williams, Paraeducator – Effective May 31, 2022

Head Start

Syed Ahmed, Teacher – Effective June 6, 2022  
Maya Fenner, Paraeducator – Effective June 13, 2022  
Megan Williams, Paraeducator – Effective May 31, 2022

Pre-K Counts

Syed Ahmed, Teacher – Effective June 6, 2022  
Maya Fenner, Paraeducator – Effective June 13, 2022  
Megan Williams, Paraeducator – Effective May 31, 2022

Special Education

Syed Ahmed, Teacher – Effective June 6, 2022  
Maya Fenner, Specialist – Effective June 13, 2022  
Megan Williams, Specialist – Effective May 31, 2022

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

Head Start

Alison Zeller – Effective May 5, 2022

**Removal from 2021-2022 Out-of-Class Substitute Lists – Approvals**

Pre-K Counts

Nilsa Leon-Lopez – Effective June 30, 2022  
Deania Rauch – Effective June 30, 2022  
Darlene Schenck – Effective June 30, 2022

**Ratifications - Additions  
to 2021-2022 Approved  
Substitute Lists  
—Item 13. D.**

**Ratifications – Out of Class  
2021-2022 Approved Substitute  
Lists —Item 13. E.**

**ADDITIONS**

**REMOVALS**

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**F. Remove from 2021-2022 Approved Substitute Lists**

Transportation

Jose Echavarria, Substitute Driver w/o Bus License, Assistant, and  
Misc. Transportation – Effective June 3, 2022

**Remove from 2021-2022  
Approved Substitute Lists  
—Item 13. F.**

**G. Employment – Approvals**

**Approvals - Employment  
—Item 13. G.**

1. Early Childhood & Student Services Office
  - a. Allison S. Ahlefeld – Specialized Preschool Teacher –  
Itinerant, Early Intervention  
Recommended Annual Salary – Column 4, Step 15, \$86,855  
(to be prorated)  
Effective Date – To be determined pending pre-employment process  
*Replacement*
  - b. Katherine L. Bayer – Education Supervisor, Head Start  
Recommended Annual Salary – \$50,125.49 (to be prorated)  
Effective Date – To be determined pending pre-employment process  
*Replacement*
  - c. Hilary K. Gancar – Board Certified Behavior Analyst, Special Education  
Recommended Annual Salary – Column 5, Step 5, \$65,510  
Effective Date – August 15, 2022  
*Additional Position*
  - d. Jeanne M. Rickards – Speech Therapist, Early Intervention  
Recommended Annual Salary – Column 4, Step 14, \$84,478  
Effective Date – July 5, 2022  
*Replacement*
2. Executive Office
  - a. Marielle C. Bozzini – Marketing Communications Specialist  
Recommended Annual Salary – \$45,424 (to be prorated)  
Effective Date – To be determined pending pre-employment process  
*Additional Position*
3. Professional Learning Office
  - a. Adriane A. Golden – ESL Supervisor, Professional Learning  
Recommended Annual Salary – \$80,000 (to be prorated)  
Effective Date – To be determined pending approval of contract with  
the Reading School District and pending pre-employment process  
*New Position*
  - b. Paula Reichert – ESL Supervisor, Professional Learning  
Recommended Annual Salary – \$78,000 (to be prorated)  
Effective Date – To be determined pending approval of contract with  
the Reading School District and pending pre-employment process  
*New Position*
  - c. Lauren H. Walter – Blended Age Mental Health Consultant, The  
Pennsylvania Key  
Recommended Annual Salary – \$57,306 (to be prorated)  
Effective Date – June 20, 2022  
*New Position*

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**H. Change of Status – Approvals**

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

1. Business Services/Operations Office
  - a. Eric Clemmer  
Change from Assistant Director, Operations to Program Administrator, Operations  
Change Recommended Annual Salary from \$109,080.40 to \$96,800  
Effective Date – July 1, 2022  
*Reorganization*
  - b. John Coakley  
Change from Assistant Program Administrator, Transportation to Program Administrator, Transportation  
Change Recommended Annual Salary from \$84,000 to \$91,680 (to be prorated)  
Effective Date – June 20, 2022  
*Replacement*
  - c. Carol Fletcher  
Change from Operations Specialist, Operations to Operations Coordinator, Transportation  
Change Recommended Annual Salary from \$50,765 to \$53,280.30  
Effective Date – July 1, 2022  
*New Position*
  - d. Michelle Monk  
Change from Fiscal Specialist, Fiscal Services, to Accountant, Fiscal Services  
Change Recommended Annual Salary from \$46,374 to \$51,752  
Effective Date – July 1, 2022  
*Reorganization*
  - e. Archie Ulshafer  
Change from Assistant Supervisor, Transportation, Reading to Operations Specialist, Transportation  
Change Recommended Annual Salary from \$40,000 to \$43,350  
Effective Date – July 1, 2022  
*Reorganization*
  - f. Julie Van Lear  
Change from Supervisor, Transportation, Reading and Special Needs to Assistant Program Administrator, Transportation  
Change Recommended Annual Salary from \$56,655 to \$84,000.10  
Effective Date – July 1, 2022  
*Reorganization*
  - g. Beth Wentzel  
Change from Assistant Supervisor, Transportation, Special Needs to Substitute Driver w & w/o Bus License, Assistant, and Misc. Transportation  
Change Recommended Annual Salary from \$47,000 to Hourly Rates \$22.05, \$18.10, \$14.80, and \$13.63  
Effective Date – June 22, 2022  
*Voluntary Reassignment*

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2. Early Childhood & Student Services Office
  - a. Christina Argentati – Lead Occupational Therapist, Early Intervention  
Recommended Annual Stipend – \$750  
Effective Date – July 1, 2022 – June 30, 2023  
*Additional Assignment*
  - b. Jeffrey Bertoni – Security Specialist, Alternative Education  
Recommended Hourly Rate – \$26.60  
Effective Date – July 18, 2022 – July 22, 2022  
*Additional Hours (not to exceed 35 hours)*
  - c. Jamie Brendle – Lead Specialized Preschool Teacher, Early Intervention  
Recommended Annual Stipend – \$750  
Effective Date – July 1, 2022 – June 30, 2023  
*Additional Assignment*
  - d. Cheri Heebner – Lead Specialized Preschool Teacher, Early Intervention  
Recommended Annual Stipend – \$750  
Effective Date – July 1, 2022 – June 30, 2023  
*Additional Assignment*
  - e. Eileen LaScala – Lead Speech Therapist, Early Intervention  
Recommended Annual Stipend – \$750  
Effective Date – July 1, 2022 – June 30, 2023  
*Additional Assignment*
  - f. Kim Rahn  
Change from Access Specialist, Early Intervention to Access and Contracted Services Coordinator, Early Intervention  
Change Recommended Annual Salary from \$47,673 to \$51,752  
Effective Date – July 1, 2022  
*Reorganization*
  - g. Vicki Ravert  
Change from Early Childhood Data Specialist, Early Childhood and Student Services to Data Oversight Coordinator, Early Childhood and Student Services  
Change Recommended Annual Salary from \$45,073 to \$51,752  
Effective Date – July 1, 2022  
*Reorganization*
  - h. Cindy Silverman Chronister – Lead Psychologist, Early Intervention  
Recommended Annual Stipend – \$750  
Effective Date – July 1, 2022 – June 30, 2023  
*Additional Assignment*

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3. Information Technology Office
  - a. Patricia Little  
Change from Reprographic Specialist, Reprographic Services to Tax Services and Digital Print Support Specialist, Software Development and Support Services  
Change Recommended Annual Salary from \$43,048 to 45,498  
Effective Date – July 1, 2022  
*New Position*
4. Professional Learning Office
  - a. Rebecca Lamar – Manager of Higher Education Initiatives, The Pennsylvania Key  
Recommended Annual Stipend – \$5,000  
Effective Date – July 1, 2022 – June 30, 2023  
*Additional Responsibilities*

**I. Leave of Absence Requests**

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

1. Business Services/Operations  
Personal Leave (unpaid – with benefits – Not FMLA)
  - a. Bethzaida Cheek – Dispatcher, Transportation  
Effective Date – May 11, 2022  
Personal Leave (unpaid – without benefits – Not FMLA)
  - b. Cory Hambrick – Level IV Clerk / Level V Accounting Clerk, Fiscal Services  
Effective Date – May 3, 2022
  - c. Sylvan Witmer – Part-time Driver w/o Bus License, Assistant, and Misc. Transportation  
Effective Date – March 16, 2022
2. Early Childhood & Student Services Office  
Personal Leave (unpaid – with benefits – Not FMLA)
  - a. Tracy Hannon – Paraeducator, Pre-K Counts  
Effective Date – May 2, 2022

**J. Return from Leave of Absence Requests**

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

1. Business Services/Operations Office  
Personal Leave (unpaid – with benefits – Not FMLA)
  - a. Bethzaida Cheek – Dispatcher, Transportation  
Effective Date – May 24, 2022  
Personal Leave (unpaid – without benefits – Not FMLA)
  - b. Kathleen Dawson – Part-time Driver w/o Bus License, Assistant, and Misc. Transportation  
Effective Date – May 9, 2022
  - c. Cory Hambrick – Level IV Clerk / Level V Accounting Clerk, Fiscal Services  
Effective Date – May 31, 2022

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- d. Leslie Rhodes – Part-time Driver w/o Bus License,  
Assistant, and Misc. Transportation  
Effective Date – May 2, 2022
- e. Sylvan Witmer – Part-time Driver w/o Bus License,  
Assistant, and Misc. Transportation  
Effective Date – May 17, 2022
- 2. Early Childhood & Student Services Office  
Personal Leave (unpaid – with benefits – FMLA)
  - a. Molly Lenko – Speech Therapist, Early Intervention  
Effective Date – May 23, 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 – June 2, 2022

**K. Retirements**

- 1. Business Services/Operations Office
  - a. Randy L. Becker – Level III Custodian, Custodial  
Effective Date – August 1, 2022
  - b. Edmund D. Pieller – Part-time Driver w & w/o Bus License,  
Assistant, and Misc. Transportation  
Effective Date – May 31, 2022
- 2. Early Childhood & Student Services Office
  - a. Vicki M. Hiser – Level V Program Secretary, Special  
Education  
Effective Date – August 11, 2022

**Retirements  
—Item 13. K.**

**L. Resignations**

- 1. Business Services/Operations Office
  - a. Catherine Cintron-Valentin – Part-time Driver w/o Bus  
License, Assistant, Misc., and Fueler, Transportation  
Effective Date – May 19, 2022
  - b. Cristina Y. Cruz de Luna – Part-time Driver w/o Bus License,  
Assistant, and Misc. Transportation  
Effective Date – May 9, 2022
  - c. Sherry A. Fidler – Part-time Bus/Van Specialist,  
Transportation  
Effective Date – June 3, 2022
  - d. Tara L. Jacoby – Supervisor, Transportation,  
Tulpehocken  
Effective Date – June 3, 2022
  - e. Carol L. Matlack – Part-time Bus/Van Assistant and  
Misc. Transportation  
Effective Date – June 8, 2022

**Resignations  
—Item 13. L.**

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- f. Richard L. Nelom – Part-time Bus/Van Assistant and Misc. Transportation  
Effective Date – December 16, 2021
  - g. Dennis S. Ryan – Program Administrator, Transportation  
Effective Date – June 17, 2022
  - h. Domingo Vega Jr. – Part-time Driver w/o Bus License, Assistant, and Misc. Transportation  
Effective Date – May 2, 2022
2. Early Childhood & Student Services Office
- a. Ashley M. Anspach – Teacher, Pre-K Counts  
Effective Date – June 3, 2022
  - b. Christine J. Sleppy – Paraeducator, Early Intervention  
Effective Date – June 14, 2022

**M. Terminations**

- 1. Business Services/Operations Office
  - a. Mark W. Loy – Part-time Driver w & w/o Bus License, Assistant, and Misc. Transportation  
Effective Date – June 17, 2022  
*Violation of Policy*

**N. Other**

- 1. Early Childhood & Student Services Office
  - a. Esmeralda Munoz – Level V Bilingual Program Secretary, Early Intervention  
Recommended Hourly Rate – \$14.43  
Effective Date – May 23, 2022  
*Rescinded Assignment*

Yeas:	Betts; Gierula; Hogan; Huhn; Hummel; Kennedy; Lash; Sabold; Taylor; Ulrich; McEwen	<b>Roll Call Vote</b>
Nays:	None. Motion carried.	

A motion was made by Hummel, seconded by Taylor, to approve the following items under 14. Other Matters for Consideration:

**14. OTHER MATTERS FOR CONSIDERATION**

**A. EARLY CHILDHOOD & STUDENT SERVICES**

—DR. MICHELLE REICHARD-HUFF, DIRECTOR

To approve the BCIU School Age Special Education and Alternative Education program calendars for the 2022-2023 school year.

To authorize the submission of the Act 80 request to the Pennsylvania Department of Education for Act 80 day exceptions to the School Age Special Education Deaf and Hard of Hearing Program for the 2022-2023 school year.

**OTHER MATTERS FOR CONSIDERATION**

**Special Education and  
Alternative Education Calendars  
—Item 14. A. 1.**

**Submission of Act 80 Request  
to PDE—Item 14. A. 2.**

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To approve and authorize the submission of the BCIU Emergency Instructional Time application under the provision of Section 520.1 of the School Code to meet the 180-day instructional time requirement through a combination of in-person and remote instruction in emergency situations as per the guidance from the Pennsylvania Department of Education for the 2022-2023 school year.

**BCIU Emergency  
Instructional Time  
Application for 2022-  
2023 School Year  
—Item 14. A. 3.**

To approve amendments to the current agreements between the Berks County Intermediate Unit (BCIU) and the listed agencies, for the addition of language related to compensation / reimbursement for services provided by those agencies, as follows:

- a. Bayada Pediatrics
- b. School Operation Services (SOS) Group, Inc.

**Amendment to  
Agreements with Bayada  
Pediatrics and School  
Operation Services (SOS)  
Group, Inc.  
—Item 14. A. 4.**

Addition of the following language:

Section 8. Compensation / Reimbursement for Services  
Paraeducator / PCA Services

- 2022-23 School Year (July 1, 2022, to June 30, 2023) – \$25.22/hour
- 2023-24 School Year (July 1, 2023, to June 30, 2024) – \$25.74/hour
- 2024-25 School Year (July 1, 2024, to June 30, 2025) – \$26.31/hour

To authorize the appropriate officers to execute an agreement between the Berks County Intermediate Unit (BCIU) and the Community Services Group (CSG), for CSG to provide 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 \$77,292.84 during the period of July 1, 2022, through June 30, 2023.

**Agreement with Community  
Services Group (CSG) /  
ECYEH Program  
—Item 14. A. 5.**

To ratify an agreement between the Berks County Intermediate Unit (BCIU) and Lone Oak Join Up, for Lone Oak Join Up to provide 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 \$9,270 during the period of June 1, 2022, through December 31, 2022.

**Agreement with Lone Oak  
Join Up / ECYEH Program  
—Item 14. A. 6.**

To ratify an agreement between the Berks County Intermediate Unit (BCIU) and the Devereux Foundation for consulting services through Devereux Behavioral Health's CARES Consulting Program at a rate of \$1,000 per participant and \$150 per hour rate for additional support and services, effective June 1, 2022, through June 30, 2023.

**Agreement with Devereux  
Foundation for Consulting  
Services—Item 14. A. 7.**

**B. PROFESSIONAL DEVELOPMENT & CURRICULUM**

—DR. CHRISTINA FOEHL, ASSISTANT DIRECTOR

To authorize the appropriate officers to execute an agreement between the Berks County Intermediate Unit (BCIU) and the Reading School District (RSD), for the BCIU to provide professional services related to the employment of ESL supervisors according to the agreement, effective June 16, 2022, through June 30, 2024.

**Agreement with Reading  
School District /  
—Item 14. B. 1.**

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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 consulting services to support the statewide Comprehensive Support and Improvement dashboard development initiative for a fee not to exceed \$41,500 effective upon signature date according to the agreement.

**Agreement with Jason  
Murdock, LLC Consulting  
Services for Comprehensive  
Support and Improvement  
Dashboard  
—Item 14. B. 2.**

To ratify an agreement between the Berks County Intermediate Unit (BCIU) and J Casas & Associates, for Jimmy Casas to provide professional services including speaking engagement, book study, and virtual leadership coaching for a fee not to exceed \$19,000 effective June 15, 2022, and ending May 31, 2023, according to the agreement.

**Agreement with J Casas &  
Associates / Professional  
Services  
—Item 14. B. 3.**

To ratify an agreement between the Berks County Intermediate Unit (BCIU) and the Science Research Institute (SRI) at Albright College, for the BCIU to provide professional services related to STEM, Science Standards, and Career Readiness, for a fee of \$800 according to the agreement, for services to be provided on June 13, 2022.

**Agreement with the Science  
Research Institute (SRI) at  
Albright College / Professional  
Services Related to STEM,  
Science Standards, and Career  
Readiness—Item 14. B. 4.**

To ratify 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 \$42,500 effective June 1, 2022, through June 30, 2023, according to the agreement.

**Agreement with IPC Global /  
Consulting Services /  
Comprehensive Support and  
Improvement Dashboard  
—Item 14. B. 5.**

To authorize the appropriate officers to execute an agreement between the Berks County Intermediate Unit (BCIU) and the Pennsylvania State University (PSU), for PSU to provide professional development opportunities and technical assistance activities to early childhood practitioners, for a fee of \$803,501, for the period of July 1, 2022, through June 30, 2023 (The Pennsylvania Key).

**Agreement with Pennsylvania  
State University / Professional  
Development and Technical  
Assistance to Early Childhood  
Practitioners  
(The Pennsylvania Key)  
—Item 14. B. 6.**

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 credential and/or degree completion for Pre-K Counts and Head Start Supplemental Assistance Programs staff across the four (4) regions within Pennsylvania for a fee of \$350,000 for the period of May 1, 2022, through June 30, 2023 (The Pennsylvania Key).

**Agreement with Shippensburg  
University / Credential and  
Degree Completion for Pre-K  
Counts and HS Supplemental  
Assistance Programs Staff  
(The Pennsylvania Key)  
—Item 14. B. 7.**

To ratify Amendment #2 between the Berks County Intermediate Unit (BCIU) and New World Now, LLC. (NWN), for NWN to modify its scope of services for the development of a PA New Career Advisor User Role, revisions to the PA Career Pathway Auto-Renew, and expansion of ELRC Admin Permissions applicable to the TA Request Queue. This amendment provides for a funding increase of \$106,000 for a revised total not to exceed \$784,547.30. All other terms and conditions remain in force (The Pennsylvania Key).

**Amendment #2 to Current  
Agreement with New World  
Now (NWN)  
(The Pennsylvania Key)  
—Item 14. B. 8.**

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To ratify Amendment #3 between the Berks County Intermediate Unit (BCIU) and the Public Health Management Corporation (PHMC), for PHMC to modify its scope of services by providing the Alternative Pathway Program to PK-4 certification to additional PA PKC teachers. This amendment provides for a funding increase of \$350,000 for a revised total not to exceed \$561,890 and extends the term of the agreement to June 30, 2023. All other terms and conditions remain in force (The Pennsylvania Key).

**Amendment #3 to Current Agreement with Public Health Management Corporation (PHMC)  
(The Pennsylvania Key)  
—Item 14. B. 9.**

**C. INFORMATION TECHNOLOGY**

—SCOTT MAJOR, DIRECTOR

To authorize the appropriate officers to an agreement between the Berks County Intermediate Unit (BCIU) and CDI LLC, for consultation, training, and workshops for the implementation of the Open Web Application Security Project (OWASP) Framework in application development and code testing. Services will begin after agreement execution and will be completed by December 31, 2022, at a fixed fee of \$10,900.

**Agreement with CDI LLC / Open Web Application Security Project (OWASP) Framework  
—Item 14. C. 1.**

To approve the renewal of the Berks County Intermediate Unit's (BCIU) CrisisGo Emergency Communications Platform Subscription. The term of the subscription will be 24 months, beginning on September 1, 2022, at a cost of \$39,000. The following participating schools will be invoiced annually based on the sites included:

**Renewal of BCIU CrisisGo Emergency Communications Platform Subscription  
—Item 14. C. 2.**

- Antietam School District
- Conrad Weiser Area School District
- Daniel Boone Area School District
- Hamburg Area School District
- Kutztown Area School District
- Muhlenberg School District
- Reading Muhlenberg CTC
- Reading School District
- Schuylkill Valley School District
- Tulpehocken Area School District
- Twin Valley School District
- Berks County Intermediate Unit

To approve the purchase of a Cymetric annual subscription from Caetra.io, effective July 1, 2022, through June 30, 2023, at a cost of \$8,000.

**Purchase of Cymetric Annual Subscription from Caetra.io—Item 14. C. 3.**

To approve the renewal of Netskope SASE Cloud Security Services, effective July 1, 2022, to June 30, 2023, at a cost of \$76,824.57.

**Renewal of Netskope SASE Cloud Security Services  
—Item 14. C. 4.**

To approve the renewal of the Barracuda Message Archiver Appliance 450 Subscription and Instant Replacement with IntegraOne, effective August 13, 2022, through August 12, 2023, at a cost of \$6,270.

**Renewal of Barracuda Message Archiver Appliance 450 Subscription and Instant Replacement with Integra One  
—Item 14. C. 5.**

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To approve the renewal of Autonomous System Numbers (IPv4 and IPv6 Number Resources) with American Registry for Internet Numbers (ARIN), effective July 31, 2022, through July 30, 2023, at a cost of \$150.

**Renewal of Autonomous  
System Numbers with  
American Registry for  
Internet Numbers  
—Item 14. C. 6.**

To approve the renewal of the BCIU's DocuSign Subscription, effective July 1, 2022, through November 30, 2022, at a cost of \$7,578.50.

**Renewal of DocuSign  
Subscription  
—Item 14. C. 7.**

To approve the renewal of KnowBe4 Security Awareness Training Subscription with Seneca Highlands IU 9, effective August 5, 2022, through August 4, 2023, at a cost of \$9,808.

**Renewal of KnowBe4  
Security Awareness  
Subscription with Seneca  
Highlands IU—Item 14. C. 8.**

To approve the renewal of the Tenable IO Subscription from CDW-G, effective July 1, 2022, through June 30, 2023, at a cost of \$17,890.33.

**Renewal of Tenable IO  
Subscription from CSW-G  
—Item 14. C. 9**

To approve the renewal of the Microsoft Enrollment for Education Solutions (EES) agreement with Lancaster-Lebanon IU 13, effective August 2, 2022, through August 1, 2023, at a cost of \$80,398.40.

**Renewal of Microsoft  
Enrollment for Education  
Solutions (EES) Agreement  
with Lancaster-Lebanon IU  
13—Item 14. C. 10.**

To authorize the appropriate officers to execute a three-year lease with HP, Inc. for (115) HP laptop computers at a cost not to exceed \$104,453.35 effective upon receipt of the equipment.

**Three-Year Lease  
Agreement with HP, Inc.  
—Item 14. C. 11.**

To ratify an agreement between the Berks County Intermediate Unit (BCIU) and Custom Computer Specialists Inc., for one-time Implementation Services for Online Registration and Payment components of Infinite Campus for the Brandywine Heights Area School District, with implementation services to begin on May 10, 2022, and be completed for start of the 2022-2023 school year. The cost of this service will be billed to the school district at a cost of \$7,400.

**Agreement with Custom  
Computer Specialists, Inc.  
for One-Time  
Implementation Services /  
Infinite Campus for the  
Brandywine Hts. ASD  
—Item 14. C. 12**

**D. BUSINESS SERVICES/OPERATIONS  
— DONNA DELORETTA, CFO / COO**

To award contracts through the Berks County Joint Purchasing Board for Copy Paper.

**Award Contracts for Copy  
Paper—Item 14. D. 1.**

To authorize the appropriate officers to execute a Taxable Revenue Anticipation (RAN) in the amount of \$10 million with Tompkins Community Bank, effective July 1, 2022, and maturing June 30, 2023, at a variable rate equal to the Secured Overnight Financing Rate plus 2.00%, with an interest rate floor of 2.00%, as per the attached Letter of Commitment.

**Taxable Revenue  
Anticipation (RAN) with  
Tompkins Community Bank  
—Item 14. D. 2.**

To approve a change in the mileage allowance rate from 58.5¢ per mile to 62.5¢ per mile to conform with Internal Revenue Service regulations, effective July 1, 2022.

**Change in Mileage  
Allowance Rate  
—Item 14. D. 3.**

**OFFICIAL PROCEEDINGS OF THE  
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To authorize the appropriate officers to execute an agreement between the Berks County Intermediate Unit (BCIU) and the Bethany Children's Home, for the BCIU to lease the basement of the Chapel of the children's home for operating a Pre-K Counts class at a monthly cost of \$2,500 effective July 1, 2022, through July 31, 2023.

**Agreement with Bethany  
Children's Home / Lease for  
Pre-K Counts Class  
—Item 14. D. 4.**

To authorize the appropriate officers to execute an agreement between the Berks County Intermediate Unit (BCIU) and the Evangelical Lutheran Church of The Nativity, for the BCIU to lease ten (10) classrooms on the first and second floor with use of common areas and playlot for the BCIU Head Start program, effective August 1, 2022, through July 31, 2023, at a monthly rate of \$2,600 for the first floor and \$2,800 for the second floor.

**Agreement with Evangelical  
Lutheran Church of the  
Nativity / Lease for BCIU  
Head Start Program  
—Item 14. D. 5.**

To authorize the appropriate officers to execute an agreement between the Berks County Intermediate Unit (BCIU) and Iovino Designs & Remodeling, Inc., for Iovino Designs & Remodeling, Inc., to remove walls and for the construction of false beams at the Evangelical Lutheran Church of The Nativity for the BCIU Head Start program a total cost estimate of \$2,900 with a tentative start date of June 6, 2022.

**Agreement with Iovino  
Designs & Remodeling, Inc. /  
Evangelical Lutheran  
Church of the Nativity for  
BCIU Head Start Program  
—Item 14. D. 6.**

To ratify an agreement between the Berks County Intermediate and Atlas Transportation, for Atlas Transportation to transport a Special Needs student to Chester County Intermediate Unit (CCIU), effective May 26, 2022, at a rate of \$485 per day.

**Agreement with Atlas  
Transportation /  
Transportation for Special  
Needs Students to CCIU  
—Item 14. D. 7.**

To ratify an agreement between the Berks County Intermediate Unit (BCIU) and TransPerfect Remote Interpreting, Inc. (TRI), for TRI to provide on-demand and over-the-phone translation and document translation services, effective June 1, 2022, to June 30, 2023, with automatic month-to-month renewals until the termination of the agreement, as per the following service pricing:

**Agreement with  
TransPerfect Remote  
Interpreting, Inc./  
Translation Services  
—Item 14. D. 8.**

Phone Interpretation (monthly minimum of \$50.00):  
Rate per minute (all languages) – \$1.21  
Rate per minute (video) – \$3.30

Document Translation:  
\$.17 to \$.24/word plus formatting charge of \$55/hour

**E. ADMINISTRATION**

—DR. JILL M. HACKMAN, EXECUTIVE DIRECTOR

To acknowledge the six-month review of the Berks County Intermediate Unit Health and Safety Plan, as required by the American Rescue Plan (ARP) Act.

**Six-Month Review of BCIU  
Health and Safety Plan  
—Item 14. E. 1.**

To approve the first reading of the following policy:

**First Reading of Policy 706,  
Property Records  
—Item 14. E. 2.**

**SUMMARY OF CHANGES**

706 Property Records

**OFFICIAL PROCEEDINGS OF THE  
BCIU BOARD OF DIRECTORS  
JUNE 16, 2022  
PAGE 2977**

To cancel the July 21 Berks County Intermediate Unit (BCIU) Board meeting and to authorize the officers and administration of the BCIU to take the necessary steps to pay bills and salaries during the time between the June and August meetings.

**Cancellation of July BCIU Board Meeting / Authorization to Pay Bills and Salaries—Item 14. E. 3.**

To authorize the Executive Director to offer employment to prospective employees between the June and August Board meetings subject to receiving approval from Berks County Intermediate Unit Board officers through polling of each officer. Employment shall be ratified at the August Board meeting.

**Authorization of Executive Director to Offer Employment—Item 14. E. 4.**

Yeas:	Betts; Gierula; Hogan; Huhn; Hummel; Kennedy; Lash; Sabold; Taylor; Ulrich; McEwen
Nays:	None. Motion carried.

**Roll Call Vote**

President McEwen and Dr. Hackman again thanked Dr. Betts and Mr. Lupia for their service to the BCIU Board of Directors and thanked them for their collaboration and leadership. President McEwen reminded Board members that the July Board meeting was canceled and the next meeting will be held on August 18.

**Board Members Desiring to be Heard**

Dr. Hackman thanked the re-elected Board officers for their willingness to continue to serve in their leadership roles. She also expressed her appreciation to the entire Board, stating that the BCIU is fortunate for the ongoing support and dedication of the 18 Board members representing their home school districts.

A motion was made by Huhn, seconded by Hummel, to adjourn the meeting at 8:19 p.m.

**Adjournment**

Motion carried.
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**Voice Vote**

Approved by,

James Ulrich, Secretary

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**OFFICIAL PROCEEDINGS OF THE  
BCIU BOARD OF DIRECTORS  
JUNE 16, 2022  
PAGE 2978**

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

**Lashae Stitt**, Pre-K Counts Teacher, was named Employee of the Month for June 2022. She was unavailable to attend the June meeting and will attend the August 18, 2022, BCIU Board meeting to receive her honors.

**EMPLOYEE OF THE  
MONTH – JUNE 2022**  
— **Lashae Stitt, Office of  
Early Childhood and  
Student Services**

Rodney Good, Operations Supervisor, introduced **Randy Becker** to the Board to honor him upon his retirement. Rodney shared that Randy began at the BCIU as a substitute custodian in October 2016 at the Reading Crest building after serving 36 years at the Reading School District. He was a big asset in keeping the facility in “tip-top” shape. Randy plans to spend more time with his family and seven grandsons, in addition to enjoying his hobbies of fishing, golfing, and travelling. Mr. Becker thanked the BCIU Board and administration for the opportunity and for welcoming him at all the facilities.

**RETIREES**  
— **Randy Becker, Office of  
Business Services and  
Operations**

Jennifer Chupak, Transportation Supervisor, attended the Board meeting to recognize **Bernice Crutchfield** upon her retirement. Ms. Chupak shared that Bernice has served as a speech and language pathologist in the early intervention program since November 1995. Bernice is a positive role model and is highly regarded for her dedication, collaboration, and service to children with special needs. Ms. Crutchfield has also served as the President of BCIUEA since 2010 and has earned the respect of those she represented, in addition to the Board, administration, and BCIU co-workers.

— **Bernice Crutchfield,  
Early Childhood and  
Student Services**

Bernice applauded BCIU Board members and stated that she was pleased to have the opportunity to attend the Board meetings on behalf of BCIUEA. It really opened her eyes to the myriad of services the BCIU does. She told the Board that she took a leadership role with BCIUEA to give another voice to the conversation. She stated that BCIUEA will be in good hands with John Ford as President. Mr. Ford stated that it was an honor and privilege to serve with her for six year as part of BCIUEA leadership.

Vice President Huhn thanked Bernice and said it was powerful for her to share that participation matters. President McEwen told Bernice she will be greatly missed. He stated that the BCIU Board appreciated the respectful exchange of dialogue and professionalism during negotiations.

Bernice was accompanied by her son to the meeting. She stated that he helped her with many of her classroom preparations.