

COMMITTEE-OF-THE-WHOLE MEETING

I. BCIU HONORS

◆ EMPLOYEE OF THE MONTH FOR SEPTEMBER 2022

— Connie Fehr, Level 5 Program Secretary, Office of Early Childhood and Student Services

II. FEATURED PROGRAM

◆ EARLY CHILDHOOD AND STUDENT SERVICES (ECSS) RECRUITMENT: A COLLABORATIVE EFFORT

— Dr. Jill Hackman, Executive Director

— Dr. Michelle Reichard-Huff, Director, Office of Early Childhood and Student Services

III. EXECUTIVE SESSION

IV. EXECUTIVE DIRECTOR'S REPORT

A. Executive Director Update

1. Newslink
2. Committee on Legislative Action (COLA) | 2022-2023 Overview
3. Legislative Update
4. Keeping Kids Safe: Community Care | Wednesday, October 12, 2022
5. Other Items

V. 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

02. APPROVAL OF MINUTES

A. Meeting of August 18, 2022

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

SOURCE		PAGE	AMOUNT
August	2022 Ratifications – IU	1-18	\$4,901,638.33
August	2022 Ratifications – PSDLAF	1-01	\$13,939.41
August	2022 Ratifications – IU Wires	1-01	\$3,000.00
September	2022 Ratifications – IU	1-10	\$601,134.03
September	2022 Approvals – IU	1-06	\$134,608.90
September	2022 Approvals – IU Wires	1-01	\$3,000.00
TOTAL			\$5,657,320.67

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

Amount Outstanding
September 9, 2022
\$0

05. INFORMATION ITEM – ACCOUNTS RECEIVABLE AGING REPORT AS OF SEPTEMBER 9, 2022:

Funding Source	Current	30 Days	60 Days	90 Days	120 Days
School Districts	\$225,619.78	\$160.00	\$959,702.58	\$3,587.04	\$7,582.70
Commonwealth of PA	\$0.00	\$0.00	\$544,039.23	\$0.00	\$0.00
Other Revenue Sources	\$245,112.91	\$34,060.01	\$451,036.54	\$2,267.56	\$13,659.88
TOTALS	\$470,732.69	\$34,220.01	\$1,954,778.35	\$5,854.60	\$21,242.58
GRAND TOTAL	\$2,486,828.23				

06. APPROVAL/RATIFICATION OF HEAD START:

- BCIU Head Start Grant Continuation Grant Application and Head Start Budget
- Head Start Notice of Award COLA QI Funds 2022
- Financial Statements (August 2022)
- Credit Card Purchases (August 2022)
- Non-Federal Share Report (August 2022)
- Head Start Annual Report 2021
- BCIU Head Start Flexible Instruction Plan 2022-2023
- BCIU 2021-2022 Head Start Program Information Summary
- Head Start Training and Technical Assistance (T&TA) 2022-2023
- Policy Council Minutes/Resolutions (August 2022)
- Head Start Director's Report

07. COMBINED FINANCIAL REPORT

CASH

BEGINNING BALANCE AUGUST 1, 2022 **\$3,253,720.33**

RECEIPTS

REVENUE RECEIPTS	\$20,447,793.72	
RETURNED CHECKS	\$0.00	
INVESTMENT REDEMPTIONS	<u>\$0.00</u>	<u>\$20,447,793.72</u>
		\$23,701,514.05

DISBURSEMENTS

PRE-BOARD RATIFICATIONS	\$1,054,750.57	
PRE-BOARD RATIFICATIONS-PSDLAF	\$0.00	
BOARD APPROVALS	\$365,011.40	
BOARD APPROVAL WIRES	\$3,000.00	
POST BOARD RATIFICATIONS PSDLAF	\$13,939.41	
POST BOARD RATIFICATIONS IU	\$4,901,638.33	
POST BOARD RATIFICATIONS WIRES	\$3,000.00	
TOTAL CHECKS WRITTEN	\$6,341,339.71	
CHECKS VOIDED	(\$35,582.20)	
PRIOR PAYROLL DISTRIBUTIONS	\$1,539,629.60	
CURRENT PAYROLL DISTRIBUTIONS	<u>\$4,779,084.56</u>	<u>\$12,624,471.67</u>
ENDING BALANCE - AUGUST 31, 2022		\$11,077,042.38
CASH AVAILABLE-AUGUST 31, 2022		\$11,077,042.38

08. INVESTMENT OF FUNDS

Interest earned on investments is as follows:

AUGUST 2022	
TOMPKINS	\$13,998.87
CHASE	\$4.49

09. BUDGETS

A. New and Proposed Budgets

1. Maternal, Infant, and Early Childhood Home Visiting (MIECHV) – Program 224

Office of Professional Learning

7/1/22 – 6/30/23

\$66,827

The Maternal, Infant, and Early Childhood Home Visiting (MIECHV) program supports pregnant individuals with young children who live in communities with higher risks and barriers for child health outcomes. MIECHV is funded by the PA Department of Human Services as part of The Pennsylvania Key contract. Prior to 2022-23 it was included as a subset of Program 225, The Pennsylvania Key and was federally funded. For 2022-23, MIECHV will be state funded and is proposed as a separate program for ease of tracking and reporting (new).

2. Head Start - State Collaboration Offices (HSSCO) – Program 22-285

Office of Professional Learning

10/1/22 – 9/30/23

\$250,693

The Head Start-State Collaboration Offices (HSSCO) consult at federal, local, and state levels. It is the facilitation office between Head Start Agencies to help carry out activities to benefit low-income families. HSSCO is funded by the PA Department of Human Services as part of The Pennsylvania Key contract and is federally funded. Prior to 2022-23 it was included as a subset of Program 225, The Pennsylvania Key. HSSCO funding runs from October 1 to September 30 and is proposed as a separate program for ease of tracking and reporting (new).

3. Early Head Start - Non-Federal Share (EHS-NFS) – Program 289

Office of Professional Learning

7/1/22 – 6/30/23

\$336,022

The Early Head Start – Non-Federal Share (EHS-NFS) program is state funding which complements the federal Early Head Start-Child Care Partnership (288) and Early Head Start-Home Visiting (287) programs. EHS-NFS is funded by the PA Department of Human Services as part of The Pennsylvania Key contract. Prior to 2022-23 it was included as a subset of Program 225, The Pennsylvania Key. EHS-NFS is proposed as a separate program for ease of tracking and reporting (new).

B. Initial Budgets

1. Berks County Head Start State Supplemental Funds – Program 105

Office of Early Childhood and Student Services

7/1/22 – 6/30/23

\$1,090,242

Funded by the state through the Department of Education and the Head Start State Collaboration Office, this program supports expanded services of a comprehensive child development program for low-income preschool children and their families (since 2005).

2. Tower Behavioral Health – Program 624

Office of Early Childhood and Student Services

7/1/22 – 6/30/23

\$382,090

BCIU and Tower Behavioral Health joined to develop a collaborative program for students in inpatient hospitalization for mental health treatment. The Tower Behavioral Health Program is a licensed hospitalization program serving students through crisis, emergency hospitalization, parent referrals, community agency referrals, and school district recommendation. Students receive counseling services provided by Tower Health staff. Educational services and social skills instruction are provided by an IU teacher. There is coordination with the students' hospitalization treatment team and resident school district to provide a continuum of academic support with efforts focused on maintaining students' progress in their home district's curriculum. The educational component is funded by the resident school districts of the students (since 2021).

3. Alternative Education Program

Learning Academy at Thomas Ford – Program 626

Office of Early Childhood and Student Services

7/1/22 – 6/30/23

\$3,236,509

This proprietary program provides alternative education services at Learning Academy at Thomas Ford to students from grades seven through twelve. A full range of academic courses are provided and there is close staff collaboration with juvenile probation, children and youth services, Service Access Management (SAM), community mental health providers, and drug and alcohol agencies (since 1995).

4. Pennsylvania Inspired Leadership Initiative – Program 152

Office of Professional Learning

7/1/22 – 6/30/23

\$117,400

Funded by the federal government through Appalachia Intermediate Unit, this program supports the development and improvement of leadership skills through the Principals Induction Program (PIP) and the Continuing Professional Education component for all other school administrators. This consortium, which is led by the BCIU, includes Schuylkill, Colonial, and Carbon-Lehigh Intermediate Units (since 2005).

5. The Pennsylvania Key (PA Key) – Program 225

Office of Professional Learning

7/1/22 – 6/30/23

\$17,567,968

The PDE Office of Child Development and Early Learning and BCIU collaborate to provide statewide leadership in the development of an integrated system of quality early childhood education programs. 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 by the Department of Human services through the Child Care Development Fund (since 2005).

6. Comprehensive Support and Improvement – Program 284

Office of Professional Learning

7/1/22 – 6/30/23

\$641,379

The BCIU, through an agreement with the Allegheny Intermediate Unit (AIU3), will provide services associated with the overall system for school improvement and specifically services associated with the Comprehensive Support and Improvement (CSI) that AIU3 has contracted with the Pennsylvania Department of Education to provide statewide. BCIU's services will include the recruitment, hiring, logistics, and supervision of the Director of School Improvement Performance Management and Assistant Directors of School Improvement Performance Management. BCIU will also serve as a lead partner and advisory member for CSI statewide services (since 2018).

7. PA Key EHS CCP – Program 22-288

Office of Professional Learning

8/1/22 – 7/31/23

\$6,059,725

This program consists of funding for the administration and facilitation of OCDEL's Early Head Start-Child Care Partnership (EHS-CCP) Program that serves 324 low-income, at-risk children and their families. The EHS-CCP programs provide funded enrollments and services at the local level, prioritizing partnerships between community-based organizations and local childcare providers. The funding supports contracted professional Nutrition, Health & Mental Health coaches, and portions of the EHS Manager, EHS Specialist, and other staff positions to administer the grant, along with appropriate travel and supplies. The Pennsylvania Key staff partners with seven (6) agencies to provide monitoring, assistance, training & oversight to give a full report to OCDEL's Early Head Start Policy Council and Governing Body. These partner agencies receive pass-thru funding as part of this grant. Each year, we resubmit our plan for this grant, #03HP000326 on behalf of OCDEL (since 2019).

8. Operation and Maintenance of Buildings – Program 116

Office of Business Services

7/1/22 – 6/30/23

\$5,165,554

This program accounts for the operation and maintenance of the Berks County Intermediate Unit Rivers Chase building, the BCIU Learning Center at Hamburg, the Reading Crest building, the BCIU Learning Center at Lower Alsace, the BCIU Learning Center at St. Paul's, the BCIU Learning Center at the Education Centre and the BCIU Transportation Center. Expenditures include salaries and benefits for building and maintenance staff, custodians, safety coordinator, utilities, insurance, contracted repairs, maintenance, supplies, equipment, and interest and principal payments. Revenues include rent from programs, meeting room rental income, repair services, first aid/CPR fees, and the state share of FICA and Retirement (since 1989).

9. Central Inventory Warehouse – Program 698

Office of Business Services

7/1/22 – 6/30/23

\$30,000

This program is designed to provide warehouse supplies services to all programs channeled through the Intermediate Unit. Efficiencies come from BCIU purchasing in bulk instead of program purchasing separately (since 1980).

C. Changes to Initial Budgets

1. BCIU Pre-K Counts – Program 230

Office of Early Childhood and Student Services

7/1/22 – 6/30/23

\$188,965

Total Proposed Revised Budget: \$1,517,215

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). This change is necessary due to an increase in the per child funding allocation.

2. BCIU Pre-K Counts Partnership– Program 231

Office of Early Childhood and Student Services

7/1/22 – 6/30/23

\$206,977

Total Proposed Revised Budget: \$1,789,039

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). This change is necessary due to an increase in the per child funding allocation.

D. Budgetary Transfers

No items to consider.

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 ROSENBERY, DIRECTOR

A. General

1. To award professional contracts to the following employees who have completed three years of satisfactory service as noted below:
 - a. Jessica L. Bailey, Guidance Counselor, Alternative Education, effective August 19, 2022
 - b. Lori L. Hu, Psychologist, Special Education, effective August 19, 2022
 - c. Andrew W. Johnson, Guidance Counselor, Alternative Education, effective August 19, 2022
 - d. David J. Jones, Teacher, Alternative Education, effective August 19, 2022
 - e. Jessica L. Prall, Speech Therapist, Early Intervention, effective September 3, 2022

2. To ratify the unpaid internships as noted below:
 - a. Ilire Goca, Kutztown University undergraduate student majoring in Special Education: Visual Impairment, under the supervision of Kendall Berger, Special Education Teacher - Itinerant, effective August 31, 2022, through October 21, 2022.
 - b. Jessica Jones, Kutztown University undergraduate student majoring in Elementary Education and minoring in Disability Studies, under the supervision of Leigh Maddux, Specialized Preschool Teacher - Classroom, effective August 29, 2022, through December 13, 2022.
 - c. Anna Lengner, Kutztown University undergraduate student majoring in Secondary Education: Mathematics and minoring in Disability Studies, under the supervision of Catherine Skrocki, Specialized Preschool Teacher - Classroom, effective August 29, 2022, through December 13, 2022.
 - d. Kirstin Westerfer, Kutztown University graduate student majoring in School Counseling, under the supervision of Edward Yeager, Guidance Counselor, effective August 29, 2022, through May 8, 2023.
3. To ratify the unpaid Level I field experiences as noted below:
 - a. Olivia Baker, Elizabethtown College graduate student majoring in Occupational Therapy, under the supervision of Theresa Soley, Occupational Therapist, effective September 8, 2022, through September 29, 2022.
 - b. Jamie Evans, Elizabethtown College graduate student majoring in Occupational Therapy, under the supervision of Theresa Soley, Occupational Therapist, effective September 8, 2022, through September 29, 2022.
 - c. Alyson Houska, Elizabethtown College graduate student majoring in Occupational Therapy, under the supervision of Laura Klitsch, Occupational Therapy, effective August 30, 2022, through September 27, 2022.
 - d. Alexandria Reid, Elizabethtown College graduate student majoring in Occupational Therapy, under the supervision of Leigh Esbenshade, Occupational Therapist, effective September 8, 2022, through September 29, 2022.
 - e. Micah Wolf, Elizabethtown College graduate student majoring in Occupational Therapy, under the supervision of Leigh Esbenshade, Occupational Therapist, effective September 8, 2022, through September 29, 2022.
4. To acknowledge receipt of the list containing stipend payments for participation in the Inside Berks Business Program for Board Approval.
5. To approve the following position descriptions:
 - a. Professional Development Registry Professional Development Coordinator, The Pennsylvania Key
 - b. Security Supervisor, Business Services
6. To acknowledge receipt of the list containing salaries of the American Federation of State, County and Municipal Employees (AFSCME), effective July 1, 2022.
7. To approve a Memorandum of Understanding between the Board of Directors of the Berks County Intermediate Unit and the Service Employees International Union (SEIU), Local 668, which provides wages increases for Pre-K Counts Paraeducators and Teachers, increases hours for Pre-K Counts paraeducators, provides hiring and retention incentives, and establishes a wage for employees serving as a classroom monitor, effective July 1, 2022.

8. To ratify the Transportation Compensation and Benefits Plan, effective July 1, 2022, to June 30, 2024.
9. To ratify the receipt of the list containing Atlas Transportation employees assigned to the Berks County Intermediate Unit to provide transportation services according to the terms of the agreement with Atlas Transportation during the 2022-2023 fiscal year.
10. To approve concurrent representation of the Intermediate Unit, Alexis Luckhart, and Cindy Auker, in the matter of *Lori Williams Vs. Berks County Intermediate Unit, Cindy Auker, and Alexis Luckhart, U.S.D.C., Eastern District of Pennsylvania, Docket No. TBD* in accordance with the acknowledgment and consent as presented.

B. Employment – Ratifications

1. Business Services/Operations Office
 - a. Lucas J. Ilgenfritz – Fiscal Specialist, Fiscal Services
Recommended Annual Salary – \$45,424 (to be prorated)
Effective Date – September 6, 2022
Replacement
 - b. Xiomara Rivera-Maldonado – Part-time School Bus Driver Trainee, Transportation
Recommended Hourly Rate – \$16.90
Effective Date – August 22, 2022
Replacement
 - c. Ruth E. Shears – Part-time Driver w/o Bus License, Assistant, and Misc. Transportation
Recommended Hourly Rates – \$18.15, \$14.85, and \$17.45
Effective Date – August 22, 2022
Replacement
 - d. James C. Wanner, Jr. – Level II Custodian, Custodial
Recommended Hourly Rate – \$13.16
Effective Date – August 22, 2022
Replacement
 - e. Donna C. Weir – Part-time Driver w/o Bus License, Assistant, and Misc. Transportation
Recommended Hourly Rates – \$18.15, \$14.85, and \$17.45
Effective Date – August 22, 2022
Replacement
 - f. Gary B. Wiley – Part-time Driver w & w/o Bus License, Assistant, and Misc. Transportation
Recommended Hourly Rates – \$22.00, \$18.15, \$14.85, and \$17.45
Effective Date – September 6, 2022
Replacement
2. Early Childhood & Student Services Office
 - a. Carolyn Javier Ynfante – Paraeducator, Head Start
Recommended Hourly Rate – Level I, Entry, \$13.71
Effective Date – September 12, 2022
Replacement

3. Professional Learning Office
 - a. Bridget Gentile – Early Head Start Specialist, The Pennsylvania Key
Recommended Annual Salary – \$54,122 (to be prorated)
Effective Date – August 29, 2022
Replacement

C. Change of Status – Ratifications

1. Business Services/Operations Office
 - a. Kenneth Baker – Part-time Driver w & w/o Bus License, Transportation
Recommended Hourly Rates – \$22.80 and \$18.50
Effective Date – July 13, 2022
Additional Assignments – Correction to Removal of Assignments
 - b. Kenneth Baker – Part-time Driver w & w/o Bus License, Transportation
Effective Date – August 16, 2022
Removal of Assignments
 - c. Natasha Bolden
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 – June 6, 2022
Voluntary Reassignment
 - d. Karen Fantozzi
Change from Part-time Driver w & w/o Bus License, Assistant, and Misc. Transportation to Substitute Driver w & w/o Bus License, Assistant, and Misc. Transportation
No Change in Recommended Hourly Rates
Effective Date – August 9, 2022
Voluntary Reassignment
 - e. Brandi Hartman
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 – June 6, 2022
Voluntary Reassignment
 - f. Jolene Hess
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 – June 6, 2022
Voluntary Reassignment
 - g. Sophia King
Change from Part-time Bus/Van Assistant and Misc. Transportation to Substitute Bus/Van Assistant and Misc. Transportation
No Change in Recommended Hourly Rates
Effective Date – August 29, 2022
Voluntary Reassignment

- h. Giovanni Lievano
Change from Part-time School Bus Driver Trainee to Part-time Driver w/o Bus License, Assistant, and Misc. Transportation
Change Recommended Hourly Rate from \$16.55 to \$17.75, \$14.50, and \$13.33
Effective Date – June 21, 2022
Replacement
- i. Giovanni Lievano – Part-time Driver w/o Bus License, Assistant, and Misc. Transportation
Change Recommended Hourly Rates from \$17.75, \$14.50, and \$13.33 to \$18.15, \$14.85, and \$17.45
Effective Date – July 1, 2022
Salary Adjustment per Transportation Compensation and Benefit Agreement
- j. Joseph Lioni
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 – June 6, 2022
Voluntary Reassignment
- k. Santa Moncion
Change from Part-time Driver w & w/o Bus License, Assistant, and Misc. Transportation to Substitute Driver w & w/o Bus License, Assistant, and Misc. Transportation
No Change in Recommended Hourly Rates
Effective Date – August 25, 2022
Voluntary Reassignment
- l. Freddie Morales Soto – Transportation Trainer, Transportation
Recommended Hourly Rate – \$25.43
Effective Date – March 15, 2022
Additional Assignment
- m. Freddie Morales Soto – Transportation Trainer, Transportation
Change Recommended Hourly Rate from \$25.43 to \$25.78
Effective Date – July 1, 2022
Salary Adjustment per Transportation Compensation and Benefit Agreement
- n. Yolanda Moultrie-Whyte
Change from Part-time Driver w & w/o Bus License, Assistant, Misc., and School Bus Fueler, Transportation to Part-time Bus/Van Specialist, Transportation
Change Recommended Hourly Rates from \$22.00, \$18.15, \$14.85, \$17.45, and \$21.30 to \$27.20
Effective Date – August 22, 2022
Replacement
- o. Stephanie Mullarkey
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 \$27.20 to \$23.95, \$20.15, \$16.40, and \$17.45
Effective Date – August 17, 2022
Replacement

- p. Donald Oakes – Lead Vehicle Maintenance Technician, Transportation
Recommended Hourly Rate – Currently Hourly Rate of \$23.24 plus \$2.50
Effective Date – August 4, 2022
Additional Assignment
- q. Jeffrey Parzanese – Part-time Driver with Bus License, Transportation
Recommended Hourly Rate – \$22.00
Effective Date – August 4, 2022
Obtained CDL
- r. Timothy Rakowiecki
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 – June 6, 2022
Voluntary Reassignment
- s. Ciera Towles
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 – May 19, 2022
Replacement
- t. Jacqueline Yoder
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 – June 6, 2022
Voluntary Reassignment
- 2. Early Childhood & Student Services Office
 - a. Kathryn Bates – Teacher, Pre-K Counts
Recommended Hourly Rate – \$41.35
Effective Date – August 11, 2022
Additional Hours (not to exceed 7 hours)
 - b. Marene Chavez
Change from Substitute Paraeducator, Head Start to Floating Paraeducator, Head Start
Change Recommended Hourly Rate from \$12.97 to Level I, Entry, \$13.71
Effective Date – August 29, 2022
Replacement
 - c. Julia DeVos
Change from Paraeducator, Pre-K Counts to Paraeducator, Head Start
Change Recommended Hourly Rate from \$14.97 to Level III, Entry, \$15.29
Effective Date – August 15, 2022
Replacement

- d. Kelly Kinsella – Teacher, Pre-K Counts
Recommended Hourly Rate – \$41.35
Effective Date – August 10, 2022 – August 11, 2022
Additional Hours (not to exceed 14 hours)
- e. Denise Laguidara – Teacher, Pre-K Counts
Recommended Hourly Rate – \$37.18
Effective Date – August 18, 2022 – August 24, 2022
Additional Hours (not to exceed 14 hours)
- f. Megan Lieb – Special Education Teacher – Itinerant, Special Education
Change Recommended Annual Salary from Column 4, Step 6, \$65,954 to Column 5, Step 7, \$68,082
Effective Date – September 1, 2022
Salary Adjustment per BCIUEA Agreement
- g. Gina Mocci – Teacher, Pre-K Counts
Recommended Hourly Rate – \$35.89
Effective Date – August 18, 2022 – August 26, 2022
Additional Hours (not to exceed 25 hours)
- 3. Professional Learning Office
 - a. Stacey Breiner – Educational Consultant, Training and Consultation
Recommended Hourly Rate – \$68.23
Effective Date – August 15, 2022 – March 31, 2023
Additional Hours (not to exceed 50 hours) – Correction to Effective Date
 - b. Colleen Rios – Educational Consultant, Training and Consultation
Recommended Hourly Rate – \$68.23
Effective Date – August 15, 2022 – March 31, 2023
Additional Hours (not to exceed 50 hours) – Correction to Effective Date
- D. Additions to 2022-2023 Approved Substitute Lists – Ratifications**
 - Alternative Education
Tracy Wiand, Teacher – Effective September 12, 2022
 - Early Intervention
Tracy Wiand, Teacher – Effective September 12, 2022
 - Head Start
Tracy Wiand, Teacher – Effective September 12, 2022
 - Pre-K Counts
Tracy Wiand, Teacher – Effective September 12, 2022
 - Special Education
Tracy Wiand, Teacher – Effective September 12, 2022
 - Transportation
Masiel Gomez, Substitute Driver w & w/o Bus License, Assistant, and Misc. – Effective September 6, 2022

E. Additions to Approved 2022-2023 Out-Of-Class Substitute Lists – Ratifications

Head Start

Julia DeVos – Effective August 15, 2022

Removal from 2021-2022 Out-of-Class Substitute Lists – Ratifications

Pre-K Counts

Julia DeVos – Effective August 12, 2022

F. Remove from 2022-2023 Approved Substitute Lists

Alternative Education

Mary Boyle, Specialist – Effective August 4, 2022

Marene Chavez, Specialist – Effective August 29, 2022

Tabassum Fatima, Teacher – Effective August 4, 2022

Alexandra Fisher, Teacher – Effective August 9, 2022

Kayla Nettleton, Specialist – Effective August 9, 2022

Odalís Obando Lomas, Specialist – Effective August 15, 2022

Jacqueline Vidal, Specialist – Effective August 4, 2022

Diamond Yulfo, Specialist – Effective August 4, 2022

Early Intervention

Mary Boyle, Paraeducator – Effective August 4, 2022

Marene Chavez, Paraeducator – Effective August 29, 2022

Tabassum Fatima, Teacher – Effective August 4, 2022

Alexandra Fisher, Teacher – Effective August 9, 2022

Debra Hoffman, Paraeducator – Effective August 4, 2022

Kayla Nettleton, Paraeducator – Effective August 9, 2022

Odalís Obando Lomas, Paraeducator – Effective August 15, 2022

Stacey Orth, Paraeducator – Effective August 11, 2022

Jacqueline Vidal, Paraeducator – Effective August 4, 2022

Diamond Yulfo, Paraeducator – Effective August 4, 2022

Head Start

Mary Boyle, Paraeducator – Effective August 4, 2022

Tabassum Fatima, Teacher – Effective August 4, 2022

Alexandra Fisher, Paraeducator – Effective August 9, 2022

Debra Hoffman, Teacher – Effective August 4, 2022

Kayla Nettleton, Paraeducator – Effective August 9, 2022

Odalís Obando Lomas, Paraeducator – Effective August 15, 2022

Jacqueline Vidal, Paraeducator – Effective August 4, 2022

Diamond Yulfo, Paraeducator – Effective August 4, 2022

Pre-K Counts

Mary Boyle, Paraeducator – Effective August 4, 2022

Marene Chavez, Paraeducator – Effective August 29, 2022

Tabassum Fatima, Teacher – Effective August 4, 2022

Alexandra Fisher, Paraeducator – Effective August 9, 2022

Debra Hoffman, Paraeducator – Effective August 4, 2022

Kayla Nettleton, Paraeducator – Effective August 9, 2022

Odalís Obando Lomas, Paraeducator – Effective August 15, 2022

Jacqueline Vidal, Paraeducator – Effective August 4, 2022

Diamond Yulfo, Paraeducator – Effective August 4, 2022

Special Education

Mary Boyle, Specialist – Effective August 4, 2022
Marene Chavez, Specialist – Effective August 29, 2022
Tabassum Fatima, Teacher – Effective August 4, 2022
Alexandra Fisher, Teacher – Effective August 9, 2022
Jennifer Martin, Educational Interpreter – Effective August 12, 2022

Kayla Nettleton, Specialist – Effective August 9, 2022
Odalís Obando Lomas, Specialist – Effective August 15, 2022
Jacqueline Vidal, Specialist – Effective August 4, 2022
Diamond Yulfo, Specialist – Effective August 4, 2022

Substitute Service

Ilein Parra, Substitute Secretary – Effective August 16, 2022

Transportation

Dorinda Blatt, Substitute Driver w & w/o Bus License, Assistant, and Misc. Transportation
Effective – August 9, 2022
Raymond Harris, Sr., Substitute Driver w/o Bus License, Assistant, and Misc. Transportation
Effective – August 4, 2022
Carolyn Marquardt, Substitute Driver w & w/o Bus License, Assistant, and Misc. Transportation
Effective – August 17, 2022
Tara McGinnis, Substitute Driver w/o Bus License, Assistant, and Misc. Transportation
Effective – August 15, 2022
Jeffery Sargen, Substitute Driver w & w/o Bus License, Assistant, and Misc. Transportation
Effective – August 26, 2022
Liza Velazquez-Velazquez, Substitute Bus/Van Assistant and Misc. Transportation
Effective – August 4, 2022

G. Employment – Approvals

1. Early Childhood & Student Services Office
 - a. Amanda M. Bentz – Special Education Teacher, Special Education
Recommended Annual Salary – Column 4, Step 16, \$88,830 (to be prorated)
Effective Date – October 17, 2022
Replacement
 - b. Jessica L. Head – Program Administrator, Special Education/Student Services
Recommended Annual Salary – \$108,000 (to be prorated)
Effective Date – To be determined pending pre-employment process
Additional Position
2. Human Resources Office
 - a. Charlene P. Brown – Compliance Specialist, Human Resources
Recommended Annual Salary – \$48,333 (to be prorated)
Effective Date – To be determined pending pre-employment process
Replacement

3. Professional Learning Office
 - a. Heather J. Wamsher – Program Administrator – Training and Consultation (TaC-IDEA), Professional Learning
Recommended Annual Salary – \$95,000 (to be prorated)
Effective date – To be determined pending pre-employment process
New Position

H. Change of Status – Approvals

1. Early Childhood & Student Services Office
 - a. Eileen LaScala – Lead Speech Therapist, Early Intervention
Effective Date – September 16, 2022
Remove Additional Assignment
 - b. Eileen LaScala
Change from Speech Therapist, Early Intervention to
Assistant Program Administrator, Early Intervention
Change Recommended Annual Salary from Column 4, Step 5, \$64,817 to \$75,710 (to be prorated)
Effective Date – September 19, 2022
Replacement
2. Human Resources Office
 - a. Isabel Henao – Data and Reporting Specialist, Human Resources
Change Recommended Annual Salary from \$46,333 to \$48,333 (to be prorated)
Effective Date – September 26, 2022
Equity Adjustment

I. Leave of Absence Requests

1. Early Childhood & Student Services Office
Personal Leave (unpaid – with benefits – Not FMLA)
 - a. Lori Hu – Psychologist, Special Education
Effective Date – August 15, 2022
 - b. Claire Stednitz – Paraeducator, Early Intervention
Effective Date – August 16, 2022Personal Leave (unpaid – without benefits – Not FMLA)
 - c. Megan Cusano – Educational Interpreter, Special Education
Effective Date – August 25, 2022
 - d. Amy Leshner – Teacher, Head Start
Effective Date – August 29, 2022
 - e. Melody McCulley – Teacher, Head Start
Effective Date – August 29, 2022
2. Professional Learning Office
Personal Leave (unpaid – with benefits – FMLA)
 - a. Lisa Ross – Infant Early Childhood Mental Health Consultant, The Pennsylvania Key
Effective Date – August 30, 2022

J. Return from Leave of Absence Requests

1. Early Childhood & Student Services Office
Personal Leave (unpaid – with benefits – FMLA)
 - a. Rachel Johnson – Teacher, Head Start
Effective Date – August 16, 2022
Personal Leave (unpaid – with benefits – Not FMLA)
 - b. Tracy Hannon – Paraeducator, Pre-K Counts
Effective Date – August 16, 2022
 - c. Claire Stednitz – Paraeducator, Early Intervention
Effective Date – August 22, 2022
 - d. Tiffany Weitzel – Specialized Preschool Teacher – Itinerant, Early Intervention
Effective Date – August 16, 2022
2. Professional Learning Office
Personal Leave (unpaid – with benefits – FMLA)
 - a. Lisa Ross – Infant Early Childhood Mental Health Consultant, The Pennsylvania Key
Effective Date – September 1, 2022

K. Retirements

1. Early Childhood & Student Services Office
 - a. Verna R. Kinsey – Paraeducator, Early Intervention
Effective Date – October 28, 2022
 - b. Dr. Brenda L. Robertson – Program Administrator, Logistics
Effective Date – January 3, 2023

L. Resignations

1. Business Services/Operations Office
 - a. Debra A. Anderson – Part-time Driver w & w/o Bus License, Assistant, and Misc. Transportation
Effective Date – August 15, 2022
 - b. Kenneth L. Baker – Part-time Bus/Van Assistant and Misc. Transportation
Effective Date – August 22, 2022
 - c. Jeanann Lynn-Roman – Part-time Driver w & w/o Bus License, Assistant, and Misc. Transportation
Effective Date – August 3, 2022
 - d. Kenneth M. Oshanksy – Part-time School Bus Driver Trainee, Transportation
Effective Date – August 18, 2022
2. Early Childhood & Student Services Office
 - a. Katherine Abreu – Level V Program Secretary, Pre-K Counts
Effective Date – September 16, 2022
 - b. Teresa J. Beilhart – Teacher, Head Start
Effective Date – September 23, 2022
 - c. Ramon V. Borrero, Jr. – Security Specialist, Alternative Education
Effective Date – September 1, 2022
 - d. Carmen A. Constanzo – Paraeducator, Head Start
Effective Date – August 17, 2022
 - e. Susan F. Cornish – Paraeducator, Head Start
Effective Date – August 15, 2022
 - f. Stephanie Ebling – Level V Bilingual Program Secretary, Early Intervention
Effective Date – September 12, 2022

- g. Ad-Beel Gracius – Paraeducator, Head Start
Effective Date – August 16, 2022
- h. Taylor N. Hartline – Teacher, Head Start
Effective Date – September 9, 2022
- i. Julie A. Hartman – Educational Interpreter, Special Education
Effective Date – August 9, 2022
- j. Denise E. Laguidara – Teacher, Pre-K Counts
Effective Date – October 20, 2022
- k. Melanie L. Lozenski – Teacher, Pre-K Counts
Effective Date – October 21, 2022
- l. Gina M. Mocci – Teacher, Pre-K Counts
Effective Date – October 14, 2022
- m. Kate H. Rathman – Level V Program Secretary, Special Education
Effective Date – September 6, 2022
- n. Sandra V. Raymond – Paraeducator, Early Intervention
Effective Date – September 9, 2022
- o. Denali E. Shook – Teacher, Pre-K Counts
Effective Date – October 28, 2022
- p. Kaitlyn C. Umberger – Teacher, Pre-K Counts
Effective Date – October 14, 2022
- q. Iliana Zayas – Paraeducator, Head Start
Effective Date – August 23, 2022

3. Professional Learning Office

- a. Erin Callihan – Infant Early Childhood Mental Health Consultant, The Pennsylvania Key
Effective Date – August 19, 2022

M. Terminations

No Items to Consider

N. Other

No Items to Consider

14. OTHER MATTERS FOR CONSIDERATION

A. EARLY CHILDHOOD & STUDENT SERVICES

—DR. MICHELLE REICHARD-HUFF, DIRECTOR

- 1. To acknowledge receipt and submission of the Berks County Head Start Program Information Report (PIR) Summary for the 2021-2022 school year.
- 2. To approve the Berks County Head Start continuation grant application, 2023 proposed budget, and training and technical assistance plan for submission by October 1, 2022.
- 3. To approve the 2021-2022 Berks County Head Start Annual Report.
- 4. To approve and authorize the submission of the BCIU Head Start Program's Flexible Instruction Plan (FIP) to allow flexibility in providing service hours in the Head Start State Supplemental Assistance and Federal Programs as per the guidance from the Pennsylvania Office of Child Development and Early Learning for remote learning over the 2022-2023 school year.

5. To approve and authorize the submission of the BCIU Pre-K Counts Program's Flexible Instruction Plan (FIP) to meet the 180-day instructional time requirement as per the guidance from the Pennsylvania Office of Child Development and Early Learning for remote learning over the 2022-2023 school year.
6. To ratify an agreement between the Berks County Intermediate Unit (BCIU) and the Community Services Group (CSG) for the CSG to assign a full-time staff member to serve in the role of Outreach Specialist and provide outreach and referral services to students and families in Lancaster County in conjunction with the Education for Children and Youth Experiencing Homelessness (ECYEH) program for Pennsylvania Region II, for a sum not to exceed \$28,887 during the period of July 1, 2022, through June 30, 2023.

B. PROFESSIONAL LEARNING

—DR. DANIEL RICHARDS, DIRECTOR

1. To authorize the appropriate officers to execute an agreement between the Berks County Intermediate Unit (BCIU) and the Exeter Township School District, for the BCIU to provide professional services related to English Language Development (ELD) curriculum, for a fee of \$1,800 according to the agreement, for services to be provided from September 20, 2022, through September 27, 2022, or alternate dates as needed.
2. To authorize the appropriate officers to execute an agreement between the Berks County Intermediate Unit (BCIU) and the Muhlenberg School District, for the BCIU to provide professional services related to content literacy, for a fee of \$9,600 according to the agreement, for services to be provided from September 23, 2022, through January 13, 2023, or alternate dates as needed.
3. To ratify an agreement between the Berks County Intermediate Unit (BCIU) and the Twin Valley School District, for the BCIU to provide Title I services to students who reside within Title I eligible schools and attend nonpublic schools, as per the agreement, effective August 1, 2022, through June 30, 2023
4. To ratify amendments to the agreements between the Berks County Intermediate Unit (BCIU) and the following school districts, for the BCIU to provide Title I, II, and / or IV services to students who reside within Title I, II, and / or IV eligible schools and attend nonpublic schools, as per the agreements, effective September 1, 2022, through August 31, 2023:
 - Boyertown Area School District – Titles I, II, and IV
 - Reading School District – Titles I, II, and IV
5. To ratify agreements between the Berks County Intermediate Unit (BCIU) and the following vendors, for the BCIU to contract services on behalf of Berks County nonpublic schools in line with applications submitted under the Emergency Assistance to Non-Public Schools (EANS), according to specifics of each agreement.
 - Albright College / Science Research Institute (SRI) (Berks Catholic High School)
 - FACTS Education Solutions (LaSalle Academy)
6. To ratify a Letter of Agreement between the Berks County Intermediate Unit (BCIU) and the American Association of School Administrators (AASA), for the AASA to provide professional services related to the BCIU Leadership Series 2022 for an amount not to exceed \$28,000 according to the agreement, effective August 30, 2022, for services provided October 20, 2022, through January 5, 2023, or alternate dates as needed.

7. To ratify an agreement between the Berks County Intermediate Unit (BCIU) and NeuroLogic® by Lakeside/Lakeside Youth Service, for Mr. Josh MacNeill to provide professional services related to the 2022 Keeping Kids Safe Symposium for \$3,000 according to the agreement, effective August 26, 2022, for services provided on October 12, 2022.
8. To ratify a memorandum of understanding between the Berks County Intermediate Unit and the Berks County Head Start program, for the Early Head Start Child Care Partnership program for BCIU Head Start to expand high quality early learning opportunities to infants and toddlers, for a fee of \$555,564 to serve 32 children, effective August 1, 2022, through July 31, 2023 (The Pennsylvania Key).
9. To ratify agreements between the Berks County Intermediate Unit and the following contractors, for the Early Head Start Child Care Partnership program to expand high quality early learning opportunities to infants and toddlers, effective August 1, 2022, through July 31, 2023 (The Pennsylvania Key):
 - Chester County Intermediate Unit d/b/a Chester County Head Start, for a fee of \$2,651,384 to serve 152 children
 - Huntingdon County Child and Adult Development Corp., for a fee of \$276,346 to serve 16 children
 - Lancaster-Lebanon IU 13, for a fee of \$1,397,590 to serve 80 children
 - Lawrence County Social Services, Inc., d/b/a Lawrence County Community Action Partnership, for a fee of \$378,517 to serve 20 children
 - Pocono Services for Families and Children, for a fee of \$217,076 to serve 12 children
10. To ratify an agreement between the Berks County Intermediate Unit (BCIU) and Sedudzinam Fugar, for Sedudzinam Fugar to provide coaching services supporting OCDEL's Early Head Start Child Care Partnership on behalf of the BCIU for a total amount not to exceed \$25,584 for the period of August 1, 2022, through July 31, 2023 (The Pennsylvania Key).
11. To ratify an agreement between the Berks County Intermediate Unit (BCIU) and Living Strong Consulting, LLC, for Living Strong Consulting, LLC to provide coaching services supporting OCDEL's Early Head Start Child Care Partnership (CCP) and consulting services in Trauma Informed Practices Platform on behalf of the BCIU for a total amount not to exceed \$68,576 for the period of August 1, 2022, through July 31, 2023 (The Pennsylvania Key).
12. To ratify an agreement between the Berks County Intermediate Unit (BCIU) and Living Strong Consulting, LLC, for Living Strong Consulting, LLC to provide coaching services supporting OCDEL's Early Head Start Home Visiting program and consulting services relative to Trauma Informed Practices and Community Assessment mapping on behalf of the BCIU for a total amount not to exceed \$36,192.50 for the period of August 1, 2022, through December 31, 2022 (The Pennsylvania Key).
13. To ratify an agreement between the Berks County Intermediate Unit (BCIU) and Mary Ellen Mannix for Mary Ellen Mannix to provide coaching services supporting OCDEL's Early Head Start Child Care Partnership on behalf of the BCIU for a total amount not to exceed \$50,976 for the period of August 1, 2022, through July 31, 2023 (The Pennsylvania Key).

14. To ratify an agreement between the Berks County Intermediate Unit (BCIU) and Michele Mapes, for Michele Mapes to provide coaching services supporting OCDEL's Early Head Start Child Care Partnership on behalf of the BCIU for a total amount not to exceed \$24,600 for the period of August 1, 2022, through July 31, 2023 (The Pennsylvania Key).
15. To ratify an agreement between the Berks County Intermediate Unit (BCIU) and Lauren Ryan, for Lauren Ryan to provide coaching services supporting OCDEL's Early Head Start Child Care Partnership on behalf of the BCIU for a total amount not to exceed \$38,232 for the period of August 1, 2022, through July 31, 2023 (The Pennsylvania Key).
16. To ratify an agreement between the Berks County Intermediate Unit (BCIU) and Cindy Sunderland, for Cindy Sunderland to provide coaching services supporting OCDEL's Early Head Start Child Care Partnership on behalf of the BCIU for a total amount not to exceed \$17,712 for the period of August 1, 2022, through July 31, 2023 (The Pennsylvania Key).
17. To ratify an agreement between the Berks County Intermediate Unit (BCIU) and Mary Ellen Mannix, for Mary Ellen Mannix to provide health consultation services supporting OCDEL's Early Head Start Programs on behalf of the BCIU for a total amount not to exceed \$46,980 for the period of August 1, 2022, through July 31, 2023 (The Pennsylvania Key).
18. To ratify an agreement between the Berks County Intermediate Unit (BCIU) and Teachstone, Inc., for Teachstone, Inc. to provide professional development and services associated with recertification to the Pennsylvania Key Program Quality Assessors for a fee of \$5,815 for the period of September 1, 2022, through September 1, 2023 (The Pennsylvania Key).

C. INFORMATION TECHNOLOGY

—SCOTT MAJOR, CIO / DIRECTOR

1. To authorize the appropriate officers to execute an agreement between the Berks County Intermediate Unit (BCIU) and eduBusiness Solutions, for hosting and support services of PrintShop Pro, Design Conductor, and SAML Single Sign-On (SSO) software. The term of the agreement is one (1) year, November 1, 2022, through October 31, 2023, at a cost not to exceed \$8,585.
2. To approve the renewal of Box Enterprise Account licenses, for the term of October 21, 2022, through October 20, 2023, at a total cost of \$2,100.
3. To ratify an agreement between the Berks County Intermediate Unit (BCIU) and the Delaware Valley Association of School Business Officials, for the BCIU to purchase a one-year business membership and exhibitor space for the upcoming 2022 DVASBO Trade Show, on November 9, 2022, at a cost not to exceed \$750.
4. To ratify an amendment to the Cofense PhishMe consortium agreement (for Cybersecurity Education, Training and Awareness platform), for the addition of 180 licenses for the Antietam School District at a cost of \$171.
5. To ratify an agreement between the Berks County Intermediate Unit and Hewlett-Packard Financial Services Company for a five-year lease of (2) HPE ProLiant DL360 servers (including HPE Tech Care Essential Support) at a cost not to exceed \$42,823.20 (\$8564.64 annually), effective upon receipt of the equipment.

D. BUSINESS SERVICES/OPERATIONS

—DONNA DELORETTA, CFO / COO

1. To authorize the appropriate officers to execute an agreement between the Berks County Intermediate Unit (BCIU) and Centro Hispano Daniel Torres, Inc., for Centro Hispano Daniel Torres, Inc. to provide food service for the BCIU Head Start and Pre-K Counts programs, effective July 1, 2022, through June 30, 2023, at the following rates:

	<u>Rate/Child</u>	<u>Increase</u>
Breakfast	\$1.62	\$.24/child
Lunch	\$3.20	\$.37/child
Snack	\$.99	\$.18/child

2. To ratify agreements between the Berks County Intermediate Unit (BCIU) and the following schools, for the schools to provide meals for Head Start, effective July 1, 2022, through June 30, 2023, as follows:

<u>Provider (Lunches)</u>	<u>Rate/Child</u>	<u>Increase</u>
BCTC East (Oley)	\$2.75	\$.15/child
BCTC West (Blue Marsh)	\$2.75	\$.15/child

<u>Cumru and Mifflin Park</u>	<u>Rate/Child</u>	<u>Increase</u>
Breakfast	\$2.67	\$.32/child
Lunch	\$4.33	\$.67/child

3. To ratify an agreement between the Berks County Intermediate Unit and Atlas Transportation, for Atlas Transportation to provide transportation services, effective July and August 2022 as follows:
 - a. To transport Special Needs students to Hogan Learning Academy at a rate of \$415 per day with aid.
 - b. To transport Special Needs students to Hogan Learning Academy at a rate of \$400 per day with aid.
 - c. To transport Special Needs students to Child and Career Development Center at a rate of \$485 per day with aid.
 - d. To transport Special Needs students to Woodlynde School at a rate of \$315 per day.
 - e. To transport Special Needs students to New Story Wyomissing at a rate of \$465 per day with aid.
 - f. To transport Special Needs students to Explorations at a rate of \$300 per day.
 - g. To transport Special Needs students to CCIU Options at a rate of \$300 per day.
4. To ratify a five-year agreement between the Berks County Intermediate Unit and George Krapf Jr. & Sons, Inc., for George Krapf Jr. & Sons, Inc. to provide student transportation services, effective August 21, 2022, through July 31, 2027, per the rates listed below:

Home to School Transportation – 2022-2023 School Year

Vehicle Capacity	Per Day Base Rate (maximum 5 hours)	Excess Hour Rate
Monitors	\$160.00	\$32.00
Mini-Bus (10-35 passenger)	\$333.30	\$66.66
Van (9 passenger)	\$315.03	\$63.01
Mini-Van (6 passenger)	\$302.05	\$60.41

E. ADMINISTRATION

—DR. JILL HACKMAN, EXECUTIVE DIRECTOR

No Items to Consider

15. BOARD MEMBERS DESIRING TO BE HEARD

16. ADJOURNMENT