

## **COMMITTEE-OF-THE-WHOLE MEETING**

### **I. 2021-2022 FINANCIAL AUDIT - HERBEIN + COMPANY, INC.**

- Nicholas L. Bieber, CPA, Manager, Herbein + Company, Inc.
  - A. Berks County Intermediate Unit Financial and Compliance Report for Year Ended June 30, 2022
  - B. Management Letter for Year Ended June 30, 2022

### **II. BCIU HONORS**

- ◆ **EMPLOYEE OF THE MONTH FOR MARCH 2023**
  - Heidi Gamler, Projects Coordinator Specialist, Office of Professional Learning
- ◆ **EMPLOYEE OF THE MONTH FOR APRIL 2023**
  - Beth Weckel, Health and Nutrition Services Supervisor, Office of Early Childhood and Student Services
- ◆ **RETIREMENT**
  - Donna DeLoretta, Assistant to the Executive Director, Office of the Executive Director

### **III. FEATURED PROGRAM**

- ◆ **INSIDE BCIU | BCIU Print Services Center**
  - Scott Major, Chief Information Officer (CIO)

### **IV. EXECUTIVE SESSION**

### **V. EXECUTIVE DIRECTOR'S REPORT**

- A. Executive Director Update
  - 1. Newslink
  - 2. Legislative Update
  - 3. Legislative Directory
  - 4. BCIU Board Elections – Electronic Ballot
  - 5. Other Items

### **VI. AGENDA REVIEW**

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## **REGULAR MEETING**

### **01. CALL TO ORDER**

- A. Pledge to the Flag and Roll Call
- B. Announcements
  - 1. Executive Session
  - 2. Agenda Update
  - 3. Persons Desiring to be Heard
- C. To acknowledge receipt of bids through the Berks County Joint Purchasing Board for the following:
  - 1. Trash on Wednesday, March 7, 2023, at 1:00 P.M.
  - 2. Fuel on Tuesday, March 21, 2023, at 1:00 P.M.
  - 3. Physical Education Equipment and Supplies on Tuesday, February 21, 2023, at 11:00 A.M.
  - 4. Digital Media Equipment and Technology Supplies on Tuesday, February 28, 2023, at 11:00 A.M.

**02. APPROVAL OF MINUTES**

A. Meeting of March 16, 2023

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

SOURCE		PAGE	AMOUNT
March	2023 Ratifications – IU	1-22	\$3,016,833.51
March	2023 Ratifications – PSDLAF	1-01	\$7,971.66
March	2023 Ratifications – IU Wires	1-01	\$3,000.00
April	2023 Ratifications – IU	1-09	\$1,051,242.80
April	2023 Ratifications – IU Wires	1-01	\$3,000.00
April	2023 Approvals - IU	1-06	\$700,714.01
<b>TOTAL</b>			<b>\$4,782,761.98</b>

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

Amount Outstanding
April 14, 2023
\$0

**05. INFORMATION ITEM – ACCOUNTS RECEIVABLE AGING REPORT AS OF APRIL 14, 2023:**

Funding Source	Current	30 Days	60 Days	90 Days	120 Days
School Districts	\$649,206.74	\$163,156.59	\$1,099,397.78	\$6,254.69	\$377,265.77
Commonwealth of PA	\$0.00	\$1,560,390.42	\$0.00	\$0.00	\$2,857.15
Other Revenue Sources	\$196,992.60	\$64,977.94	\$10,414.08	\$2,153.42	\$7,341.52
<b>TOTALS</b>	<b>\$846,199.34</b>	<b>\$1,788,524.95</b>	<b>\$1,109,811.86</b>	<b>\$8,408.11</b>	<b>\$387,464.44</b>
<b>GRAND TOTAL</b>	<b>\$4,140,408.70</b>				

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

- Head Start NOA 2022 Final Budget Revision
- Head Start NOA 2022 Close Out
- Head Start COLA & Quality Improvement Funding 2023
- Financial Statements (March 2023)
- Credit Card Purchases (March 2023)
- Non-Federal Share Report (March 2023)
- Policy Council Minutes/Resolutions (March 2023)
- Head Start Director's Report
- 2023 Community Needs Assessment

**07. COMBINED FINANCIAL REPORT**

<b>CASH</b>			
<b>BEGINNING BALANCE MARCH 1, 2023</b>			<b>\$12,393,613.68</b>
RECEIPTS			
REVENUE RECEIPTS	\$12,213,521.65		
RETURNED CHECKS	\$0.00		
INVESTMENT REDEMPTIONS	<u>\$0.00</u>		<u>\$12,213,521.65</u>
			\$24,607,135.33
DISBURSEMENTS			
PRE-BOARD RATIFICATIONS	\$805,677.52		
PRE-BOARD RATIFICATIONS PSDLAF	\$15,187.62		
BOARD APPROVALS	\$884,197.28		
BOARD APPROVAL WIRES	\$0.00		
POST BOARD RATIFICATIONS PSDLAF	\$7,971.66		
POST BOARD RATIFICATIONS IU	\$3,016,833.51		
POST BOARD RATIFICATIONS WIRES	\$3,000.00		
TOTAL CHECKS WRITTEN	\$4,732,867.59		
CHECKS VOIDED	(\$123,991.52)		
CURRENT PAYROLL DISTRIBUTIONS	<u>\$5,664,023.15</u>		<u>\$10,272,899.22</u>
ENDING BALANCE - MARCH 31, 2023			\$14,334,236.11
<b>CASH AVAILABLE-MARCH 31, 2023</b>			<b>\$14,334,236.11</b>

**08. INVESTMENT OF FUNDS**

Interest earned on investments is as follows:

<b>MARCH 2023</b>	
TOMPKINS	\$49,125.61
CHASE	\$4.22

**09. BUDGETS**

**A. New and Proposed Budgets**

**1. School Mental Health & Safety and Security Grants – Program 22-176**

Office of Early Childhood and Student Services

8/1/22 – 7/31/24

\$166,217

The PA Commission of Crime and Delinquency is administering funding to support school mental health initiatives and physical school security enhancements per Act 55 of 2022. The objective of the FY 2022-2023 School Safety and Security Grant Program is to ensure that eligible school entities meet ‘Tier 1’ of the Baseline Criteria Guidance for Physical Security, Behavioral Health, and School Climate, which was developed by the School Safety and Security Committee and adopted in February 2021. The Berks County Intermediate Unit received \$140,000 in funding. \$70,000 will be applied to developing an internship program for school psychology and/or school-based mental health professionals. \$70,000 will be used for a Full Time Security Supervisor to fulfill Tier I "Specialized Staff" criteria and assist with staff training.

**B. Initial Budgets**

*No Items to Consider*

**C. Changes to Initial Budgets**

*No Items to Consider*

**D. Budgetary Transfers**

*No Items to Consider*

**10. COMMUNICATIONS**

*No Items to Report*

**11. OLD BUSINESS**

1. Second reading and approval of the following policy:

SUMMARY OF CHANGES

831 Data Storage (New)

**12. REPORT OF NEGOTIATIONS COMMITTEE**

Elizabeth S. Huhn, *Chair*

**13. PERSONNEL MATTERS | HUMAN RESOURCES**

—MARY FRANCISCUS, DIRECTOR

**A. General**

1. To approve the revised Berks County Intermediate Unit Head Start Salary Schedule, effective January 1, 2023.
2. To acknowledge receipt of the list containing the salaries for Head Start employees.
3. To approve the following position descriptions:
  - a. Early Head Start Coach, The Pennsylvania Key
  - b. Early Head Start Coaching Supervisor, The Pennsylvania Key
  - c. Early Head Start Health Specialist, The Pennsylvania Key
4. ~~Be it resolved, the BCIU Board of Directors hereby adopts the enclosed resolution and statement of charges against Employee #1109.~~

Be it resolved, the Executive Director is hereby authorized to execute the enclosed settlement agreement with Employee #1109.

**B. Employment – Ratifications**

1. Early Childhood & Student Services Office
  - a. Hillary C. Dankel – Teacher, Pre-K Counts  
Recommended Annual Salary – Column 1, Step 2, \$44,885 (to be prorated)  
Effective Date – April 3, 2023  
*Replacement*
  - b. Yadnery Morales – Paraeducator, Head Start  
Recommended Hourly Rate – Level I, Entry, \$14.48  
Effective Date – March 13, 2023  
*Replacement*
  - c. Rosaura M. Polanco Lopez – Paraeducator, Head Start  
Recommended Hourly Rate – Level II, Entry, \$15.55  
Effective Date – March 20, 2023  
*Replacement*

2. Operations Office

- a. Luchy A. Alcantara De Cabral – Part-time Driver w/o Bus License, Assistant, and Misc. Transportation  
Recommended Hourly Rates – \$18.15, \$14.85, and \$17.45  
Effective Date – March 20, 2023  
*Replacement*
- b. Jayonna L. Crawley – Part-time Driver w/o Bus License, Assistant, and Misc. Transportation  
Recommended Hourly Rates – \$18.15, \$14.85, and \$17.45  
Effective Date – April 3, 2023  
*Replacement*
- c. Donald J. Gatto – Part-time Driver w/o Bus License, Assistant, and Misc. Transportation  
Recommended Hourly Rates – \$18.15, \$14.85, and \$17.45  
Effective Date – April 11, 2023  
*Replacement*
- d. Patricia M. Hartmann – Part-time Driver w/o Bus License, Assistant, and Misc. Transportation  
Recommended Hourly Rates – \$18.15, \$14.85, and \$17.45  
Effective Date – March 20, 2023  
*Replacement*
- e. Jolyn A. Hiester – Level II Custodian, Custodial  
Recommended Hourly Rate – \$14.26  
Effective Date – April 3, 2023  
*Replacement*
- f. Carla M. Kuilan Rijos – Part-time Driver w/o Bus License, Assistant, and Misc. Transportation  
Recommended Hourly Rates – \$18.15, \$14.85, and \$17.45  
Effective Date – March 20, 2023  
*Replacement*
- g. Philip M. Mayo – Part-time School Bus Driver Trainee, Transportation  
Recommended Hourly Rate – \$16.90  
Effective Date – March 27, 2023  
*Replacement*
- h. Rosa I. Rodriguez Camacho – Part-time School Bus Driver Trainee, Transportation  
Recommended Hourly Rate – \$16.90  
Effective Date – March 20, 2023  
*Replacement*
- i. Jasselenne Sosa – Part-time Driver w/o Bus License, Assistant, and Misc. Transportation  
Recommended Hourly Rates – \$18.15, \$14.85, and \$17.45  
Effective Date – March 20, 2023  
*Replacement*
- j. Heather M. Speck – Part-time Driver w/o Bus License, Assistant, and Misc. Transportation  
Recommended Hourly Rates – \$18.15, \$14.85, and \$17.45  
Effective Date – April 11, 2023  
*Replacement*

- k. Freddy L. Torres, III – Part-time School Bus Driver Trainee, Transportation  
Recommended Hourly Rate – \$16.90  
Effective Date – March 20, 2023  
*Replacement*
- l. Jevaughn W. Umrah – Part-time Driver w/o Bus License, Assistant, and Misc. Transportation  
Recommended Hourly Rates – \$18.15, \$14.85, and \$17.45  
Effective Date – March 20, 2023  
*Replacement*

**C. Change of Status – Ratifications**

- 1. Business Services/Operations Office
  - a. Marie Hafer  
Change from Part-time School Bus Driver Trainee, Transportation to Substitute Driver w/o Bus License, Assistant, and Misc. Transportation  
Change Recommended Hourly Rate from \$16.90 to \$18.15, \$14.85, and \$17.45  
Effective Date – January 3, 2023  
*Voluntary Reassignment*
  - b. Maria Rodriguez – Part-time Driver w/o Bus License, Transportation  
Recommended Hourly Rate – \$18.15  
Effective Date – February 22, 2023  
*Additional Assignment*
- 2. Early Childhood & Student Services Office
  - a. Tara Eck  
Change from Paraeducator, Early Intervention to Specialized Preschool Teacher – Classroom, Early Intervention  
Change Recommended Hourly Rate from \$15.22 to Annual Salary, Column 1, Step 1, \$48,419 (to be prorated)  
Effective Date – April 3, 2023  
*Replacement*
  - b. Katherine Kline  
Change from Speech Therapist, Early Intervention to Specialized Preschool Teacher – Coordinator, Early Intervention  
No Change in Recommended Annual Salary  
Effective Date – February 27, 2023  
*Replacement*
- 3. Operations Office
  - a. Debra Gerhart – Van Fueler, Transportation  
Recommended Hourly Rate – \$17.50  
Effective Date – March 13, 2023  
*Additional Assignment*
  - b. Rodney Good – Safety and Training Supervisor, Operations  
Recommended Rate – \$150 per course  
Effective Date – March 1, 2023  
*Temporary Additional Responsibilities*

- c. Tammy Hill – Part-time Driver w & w/o Bus License, Transportation  
Effective Date – March 14, 2023  
*Removal of Assignments*
- d. Tammy Hill – Part-time Driver w & w/o Bus License, Transportation  
Recommended Hourly Rates – \$23.95 and \$20.15  
Effective Date – March 24, 2023  
*Additional Assignments*
- e. Julio Jaquez, Jr.  
Change from Part-time Driver w/o Bus License, Assistant, and Misc. Transportation to  
Substitute Driver w/o Bus License, Assistant, and Misc. Transportation  
No Change in Recommended Hourly Rates  
Effective Date – March 16, 2023  
*Voluntary Reassignment*
- f. Michael Stoudt  
Change from Part-time Driver w/o Bus License, Assistant, and Misc. Transportation to  
Substitute Driver w/o Bus License, Assistant, and Misc. Transportation  
No Change in Recommended Hourly Rates  
Effective Date – March 30, 2023  
*Voluntary Reassignment*

**D. Additions to 2022-2023 Approved Substitute Lists – Ratifications**

Alternative Education

Josue Camilo, Specialist – Effective March 27, 2023

Early Intervention

Josue Camilo, Paraeducator – Effective March 27, 2023

Head Start

Josue Camilo, Paraeducator – Effective March 27, 2023

Linda Pontician, Teacher – Effective March 20, 2023

Pre-K Counts

Josue Camilo, Paraeducator – Effective March 27, 2023

Tara Eck, Teacher – Effective April 3, 2023

Linda Pontician, Teacher – Effective March 20, 2023

Special Education

Josue Camilo, Specialist – Effective March 27, 2023

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

*No Items to Consider*

**Removal from Approved 2022-2023 Out-Of-Class Substitute Lists – Ratifications**

Early Intervention

Tara Eck – Effective March 31, 2023

Pre-K Counts

Tara Eck – Effective March 31, 2023

**F. Remove from 2022-2023 Approved Substitute Lists**

Early Intervention

Jamie Franklin, Paraeducator – Effective March 20, 2023

Head Start

Jamie Franklin, Paraeducator – Effective March 20, 2023

Transportation

Dawn DiMascio-Eddinger, Substitute Driver w & w/o Bus License, Assistant, and Misc. Transportation  
Effective – March 27, 2023

Marilyn Singlar, Substitute Driver w/o Bus License, Assistant, and Misc. Transportation  
Effective – April 3, 2023

**G. Employment – Approvals**

1. Business Services Office

- a. Kristina A. Huey – Business Services Coordinator, Fiscal Services  
Recommended Annual Salary – \$54,000 (to be prorated)  
Effective Date – April 24, 2023  
*Replacement*

2. Early Childhood & Student Services Office

- a. Daniel F. Purnell – School Psychologist Intern, Special Education  
Recommended Annual Salary – \$20,000  
Effective Date – August 14, 2023  
*New Position*

**H. Change of Status – Approvals**

1. Early Childhood & Student Services Office

- a. Vicki Ravert – Data Oversight Coordinator, Early Childhood & Student Services  
Monthly Stipend – \$500  
Effective Date – June 30, 2023  
*Removal of Stipend*

**I. Leave of Absence Requests**

1. Operations Office

Personal Leave (unpaid – with benefits – FMLA)

- a. Bethzaida Cheek – Dispatcher, Transportation  
Effective Date – March 10, 2023

Personal Leave (unpaid – without benefits – Not FMLA)

- b. Elidania Reyes – Part-time Driver w/o Bus License, Assistant, and Misc. Transportation  
Effective Date – February 28, 2023

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

1. Early Childhood & Student Services Office

Personal Leave (unpaid – with benefits – FMLA)

- a. Eileen LaScala – Assistant Program Administrator, Early Intervention  
Effective Date – March 27, 2023
- b. Leslie Ann Pacheco Montalvo – Paraeducator, Head Start  
Effective Date – March 24, 2023



2. Operations Office

Personal Leave (unpaid – with benefits – FMLA)

- a. Bethzaida Cheek – Dispatcher, Transportation  
Effective Date – March 27, 2023
- b. Archie Ulshafer – Operations Specialist, Transportation  
Effective Date – March 20, 2023

Personal Leave (unpaid – without benefits – Not FMLA)

- c. Elidania Reyes – Part-time Driver w/o Bus License, Assistant, and Misc. Transportation  
Effective Date – March 24, 2023

**K. Retirements**

*No Items to Consider*

**L. Resignations**

1. Early Childhood & Student Services Office

- a. Daryll L. Ellison – Mental Health Specialist, Head Start  
Effective Date – March 31, 2023
- b. Rebecca L. Martin – Level V Program Secretary, Early Intervention  
Effective Date – March 24, 2023

2. Information Technology Office

- a. Kenneth E. Nihart, III – Systems and Security Administrator I, Infrastructure and Operations  
Effective Date – March 31, 2023

3. Operations Office

- a. Stephanie D. Brown – Part-time Driver w/o Bus License, Assistant, and Misc. Transportation  
Effective Date – March 10, 2023
- b. Charletta D. Chapman – Assistant Supervisor, Transportation, Special Needs  
Effective Date – April 14, 2023
- c. Darryl Damiani – Part-time Driver w/o Bus License, Assistant, and Misc. Transportation  
Effective Date – March 14, 2023
- d. Frank J. McKenzie – Part-time Driver w/o Bus License, Assistant, and Misc. Transportation  
Effective Date – March 24, 2023
- e. Linda J. Miller – Level II Custodian, Custodial  
Effective Date – April 6, 2023
- f. Naomi Y. Smith – Part-time Driver w & w/o Bus License, Assistant, and Misc. Transportation  
Effective Date – March 29, 2023

4. Professional Learning Office

- a. Adriane A. Golden – ESL Supervisor, Professional Learning  
Effective Date – March 24, 2023
- b. Dr. Joshua P. Hoyt – Program Administrator, Professional Learning  
Effective Date – May 26, 2023
- c. Kevin M. Paul – Data Specialist, The Pennsylvania Key  
Effective Date – April 14, 2023
- d. Paula Reichert – ESL Supervisor, Professional Learning  
Effective Date – March 24, 2023

**M. Terminations**

1. Operations Office
  - a. Steven W. George – Part-time Bus/Van Assistant and Misc. Transportation  
Effective Date – April 21, 2023  
*Violation of Policy*
  - b. Margaret V. Gitler – Part-time Bus/Van Specialist, Transportation  
Effective Date – April 21, 2023  
*Violation of Policy*

**N. Other**

1. Professional Learning Office
  - a. Joanne B. Salvatore – ESL Supervisor, Professional Learning  
Recommended Annual Salary – \$87,000 (to be prorated)  
Effective Date – To be determined pending pre-employment process  
*Rescinded Assignment*

**14. OTHER MATTERS FOR CONSIDERATION**

**A. EARLY CHILDHOOD & STUDENT SERVICES**

—DR. MICHELLE REICHARD-HUFF, DIRECTOR

1. To approve the submission of the 2023-2024 IU Special Education Plan and associated assurance for the operation of special education services and programs/quality space, no later than May 1, 2023.
2. To authorize the appropriate officers to execute an agreement between the Berks County Intermediate Unit (BCIU) and Sweet, Stevens, Katz & Williams LLP, for the firm to continue to provide the services of Andrew E Faust, Esquire, as a legal consultant for special education to the BCIU and its constituent school districts, at a fee of \$73,500 (no increase) for the 2023-2024 school year.
3. To ratify an agreement between the Berks County Intermediate Unit (BCIU) and the Pennsylvania Department of Human Services, Bureau of Early Intervention Services and Family Supports, for the BCIU Early Intervention Program to assist in supporting preschool service delivery through the Office of Child Development and Early Learning (OCDEL) initiative of coaching across settings: Practice Based Coaching. The agreement provides for funding not to exceed \$10,000 and is effective March 15, 2023, through June 30, 2023.
4. To authorize the appropriate officers to execute an agreement between the Berks County Intermediate Unit (BCIU) and the Berks Coalition to End Homelessness (BCEH), for the BCEH 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 \$71,765 during the period of July 1, 2023, to June 30, 2024.
5. To authorize the appropriate officers to execute an agreement between the Berks County Intermediate Unit (BCIU) and Thrive Housing Services, for Thrive Housing Services to provide services to children and youth experiencing homelessness in connection with the Education for Children and Youth Experiencing Homelessness (ECYH) program for Pennsylvania Region 2, for a sum not to exceed \$85,143 during the period of July 1, 2023, to June 30, 2024.

6. To authorize the appropriate officers to execute an agreement between the Berks County Intermediate Unit (BCIU) and the Community Services Group (CSG), for the CSG to 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, and assign a staff person to serve in the role of Outreach Specialist on a full-time basis for a cost not to exceed \$81,588 effective July 1, 2023, to June 30, 2024.
7. To authorize the appropriate officers to execute an agreement between the Berks County Intermediate Unit and General Healthcare Resources, for General Healthcare Resources to provide Occupational Therapy, Physical Therapy, Speech-Language, Psychological, and Paraeducator services supporting educational and special education programs per the agreement and compensation / reimbursement for services attachment, effective July 1, 2023, through June 30, 2024.
8. To authorize the appropriate officers to execute an agreement between the Berks County Intermediate Unit (BCIU) and GAMUT Early Intervention Services, Inc., for GAMUT Early Intervention Services, Inc. to provide Paraeducator / PCA, Registered Behavior Technician (RBT), and Behavior Consultant / Supervision (BSC) Services per the agreement and Compensation/ Reimbursement for Services Attachment, effective July 1, 2023, through June 30, 2024.
9. To ratify an addendum to the current agreement between the Berks County Intermediate Unit (BCIU) and General Healthcare Resources for the addition of language related to Compensation / Reimbursement for Services provided by General Healthcare Resources, effective March 15, 2023, as follows:
  - RN – \$55 / hour
  - LPN – \$55 / hour

**B. PROFESSIONAL LEARNING**

—DR. DANIEL RICHARDS, DIRECTOR

1. To approve the Berks Online Learning Service Fees as presented for 2023-2024.
2. To approve the Office of Professional Learning Fee for Service Guidelines as presented for 2023-2024.
3. To authorize the appropriate officers to execute an agreement between the Berks County Intermediate Unit (BCIU) and Angelo (A.J.) Juliani, for Mr. Juliani to provide keynote speaking services at the Core Connections Conference for a fee of \$3,000 according to the agreement, for services to be provided on June 13, 2023.
4. To approve a memorandum of understanding (MOU) between the Berks County Intermediate Unit (BCIU) and Next Generation Science Exemplar System (NGSX) / Boston University, for NGSX to provide services related to the PLANS workshop according to the MOU on June 14-15, 2023.
5. To ratify an agreement between the Berks County Intermediate Unit (BCIU) and Lexmark International, Inc., for Lexmark International, Inc., to provide a technology evaluation license according to the agreement, for services initiated on August 19, 2023.

6. To ratify an agreement between the Berks County Intermediate Unit (BCIU) and the following vendor, for the BCIU to purchase products / services on behalf of Berks County nonpublic schools in line with applications submitted under the Emergency Assistance to Non-Public Schools (EANS) program according to specifics of the agreement:
  - Albright College, for Saint Catherine of Siena School
7. To ratify an agreement between the Berks County Intermediate Unit (BCIU) and Learning Forward, for Learning Forward to provide professional services related to the sessions Becoming a Learning Leader, for a fee of \$22,462 according to the agreement; and the approval signature from Lucille Gallis, BCIU Chief Financial Officer, for services to be provided on June 26-27, 2023.
8. To authorize the appropriate officers to execute an agreement between the Berks County Intermediate Unit (BCIU) and New World Now, LLC. (NWN), for NWN to provide annual support and maintenance relative to the PD Registry and Learning Management System (LMS) and Quality Rating and Improvement System (QRIS) for a fee not to exceed \$419,290.10 effective July 1, 2023, through June 30, 2024 (The Pennsylvania Key).
9. To ratify Amendment #2 between the Berks County Intermediate Unit (BCIU) and the KeyStone Research Corporation (KSRC), for KSRC to modify its scope of services in support of additional funding required for the distribution of 11,000 copies of the PA One Book, Mel Fell. This amendment provides for a funding increase of \$54,795 for a revised total not to exceed \$337,627. All other terms and conditions remain in force (The Pennsylvania Key).
10. To ratify Amendment #3 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 selected date for awarded designations that are effective and published within the Pennsylvania Quality Rating and Improvement System, (QRIS). This amendment provides for a funding increase of \$67,347 for a revised total not to exceed \$656,430.73. All other terms and conditions remain in force (The Pennsylvania Key).

**C. INFORMATION TECHNOLOGY**

—SCOTT MAJOR, CIO / DIRECTOR

1. To authorize the appropriate officers to execute an agreement between the Berks County Intermediate Unit (BCIU) and the PAIUnet for the provisioning of 8000 Mbps of commodity internet services for dedicated use by the BCIU, effective July 1, 2023, to June 30, 2024, at a cost of \$1,120/month pre-Erate discount application.
2. To authorize the appropriate officers to execute an agreement with ePlus Technologies, Inc., for Secure Internet Access and Advanced Threat at a cost not to exceed \$19,145.50 effective July 1, 2023, through June 30, 2024.
3. To authorize the appropriate officers to execute an agreement with HP, Inc., for a three-year lease of (75) HP laptop computers at a cost not to exceed \$69,482.25 effective upon receipt of the equipment.

4. To rescind the previously approved motion referenced in Section “a” below and ratify the amended motion referenced in Section b below:
  - a. To ratify a lease agreement between the Berks County Intermediate Unit (BCIU) and Canon Solutions America, for the lease of a Formax FD2096 Folder/Sealer through Weaver Associates, Inc. The term of the agreement will be for 60 months from the arrival of the equipment; the lease device costs not to exceed \$50,368.25. The agreement includes a \$1.00 buyout of the equipment at the end of the lease.
  - b. To ratify a lease agreement between the Berks County Intermediate Unit (BCIU) and Canon Solutions America, for the lease of a Formax FD2096 Folder/Sealer through E. Thomas Brett Business Machines, Inc. The term of the agreement will be for 60 months from the arrival of the equipment; the lease device costs not to exceed \$50,229.80. The agreement includes a \$1.00 buyout of the equipment at the end of the lease.

**D. BUSINESS SERVICES**

—LUCILLE GALLIS, CHIEF FINANCIAL OFFICER

1. To acknowledge receipt of the vote tally by school districts for the 2023-2024 Berks County Intermediate Unit Mandated Services budget.
2. To approve the following financial entities as depositories, effective July 1, 2023, to June 30, 2024: Tompkins Bank, Chase Bank, and PSDLAF (Pennsylvania School District Liquid Asset Fund).
3. To approve the continuation of legal services of Brumbach, Mancuso & Fegley P.C., effective July 1, 2023, through June 30, 2024, with John M. Stott, Esquire, and James Mancuso, Esquire as solicitors for the Berks County Intermediate Unit, at a fee of \$150/hour for all services and labor negotiations work.
4. To approve the continuation of Tompkins Insurance as the Broker of Record for insurance services to the Berks County Intermediate Unit, effective July 1, 2023, through June 30, 2024.
5. To award contracts through the Berks County Joint Purchasing Board for the following:
  - Trash
  - Fuel
  - Physical Education Equipment & Supplies
  - Digital Media Equipment & Technology Supplies

**E. OPERATIONS**

—ROB ROSENBERRY, CHIEF OPERATING OFFICER

1. To approve a two-year agreement between the Berks County Intermediate Unit (BCIU) and School-Radio, to lease radios, provide unlimited Push-To-Talk Over Cellular service for individual and group calling and radio replacement coverage to BCIU for use by Transportation for \$10,292 per month, effective June 1, 2023.

2. To ratify an agreement between the Berks County Intermediate Unit (BCIU) and Tuscarora Intermediate Unit (TIU), for BCIU-certified staff members to provide Pediatric CPR and First Aid training using Office of Child Development and Early Learning (OCDEL) approved curriculum to community childcare center staff, effective March 15, 2023, through May 31, 2023.

3. To amend the resolution approved on April 21, 2022, from a one-year term to a three-year contract term:

To authorize the appropriate officers to execute an agreement between the Berks County Intermediate Unit (BCIU) and Bytecurve Holdings LLC, for Bytecurve Holdings LLC to provide transportation routing software, and payroll integrations for one-year, effective May 1, 2022. Fees include \$11,000 in one-time set-up costs, and then \$14 per month, per vehicle.

**F. ADMINISTRATION**

—DR. JILL HACKMAN, EXECUTIVE DIRECTOR

1. To approve the Office of the Executive Director / Public Relations Service Fee Schedule, effective July 1, 2023.

**15. BOARD MEMBERS DESIRING TO BE HEARD**

**16. ADJOURNMENT**