



Lucille Gallis, Chief Financial Officer (CFO)

The CFO shall be responsible for all financial accounting services, business services, and purchasing and warehouse services for the components/programs that comprise the Intermediate Unit.

Angel Green, CPA, Assistant Director for Finance

The Assistant Director for Finance shall be responsible for administering the daily financial operations of the Intermediate Unit, including grant oversight and audit coordination.

Key Office Responsibilities

Financial Accounting Services

- Fiscal Management
 - Budgeting
 - Financial analysis
 - Financial reporting
 - Audit and compliance
- Daily Accounting Operations
 - General Ledger
 - Accounts Receivable
 - Accounts Payable
 - Travel and Expense Reimbursement
 - Billing
- Payroll
- Fixed Assets
- Cash management
- Internal auditing
- Financing and borrowing
- Annual Financial Report preparation
- Financial Accounting and Administrative Services for Berks County School Districts Health Trust

Business Services

- Insurance
- Statistical studies
- Financial surveys
- Lease agreements and contracts
- Collective bargaining negotiations
- Disseminate State/Federal education information to school districts
- CDA Voucher program
- Receptionist duties
- Mailroom operations

Purchasing and Warehouse Services

- Centralized Purchasing
- Bids and Requests for Proposal
- Joint Purchasing
 - Fuel
 - Physical Education supplies
 - Classroom and office supplies
 - Art supplies
 - Custodial supplies
 - Medical and nursing supplies
 - Copy paper
 - Trash services
- Central Warehouse
 - Shipping and Receiving
 - Receipt and distribution of inventory supplies
- Interschool deliveries

CONTACT US

Lucille Gallis
Chief Financial Officer
610-987-8608
lucgal@berksiu.org

Angel Green, CPA
Assistant Director
for Finance
610-987-8618
anggre@berksiu.org

Kristina Huey
Business Services
Coordinator
krihue@berksiu.org
610-987-8407

Tillie Panneton
Assistant Program
Administrator for
Purchasing and Logistics
tilpan@berksiu.org
610-987-8632

Kim Kugler
Payroll Coordinator
kimkug@berksiu.org
610-987-8410