

**OFFICIAL PROCEEDINGS OF THE
BCIU BOARD OF DIRECTORS
AUGUST 17, 2023
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The regular meeting of the Berks County Intermediate Unit Board (BCIU) of Directors was held on Thursday, August 17, 2023, at the BCIU Main Office, 1111 Commons Boulevard, Reading, Pennsylvania 19605.

President McEwen called the meeting to order at 8:02 p.m. Following the pledge of allegiance, Jan Krotee, recording secretary, called the roll. Attendance was as follows:

Intermediate Unit Board:	Michael Gierula; Elizabeth S. Huhn; Todd Hummel; Dr. Amy Kennedy; Linda R. Lash; Kevin L. Manmiller; Rev. Dr. Dennis Ritter; Terrie Taylor, LSW; James Ulrich; Miguel Vasquez; and Gary McEwen
Absent:	Mark Detterline; Christopher Heck; Dr. David Hemberger; Lisa Hogan; Nancy Jackson; Russell Jirik; and Bret A.B. Sabold
Intermediate Unit:	Dr. Jill M. Hackman; Rob Rosenberry; Lucille Gallis; Dr. Michelle Reichard-Huff; Dr. Dan Richards; Cherie Zimmerman; and Jan Krotee
Solicitor:	James Mancuso, Esq.
Guest(s):	John Ford, BCIUEA President; and Hope Kavka, BCIUEA Treasurer
Press:	None

Following the pledge of allegiance and roll call, President McEwen welcomed Board members and BCIUEA Officers John Ford, BCIUEA President; and Hope Kavka, BCIUEA Treasurer. He indicated that an executive session was held prior to the meeting for personnel items and legal contracts.

**Announcements
—Item 01. B. 1.**

President McEwen announced that D. 1. Budgetary Transfers will be tabled due to not having the 12 Board members in attendance necessary to vote. The item will be moved to the agenda for September.

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 Ritter, seconded by Manmiller, to approve the Items 01. C. through 11. A. as follows:

To acknowledge receipt of bids for Printing of Learning Is Everywhere, Printing of Kindergarten Here I Come!, Printing of Kindergarten Here I Am!, Printing of Recipes For Readiness, Printing of Building Blocks For Babies, Printing of Every Day I Learn Through Play!, and Printing of When I Play, I Learn! on Tuesday, July 10, 2023, at 11:00 A.M.

**Receipt of Bids for Printing
—Item 01. C.**

To acknowledge receipt of bids for 9-Passenger Gasoline Vans on Tuesday, July 11, 2023, at 11:00 A.M.

**Receipt of Bids for 9-
Passenger Gasoline Vans
—Item 01. D.**

To approve the minutes of the meeting of June 15, 2023.

**Approval of Minutes
—Item 02.**

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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
June	2023 Ratifications – IU	1-26	\$2,339,049.96
June	2023 Ratifications – PSDLAF	1-01	\$16,653.27
June	2023 Ratifications – IU Wires	1-01	\$3,000.00
July	2023 Ratifications-IU	1-40	\$2,823,747.67
July	2023 Ratifications-PSDLAF	1-01	\$10,185.59
August	2023 Ratifications IU	1-08	\$429,554.74
August	2023 Ratifications Wire	1-01	\$3,000.00
August	2023 Approvals- IU	1-09	\$1,709,459.96
TOTAL			\$7,334,651.19

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

Amount Outstanding
August 9, 2023
\$0

05. ACCOUNTS RECEIVABLE AGING REPORT AS OF AUGUST 9, 2023 (Information item):

Funding Source	Current	30 Days	60 Days	90 Days	120 Days
School Districts	Current	30 Days	60 Days	90 Days	120 Days
Commonwealth of PA	\$225,859.48	\$1,882,534.08	\$13,461.06	\$45,103.09	\$800,402.85
Other Revenue Sources	\$0.00	\$269,107.40	\$0.00	\$0.00	\$0.00
TOTALS	\$55,132.69	\$232,256.87	\$394.00	\$2,428.40	\$1,877.00
GRAND TOTAL	\$280,992.17	\$2,383,898.35	\$13,855.06	\$47,531.49	\$802,279.85

06. COMBINED FINANCIAL REPORT

CASH

BEGINNING BALANCE JUNE 1, 2023

\$13,077,903.00

RECEIPTS

REVENUE RECEIPTS	\$8,546,455.58	
RETURNED CHECKS	\$0.00	
INVESTMENT REDEMPTIONS	\$0.00	\$8,546,455.58
		\$21,624,358.58

DISBURSEMENTS

PRE-BOARD RATIFICATIONS	\$603,683.33	
PRE-BOARD RATIFICATIONS WIRE	\$0.00	
BOARD APPROVALS	\$1,415,231.68	
BOARD APPROVAL WIRES	\$0.00	
POST BOARD RATIFICATIONS PSDLAF	\$16,653.27	
POST BOARD RATIFICATIONS IU	\$2,339,049.96	
POST BOARD RATIFICATIONS WIRES	\$3,000.00	
TOTAL CHECKS WRITTEN	\$4,377,618.24	
CHECKS VOIDED	(\$149,101.37)	
CURRENT PAYROLL DISTRIBUTIONS	\$7,984,610.19	\$12,213,127.06
ENDING BALANCE - JUNE 30, 2023		\$9,411,231.52
CASH AVAILABLE-JUNE 30, 2023		\$9,411,231.52

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CASH

BEGINNING BALANCE JULY 1, 2023		\$9,411,231.52
RECEIPTS		
REVENUE		
RECEIPTS	\$5,878,384.21	
RETURNED		
CHECKS	\$0.00	
INVESTMENT REDEMPTIONS	<u>\$0.00</u>	<u>\$5,878,384.21</u>
		\$15,289,615.73
DISBURSEMENTS		
PRE-BOARD RATIFICATIONS	\$0.00	
PRE-BOARD RATIFICATIONS WIRE	\$0.00	
BOARD		
APPROVALS	\$0.00	
BOARD APPROVAL		
WIRES	\$0.00	
POST BOARD RATIFICATIONS PSDLAF	\$10,185.59	
POST BOARD RATIFICATIONS IU	\$2,823,747.67	
POST BOARD RATIFICATIONS WIRES	\$0.00	
TOTAL CHECKS WRITTEN	\$2,833,933.26	
CHECKS VOIDED	(\$2,375.00)	
CURRENT PAYROLL DISTRIBUTIONS	<u>\$5,144,894.32</u>	<u>\$7,976,452.58</u>
ENDING BALANCE - JULY 31, 2023		\$7,313,163.15
CASH AVAILABLE-JULY 31, 2023		\$7,313,163.15

07. INVESTMENT OF FUNDS

Interest earned on investments is as follows:

JUNE 2023	
TOMPKINS	\$57,052.70
PSDLAF	\$11.65
CHASE	\$4.08

JULY 2023	
TOMPKINS	\$48,379.62
PSDLAF	\$17.93
CHASE	\$4.22

08. BUDGETS

BUDGETS

A. New and Proposed Budget

No Items to Consider

B. Initial Budgets

1. Early Head Start Child Care Partnership – Program 23-168

Office of Early Childhood and Student Services

8/1/23 – 7/31/24

\$613,877

The Commonwealth of Pennsylvania, Office of Child Development and Early Learning (OCDEL) has contracted with the BCIU to partner with two local Child Care Centers to provide Early Head Start services. The Early Head Start Child Care Partnership (EHS-CCP) will provide full-day, full-year services designed to promote the development of young children from birth to three. Early Head Start promotes the school readiness of low-income children (since 2015).

2. Early Intervention - IDEA Section 619 – Program 185

Office of Early Childhood and Student Services

7/1/23 – 6/30/24

\$921,914

This program is federally funded for Early Intervention under the provisions of P.L. 99-457. It supplements Early Intervention services, by funding office rent, property and liability insurance, and other supplemental expenditures. \$485,000 will be funding for Early Childhood Mental Health programs. This program has been in existence since the 1986/1987 fiscal year.

3. Early Intervention - IDEA 2004 (Part B) – Component 1– Program 186

Office of Early Childhood and Student Services

7/1/23 – 6/30/24

\$1,338,037

The federal funding source for this program is P.L. 108-446, Individuals with Disabilities Education Act 2004 – Part B. This budget is Component 1 which supports Early Intervention services such as educational itinerants in addition to supplemental staff expenditures (since 1982/1983).

4. Early Intervention - ACCESS – Program 215

Office of Early Childhood and Student Services

7/1/23 – 6/30/24

\$779,768

Funded by the state, this program, now referred to as the School-Based Access Program (SBAP), is an avenue for the BCIU to receive additional federal funding through Medicaid dollars for medical/mental health-related special education services to students in the PA Medical Assistance Program (since 1991).

5. Early Intervention – School Age– Program 300

Office of Early Childhood and Student Services

7/1/23 – 6/30/24

\$339,784

Mandated by the Department of Education and contracted through a MAWA (Mutually Agreed Upon Written Agreement), this program serves preschool children identified with special education needs who are transitioning to placement in their respective districts. In the year prior to eligibility for school age placement, parents have the option to maintain placement for their child in the Early Intervention Program for an additional year. Educational costs for school age students who remain in the EI Program is the responsibility of the home district (since 1983).

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6. Early Intervention –Program 348

Office of Early Childhood and Student Services
7/1/23 – 6/30/24

\$19,144,701

Funded by the state, this program provides services to newly identified preschool children with special needs in Berks County (since 1983).

7. Nolde Aides –Program 623

Office of Early Childhood and Student Services
7/1/23 – 6/30/24

\$6,070

This self-supporting enterprise program provides instructional services to teachers and students visiting the Nolde Environmental Center. Classes in group problem solving, content instruction in sciences such as ecology, seasons, wildlife, conservation, and sensory information from nature are offered (since 1975).

8. Pennsylvania Inspired Leadership Initiative–Program 152

Office of Professional Learning
7/1/23 – 6/30/24

\$109,000

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).

C. Changes to Initial Budgets

1. The Pennsylvania Key– EHS-CCP Program 22-288

Office of Professional Learning
8/1/22 – 7/31/23

\$387,333

Total Proposed Revised Budget: \$6,447,058

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 and 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. Pennsylvania Key Staff partners with six (6) agencies to provide monitoring, assistance, training and oversight to give full report to OCDEL's Early Head Start Policy Council and Governing Body. These partner agencies receive funding as part of this grant. Each year, we resubmit our plan for this grant, #03HP000326 on behalf of OCDEL. This change is necessary due to increase in expenditures.

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D. Budgetary Transfers – Tabled until September

1. ~~Head Start Federal COVID-19 Supplement Program 21-166~~

Office of Early Childhood and Student Services

4/1/21 – 3/31/23

\$215,630

~~As a result of the Coronavirus Response and Relief Supplemental Appropriations (CRRSA Act) and the American Rescue Plan, Head Start has been awarded a supplemental grant for activities in response of COVID-19. This supplement contains funding for actions or activities to prevent, prepare for, and respond to COVID-19. Activities may include, but are not limited to, mental health supports for children and families, summer program for students, cleaning and sanitizing costs directly related to COVID-19, and other related costs such as PPE, take-home materials for students, and/or technology needs. These transfers are necessary for year end projections.~~

09. APPROVAL/RATIFICATION OF HEAD START:

**APPROVAL / RATIFICATION OF
HEAD START
—Item 09.**

- a. Head Start Notice of Award for 2023 COLA & QI Funds
- b. 2023 Head Start Federal ARP Grant Budget Revision Justification
- c. Financial Statements (Final March 2023; June and July 2023)
- d. Credit Card Purchases (June and July 2023)
- e. Non-Federal Share Report (June and July 2023)
- f. Policy Council Minutes/Resolutions (June and July 2023)
- g. Head Start Director's Report
- h. 2023-2024 Professional Development Training Plan
- i. 2023 School Readiness Goals

10. COMMUNICATIONS

No Items to Report

**COMMUNICATIONS
—Item 10.**

11. OLD BUSINESS

To approve the following policy (second reading):

SUMMARY OF CHANGES

830 Security of Computerized Personal Information / Breach Notification
(New)

**Approve Policy 830
—Item 11. A.**

Yeas:	Gierula; Huhn; Hummel; Kennedy; Lash; Manmiller; Ritter; Taylor; Ulrich; Vasquez; McEwen
Nays:	None. Motion carried.

Roll Call Vote

12. REPORT OF NEGOTIATIONS COMMITTEE

No Items to Report

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

A motion was made by Huhn, seconded by Ulrich to approve the Items 13. A. through 14. F. as follows:

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13. PERSONNEL MATTERS

—MARY FRANCISCUS, DIRECTOR

A. General

To approve the following position descriptions:

- a. Job Coach – Community Sites/Community Coordination, Early Childhood and Student Services
- b. Program Coordinator, Operations

To acknowledge receipt of the list containing Early Intervention staff assigned additional hours related to evaluations through August 31, 2023.

To award professional contracts to the following employees who have completed three years of satisfactory service as noted below:

- b. Kendall A. Berger, Itinerant Teacher, Special Education, effective August 24, 2023
- c. Kymberly Beyer, Bilingual ESL Teacher, Special Education, effective August 17, 2023
- d. Madeline E. Martin, Speech Therapist, Early Intervention, effective July 27, 2023
- e. Bryan A. Poepperling, Teacher, Alternative Education, effective August 17, 2023
- f. Virginia A. Popoli, Teacher, Special Education, effective August 24, 2023

To approve the unpaid internship of Samantha Weiler, Kutztown University undergraduate student majoring in Special Education: Visual Impairment, under the supervision of Kristin Dibler, Special Education Itinerant Teacher, effective August 29, 2023, through October 20, 2023.

To acknowledge receipt of the list containing the removal of ECSS Substitutes from the 2023-2024 Approved Substitute List, effective August 18, 2023.

To ratify a \$500 referral bonus to employees who recommend employment candidates through June 30, 2024, ultimately hired by the Berks County Intermediate Unit to serve in any position on or after July 1, 2023, and who remain employed in said assignment(s).

- 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, 2023.
- 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.

PERSONNEL MATTERS

**Approve Position
Descriptions – Job Coach
(ECSS) and Program
Coordinator (Operations)
— Item 13. A. 1.**

**Early Intervention Staff
Assigned Additional Hours
— Item 13. A. 2.**

**Award Professional
Contracts to Kendall A.
Berger, Kymberly Beyer,
Madeline E. Martin, Bryan
A. Poepperling, and Virginia
Popoli — Item 13. A. 3.**

**Approve Unpaid Internship
of Samantha Weiler
— Item 13. A. 4.**

**Removal of ECSS
Substitutes from 2023-2024
Salary List— Item 13. A. 5.**

**Referral Bonus for
Employees who Recommend
Employment Candidates
— Item 13. A. 6.**

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B. Employment – Ratifications

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

1. Early Childhood & Student Services Office
 - a. Sarah E. Beard – Teacher, Head Start
Recommended Hourly Rate – Level III, Entry, \$23.04
Effective Date – August 14, 2023
Replacement
 - b. Nicola C. Brown – Job Coach – On-Site, Special Education
Recommended Hourly Rate – \$18.65
Effective Date – August 7, 2023
Replacement
 - c. Mayelyn Caminero – Level V Bilingual Program Secretary, Pre-K Counts
Recommended Hourly Rate – \$15.53
Effective Date – June 26, 2023
Replacement
 - d. Carmen A. Constanzo – Paraeducator, Pre-K Counts
Recommended Hourly Rate – \$15.39
Effective Date – August 14, 2023
Replacement
 - e. Janelly Gomez – Family Engagement Worker, Head Start
Recommended Hourly Rate – Level III, Entry, \$21.23
Effective Date – August 7, 2023
Replacement
 - f. Melissa M. Lord – Paraeducator, Early Intervention
Recommended Hourly Rate – \$15.74
Effective Date – August 14, 2023
Replacement
 - g. Belkis L. Valentin – Paraeducator, Head Start
Recommended Hourly Rate – Level I, Entry, \$14.48
Effective Date – August 14, 2023
Replacement
 - h. Gabrielle Vazquez – Level V Program Secretary, Early Intervention
Recommended Hourly Rate – \$15.53
Effective Date – June 26, 2023
Replacement
2. Information Technology Office
 - a. Rhiannon E. Schaeffer – Software Support Specialist II, Software Support Services
Recommended Annual Salary – \$67,500 (to be prorated)
Effective Date – July 31, 2023
Replacement

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3. Operations Office
 - a. David J. Bernecker – Part-time Bus/Van Assistant and Misc. Transportation
Recommended Hourly Rates – \$15.20 and \$17.70
Effective Date – August 7, 2023
Replacement
 - b. Joseph Borzellino – Part-time Driver w/o Bus License, Assistant, and Misc. Transportation
Recommended Hourly Rates – \$18.55, \$15.20, and \$17.70
Effective Date – August 14, 2023
Replacement
 - c. Jason C. Bottomley – Part-time Driver w/o Bus License, Assistant, and Misc. Transportation
Recommended Hourly Rates – \$18.55, \$15.20, and \$17.70
Effective Date – August 14, 2023
Replacement
 - d. Sonia C. Diaz – Part-time Driver w/o Bus License, Assistant, and Misc. Transportation
Recommended Hourly Rates – \$18.15, \$14.85, and \$17.45
Effective Date – June 26, 2023
Replacement
 - e. Robert W. Fair, Jr. – Part-time Driver w/o Bus License, Assistant, and Misc. Transportation
Recommended Hourly Rates – \$18.55, \$15.20, and \$17.70
Effective Date – August 7, 2023
Replacement
 - f. Eddie Gomez – Part-time Driver w/o Bus License, Assistant, and Misc. Transportation
Recommended Hourly Rates – \$18.55, \$15.20, and \$17.70
Effective Date – August 14, 2023
Replacement
 - g. Nitida Harrison – Part-time Driver w & w/o Bus License, Assistant, and Misc. Transportation
Recommended Hourly Rates – \$22.45, \$18.55, \$15.20, and \$17.70
Effective Date – August 14, 2023
Replacement
 - h. Jassmin V. Mejia – Part-time Driver w/o Bus License, Assistant, and Misc. Transportation
Recommended Hourly Rates – \$18.55, \$15.20, and \$17.70
Effective Date – August 14, 2023
Replacement

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- i. Franchon M. Minor-Grandy – Part-time Driver w/o Bus License
Assistant, and Misc. Transportation
Recommended Hourly Rates – \$18.55, \$15.20, and \$17.70
Effective Date – August 14, 2023
Replacement
- j. Brandon D. Moser – Level II Custodian, Custodial
Recommended Hourly Rate – \$14.26
Effective Date – August 14, 2023
Replacement
- k. Bradley M. Noll – Level II Custodian, Custodial
Recommended Hourly Rate – \$14.26
Effective Date – August 7, 2023
Replacement
- l. Pamela B. Puhlman – Part-time Driver w/o Bus License,
Assistant, and Misc. Transportation
Recommended Hourly Rates – \$18.55, \$15.20, and \$17.70
Effective Date – August 7, 2023
Replacement
- 4. Professional Learning Office
 - a. Mary E. Hunt – Data Specialist, The Pennsylvania Key
Recommended Annual Salary – \$56,828 (to be prorated)
Effective Date – August 7, 2023
Replacement

C. Change of Status – Ratifications

**Ratifications – Change of
Status —Item 13. C.**

- 1. Early Childhood & Student Services Office
 - a. Samantha Adam – Paraeducator, Early Intervention
Change Recommended Hourly Rate from \$14.39 to \$15.74
Effective Date – July 5, 2023
Salary Adjustment per SEIU Agreement
 - b. Karen Allen – Specialized Preschool Teacher – Classroom,
Early Intervention
Change Recommended Annual Salary from Column 1, Step 2, \$
to Column 2, Step 3, \$51,509
Effective Date – July 1, 2023
Salary Adjustment per BCIUEA Agreement
 - c. Susan Brent – Teacher, Pre-K Counts
Recommended Hourly Rate – \$33.75
Effective Date – July 25, 2023
Additional Hours (not to exceed 7 hours)

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- d. Mayelyn Caminero – Level V Bilingual Program Secretary,
Pre-K Counts
Change Recommended Hourly Rate from \$15.53 to \$16.11
Effective Date – July 1, 2023
Salary Adjustment per AFSCME Agreement
- e. Casiana Cristurean – Paraeducator, Pre-K Counts
Recommended Hourly Rate – \$15.02
Effective Date – July 25, 2023
Additional Hours (not to exceed 7 hours)
- f. Christina DeJesus – Family Life Education Specialist,
Education Leading to Employment and Career Training
(ELECT)
Recommended Hourly Rate – \$68.23
Effective Date – June 5, 2023 – August 14, 2023
Additional Hours (not to exceed 20 hours per week)
- g. Yadira Duran – Paraeducator, Head Start
Change Recommended Hourly Rate from Level I, Entry,
\$14.48 to Level II, Entry, \$15.55
Effective Date – May 18, 2023
Obtained CDA
- h. Deborah Erney – Level V Program Secretary, Early
Intervention
Recommended Hourly Rate – \$24.72
Effective Date – July 1, 2023
Rate Correction for Additional Assignment
- i. Lyndsey Ferraro – Teacher, Pre-K Counts
Recommended Hourly Rate – \$42.45
Effective Date – June 5, 2023
Additional Hours (not to exceed 7 hours)
- j. Tisha Hess – Paraeducator, Early Intervention
Change Recommended Hourly Rate from \$14.39 to \$15.74
Effective Date – July 5, 2023
Salary Adjustment per SEIU Agreement
- k. Ninoska Jimenez Santana – Paraeducator, Head Start
Change Recommended Hourly Rate from Level I, Entry,
\$14.48 to Level II, Entry, \$15.55
Effective Date – June 7, 2023
Obtained CDA
- l. Molly Lenko – Speech Therapist, Early Intervention
Change Recommended Hourly Rate from Column 6, Step 1,
\$47.05 to Column 7, Step 2, \$49.06
Effective Date – July 1, 2023
Salary Adjustment per BCIUEA Agreement

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- m. Cierra Melendez – Paraeducator, Head Start
Change Recommended Hourly Rate from Level I, Entry,
\$14.48 to Level II, Entry, \$15.55
Effective Date – June 11, 2023
Obtained CDA
- n. Lisa Pisano – Family Life Education Specialist, Education
Leading to Employment and Career Training (ELECT)
Recommended Hourly Rate – \$68.23
Effective Date – June 5, 2023 – August 14, 2023
Additional Hours (not to exceed 20 hours per week)
- o. Karen Schlegel – Occupational Therapist, Early Intervention
Change Recommended Annual Salary from Column 4,
Step 16, \$88,830 to Column 5, Step 16, \$90,155
Effective Date – July 1, 2023
Salary Adjustment per BCIUEA Agreement
- p. Lori Shimko – Level V Program Secretary, Early Intervention
Recommended Hourly Rate – \$24.03
Effective Date – July 1, 2023
Rate Correction for Additional Assignment
- q. Julia Snyder – Teacher, Special Education
Recommended Hourly Rate – \$53.00
Effective Date – July 25, 2023 – August 14, 2023
Additional Hours (not to exceed 35 hours)
- r. Marisa Solis – Speech Therapist, Early Intervention
Recommended Hourly Rate – \$56.69
Effective Date – February 14, 2023 – June 30, 2023
Additional Hours (not to exceed 100 hours)
- s. Gabrielle Vazquez – Level V Program Secretary, Early
Intervention
Change Recommended Hourly Rate from \$15.53 to \$16.11
Effective Date – July 1, 2023
Salary Adjustment per AFSCME Agreement
- 2. Operations Office
 - a. Lawrence Benning
Change from Substitute Bus/Van Assistant and Misc.
Transportation to Part-time Bus/Van Assistant and Misc.
Transportation
No Change in Recommended Hourly Rates
Effective Date – April 17, 2023
Replacement

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- b. Gina Bernal
Change from Level V Program Secretary – Vehicle
Maintenance, Transportation to Dispatcher, Transportation
Change Recommended Hourly Rate from \$15.53 to \$17.90
Effective Date – June 19, 2023
Replacement
- c. Sonia Diaz – Part-time Driver w/o Bus License, Assistant,
and Misc. Transportation
Change Recommended Hourly Rates from \$18.15, \$14.85,
and \$17.45 to \$18.55, \$15.20, and \$17.70
Effective Date – July 1, 2023
*Salary Adjustment per Transportation Compensation and
Benefit Agreement*
- d. Sharon Kissinger
Change from Part-time Driver w & w/o Bus License,
Assistant, and Misc. Transportation to Bus/Van Specialist,
Transportation
Change Recommended Hourly Rates from \$22.50, \$18.50,
\$15.15, and \$17.45 to \$27.20
Effective Date – June 5, 2023
Replacement
- e. Sharon Kissinger – Bus/Van Specialist, Transportation
Change Recommended Hourly Rate from \$27.20 to \$ 27.65
Effective Date – July 1, 2023
*Salary Adjustment per Transportation Compensation and
Benefit Agreement*
- f. Danny Malanios
Change from Level II / Level III Custodian, Custodial to
Level III Custodian, Custodial
Change Recommended Hourly Rates from \$17.67 and \$18.17
to \$18.17
Effective Date – July 3, 2023
Reorganization
- g. Freddie Morales Soto
Change from Part-time Driver w/o Bus License, Assistant,
Misc., and Trainer, Transportation to Dispatcher and Trainer,
Transportation
Change Recommended Hourly Rates from \$18.15, \$14.85,
\$17.45, and \$25.78 to \$17.90 and \$25.78
Effective Date – June 26, 2023
Replacement

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3. Professional Learning Office
 - a. Stacey Breiner – Educational Consultant, Training and Consultation
Recommended Hourly Rate – \$68.23
Effective Date – June 7, 2023 – June 30, 2023
Additional Hours (not to exceed 15 hours) – Correction to Effective Date
 - b. Michael Herb – Educational Consultant, Training and Consultation
Recommended Hourly Rate – \$68.76
Effective Date – June 7, 2023 – June 30, 2023
Additional Hours (not to exceed 26 hours) – Correction to Effective Date

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

Early Intervention

Stephanie Schalki, Paraeducator – Effective June 19, 2023

Additions to 2023-2024 Approved Substitute Lists – Ratifications

Alternative Education

Jessy Benny, Teacher – Effective July 31, 2023

Early Intervention

Jessy Benny, Teacher – Effective July 31, 2023

Molly Reichardt, Paraeducator – Effective August 14, 2023

Stephanie Schalki, Paraeducator – Effective July 1, 2023

Head Start

Jessy Benny, Teacher – Effective July 31, 2023

Molly Reichardt, Paraeducator – Effective August 14, 2023

Pre-K Counts

Jessy Benny, Teacher – Effective July 31, 2023

Molly Reichardt, Paraeducator – Effective August 14, 2023

Special Education

Jessy Benny, Teacher – Effective July 31, 2023

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

Head Start

Yadira Duran – Effective May 18, 2023

Ninoska Jimenez Santana – Effective June 7, 2023

Cierra Melendez – Effective June 11, 2023

Additions to Approved 2023-2024 Out-of-Class Substitute Lists – Ratifications

Head Start

Yadira Duran – Effective July 1, 2023

Ninoska Jimenez Santana – Effective July 1, 2023

Cierra Melendez – Effective July 1, 2023

**Ratifications – Additions
to 2022-2023 Approved
Substitute Lists
—Item 13. D.**

**2022-2023 Out-of-Class
Substitute Lists
—Item 13. E.**

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F. Remove from 2022-2023 Approved Substitute Lists

Alternative Education

Priscilla Chavez-Roque, Specialist – Effective June 15, 2023
Maya Fenner, Specialist – Effective June 29, 2023

Early Intervention

Priscilla Chavez-Roque, Paraeducator – Effective June 15, 2023
Maya Fenner, Paraeducator – Effective June 29, 2023

Head Start

Priscilla Chavez-Roque, Teacher – Effective June 15, 2023
Maya Fenner, Paraeducator – Effective June 29, 2023

Pre-K Counts

Priscilla Chavez-Roque, Paraeducator – Effective June 15, 2023
Maya Fenner, Paraeducator – Effective June 29, 2023

Special Education

Priscilla Chavez-Roque, Specialist – Effective June 15, 2023
Maya Fenner, Specialist – Effective June 29, 2023

Transportation

Lawrence Benning – Substitute Driver w/o Bus License, Transportation
Effective – April 14, 2023

Remove from 2023-2024 Approved Substitute Lists

Alternative Education

Josue Camilo, Specialist – Effective July 31, 2023
Megan Williams, Specialist – Effective July 25, 2023

Early Intervention

Josue Camilo, Paraeducator – Effective July 31, 2023
Bree Hines, Paraeducator – Effective July 31, 2023
Megan Williams, Paraeducator – Effective July 25, 2023

Head Start

Josue Camilo, Paraeducator – Effective July 31, 2023
Bree Hines, Paraeducator – Effective July 31, 2023
Megan Williams, Paraeducator – Effective July 25, 2023

Information Technology

Melanie Shimko, Substitute Specialist/Intern – Effective July 27, 2023

Pre-K Counts

Josue Camilo, Paraeducator – Effective July 31, 2023
Bree Hines, Paraeducator – Effective July 31, 2023
Megan Williams, Paraeducator – Effective July 25, 2023

Special Education

Josue Camilo, Specialist – Effective July 31, 2023
Megan Williams, Specialist – Effective July 25, 2023

**Remove from 2022-2023
Approved Substitute Lists
—Item 13. F.**

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Transportation

Erica Diaz – Substitute Driver w/o Bus License, Assistant, and Misc. Transportation

Effective – August 1, 2023

Timothy Rakowiecki – Substitute Driver w/o Bus License, Assistant, and Misc. Transportation

Effective – July 13, 2023

G. Employment Approvals

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

1. Early Childhood & Student Services Office
 - a. Kristen L. Bender – Psychologist, Special Education
Recommended Annual Salary – Column 6, Step 14,
\$85,863 (to be prorated)
Effective Date – August 28, 2023
Replacement
 - b. Melissa M. Davis – Mental Health Specialist, Head Start
Recommended Hourly Rate – Level I, Entry, \$25.99
Effective Date – August 21, 2023
Replacement
2. Professional Learning Office
 - a. Megan Fickes – Early Head Start Program Supervisor,
The Pennsylvania Key
Recommended Annual Salary – \$65,069 (to be prorated)
Effective Date – August 21, 2023
Replacement
 - b. Shannon M. Melanson – Blended Age Mental Health
Consultant, The Pennsylvania Key
Recommended Annual Salary – \$56,828 (to be prorated)
Effective Date – August 21, 2023
Additional Position
 - c. Kamiesha B. Vann – Infant Early Childhood Mental Health
Consultant, The Pennsylvania Key
Recommended Annual Salary – \$62,228 (to be prorated)
Effective Date – August 21, 2023
Replacement

H. Change of Status – Approvals

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

1. Early Childhood & Student Services Office
 - a. Jessica Scott – Specialized Preschool Teacher – Itinerant,
Early Intervention
Change Recommended Annual Salary from Column 4,
Step 10, \$74,732
to Column 5, Step 10, \$75,424 (to be prorated)
Effective Date – January 1, 2024
Salary Adjustment per BCIUEA Agreement

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I. Leave of Absence Requests

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

1. Early Childhood & Student Services Office
Personal Leave (unpaid – with benefits – Not FMLA)
 - a. Tiffany Weitzel – Specialized Preschool Teacher –
Itinerant, Early Intervention
Effective Date – July 5, 2023
Personal Leave (unpaid – without benefits – Not FMLA)
 - b. Ana Popovici – Paraeducator, Early Intervention
Effective Date – June 5, 2023
2. Operations Office
Personal Leave (unpaid – with benefits – FMLA)
 - a. Bethzaida Cheek – Dispatcher, Transportation
Effective Date – June 5, 2023
 - b. Bethzaida Cheek – Dispatcher, Transportation
Effective Date – June 26, 2023

J. Return from Leave of Absence Requests

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

1. Early Childhood & Student Services Office
Personal Leave (unpaid – with benefits – FMLA)
 - a. Jennifer Madeira – Physical Therapist, Early Intervention
Effective Date – May 30, 2023
 - b. Valerie Martin – Speech Therapist, Early Intervention
Effective Date – July 5, 2023
Personal Leave (unpaid – with benefits – Not FMLA)
 - c. Tiffany Weitzel – Specialized Preschool Teacher –
Itinerant, Early Intervention
Effective Date – August 14, 2023
Personal Leave (unpaid – without benefits – Not FMLA)
 - d. Ana Popovici – Paraeducator, Early Intervention
Effective Date – July 10, 2023
2. Operations Office
Personal Leave (unpaid – with benefits – FMLA)
 - a. Bethzaida Cheek – Dispatcher, Transportation
Effective Date – June 12, 2023
Personal Leave (unpaid – without benefits – Not FMLA)
 - b. Kesleyann Rentas – Part-time Bus/Van Assistant and
Misc. Transportation
Effective Date – June 20, 2023

K. Retirements

**Retirements
—Item 13. K.**

1. Early Childhood & Student Services Office
 - a. Deania M. Rauch – Paraeducator, Pre-K Counts
Effective Date – June 2, 2023
2. Professional Learning Office
 - a. Christine A. Franckowiak – Intervention Teacher,
Act 89
Effective Date – August 2, 2023

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**Resignations
—Item 13. L.**

L. Resignations

1. Early Childhood & Student Services Office
 - a. Christina M. Blimline – Paraeducator, Early Intervention
Effective Date – June 27, 2023
 - b. Jari-Lin Jones – Enrollment Specialist, Pre-K Counts
Effective Date – July 13, 2023
 - c. Alyssa D. Kulik – Specialized Preschool Teacher –
Classroom, Early Intervention
Effective Date – July 27, 2023
 - d. Dilcia D. Lopez – Paraeducator, Head Start
Effective Date – July 11, 2023
 - e. Dr. Elaine J. Price – Teacher, Pre-K Counts
Effective Date – June 13, 2023
 - f. Sarah E. Rice Glezman – Occupational Therapist, Early
Intervention
Effective Date – August 25, 2023
2. Information Technology Office
 - a. Justin T. Lodek – Software Support Specialist II,
Software Support Services
Effective Date – August 18, 2023
3. Operations Office
 - a. Jasmine L. Gonzalez – Part-time Driver w & w/o Bus
License, Assistant, and Misc. Transportation
Effective Date – August 1, 2023
4. Professional Learning Office
 - a. Tonia L. Breech – Professional Development
Organization Grants Supervisor, The Pennsylvania Key
Effective Date – August 4, 2023

M. Terminations

1. Operations Office
 - a. Scott H. Bender – Part-time Driver w/o Bus License,
Assistant, and Misc. Transportation
Effective Date – August 18, 2023
Violation of Policy

**Terminations
—Item 13. M.**

Other—Item 13. N.

N. Other

1. Early Childhood & Student Services Office
 - a. Alison M. Calcinore – Speech Therapist, Early
Intervention
Effective Date – August 18, 2023
Resignation Effective Date Amended

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- b. Julia L. Snyder – Teacher, Special Education
Recommended Annual Salary – Column 5, Step 8,
\$70,496
Effective Date – July 24, 2023
Date and Salary Amended

14. OTHER MATTERS FOR CONSIDERATION

A. EARLY CHILDHOOD & STUDENT SERVICES

—DR. MICHELLE REICHARD-HUFF, DIRECTOR

To authorize the appropriate officers to execute an agreement between the Berks County Intermediate Unit (BCIU) and Malvern Community Health Services, Inc. (MalvernCHS), for MalvernCHS to provide behavioral in-school services at the BCIU Education Centre for the 2023-2024 school year.

To authorize the appropriate officers to execute an agreement between the Berks County Intermediate Unit (BCIU) and Malvern Community Health Services, Inc. (MalvernCHS), for MalvernCHS to provide behavioral in-school services at the BCIU Learning Center at Thomas Ford, for the 2023-2024 school year.

To ratify an agreement between the Berks County Intermediate Unit (BCIU) and the Commonwealth of Pennsylvania through the Pennsylvania Department of Education (PDE), for the BCIU to administer the Education Leading to Employment and Career Training (ELECT) grant, totaling \$585,280 effective July 1, 2023, through June 30, 2024.

To ratify an agreement between the Berks County Intermediate Unit (BCIU) and Discovery Therapy, for Discovery Therapy to provide Occupational and Physical Therapy, Speech-Language, Regular Education, and Paraeducator services as per the rates listed in the Compensation/Reimbursement for Services attachment, effective July 1, 2023, through June 30, 2024.

To ratify an agreement between the Berks County Intermediate Unit (BCIU) and Maxim Healthcare Services, Inc., for Maxim Healthcare Services to provide Nursing Services (RN, LPN, and Paraeducator / PCA Services) as per the Compensation/Reimbursement for Services attachment, effective July 1, 2023, through June 30, 2024. The agreement shall automatically renew for additional one-year periods unless terminated by either party as per the agreement.

To ratify an agreement between the Berks County Intermediate Unit (BCIU) and AMN Healthcare, Inc., for AMN Healthcare, Inc. to provide Occupational Therapy, Physical Therapy, and Speech-Language Services per the attached Compensation/Reimbursement for Services attachment, effective July 1, 2023, through June 30, 2024. The agreement shall automatically renew for additional one-year periods unless terminated by either party as per the agreement.

OTHER MATTERS FOR CONSIDERATION

Agreement with Malvern Community Health Services / Behavioral In-School Services at BCIU Education Centre—Item 14. A. 1.

Agreement with Malvern Community Health Services / Behavioral In-School Services at BCIU Learning Center at Thomas Ford—Item 14. A. 1.

**Agreement with the PDE / BCIU Administration of the ELECT Program
—Item 14. A. 3.**

**Agreement with Discovery Therapy for Provision of OT, PT, Speech-Language, Regular Ed, and Paraeducator Services
—Item 14. A. 4.**

**Agreement with Maxim Healthcare Services for Provision of Nursing Services
—Item 14. A. 5.**

**Agreement with AMN Healthcare, Inc. for Provision of OT, PT, and Speech-Language Services
—Item 14. A. 6.**

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To authorize the appropriate officers to execute a Memorandum of Understanding (MOU) between the Berks County Intermediate Unit (BCIU) and Drexel University, for the BCIU to provide field placements for student teaching and supervised field experience for teacher candidates/student interns of the Drexel University as per the MOU, effective September 1, 2023.

MOU with Drexel University / Field Placements for Student Teaching and Supervised Field Experience for Teacher Candidates / Student Interns

—Item 14. A. 7.

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 October 1, 2023, through September 30, 2024, at the following rates:

Food Service Agreement with Centro Hispano Daniel Torres, Inc. for BCIU Head Start and Pre-K County Programs

—Item 14. A. 8.

	<u>Rate/Child</u>	<u>Increase</u>
Breakfast	\$1.79	\$.17/child
Lunch	\$3.52	\$.32/child
Snack	\$1.08	\$.09/child

To ratify an agreement between the Berks County Intermediate Unit (BCIU) and the Governor Mifflin School District (GMSD), for the GMSD to provide meals for the BCIU Head Start program, effective July 1, 2023, through June 30, 2024, at the following rates:

Food Service Agreement with Governor Mifflin SD for BCIU Head Start Program

—Item 14. A. 9..

Cumru and Mifflin Park	<u>Rate/Child</u>	<u>Decrease</u>
Breakfast	\$2.28	\$.39/child
Lunch	\$4.25	\$.08/child

B. PROFESSIONAL LEARNING

—DR. DANIEL RICHARDS, DIRECTOR

To authorize the appropriate officers to execute an agreement between the Berks County Intermediate Unit (BCIU) and the Diocese of Allentown, for the BCIU to provide professional learning services related to STEELS standards and curriculum for a fee of \$3,000 according to the agreement, for services to be provided on September 19, 2023, or alternate date if needed.

Agreement with Diocese of Allentown / BCIU to Provide Professional Learning Services Related to STEELS Standards and Curriculum—Item 14. B. 1.

To ratify an agreement between the Berks County Intermediate Unit (BCIU) and Exeter Township School District, for the BCIU to provide professional learning services related to gifted education and STEELS standards for a fee of \$1,350 according to the agreement, for services to be provided on August 2, 2023, August 17, 2023, or alternate date if needed.

Agreement with Exeter Twp. School District / BCIU to Provide Professional Learning Services Related to Gifted Education and STEELS Standards
—Item 14. B. 2.

To ratify an agreement between the Berks County Intermediate Unit (BCIU) and the County of Berks, for the BCIU to provide services in accordance with the Business-Education Partnership Grant agreement, for the amount not to exceed \$35,000 effective June 1, 2023, to August 31, 2024.

Agreement with County of Berks / Business Education Partnership Grant
—Item 14. B. 3.

To ratify an agreement between the Berks County Intermediate Unit (BCIU) and Appalachia IU 8, for the BCIU to provide professional services for the Pennsylvania Inspired Leadership Program (PIL) Region 2 according to the agreement, effective July 1, 2023, through June 30, 2024.

Agreement with Appalachia IU 8 / BCIU to Provide Professional Services for PIL Region 2
—Item 14. B. 4.

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To ratify an agreement between the Berks County Intermediate Unit (BCIU) and Allegheny Intermediate Unit 3 (AIU), for the AIU to provide statewide professional development related to the Classroom Diagnostic Tool (CDT), for the amount of \$48,750 plus travel expenses according to the agreement, effective July 1, 2023, through June 30, 2024.

**Agreement with Allegheny IU 3, for AIU to Provide Statewide Professional Development Related to the CDT
—Item 14. B. 5.**

To ratify an agreement between the Berks County Intermediate Unit (BCIU) and Eduprenuerial Solutions, LLC, for Dr. Carrie Soliday to provide statewide professional development related to the Classroom Diagnostic Tool (CDT), for the amount of \$48,750 plus travel expenses according to the agreement, effective July 1, 2023, through June 30, 2024.

Agreement with Eduprenuerial Solutions / Carrie Soliday to Provide Statewide Professional Development Related to the CDT—Item 14. B. 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 the agreement:

- FACTS Education Solutions, for LaSalle Academy

**Agreement with FACTS Education Solutions / BCIU to Purchase Products on Behalf of LaSalle Academy (EANS)
—Item 14. B. 7.**

To ratify amendments to the current agreements between the Berks County Intermediate Unit (BCIU) and the following vendors, 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 each individual agreement:

- Albright College, for St. Catherine of Siena
- Amanda Spencer, for Sacred Heart School
- PeopleShare, LLC, for Sacred Heart School

**Amendments to Current Agreements with Albright (for St. Catherine of Siena), Amanda Spencer (for Sacred Heart School), and PeopleShare (for Sacred Heart School) (EANS)
—Item 14. B. 8.**

To ratify agreements between the Berks County Intermediate Unit (BCIU) and the following individuals, for the individuals to provide professional services at St. Margaret School's Summer Enrichment Program according to the agreements, effective June 26, 2023, through July 14, 2023.

- Brittany Boas
- Linda Brezina
- Norma DeJesus
- Alma Delia Sosa Estudillo
- Dawn Hart
- Vanessa Lopez
- Kimberly Wallace
- Jessica Weidman

**Agreements with Individuals for Professional Services at St. Margaret School's Summer Enrichment Program
—Item 14. B. 9.**

To ratify an agreement between the Berks County Intermediate Unit (BCIU) and Imagine Learning, for Imagine Learning to provide professional services related to Berks Online Learning and Schuylkill County Online Learning according to the rates provided in the agreement, for services to be provided from June 1, 2023, through May 31, 2024.

**Agreement with Imagine Learning / Berks Online Learning and Schuylkill County Online Learning
—Item 14. B. 10.**

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To ratify an agreement between the Berks County Intermediate Unit (BCIU) and the AIM Institute for Learning and Research (AIM), for AIM to provide professional learning services related to Wilson Language according to the rates provided in the agreement, for services to be provided from September 6, 2023, through September 22, 2023, or alternate dates if needed.

**Agreement with AIM Institute for Learning and Research / Professional Services Related to Wilson Language
—Item 14. B. 11.**

To ratify a memorandum of understanding between the Berks County Intermediate Unit (BCIU) 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 \$590,356 to serve 32 children, effective August 1, 2023, through July 31, 2024 (The Pennsylvania Key).

**MOU with Berks County Head Start Program / Early Head Start Child Care Partnership Program
—Item 14. B. 12.**

To ratify agreements between the Berks County Intermediate Unit (BCIU) 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, 2023, through July 31, 2024 (The Pennsylvania Key):

- Chester County Intermediate Unit d/b/a Chester County Head Start, for a fee of \$2,816,648 to serve 152 children
- Huntingdon County Child and Adult Development Corp., for a fee of \$159,203 to serve 8 children

**Agreements with Chester County IU and Huntingdon County Child and Adult Development Corp./ Early Head Start Child Care Partnership Program (The Pennsylvania Key)
—Item 14. B. 13.**

To ratify an agreement between the Berks County Intermediate Unit (BCIU) and the Alliance for the Advancement of Infant Mental Health (AIMH), for AIMH to provide Reflective Consultation, for a fee of \$31,800 effective July 1, 2023, through June 30, 2024 (The Pennsylvania Key).

**Agreement with the Alliance for the Advancement of Infant Mental Health / Reflective Consultation (The Pennsylvania Key)
—Item 14. B. 14.**

To ratify an agreement between the Berks County Intermediate Unit (BCIU) and the Central Susquehanna Intermediate Unit (CSIU)/The Center for Schools and Communities for CSIU/the Center for Schools and Communities to provide Early Childhood Mental Health Consultation services related to database development and support, evaluation, and research activities, for a fee of \$59,500 effective July 1, 2023, through June 30, 2024 (The Pennsylvania Key).

**Agreement with Central Susquehanna IU / The Center for Schools and Communities / Early Childhood Mental Health Consultation Services (The Pennsylvania Key)
—Item 14. B. 15.**

To ratify an agreement between the Berks County Intermediate Unit (BCIU) and Cleverex Systems, Inc., for Cleverex Systems, Inc. to provide web application hosting services related to the myHeadStart system, for a fee of \$7,923.75 effective July 1, 2023, through June 30, 2024 (The Pennsylvania Key).

**Agreement with Cleverex Systems / Web Application Hosting Services Related to myHeadStart System (The Pennsylvania Key)
—Item 14. B. 16.**

To ratify an agreement between the Berks County Intermediate Unit (BCIU) and the KeyStone Research Corporation (KSRC), for KSRC to provide assembly, warehousing, and distribution of Pennsylvania Early Learning materials to early childhood education practitioners throughout the Commonwealth for a fee of \$283,403.55 effective July 1, 2023, through June 30, 2024 (The Pennsylvania Key).

**Agreement with Keystone Research Corporation / Assembly, Warehousing, and Distribution of PA Early Learning Materials (The Pennsylvania Key)
—Item 14. B. 17.**

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To ratify an agreement between the Berks County Intermediate Unit (BCIU) and the Pennsylvania Chapter of the American Academy of Pediatrics (PAAAP), for the PAAAP to provide professional services related to the Early Childhood Education Linkage System/Health Child Care PA (ECELS) initiative, for a fee of \$264,000 for the period of July 1, 2023, through June 30, 2024 (The Pennsylvania Key).

Agreement with PA Chapter of the American Academy of Pediatrics / Early Childhood Education Linkage System / Health Child Care PA Initiative (The Pennsylvania Key)
—Item 14. B. 18.

To ratify an agreement between the Berks County Intermediate Unit (BCIU) and the Pennsylvania Child Care Association (PACCA), for the PACCA to provide professional services related to the Teacher Education and Compensation Helps (T.E.A.C.H.) Early Childhood Pennsylvania Scholarship Program, for a fee of \$4,468,800 effective July 1, 2023, through June 30, 2024 (The Pennsylvania Key).

Agreement with PA Child Care Association (PACCA) / Teacher Education and Compensation Helps (TEACH) Early Childhood PA Scholarship Program (The Pennsylvania Key)
—Item 14. B. 19.

To ratify Amendment #1 between the Berks County Intermediate Unit (BCIU) and the Child Development Centers, Inc., for the Child Development Centers, Inc. to modify its budget and increase the number of eligible enrolled children from eight (8) to forty (40). This amendment provides for a funding increase of \$21,671 for a revised total not exceeding \$179,696. All other terms and conditions remain in force (The Pennsylvania Key).

Amendment #1 to Current Agreement with Child Development Centers (The Pennsylvania Key)
—Item 14. B. 20.

To ratify Amendment #4 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 enhancements within the Pennsylvania Quality Rating and Improvement System (QRIS). This amendment provides for a funding increase of \$60,262 for a revised total not to exceed \$716,692.73 and extends the term of the agreement to July 31, 2023. All other terms and conditions remain in force (The Pennsylvania Key).

Amendment #4 to Current Agreement with New World Now /PA Quality Rating and Improvement System (The Pennsylvania Key)
—Item 14. B. 21.

To ratify Amendment #1 between the Berks County Intermediate Unit (BCIU) and New World Now, LLC. (NWN), for NWN to modify its scope provided to the Public Health Management Corporation (PHMC) to enhance the PHLpreK Workforce Module functionality to store PHLpreK compliance data longitudinally. This amendment provides for a funding increase of \$51,679 for a revised total not to exceed \$222,034. All other terms and conditions remain in force (The Pennsylvania Key).

Amendment #4 to Current Agreement with New World Now / Public Health Management Corporation (The Pennsylvania Key)
—Item 14. B. 22.

To ratify Amendment #1 between the Berks County Intermediate Unit (BCIU) and the Public Health Management Corporation (PHMC), for New World Now, LLC (NWN) to enhance the PHLpreK Workforce Module functionality to store PHLpreK compliance data longitudinally. This amendment provides for a funding increase of \$51,679 for a revised total not exceeding \$97,741.75. All other terms and conditions remain in force (The Pennsylvania Key).

Amendment #1 to Current Agreement with Public Health Management Corporation (The Pennsylvania Key)
—Item 14. B. 23.

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To ratify Amendment #1 between the Berks County Intermediate Unit (BCIU) and Kathy Trainor, to amend Kathy Trainor's provision of coaching services supporting the Office of Child Development and Early Learning's (OCDEL) Early Head Start Child Care Partnership. This amendment provides for a funding decrease of \$12,177 for a revised total not exceeding \$2,583 and terminates the agreement effective May 31, 2023. All other terms and conditions remain in force (The Pennsylvania Key).

Amendment #1 to Current Agreement with Kathy Trainor / Early Head Start Child Care Partnership (The Pennsylvania Key)
—Item 14. B. 24.

To ratify Amendment #3 between the Berks County Intermediate Unit (BCIU) and Dr. Grace Whitney, for Dr. Grace Whitney to provide additional policy analysis, training, and consultation for Pennsylvania's Office of Child Development and Early Learning (OCDEL). This amendment provides for a funding increase of \$30,000 for a revised total not to exceed \$152,000 and extends the term of the agreement to March 31, 2024. All other terms and conditions remain in force (The Pennsylvania Key).

Amendment #3 to Current Agreement with Dr. Grace Whitney (The Pennsylvania Key)
—Item 14. B. 25.

To rescind Amendment #1 between Erie Indemnity Insurance and Creative Child Care Solutions/The Pennsylvania Key/The Berks County Intermediate Unit (CCCS), for CCCS to modify its scope of services to include professional services related to a request for proposal for childcare operations for a fee of \$2,500 for a revised total fee not to exceed \$4,500 and to extend the term of the agreement to December 31, 2023 (The Pennsylvania Key).

Rescind Amendment #1 to Agreement Between Erie Indemnity Insurance and Creative Child Care Solutions / the BCIU (CCCS) (The Pennsylvania Key)
—Item 14. B. 26.

To rescind Amendment #1 to the current agreement between the Berks County Intermediate Unit and the Chester County Intermediate Unit d/b/a/ Chester County Head Start, for Chester County Intermediate Unit d/b/a/ Chester County Head Start's 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. This amendment provides for a funding increase of \$142,277.12 to serve sixteen (16) additional children to \$2,793,661.12 to serve a total of 168 children (The Pennsylvania Key).

Rescind Amendment #1 to Agreement with the Chester County IU / Early Head Start Child Care Partnership Program (The Pennsylvania Key)
—Item 14. B. 18.

C. INFORMATION TECHNOLOGY

—CHERIE ZIMMERMAN, ASSISTANT DIRECTOR

To ratify an agreement between the Berks County Intermediate Unit (BCIU) and the County of Berks, for the BCIU to provide services in accordance with the Digital Navigator Pilot project, for an amount not to exceed \$300,000. The BCIU shall expend all of the Grant funds for the purposes of this project no later than December 1, 2025.

Agreement with County of Berks / Digital Pilot Project
—Item 14. C. 1.

To ratify an agreement between the Berks County Intermediate Unit (BCIU) and the Central Susquehanna Intermediate Unit (CSIU), for the BCIU to provide data center co-location services for the CSIU at the BCIU Main Office for the term of July 1, 2023, through June 30, 2024, at an annual cost of \$8,160.

Agreement with Central Susquehanna IU / Data Center Co-Location Services
—Item 14. C. 2.

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To ratify an agreement between the Berks County Intermediate Unit (BCIU) and the Lancaster-Lebanon IU13 (LLIU), for the LLIU 13 to provide Microsoft Unified Support at a cost of \$5,635. The term of support will be August 1, 2023, through July 31, 2024 (Year 5), co-terminus with the current LLIU Microsoft Enrollment for Education Solutions (EES) Agreement.

**Agreement with Lancaster-Lebanon IU 13 / Microsoft Unified Support
—Item 14. C. 3.**

To approve the renewal of the Barracuda Message Archiver Appliance 450 Energize and Instant Replacement subscriptions with Integra One, effective August 12, 2023, to August 11, 2024, at a cost not to exceed \$7,182.

Renewal of Barracuda Message Archiver Appliance 450 Energize and Instant Replacement Subscriptions with Integra One —Item 14. C. 4.

To authorize the appropriate officers to execute an agreement with Netwrix Corporation, for the renewal of Netwrix Auditor, effective September 29, 2023, to September 28, 2024, at a cost of \$3,574.

**Renewal of Netrix Auditor
—Item 14. C. 5.**

To authorize the appropriate officers to execute an agreement with iboss, Inc., for the renewal of the bundled content-filter cloud subscription services and support from iboss Inc., for (240) student iPad devices. The total cost is not to exceed \$3,497.04 for the three-year term, with annual payments of \$1,165.68.

**Agreement with iboss, Inc. for renewal of Bundled Content-Filter Club Subscription Services
—Item 14. C. 6.**

To authorize the appropriate officers to execute an agreement between the Berks County Intermediate Unit (BCIU) and Zoom Video Communications, Inc., for the renewal of the consortium purchase of Zoom licenses to be utilized by participating member school districts. The term of the agreement is August 28, 2023, through August 27, 2024, at a cost not to exceed \$32,420 to be distributed to participating schools/organizations:

**Agreement with Zoom Video Communications, Inc. / Renewal of Consortium Purchase of Zoom Licenses / Participating School Districts
—Item 14. C. 7.**

- Berks Catholic
- Boyertown Area School District
- Conrad Weiser Area
- Exeter Township School District
- Fleetwood Area School District
- Governor Mifflin School District
- Hamburg Area School District
- John Paul II
- Literacy Council of Reading-Berks
- Muhlenberg School District
- Oley Valley School District
- Reading School District
- Reading Muhlenberg Career & Technology Center
- St. Catherine of Siena
- Tulpehocken Area School District
- Twin Valley School District

To authorize the appropriate officers to execute an agreement with HP, Inc., for a three-year lease of (100) HP laptop and (5) Microsoft Surface Pro 7+ Microsoft Surface Pro 7+ computers at a cost not to exceed \$100,610 (12 quarterly advance payments of \$8,164.10 each) effective upon receipt of the equipment.

**Agreement with HP, Inc. / Lease of HP Laptops and Microsoft Surface Pro+ Computers
—Item 14. C. 8.**

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D. BUSINESS SERVICES

—LUCILLE GALLIS, CFO

To award a contract to Whitmoyer Ford, Inc. for the lease/purchase of ten (10) 2024 Ford Transit 350 9-passenger gasoline vans at the bid price of \$70,000 each; total \$700,000.

**Award Contract to
Whitmoyer Ford
—Item 14. D. 1.**

To ratify the award of a contract to CRW Graphics at the bid price of \$171,455 for Printing of Learning Is Everywhere, Printing of Kindergarten Here I Come!, Printing of Kindergarten Here I Am!, Printing of Recipes For Readiness, Printing of Building Blocks For Babies, Printing of Every Day I Learn Through Play!, and Printing of When I Play, I Learn! (per Board authorization on June 15, 2023, to award between the June 15 and August 17, 2023 Board meetings).

**Award Contract to CRW
Graphics for Printing
—Item 14. D. 2.**

E. OPERATIONS

—ROB ROSENBERRY, CHIEF OPERATING OFFICER

To authorize the appropriate officers to execute an agreement between the Berks County Intermediate Unit (BCIU) and the BCIU Head Start Program, for the BCIU to provide Head Start transportation services, effective August 28, 2023, at \$483.62 per run/per day (0.7% decrease).

**Agreement with BCIU Head
Start Program for IU to
Provide Transportation
Services
—Item 14. E. 1.**

To ratify Addendum #2 to the original agreement between the Berks County Intermediate Unit (BCIU) and St. Daniel's Lutheran Church, 480 Big Spring Road, Robeson, PA, for the BCIU to rent/lease from the church a portion of the church's facilities consisting of two (2) rooms (a/k/a Rooms B4 and B12) and to extend the current term for an additional year through July 23, 2024, renewing automatically for additional successive one-year terms with the same terms and conditions. The monthly rent is \$1,600 per month and includes utility costs.

**Addendum #2 to Original
Agreement with St. Daniel's
Lutheran Church for Room
Rental / Lease
—Item 14. E. 2.**

To ratify an agreement between the Berks County Intermediate Unit (BCIU) and the PA Department of Labor and Industry, Office of Vocational Rehabilitation (OVR), for the BCIU to provide transportation services for Project SEARCH students from Penn State Health St. Joseph Medical Center Blue Building to the Main Hospital at the Zone 1 rate of \$18.83 per student per day (one way), effective for the 2023-2024 school year.

**Agreement with PA
Department of Labor and
Industry / BCIU
Transportation Services for
Project SEARCH
—Item 14. E. 3.**

To ratify an agreement between the Berks County Intermediate Unit (BCIU) and InspiraGen Institute, LLC, for Ty Howard to present a keynote address during the BCIU Transportation Services' Opening Day on Tuesday, August 15, 2023, for a fee of \$3,500.

**Agreement with InspiraGen
Institute, for Ty Howard as
Keynote for BCIU
Transportation Opening Day
—Item 14. E. 4.**

To ratify an agreement between the Berks County Intermediate Unit (BCIU) and the Boyertown Area School District, for the BCIU to rent/lease one (1) classroom and one (1) sensory room for the purpose of operating an Early Intervention class at the Washington Elementary School, 1406 Route 100, Barto, PA for a term of twelve (12) months beginning July 1, 2023. The rent is \$5,850 per year for twelve (12) months and includes utility costs.

**Agreement with Boyertown
Area School District for
Lease of Classroom Space at
Washington Elementary
School —Item 14. E. 5.**

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To authorize the appropriate officers to approve the proposed change in rental rates for meeting rooms at the BCIU Main Office facility, effective September 1, 2023.

**BCIU Main Office Meeting
Room Rental Rates
—Item 14. E. 6.**

F. ADMINISTRATION

—DR. JILL M. HACKMAN, EXECUTIVE DIRECTOR

To ratify an agreement between the Berks County Intermediate Unit (BCIU) and National CineMedia (NCM) LLC, for NCM to provide advertising media services to enhance public relations, marketing, and recruitment outreach from July 10, 2023, through December 31, 2023, for a total cost of \$2,870.

**Agreement with National
CineMedia, LLC /
Advertising Media Services
— Item 14. E. 1.**

To ratify the Services Agreement between the Berks County Intermediate Unit (BCIU) and the Twin Valley School District, for the BCIU to provide communications and public relations services on behalf of the district, effective July 1, 2023, to June 30, 2024, with the option to extend the term if necessary.

**Agreement with the Twin
Valley School District /
BCIU to Provide
Communications and
Public Relations Services
— Item 14. E. 2.**

To ratify an agreement between the Berks County Intermediate Unit (BCIU) and the Central Intermediate Unit 10 (CIU), for the Berks County Intermediate Unit's Executive Office Creative Team to provide social media consultation, coordination, and training, for a fee of \$110 per hour, for the period of August 2023 through December 2023.

**Agreement with Central
Intermediate Unit 10 /
Creative Team
Consultation, Coordination,
and Training
— Item 14. E. 3.**

To ratify an agreement between the Berks County Intermediate Unit (BCIU) and VidCruiter, Inc., for the BCIU to purchase a one-year subscription for VidCruiter's SaaS offering, vidInterviewing Pre-Recorded Video Interviews Software, for up to 100 hires per year, effective the date of signing of the agreement, for a fee of \$6,000.

**Agreement with
VidCruiter, Inc. / One Year
Subscription
— Item 14. E. 4.**

Yeas:	Gierula; Huhn; Hummel; Kennedy; Lash; Manmiller; Ritter; Taylor; Ulrich; Vasquez; McEwen
Nays:	None. Motion carried.

Roll Call Vote

Mr. McEwen then asked if anyone desired to comment before the conclusion of the meeting. No one requested to speak.

**Board Members Desiring to
be Heard**

A motion was made by Gierula, seconded by Manmiller, to adjourn the meeting at 8:06 p.m.

Adjournment

Motion carried.

Voice Vote

Approved by,

James Ulrich, Secretary

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

Mrs. Lucille Gallis, Chief Financial Officer, introduced **Mrs. Lori Shimko** as the Employee-of-the-Month for August. Mrs. Mary Tobias, Program Administrator in the Office of Business Services, reported that although she is now Lori's direct supervisor, she has worked with Lori for over 20 years. Lori now serves as a Level V Accounting Clerk, and is humble, dependable, and efficient. She oversees the Transportation timesheet entry process for payroll which is a critical responsibility, taking the initiative for this bi-weekly task by coordinating entry of hundreds of timesheets with three other business office clerks, checking final entries and creating the upload file from the Transportation Timesheet System to the Payroll System. For the Child Accounting portion of her position, Lori interacts with Alternative Education, Tower Behavioral Health and Special Education staff, as well as with school district personnel responsible for student residency. She collaborates with the Information Technology Department, school districts, and PDE to be sure paperwork and invoicing is processed on a timely basis.

**EMPLOYEE OF THE MONTH –
AUGUST 2023
— Lori Shimko, Office of
Business Services**

Mrs. Shimko thanked the Board, administration, and her co-workers for recognizing her efforts. Mrs. Shimko's husband and son attended the Board meeting to witness the honors.

The Berks County Intermediate Unit (BCIU) Board of Directors recognized **Chief County Detective Michael J. Gombar** as the 2023 recipient of the BCIU Outstanding Community Partner Award. In attendance to celebrate this recognition were Berks County District Attorney John Adams and Chief County Detective Gombar's command staff. Dr. Hackman reported that Chief County Detective Gombar is a humble leader. The award acknowledges his exceptional leadership and speaks of how highly he is regarded by the BCIU and as an advocate for the more than 70,000 students in Berks County, our schools, and the Berks County community. President McEwen and Vice President Huhn also offered comments and presented Chief County Detective Gombar with a framed certificate and proclamation.

**2023 BCIU OUTSTANDING
COMMUNITY PARTNER
— Chief County Detective
Michael J. Gombar**

District Attorney Adams spoke and stated he is thankful of the continued partnership with the BCIU and their efforts together. Chief County Detective Gombar introduced his colleagues and accepted the award on behalf of his team.

Board members viewed a video prepared for BCIU and Pennsylvania Key employees for the Start of the Year | State of the Unit Program with a message from Board President Mr. Gary McEwen and Executive Director Dr. Jill Hackman, setting the tone for the year ahead. The video also outlined organizational priorities for 2023-2024.

**FEATURED PROGRAM |
START OF THE YEAR |
STATE OF THE UNIT |
OFFICE PRIORITIES**