
CAIU BOARD HIGHLIGHTS

The following actions were taken at the **July 23, 2015** meeting held at the Enola Office of the Capital Area Intermediate Unit.

Reports/Updates

- The Board announced the following retiree: **Normajeane Krouse**, EPP, Early Intervention, retirement after almost 16 years of service.
- Alicia McDonald, Director of Student Services, shared that in-services for teachers will be held in the next week or two. The new principal for Hill Top Academy started this week. He participated in the Leadership Retreat and the interviewing of new staff. There will be an implementation of Schoolwide Positive Behavior Support at Hill Top Academy during the upcoming school year. Training will be held to help prepare staff for the use of iReady Diagnostic Reading and Math Assessments. Alicia recently had an opportunity to visit Options Daycare in Camp Hill. This site operates fully inclusive preschool classes.
- Theresa Kinsinger, Director of Organizational Services, shared that 85 participants completed Guest Teacher training earlier this month. The CAIU will be able to submit the applications for emergency certifications after August 1. A second session may be held in the fall if there are sufficient participants. For districts that use the SafeSchools application, session 1 of Mandated Reporter training has been approved by PDE. They anticipate that Sessions 2 & 3 will be approved soon. SafeSchools is also providing the Suicide Prevention training as required under Act 71. Due to recent changes to Act 15, staff is now required to obtain clearances every five years instead of three.
- Mr. Len Kapp, Supervisor of Operations and Transportation, reported that his staff are busy with classroom moves and facility maintenance. He also indicated that rosters and routes are being developed for the fall transportation services.
- Brian Griffith, Director of Curriculum Services, reported that there has been some movement with reauthorization of the Elementary and Secondary Education Act (ESEA), known currently as No Child Left Behind (NCLB). Both the House and Senate have passed a version of ESEA. There are some differences but both seem to be changing the accountability requirements and will most likely place that responsibility at the state or local level. At the State level, discussions continue around the use of the Keystone Exams as a graduation requirement and the completion and scoring of Project Based Assessments.
- David Martin, Director of Technology Services, shared that the summer months allow for the CAIU team to work directly with district teams on larger projects and infrastructure upgrades. Some districts have received approval for e-Rate funding, but some are still waiting for the approval. Some projects may be delayed until districts know about their e-Rate funding. The technology team is preparing for some technology audits both at the CAIU and at the district level. He is also working with some districts to pilot a Disaster Recovery solution.
- Daren Moran, Business Manager, provided an overview of the current CAIU cash flow status and the need to request a Revenue Anticipation Note. With the delay of the state budget, it is important to have this process be completed in the event the CAIU would need to borrow funds to continue operations. He also shared that there are 104 golfers participating in the annual Champions for Children Golf Tournament planned for Tuesday, July 28th beginning at 12:00 p.m. at Cumberland Golf Course in Carlisle.
- Rennie Gibson, Board Secretary, shared a copy of the Board Member directory and asked the members to update their information.
- Cindy Mortzfeldt, Executive Director, provided an overview of her monthly report. She highlighted the summer programs for nonpublic school services, Extended School Year

(ESY) for school age students, and Early Intervention for preschoolers. She shared information about the Fishing Derby held at South Middletown Township Park for the ESY students. A huge thank you to the Yellow Breeches Anglers & Conservation Association who have coordinated this event for 42 years. Their members helped the students with catching and cleaning the fish so that they could take them home and also provided lunch.

Executive Session –The Board met in Executive Session to review the details of a personnel issue.

Approved Action Items

- Election of the following CAIU Board Members for a new three-year term from July 1, 2015 – June 30, 2018:
 - Dr. Fred Baldwin, Carlisle Area SD
 - Mrs. Janis Macut, Central Dauphin SD
 - Mrs. Barbara Geistwhite, Cumberland Valley SD
 - Mrs. Maryellen Sheehan, Derry Township SD
 - Mr. J. Bruce Walter, Millersburg Area SD
 - Mrs. Cheryl Capozzoli, Newport SD
 - Mr. John Salov, Steelton-Highspire SD
- Election of the following CAIU Board Members to fill an unexpired term:
 - Mr. Terry Cameron, Greenwood SD, beginning November 20, 2014 and ending June 30, 2017
 - Mrs. Judy Crocenzi, West Shore SD, beginning June 25, 2015 and ending June 30, 2016
- Election of officers as follows: Mrs. Jean Rice, President; Mrs. Judith Quigley, Vice-President; Daren Moran, Treasurer; and Rennie Gibson, Secretary
- Appointment of Nancy Otstot as PSBA Voting Delegate to the Legislative Policy Council
- Selection of Harrisburg Patriot-News as newspaper of general circulation
- Appointment of Hartman Underhill & Brubaker as CAIU Solicitor and General Legal Counsel
- Minutes from the June 25, 2015 CAIU Board Meeting
- Treasurer's Report and Payment of Bills – a total of \$5,630,271.24 in receipts and \$10,245,258.59 in expenditures for June 2015.
- Summary of Operations for the 2014-15 fiscal year showing revenues of \$73,922,460.88 and expenses of \$73,858,671.03
- Budget Administration – No budgets this month
- Other Fiscal Matters
 - Substitute Rates – Effective August 1, 2015 for teachers and paraprofessionals
 - Revenue Anticipation Note for 2015-16
 - 2015-16 Special Education Service Contracts for the following: Central Dauphin SD, Halifax Area SD, Northern York County SD, Pennsylvania Leadership CS, and Susquenita SD
- Other Business Items
 - 2015-16 Partnership for Career Development Board of Directors
- Policies & Programs
 - Second Reading, Revised Policy #537 – Vacation (Classified)
 - Second Reading, Revised Policy #541 – Benefits for PT Employees (Classified)
 - Second Reading, Existing Position, New Description – Special Projects Secretary
 - First Reading, Existing Position, New Description – Clinical Psychologist – Mental Health Coordinator
 - First Reading, Existing Position, Revised Description – Food Services Manager
 - First Reading, Existing Position, New Description – Technology Infrastructure Supervisor
 - First Reading, New Position, New Description – Senior Application Developer
 - Second Reading, Revise Policy #331 – Job Related Expenses and 2015-16 LYDC Planned Education Program (PEP) were tabled until the August 27, 2015 meeting
- Personnel Items – see attached report

Executive Director's Report

- See attached written report.

President's Report

- Mrs. Jean Rice thanked the board for their attendance.

Board Member Sharing of Information

- Dr. Baldwin, Carlisle Area SD, shared that his district recently adopted AgendaManager and the feedback has been very positive.
- Mrs. Nancy Otstot, East Pennsboro Area SD, reported that her district has purchased Chromebooks for students in grades 5-12. They are also completing some renovations in preparations for the implementation of Blended Learning in their middle school. The students in grades K-4 will be receiving iPads funded through another initiative.
- Mrs. Janis Macut, Central Dauphin SD, reported that the 5th grade Wonder project has been an overwhelming success.
- Mrs. Barbara Geistwhite, Cumberland Valley SD, shared that a school in her district participated in the Summer Reading/Feeding program in collaboration with Project Share. The district is noticing an increasing poverty level in some areas of the district.

Information Items

- See AgendaManager at www.caiu.org for additional miscellaneous correspondence

NEXT MEETING: Thursday, August 27, 2015, 8:00 a.m., Board Room, CAIU Enola

Personnel and Policies/Programs Highlights from the Capital Area Intermediate Unit Board of Directors' Meeting

A. RESIGNATIONS:

SARAH BEAUMONT, teacher, ESL effective June 23, 2015. Reason: Personal.

LORI HOLTZINGER, occupational therapist, OT/PT effective July 30, 2015. Reason: Personal.

LINDSEY WEAVER, educational paraprofessional, Early Intervention effective July 29, 2015. Reason: Graduate school in New York.

B. RECOMMENDED FOR EMPLOYMENT OR CONTRACT:

TINA DEIBLER, teacher, Deaf/Hard of Hearing with a start date to be determined upon release from the Cumberland Valley School District. Salary will be based on Masters +15, Step 15, \$70,391 for 192 days of service. Days will be prorated based upon start date. This is a replacement position funded through the Deaf/Hard of Hearing Support Budget.

SALLY MENTZER, secretary, Special Projects/Curriculum Services provisionally hired effective August 3, 2015 pending receipt of all clearances. Range 4 base salary of \$31,492.50 for 12 months of service will be prorated for a total of 234 days. This position is funded through the Special Projects Budget.

JENNIFER PLANT, speech pathologist, Student Services effective at the start of the 2015/2016 school year. Salary will be based on Masters, Step 1, \$46,350 for 189 days of service, working 192 days in 2015/2016. This is a new position funded through the school-age speech/language budget.

C. CHANGES OF STATUS:

SARAH BJORKMAN, from long-term substitute to full-time permanent educational paraprofessional, Early Intervention effective October 1, 2015. Base salary of HS+30, Step 2, \$18,897 for 189 days of service will be prorated for a total of 162 days. This is a replacement position funded through the MAWA Budget.

MICHELE DEMPSEY, from long-term substitute to permanent full-time speech pathologist, Early Intervention effective July 1, 2015. Salary will be based on Masters, Step 15, \$69,116 for 189 days of service. This position is funded through the MAWA Budget.

KELLY GETHOUAS, from cafeteria manager to food services manager effective July 1, 2015. Change of status results in a change in salary. To be paid at the rate of \$24 per hour based on Range 1 salary of \$41,220 for 229 days of service. This position is funded through the Food Services Budget.

TODD HOWELL, long-term substitute teacher, Early Intervention, extension of long-term substitute contract through July 30, 2015. Base salary of Masters, Step 3, \$48,056 for 189 days of service will be prorated for 18 days through July 30, 2015. This position is funded through the MAWA Budget.

TARA JONES, from long-term substitute to permanent full-time speech pathologist, Early Intervention effective July 1, 2015. Salary will be based on Masters, Step 2, \$47,137 for 189 days of service. This position is funded through the MAWA Budget.

STEPHANIE KLEESE, from long-term substitute to permanent full-time speech pathologist, Early Intervention effective July 1, 2015. Salary will be based on Masters, Step 2, \$47,137 for 189 days of service. This position is funded through the MAWA Budget.

AMY LONG, from long-term substitute to full-time permanent speech pathologist, Early Intervention effective July 1, 2015. Salary will be based on Masters, Step 5, \$50,289 for 189 days of service. This position is funded through the MAWA Budget.

SHANA MONTGOMERY, from itinerant teacher, Deaf/Hard of Hearing Support to educational consultant, Training and Consultation Services effective at the start of the 2015/2016 school year. Salary will be based on Masters, Step 9, \$56,328 for 189 days of service. This position is funded through the CSPD/IDEA Budget.

HOLLY O'NEILL, from part-time floater teacher, Student Services to full-time teacher, Transition Support effective at the start of the 2015/2016 school year. Salary will be based on Bachelors, Step 6, \$48,574 for 189 days of service. This is a replacement position funded through the Transition Support Budget.

REBECCA SAVIDGE, from part-time to full-time behind-the-wheel instructor, Driver Education effective at the start of the 2015/2016 school year. To be paid at the rate of \$25.04 per hour based on a salary of \$35,494.20 for 189 days of service. This position is funded through the Driver Education Budget.

HEATHER SMITH, from part-time to full-time educational consultant, Student Services effective at the start of the 2015/2016 school year. Salary will be based on Masters +15, Step 15, \$70,391 for 189 days of service.

ERICA STIFFLER, change of status from clinical coordinator, CAPP as an exempt employee to social worker, Student Services as a bargaining unit employee effective at the start of the 2015/2016 school year. Change of status results in a change of salary. Salary will be based on Masters, Step 5, \$50,289 for 189 days of service. This position is funded through the Classroom Program Budget.

JOHN THOMPSON, principal/program supervisor, Student Services, to begin employment effective July 20, 2015. Salary will be based on Act 93, Grade 3, \$110,376 for 12 months of service prorated for a total of 249 days.

TODD WITTERS, from full-time physical education teacher, Loysville YDC to part-time floater teacher, Student Services effective at the start of the 2015/2016 school year. The demotion to part-time is due to the elimination of the physical education program at LYDC.

KAREN WRONSKI, from part-time to full-time speech pathologist, Early Intervention effective July 1, 2015. Salary will be based on Masters +15, Step 15, \$70,391 for 189 days of service. This position is funded through the MAWA Budget.

D. CHANGES OF SALARY:

SARAH ALTMAN-KOPKO, part-time speech pathologist, Early Intervention, change in salary due to change in work days effective July 1, 2015. Base salary of Masters +60, Step 3, \$53,617 for 189 days of service will be prorated for a total of 122 days for the 2015/2016 school year. This position is funded through the MAWA Budget.

RACHEL DIEM, part-time speech pathologist, Early Intervention, change in salary due to change in work days effective July 1, 2015. Base salary of Masters, Step 8, \$54,621 for 189 days of service will be prorated for a total of 122 days for the 2015/2016 school year. This position is funded through the MAWA Budget.

DINA DUFFY, part-time speech pathologist, Early Intervention, change in salary due to change in work days effective July 1, 2015. Base salary of Masters, Step 15, \$69,116 for 189 days of service will be prorated for a total of 105 days for the 2015/2016 school year. This position is funded through the MAWA Budget.

SHANNON GERHARDS, part-time speech pathologist, Early Intervention, change in salary due to change in work days effective July 1, 2015. Base salary of Masters, Step 9, \$56,328 for 189 days of service will be prorated for a total of 118 days for the 2015/2016 school year. This position is funded through the MAWA Budget.

HEIDI HAAS, part-time speech pathologist, Early Intervention, change in salary due to reduction in work days at the employee's request. Base salary of Masters +15, Step 12, \$63,516 for 189 days of service will be prorated for a total of 130 days for the 2015/2016 school year. This position is funded through the MAWA Budget.

DEBORAH HASSINGER, part-time speech pathologist, Early Intervention, change in salary due to reduction in work days at the employee's request. Base salary of Masters, Step 15, \$69,116 for 189 days of service will be prorated for a total of 130 days for the 2015/2016 school year. This position is funded through the MAWA Budget.

TARA KEINER, part-time speech pathologist, Early Intervention, change in salary due to change in work days effective July 1, 2015. Base salary of Masters +30, Step 7, \$55,752 for 189 days of service will be prorated for a total of 118 days for the 2015/2016 school year. This position is funded through the MAWA Budget.

ANDREA KIMMEL, part-time speech pathologist, Early Intervention, change in salary due to change in work days effective July 1, 2015. Base salary of Masters, Step 11, \$60,136 for 189 days of service will be prorated for a total of 130 days for the 2015/2016 school year. This position is funded through the MAWA Budget.

KATHERINE KLOPP, from part-time to full-time educational paraprofessional, Early Intervention effective August 31, 2015. Base salary of HS+30, Step 1, \$18,003 for 189 days of service will be prorated for a total of 166 days through June 30, 2016. This position is funded through the MAWA Budget.

MARIA LAZZAREVICH, from full-time to part-time speech pathologist, Early Intervention effective August 24, 2015. Change is made at the employee's request. Base salary of Masters, Step 5, \$50,289 for 189 days of service will be prorated for a total of 40 days for the 2015/2016 school year. This position is funded through the MAWA Budget.

KRISTIN LEITZEL, teacher, Early Intervention, change of salary for completion of master's degree effective May 18, 2015. Pay retroactive to May 18, 2015 at Masters, Step 1, \$45,817 for 189 days of service, prorated for 13 days for the 2014/2015 school year and at Masters, Step 2, \$47,137 for 189 days of service for the 2015/2016 school year effective July 1, 2015.

JOANNE RUHL, part-time speech pathologist, Early Intervention, change in salary due to reduction in work days at the employee's request. Base salary of Masters, Step 15, \$69,116 for 189 days of service will be prorated for a total of 130 days for the 2015/2016 school year. This position is funded through the MAWA Budget.

JEANNINE UHLER, from part-time to full-time physical therapist, OT/PT effective August 24, 2015. Base salary of Masters, Step 13, \$64,469 for 189 days of service will be prorated for a total of 185 days in 2015/2016.

E. LEAVES OF ABSENCE:

Executive Director's Report

July 23, 2015

NEWS

Math Design Collaborative (MDC)

In January 2014, CAIU in partnership with Berks County IU #14 was awarded a contract under the Race to the Top (RTTT) Grant to research MDC, develop a training plan, run a pilot group, and ultimately implement the Mathematics Design Collaborative across Pennsylvania during the 2014-15 school year.

We recently received very positive feedback from the PDE. We were the only PDE grant funded by RTTT that completed all goals as outlined in the plan. Specifically:

- 56 Trainers trained from 28/29 IUs (Pittsburgh did not participate).
- 210/500 Districts (Plus Non-Public, Charters, IUs, CTCs) participated.
- 910 Teachers participated, plus administrators, instructional coaches, professors, and pre-service teachers.
- 55,000 Students (based on average of 60 per teacher) impacted.
- Created Online Community, Listserv, and Electronic Resources.
- Posted over 40 lessons on Standards Aligned System (SAS) with 40 more anticipated.
- Created 5 training videos.

PowerSchool Academy

The sixth annual PowerSchool Academy was held at the CAIU Enola office from June 22 – 25, with a total of 59 attendees representing 29 school entities (technical schools, districts, charter schools). The academy is a cooperative effort between CAIU, Montgomery County IU (MCIU) and Carbon Lehigh IU (CLIU) and is an affordable alternative to attending Pearson PowerSchool training events. A total of 38 courses were offered over the four day academy, and PowerSchool partner vendors were on hand to provide product demonstrations and information. Among the vendors attending this year's event were PowerSchool, Pearson's GradPoint, Maximus TIENET, SRC Solutions, InfoSnap, and Phoenix Learning. Our PowerSchool training team has received positive feedback from those who attended the event.

Guest Teacher Training

The Guest Teacher Training was held at the CAIU on July 7-9 with 85 participants. Our Human Resources Team organizes this training and staff from our Curriculum team provides the content for qualified individuals to work as "guest" (substitute) teachers to replace regular classroom teachers while they are on professional or personal leave. Those who successfully complete the training, paperwork, and all required clearances will be qualified to substitute teach in any subject area in the participating public school districts. Participants in the program are trained in classroom management, educational laws, the art of teaching, professionalism, and special education related issues.

Curriculum Services

Karen Ruddle, Curriculum Specialist/Supervisor, presented at the Multi-Tiered Systems of Support (MTSS) Forum at Pattan Harrisburg on June 29. She presented on the Student

Learning Objective (SLO) Implementation in PA. She co-presented with Dale Reiman, High School Principal at Derry Township SD.

Preschool Early Intervention

The EI Carnival took place on June 23rd; despite the thunderstorms and flood warnings, 316 children and families were in attendance.

Student Services

OT/PT

The OT/PT staff has developed individual staff Wikispaces. This was an OT/PT professional development project aimed at enhancing communications with families and educational staff. In addition, Brittany Duling, OT, and Karen Ditzler, from Technology, established password protection access to the student pages on staff Wikispaces. We are able to provide the parent with a password to access their child's private Wikispace page for communication purposes which enables us to share student work confidentially, upload videos of student performance and provide resources of interest. We are still in the process of piloting this and have set the goal for staff to consider at least one family each who would be interested in accessing their child's Wikispace. Student pages are deleted after they leave our services.

The School-Age OT/PT Networking Group has been well-received. Therapists attending the past 3 meetings include those from the following school districts: Harrisburg, Lower Dauphin, Derry Township, Cumberland Valley, and Central Dauphin.

Blind/Visually Impaired Support Services:

On May 18, 2015, Rose Anna Stillwagon and Joanne Ruchinski, CAIU Teachers of the Visually Impaired, attended the Lower Paxton Lioness Club meeting and presented information on educating students with visual impairment. They discussed services available at the infant, early intervention and school-age level. Community agencies that support these students were highlighted. Equipment utilized with students who have visual impairments was shown including: light box, flipper, Braille Writer, Braille and large print books, enhanced maps, beep balls and canes.

Extended School Year (ESY)

ESY is underway. Students are working on activities in skill areas such as academic, vocational and life skills. One classroom made a tent out of rolled newspapers and a sheet.

The students are also gearing up for CAIU's annual trip to the Yellow Breeches to participate with 20-30 volunteer anglers who will provide one-on-one assistance to students while fishing for 12 to 18 inch rainbow, brook and brown trout. This will be held on July 22 from 8:30 to 11:30 at the South Middleton Township Park. All students are encouraged to take home their catch. The fish "filleters" will be on-site to clean all fish and pack them in ice for the students to take home. The Angler's Association and their wives have made arrangements to provide lunch for everyone. Look for us on the news as we typically have several news stations on site during the event.

Pupil Services/Hospital/Diakon/ELECT-EFI/Homeless

A new School Psychologist position has been filled. New contracts are coming in for services.

Summer School is offered at Diakon through Title I, Part D funds. Credit recovery for Math and English are offered to students. Hershey Children's Hospital and Penn State

Rehabilitation Center are also offering summer school through Children's Miracle Network funding.

ELECT/EFI Grant was accepted and approved for another 3 year term (2015-2018).

Homeless (ECYEH) Region #2 Site Monitoring Report was received with all areas Meeting or Exceeding requirements.

NOTIFICATION OF ACTIVITIES

- Attended the Open House at our newest preschool location - Willow Mill Preschool.
- Met with Thomas Haupt, new superintendent at Millersburg Area SD, to provide an overview of CAIU services.
- Participated in the PAIU Equity of Opportunity Committee phone conferences. This committee of Executive Directors assists in the planning for the work associated with the annual PDE initiatives.
- Met with Executive Director of the Capital Region Partnership for Career Development to review the continued work of the Partnership in our region.
- Attended the Association of Education Service Agencies (AESA) Leadership Conference in Pittsburgh.
- Will meet with Dr. Nicholas Guarente, new superintendent at Greenwood SD, on July 20.
- Attended PASA's Women's Caucus Executive Board meeting.

UPCOMING CAIU EVENTS

- **19th Annual CAIU Champions for Children Golf Tournament** - Fee is \$65.00 per player. Package includes green fee, cart, refreshments, dinner and other prizes. Awards Banquet immediately following Tournament.
Where: Cumberland Golf Club, 2395 Ritner Highway, Carlisle, PA 17015
When: Tuesday, July 28, 2015 (Rain or Shine);
Registration begins at 11:00AM - Shot Gun Start at 12:00PM
Contact: Daren Moran, Golf Committee Chairperson
(717)732-8400 x8654; dmoran@caiu.org
- **Preschool Graduation ceremony and End of the Year Celebration**
Heather Donovan and the Carroll Elementary Preschool Staff would like to invite you to their Graduation Ceremony and End of the Year Celebration.

Dates & Times for the Celebration: Tuesday, **July 28th** at 10:00am and 1:30pm &
Wednesday, **July 29th** at 10:00am and 1:30pm