
CAIU BOARD HIGHLIGHTS

The following actions were taken at the **August 25, 2016** meeting held at the Enola Office of the Capital Area Intermediate Unit.

Reports/Updates

- The Board announced the following retiree: **Joan Gillis**, Educational Consultant, Curriculum, retirement after 7 years of service
- Alicia McDonald, Director of Student Services, shared that several new staff members have recently been hired in the Student Services Department. She also introduced Rachel Montiel, the new Assistant Principal at Hill Top Academy, and Kathy Gottlieb, new program supervisor, who will be supervising OT/PT and some of the Pupil Services staff. She has begun the 2015-16 Reconciliation process for the School age contracts. Schoolwide Positive Behavior Instructional Support (PBIS) is being implemented at Hill Top Academy. Please Save the Date for a November 15th Open House for Project Search at Hershey Medical Center.
- Theresa Kinsinger, Director of Organizational Services, shared that the recent New Employee Orientation was a success and there will be another session in October. She has made it a goal to chart where new hires are coming from and where staff who are leaving will be going. The 2016-2017 Education Directory will soon be published on the CAIU website.
- Len Kapp, Supervisor, Operations and Transportation, shared that the Hill Top Academy driveway project is nearing completion. He provided an update on the Enola driveway culvert project and summarized the work he is doing with Derry Township to provide transportation to their students with special needs.
- Brian Griffith, Director of Curriculum Services, shared that districts have received Keystone and PSSA data from last school year. The scores increased across the state in math and are at least the same or higher in reading. Plans have been made for the second year-long South Central PA Consortium for Excellence and Equity (SCPCEE).
- David Martin, Director of Technology Services, shared that the Next Generation Firewall and WAN upgrade is enhancing service to our districts. Three CAIU districts are piloting large amounts of bandwidth, and three districts have borrowed a CAIU robot for use at their sites.
- Daren Moran, Business Manager, shared that the Business Office is closing out the 2015-16 fiscal year. Auditors will be on site near the end of September.
- Dr. Rhonda Brunner, Assistant Executive Director, shared information about several of the service projects that CAIU staff have developed as part of our All Staff Day service opportunities. Two books being used in the Superintendent Book Studies and the one book is authored by Paul Gorski, one of the presenters for the SCPCEE.
- Cindy Mortzfeldt, Executive Director, shared information about opening week activities, new employee orientation and her visit with Dr. Chester Mummau, new superintendent at Shippensburg Area SD. She invited the board members to the My Bike presentation planned for Monday, August 29 at 2:00 p.m. She also provided an overview of the 2016-17 CAIU Organizational Goals.
- A brief discussion took place about the PSBA 2016 Slate of Candidates. A vote will take place at the September Board meeting. Rennie Gibson, Board Secretary, shared that a link to the bios for each candidate can be accessed through our board agenda item.

Executive Session – An executive session was held to provide an information update on negotiations.

Approved Action Items

- Minutes from the July 28, 2016 CAIU Board Meeting
- Treasurer's Report and Payment of Bills – a total of \$5,362,285.20 in receipts and \$6,377,526.59 in expenditures for June 2016
- Summary of Operations for the 2015-16 fiscal year (as of August 8, 2016) showing revenues of \$85,557,247.53 and expenses of \$79,620,288.42
- Summary of Operations for the 2016-17 fiscal year showing revenues of \$2,760,799.38 and expenses of \$3,531,157.63
- Budget Administration – No Budgets this Month
- Other Fiscal Matters
 - 2016-17 Special Education Contracts: Lower Dauphin SD and Susquehanna Township SD
- Other Business Items
 - 2016-17 Board Committees
- Policies & Programs
 - Second Reading, New Policy #224 – Care of IU Property
 - Second Reading, New Policy #238 – Releasing Students to Agencies
 - Second Reading, New Policy #804 – School Day
 - Second Reading, New Policy #810 – Transportation
 - First Reading, Revised Policy #004 - Membership
- Job Descriptions
 - First Reading, Existing Position, Revised Description – Data Specialist
 - First Reading, Existing Position, Revised Description – Online Learning Support Administrator
- Personnel Items – See Attached Report
- Collective Bargaining Agreement between the CAIU and CAEA effective July 1, 2016 – June 30, 2019.

Executive Director's Report

- See attached written report.

President's Report

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

Board Members Sharing of Information

- Mr. Eric Samples, Lower Dauphin SD, asked for an update regarding the use of the Robots. David Martin provided a brief overview as part of his team report.

NEXT MEETING: Thursday, September 22, 2016, 8:00 a.m., Board Room, CAIU Enola Office

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

A. RESIGNATIONS:

- **KIMARIE BROWN**, Teacher, Emotional Support Program, effective June 3, 2016. Reason: Personal.
- **LYNN COBB**, Educational Paraprofessional, Emotional Support Program, effective June 3, 2016. Reason: Completing college internships.
- **JOSEPH GRUM**, Personal Care Assistant, Autism Support Program, effective June 3, 2016. Reason: Accepted a position outside of the Capital Area Intermediate Unit.
- **CAITLIN HANCOX**, Teacher, Emotional Support Program, effective June 3, 2016. Reason: Accepted a position outside of the Capital Area Intermediate Unit.
- **KATIE JOHN**, Personal Care Assistant, Emotional Support Program, effective June 3, 2016. Reason: Personal.
- **KATHERINE KLOPP**, Educational Paraprofessional, Early Intervention Program, effective July 28, 2016. Reason: Personal.
- **VIVEK SHANTHARAM**, Personal Care Assistant, Autism Support Program, effective June 9, 2016. Reason: Moved to California.
- **JESSICA SMITH**, Psychologist, Pupil Services Program, effective June 3, 2016. Reason: Accepted a position with West Shore School District.
- **KRISTIN WILSON**, Teacher, ESL Program, effective June 3, 2016. Reason: Personal.
- **AMY YOUNG**, Personal Care Assistant, Emotional Support Program, effective July 28, 2016. Reason: Accepted a position with Central Dauphin School District.

B. RECOMMENDED FOR EMPLOYMENT OR CONTRACT:

- **TAMARA BECKENBAUGH**, Teacher, Multiple Disabilities Program, effective August 29, 2016. Base salary of Masters + 30, Step 13, \$67,175 for 189 days of service will be prorated for a total of 182 days with additional new hire days as required. This is a replacement position funded through the Multiple Disabilities budget
- **JAN CUVA-PRIMMER**, Mental Health Worker, ELECT Program, effective for the 2016-2017 school year. Base salary of Bachelors, Step 15, \$48,938 for 189 days of service with additional new hire days as required. This is a new position funded through the ELECT budget.
- **ARIEL FRANCHAK**, part-time Long Term Substitute Remedial Specialist, ANPS Program, effective for the 2016-2017 school year. Base salary of Masters +30, Step 4, \$51,813 for 189 days of service, prorated for 145 days. This is a replacement position funded through the Act 89 budget.
- **JESSICA GUNTZ**, Teacher, Emotional Support Program, effective for the 2016-2017 school year. Base salary of Bachelors, Step 4, \$46,080 for 189 days of service with additional new hire days as required. This is a replacement position funded through the Emotional Support budget.
- **TONYA HATTER**, Social Worker, Pupil Services Program, effective for the 2016-2017 school year. Base salary of Masters, Step 7, \$53,046 for 189 days of service with additional new hire days as required. This is a new position funded through the Pupil Services budget.
- **KRISTIN HOOVER**, Teacher, CATES Program, effective for the 2016-2017 school year. Base salary of Masters + 60, Step 5, \$55,849 for 189 days of service with additional new hire days as required. This is a new position funded through the CATES budget.

- **SHAHARA JOHNSON**, Personal Care Assistant, Emotional Support Program, effective for the 2016-2017 school year. Base salary of HS + 30, Step 1, \$18,003 for 189 days of service with additional new hire days as required. This is a new position funded through the Emotional Support budget.
- **SUZANNE KNOUSE**, Teacher, CATES Program, effective for the 2016-2017 school year. Base salary of Masters, Step 15, \$69,116 for 189 days of service with additional new hire days as required. This is a new position funded through the CATES budget.
- **ROSANNA LEE**, Teacher, Autism Support Program effective for the 2016-2017 school year. Base salary of Bachelors, Step 3, \$45,029 for 189 days of service with additional new hire days as required. This is a new position funded through the Autism Support budget.
- **COLETTE MEDLIN**, Speech and Language Clinician, Early Intervention Program, effective for the 2016-2017 school year. Base salary of Masters, Step 9, \$56,328 for 189 days of service with additional new hire days as required. This is a replacement position funded through the MAWA budget.
- **MITZI MCKENZIE**, Long Term Substitute Educational Paraprofessional, CATES Program, effective August 8, 2016 – October 31, 2016. Base salary of HS + 30, Step 1, \$18,003 for 189 days of service will be prorated for a total of 53 days. This is a replacement position funded through the CATES budget.
- **LAURA MORTON**, Social Worker, Pupil Services Program, effective for the 2016-2017 school year. Base salary of Masters, Step 1, \$46,350 for 189 days of service with additional new hire days as required. This is a new position funded through the Pupil Services budget.
- **M. ELIZABETH MOYER**, Teacher, Loysville Youth Development Center, effective for the 2016-2017 school year. Base salary of Masters, Step 8, \$54,621 for 189 days of service with additional new hire days as required. This is a replacement position funded through the Loysville Youth Development Center budget.
- **ANDREW RICHMOND**, Educational Paraprofessional, Emotional Support Program, effective for the 2016-2017 school year. Base salary of HS + 30, Step 1, \$18,003 for 189 days of service with additional new hire days as required. This is a replacement position funded through the Emotional Support budget.
- **KAREN ROBBINS**, Teacher, Emotional Support Program, effective for the 2016-2017 school year. Base salary of Bachelors, Step 14, \$63,743 for 189 days of service with additional new hire days as required. This is a replacement position funded through the Emotional Support budget.
- **JENNIFER SMERALDO**, Teacher, Emotional Support Program, effective for the 2016-2017 school year. Base salary of Masters, Step 3, \$48,056 for 189 days of service with additional new hire days as required. This is a replacement position funded through the Emotional Support budget.
- **MICHAEL URICH**, Teacher, Loysville Youth Development Center, effective for the 2016-2017 school year. Base salary of Bachelors, Step 15, \$66,097 for 189 days of service with additional new hire days as required. This is a replacement position funded through the Loysville Youth Development Center budget.

C. CHANGES OF STATUS:

- **KRISTA CARR**, Teacher, Early Intervention Program, change in leave of absence return to work date from September 19, 2016 to July 28, 2016.
- **STEFAN MOYER**, from Technology Support Specialist to Technology Support Specialist III, Technology Team, effective July 1, 2016. Change of status results in a change of salary to \$43,270 for 12 months of service. This is a replacement position funded through the General Operating budget.
- **DAVID NICHOLS**, from Application Support Coordinator to Technology Support Supervisor, Technology Team, effective July 1, 2016. Change of status results in a change of salary to \$53,000 for 12 months of service. This is a new position funded through the General Operating, Comprehensive Planning, and CAOLA budgets.

- **NICOLE REDCROSS**, from Educational Paraprofessional to Teacher, Emotional Support Program, effective for the 2016-2017 school year. Change of status results in a change of salary to Bachelors, Step 1, \$43,322 for 189 days of service. This is a replacement position funded through the Emotional Support budget.
- **KATHRYN SNYDER**, from Personal Care Assistant to Educational Paraprofessional/Licensed Practical Nurse (LPN), Autism Support Program, effective for the 2016-2017 school year. Change of status results in payment of \$2,950 stipend for completing LPN duties. This will be paid through the Autism Support budget.

Executive Director's Report

August 25, 2016

NEWS

CAIU Opening Week

It is an exciting time of the year as we welcome our staff for the 2016-17 school year. Our staff providing school age services returned during the week of August 15 and staff providing services for our preschool children returned on August 22. Program meetings are held at various times during this two-week period. I had the opportunity to visit the program meetings to welcome staff to the new school year. It is always great to see and hear the excitement as staff begins their work for the new year.

We welcome many new staff, including teachers, paraeducators, school counselors, psychologists, specialists, speech and language clinicians, social workers, technology staff, and administrators, to the CAIU. We held New Staff Orientation on Friday, August 19. We made some changes to our orientation format and included visitations to Hill Top Academy, our center for school age services, and one of our Preschool Centers.

Curriculum Services

The Curriculum team is working directly with the following school districts to provide professional development opportunities throughout the 2016-17 school year focusing on innovative instructional technology practices in the classroom.

- Newport School District
- Susquehanna Township School District
- West Perry School District
- East Pennsboro School District
- Upper Dauphin School District

Topics include, but are not limited to: Blended Learning, Flipping a Classroom, HEAT Framework (*Higher order thinking, Engaged learning, Authentic connections, Technology use*), SAMR Model (*helps educators infuse technology into teaching and learning*), TPACK (*Technological Pedagogical and Content Knowledge*), Google Apps in Education, Formative Assessment, Canvas, Moodle, iPads as a Center-Based Approach, planning for a 1:1, and the Makerspace movement.

Technology Services

The CAIU Technology Services team has been working collaboratively with our member school districts to select our Next Generation Firewall for our consortium members. This past spring, Fortinet was selected as the best solution which will allow us more flexibility, application visibility and control, threat prevention, and increased performance. Fortinet is a global leader in network security providing services to organizations such as NASDAQ OMX, Indiana University, Federal and State governments, Healthcare organizations, and many public school districts. The Next Generation Firewall was installed over the summer and the majority of school districts have been switched over to the new solution. The remaining districts will be migrated as schedules permit. The infrastructure upgrade coupled with the WAN upgrade next year will lead us into the future and prepare our member school districts with the back-end operations to achieve their technology goals.

Student Services

Hill Top Academy

- Hill Top Academy begins the 2016-2017 School year with our second year of School-wide Positive Behavior Interventions & Supports (PBIS) training on Wednesday August 17th. The PBIS mantra at Hill Top will be: Labs Love to Learn First, Act Responsibly, Be Their Best Selves and Show Safe Actions
- To support standards based instruction in the secondary classes, Hill Top Academy teachers will have access to the CAOLA course catalog and content this coming year.
- Anticipated opening day enrollment: 120 students

District-based Classrooms

- We are busily preparing for the first day of school, with the addition of a new Autism Support class being opened at Steelton-Highspire Elementary School. We welcome our newest teacher, Rosanna Lee, to this program. We are thankful for the opportunity to have this class and look forward to providing increased services to our school districts.
- Our Project Max initiative, which began with our Middle School Autism Support class (Samantha Forsythe), will expand this year to our High School Multiple Disabilities Support class (Paulette Walker). This initiative helps build capacity for our students with complex instructional needs to obtain maximum access to and learning of grade level, general education curriculum.

Project SEARCH

- **Save the Date:** A Project SEARCH Open House will be held on **November 15** at Penn State Health Medical Center. This event gives prospective students and families an opportunity to learn more about this exciting program.

Pupil Services/ELECT-EFI/CAMhP/Diakon/Educational Coaches

- The new program ~ Capital Area Mental-health Program (CAMhP) will open temporarily at Hill Top Academy to begin the 2016-2017 school year. We are opening with one secondary class with referrals already in place.
- Student Services will be using a program-wide intake process. There will be a team of coaches and mental health professionals doing all intakes for district and center based classes.
- Pupil Services welcomes some new faces:
 - Debbie Rose – school psychologist
 - Laura Morton – social worker, Hill Top Academy
 - Tonya Hatter – social worker, Hill Top Academy
 - Jan Cuva-Primmer – mental health worker, ELECT

NOTIFICATION OF ACTIVITIES

- Attended United Way Capital Region planning meeting.
- Met with Dr. Chester Mummau, Superintendent-Elect at Shippensburg Area SD.

UPCOMING EVENTS:

“My Bike” Presentation and Parade Event

We are so excited to host the “My Bike” event on behalf of Variety, The Children’s Charity, on Monday, August 29th at 2:00 p.m. in the Susquehanna Room. It is anticipated that eight children will receive bikes and at least six other children will be fitted for bikes.