
CAIU BOARD HIGHLIGHTS

The following actions were taken at the **February 23, 2017** meeting held at the Enola Office of the Capital Area Intermediate Unit.

Reports/Updates

- Holly Brzycki, Supervisor of Online Learning, shared an overview of the Capital Area Online Learning Association (CAOLA) including the curriculum, program structure, partnerships and the goals for CAOLA.
- Alicia McDonald, Director of Student Services, shared that her team is experiencing turnover of staff, especially at the paraprofessional level due to complexity of student needs and level of support needed. The recruitment and retention of staff create critical challenges and concerns. She also shared that we are continuing our partnership with Messiah College for Pre-Service teachers to observe and student teach in our CAIU classrooms.
- Theresa Kinsinger, Director of Organizational Services, shared that Affordable Care Act reporting has been completed. A Guest Teacher training will be held at the CAIU on July 26th and 27th. The CAIU continues to experience a severe substitute shortage. The Pennsylvania Association of School Personnel Administrators (PASPA) conference will be held next week.
- Len Kapp, Supervisor, Operations and Transportation, shared that the Governor's budget proposal includes language to change the transportation funding formula for school districts with the potential of decreasing subsidy amounts for many local districts.
- Brian Griffith, Director of Curriculum Services, shared that the Mid-Atlantic Conference on Personalized Learning will be held in Baltimore next week with about 460 registrants from over 30 states.
- David Martin, Director of Technology Services, shared that his team continues to market AgendaManager both in Pennsylvania and outside the state. The PETE&C conference was held last week and he commended students from West Shore School District and Derry Township School District for their conference technology support. Phase One of the conference room updates has been completed.
- Daren Moran, Business Manager, shared that the General Operating Budget needs approval by the majority of our member school districts. Six districts have already approved the General Operating Budget. He recently met with PAIU and CAIU business managers.
- Dr. Rhonda Brunner, Assistant Executive Director, shared that policies are being developed to comply with the Healthy, Hunger-Free Kids Act of 2010 including policies on unpaid meal charges and student wellness. The PDE School Climate initiative will expand to include more school districts next year. Plans are underway to include at least 3 Intermediate Unit-focused sessions at the fall PSBA/PASA conference.
- Cindy Mortzfeldt, Executive Director, shared that she is working with our substitute vendor to improve substitute fill rates. Variety – the Children's Charity has expanded in our region to include the My Stroller and the My Voice program. Cumberland Valley High School was the winner of the 2017 Governor's STEM Competition which was held at the CAIU. The 18th Annual Champions for Children Bingo fundraiser will be held on April 7th at the CAIU.
- Rennie Gibson shared that Statement of Financial Interest forms are due and should be sent to her attention.

Executive Session – Executive session was held to discuss a personnel matter.

Approved Action Items

- Minutes from the January 26, 2017 CAIU Board Meeting

- Treasurer's Report and Payment of Bills – a total of \$4,036,730.55 in receipts and \$7,444,386.55 in expenditures for January 2017
- Summary of Operations for the 2016-17 fiscal year showing revenues of \$46,116,127.07 and expenses of \$38,826,029.84
- Other Fiscal Matters
 - Proposed 2017-18 Market Place Services Fee Schedule
 - Proposed contract with Comcast Cable Communications Management LLC for the Wide Area Network and Internet subject to a final agreement acceptable to the administration and Council, and subject to the signature of the Board President on the final agreement
- Policies & Programs
 - Second Reading, New Policy #247 – Hazing
 - First Reading, Revised Policy #810.1 – Drug/Alcohol Testing – Covered Drivers
- Personnel Items – See Attached Report

Executive Director's Report

- See attached written report.

President's Report

- Mrs. Jean Rice thanked the board for their participation in today's Board meeting as there was a lot to cover. She also appreciated having great attendance at today's meeting.

NEXT MEETING: Thursday, March 23, 2017, 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:

- **KATHERINE DERK**, Teacher, Emotional Support Program, effective January 30, 2017. Reason: Personal.
- **ANTHONY LUBIC**, Application Developer II, Technology Team, effective February 3, 2017. Reason: Personal.
- **BILLIJO MILLER**, Personal Care Assistant, Emotional Support Program, effective February 23, 2017. Reason: Employee accepted a position with East Pennsboro Area School District.

B. RECOMMENDED FOR EMPLOYMENT OR CONTRACT:

- **JENNIFER KRAUS**, Educational Paraprofessional, Dual Diagnosis Program, effective February 13, 2017. Base salary of HS+30, Step 1, \$18,253 for 189 days of service will be prorated for a total of 72 days with additional new hire days as required. This is a replacement position funded through the Emotional Support budget.
- **KRISTEN OESTERLING**, Personal Care Assistant, CATES Program, effective February 13, 2017. Base salary of HS+30, Step 1, \$18,253 for 189 days of service will be prorated for a total of 72 days with additional new hire days as required. This is a new position funded through the CATES Program.
- **IMANI ROBERTS**, Personal Care Assistant, CATES Program, effective February 15, 2017. Base salary of HS+30, Step 1, \$18,253 for 189 days of service will be prorated for a total of 70 days with additional new hire days as required. This is a new position funded through the CATES budget.
- **BRIANNA SMITH**, Educational Paraprofessional, Dual Diagnosis Program, effective February 6, 2017. Base salary of HS+30, Step 1, \$18,253 for 189 days of service will be prorated for a total of 77 days with additional new hire days as required. This is a replacement position funded through the Dual Diagnosis budget.
- **MICHAEL ZITO**, Personal Care Assistant, Emotional Support Program, effective February 9, 2017. Base salary of HS+30, Step 1, \$18,253 for 189 days of service will be prorated for a total of 74 days with additional new hire days as required. This is a new position funded through the Emotional Support Program.

C. CHANGES OF STATUS:

- **SAMANTHA GRUBBS**, Educational Paraprofessional, Autism Support Program, from active to terminated status due to failure to report to work, effective January 3, 2017.

D. CHANGES OF SALARY:

- **ELIZABETH JENSEN**, change of salary from 80% of Bachelors, Step 2 to full amount of Bachelors, Step 2, \$44,747 for 189 days of service, prorated for 73 days, in accordance with the Collective Bargaining Agreement. Employee changed from a Floater Teacher to a Teacher in the Emotional Support Program, effective February 13, 2017.
- **BARBARA SWENSON**, change of salary from 80% of Bachelors, Step 1 to full amount of Bachelors, Step 1, \$44,247 for 189 days of service, prorated for 91 days, in accordance with the Collective Bargaining Agreement. Employee changed from a Floater Teacher to a Teacher in the Dual Diagnosis Program, effective January 17, 2017.

E. LEAVES OF ABSENCE:

- **PAMELA FRY**, Educational Paraprofessional, Early Intervention Program, leave of absence effective February 3, 2017 – February 10, 2017. Leave is requested using accumulated paid leave for the morning of February 3, 2017 for a total of 0.5 paid

days and without pay from the afternoon of February 3, 2017 – February 10, 2017 for a total of 5.5 unpaid days. Leave is requested in accordance with CAIU and FMLA policies.

- **KELLI GARIS**, Educational Paraprofessional, Emotional Support Program, unpaid leave is requested for January 19, 2017 and February 16, 2017 due to exceeding 10 days of leave without pay. Leave is requested in accordance with CAIU Board Policy #339 – Uncompensated Leave.
- **LYNETTE LEE**, Educational Paraprofessional, Early Intervention Program, leave of absence June 26, 2017 – July 26, 2017. Leave is requested without pay for a total of 18 unpaid days. Employee is not eligible for FMLA, but leave is in accordance with CAIU Board Policy #339 – Uncompensated Leave.
- **NANCY MAUST**, Educational Coach, Student Services Team, leave of absence effective January 18, 2017 – April 12, 2017. Leave is requested using accumulated leave time from January 18, 2017 – the morning of April 3, 2017 for a total of 52.5 paid days and without pay from the afternoon of April 3, 2017 – April 12, 2017 for a total of 7.5 unpaid days. Leave is requested in accordance with CAIU and FMLA policies.
- **SHIRLEY TAYLOR**, Clerk, Administrative Team, leave of absence effective March 2, 2017 – May 12, 2017. Leave is requested using accumulated paid leave for a total of 50 days and is in accordance with CAIU and FMLA policies.
- **EMILY SIDELINGER**, Speech and Language Clinician, School-Age Speech Program, leave of absence March 13, 2017 – April 28, 2017. Leave is requested using accumulated paid leave from March 13, 2017 – the morning of April 20, 2017 for a total of 24.5 paid days and without pay from the afternoon of April 20, 2017 – April 28, 2017 for a total of 6.5 unpaid days. Leave is requested in accordance with CAIU and FMLA policies.

Executive Director's Report

February 23, 2017

PROGRAM SPOTLIGHT

Capital Area Online Learning Association

School districts in the Capital Area region came together as the Capital Area Online Learning Association (CAOLA) in 2009 to provide a quality online learning solutions for students. Since its inception, CAOLA has expanded to other Intermediate Units and districts across Pennsylvania. CAOLA offers flexible learning options for students with limited course selections, unique scheduling needs or family obligations. CAOLA offers a highly engaging curriculum that meets the needs of a variety of students. Currently, CAOLA membership includes 97 school districts across 11 Intermediate Units. Over 4,000 students are enrolled in more than 36,000 courses. Most recently, CAOLA has added project based learning courses that require students to create projects addressing real world problems and scenarios.

NEWS

Variety – the Children's Charity

Variety enables children with disabilities to live life to the fullest with a focus on mobility, communication and social inclusion. The CAIU has worked with Variety to identify and provide children with adaptive bikes through the "My Bike" program. In the near future, the children and families in our region will be able to participate in Variety's "My Stroller" and "My Voice" programs. "My Stroller" program provides a Kid Kart Mighty Lite adaptive strollers and "My Voice" program provides a communication device to eligible children with a communication disorder. We are very excited to learn about the expanded opportunities for children in our region.

STEM Competition

The **Governor's STEM Competition** is an annual, rotating themed academic contest students in grades 9-12 that is focused on exposing students to STEM concepts, skills, and occupations. This year's theme "Building a Stronger Pennsylvania." The purpose for the competition is to increase STEM-related educational opportunities for students at the regional and state levels. Furthermore, the STEM Competition intends to raise awareness of the importance of science, technology, engineering, and mathematics education. This year's Governor's STEM Competition held at the CAIU on February 14,



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2017. We had 6 teams participate: Cumberland Valley HS, Lower Dauphin HS, Newport HS, Cedar Cliff HS, Shippensburg Area Senior HS and West Perry Senior HS. The top three winning teams were:

- 1st Place** – Cumberland Valley HS (moving to the State Competition at Thaddaeus Stevens in May)
- 2nd Place** – West Perry Senior HS
- 3rd Place** – Shippensburg Area Senior HS

Student Services

Pupil Services/CAMhP/Diakon/Educational Coaches

- Hill Top Academy and Pennsylvania Psychiatric Institute (PPI) are continuing their partnership with success. Students who are in immediate crisis are able to bypass the Emergency Room and be automatically admitted based on required criteria that our Licensed Clinical Psychologist and Licensed Social Worker review for placement.
- We continue to fill contracts for Psychological services to support districts in staff shortages in Chambersburg, Lower Dauphin and Big Spring.
- The coaches are working with staff to get trained for PSSA/Keystone exams. Keystone exams will be done online for the first time for 2017 testing window.
- Our school-age staff Summer Academy training calendar will be completed by the end of February and on 48 CARATS in March. There are several opportunities for district staff to register for professional development.

OT/PT

- Caseloads are very full for this time of year. We are looking to increase the time of one of our part-time OT's and we are looking for an LTS PT for the rest of the year.

Early Intervention/Preschool

- Jean Gray and Lara Borne, Educational Consultants, attended and provided resources at a transition conference that focused on childhood trauma, challenging behaviors, administering the Adverse Childhood Experiences Scale and how to prepare for transition of new students into kindergarten. This event was sponsored by Parents and Partners, South Middletown School District, IU13 and Success by 6 United Way of Carlisle and Cumberland Counties.

Hill Top Academy

- Hill Top Academy, with the support of the Technology team in Enola, has committed to administering all Keystone exams online this spring. Transitioning away from the paper and pencil exams is expected to improve test security and student engagement during testing.
- To date, secondary students at Hill Top have completed 10 CAOLA courses with a 100% pass rate. Through utilizing CAOLA, Hill Top has been able to offer higher-level courses to students and allow them to continue courses they were taking in their home district.
- Earlier this month Hill Top Academy hosted the orientation for Messiah College's spring teacher interns. Student Services will host close to 20 interns this spring at Hill Top, Early Intervention and various district classrooms.

Autism/Multiple Disabilities Support

- The Project Max team is planning professional development for all district-based IU classes in the areas of presumed competence, a focused look at academic standards, deconstructing a unit plan, a new perspective on inclusion opportunities, and involving families in the academic process.
- One of our MDS students at Steelton-Highspire High School recently received a wheelchair mount which allows her the opportunity to independently access curriculum resources through her Eye Gaze technology.

Project Search

- We have received 10 applications for Project Search for the 17-18 school year. The Interview and Assessment Day will be held on March 29th at Penn State Health Hershey Medical Center.

Loysville Youth Development Center

- The current enrollment is 106 residents; approximately 33% of the population had turned over since early December.
- Twenty-three of the 106 students, or 22%, of the population already have their GED or High School Diploma but still attend school daily.

- Five students passed the GED test this month and seven earned their HS Diploma (issued by the Commonwealth of PA)
- January 10, 11, and 12 – Building Trades class had 9 students prepare for Weatherization skills testing. A representative from Penn Tech spent three days testing students with a 100% success rate. All students received certification.

School-age Speech and Language

- For the second time in two months, Alice Womer has visited the Camp Hill State Prison in order to complete a referral request, submitted by the state, for a speech and language assessment. In both cases, the young men had IEPs that included speech services so the prison officials were ensuring that FAPE was still being provided.

Deaf and Hard of Hearing

- The students in Jennifer McLaughlin's DHH class at Conewago Elementary celebrated the 100th day of school last week with a variety of activities and were able to join the Kindergarten class for some activities with their students such as stacking 100 solo cups in various ways, doing 100 seconds of exercises, and building towers with 100 Legos, etc. They also made a delicious Trail Mix with 100 pieces of Chex, Cheez-it, M & Ms, pretzels, marshmallows, and more.

Equitable Participation

- Meg Taylor-Makuch, Heather Waldner, and Alicia Shaffer continue to coach teams of educators in the non-public schools. They have kept busy with a steady stream of requests for coaching, as they continue to work toward bringing in schools who have not accessed the coaching model yet. The three staff held a workshop at the CAIU on January 18th that was attended by members of ten schools. They had planned activities which highlighted the best practices for teaching vocabulary. With this, they also shared many resources related to vocabulary and then guided some collaborative sharing among the educators.

NOTIFICATION OF ACTIVITIES

- Attended the PAIU Central Region Executive Directors' meeting
- Attended the monthly PAIU Executive Directors' meeting.
- Attended Harrisburg Chief Recovery Officer Committee meeting
- Attended the Capital Region Partnership for Career Development Student Showcase Luncheon and Event

SAVE THE DATE:

18th Annual Champions for Children Bingo - April 7, 2017

Let's play Bingo--and help support Champions for Children! Bingo and raffle prizes at this year's event will include Vera Bradley bags and accessories and Longaberger Baskets. Food will be available and raffles will be held throughout the evening.

Champions for Children offers assistance to children in need within the Capital Area Intermediate Unit's service area. Since 2000, Champions for Children Basket Bingo has helped to raise over \$40,000!

Doors open at 5:45 p.m., bingo starts at 6:45 p.m. Adults only. Tickets: \$25 for 6 cards.