
CAIU BOARD HIGHLIGHTS

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

Reports/Updates

- Dr. Janylyn Elias, Program Director, and Wendy Shaver, Teacher, shared an overview of the Diakon/Center Point Day Program. The Board members participated in a quiz as Ms. Shaver modeled the use of instructional technology. Clyde Caldwell, Principal at Loysville Youth Development Center, and Lori Feidt, English Teacher, provided an overview of LYDC facility, including the history, responsibilities of Department of Human Services, and the educational program provided by CAIU.
- David Martin, Director of Technology Services, shared a report about PETE&C and thanked the districts, Derry Township and West Shore, for allowing students to attend the conference to provide technical support. He invited the board members to the Middle School and High School Computer Fair that will be held at the CAIU on Wednesday, March 29th.
- Cindy Mortzfeldt, Executive Director, highlighted several items from her Executive Director's report. She shared that Dr. Brunner and she recently met with the Chief of Staff from Senator Regan's office and with Representative Thomas Mehaffie to share an overview of the work of Intermediate Units in general and the work of the CAIU with our school districts. She also reviewed the Executive Director's evaluation documents and the summary of the 2014-17 CAIU Organizational Goals. She also invited the Board members to the 18th Annual Champions for Children Bingo event on Friday, April 7th.
- Rennie Gibson, Board Secretary, shared that the annual ballots for the CAIU Board member election will be distributed soon.

Executive Session – Executive session was held to discuss a student situation.

Board Committee Reports – The Board Negotiations Committee met immediately following the February 23, 2017, board meeting.

Approved Action Items

- Minutes from the February 23, 2017 CAIU Board Meeting
- Treasurer's Report and Payment of Bills – a total of \$7,656,348.89 in receipts and \$7,509,859.91 in expenditures for February 2017
- Summary of Operations for the 2016-17 fiscal year showing revenues of \$51,936,823.48 and expenses of \$47,148,580.71
- Budget Administration
 - Proposed 2016-17 Budget Revision – Online Learning Initiative in the amount of \$5,245,824
 - Proposed 2016-17 Budget Revision – Driver Education in the amount of \$230,550
 - Proposed 2016-17 Budget Revision – English as a Second Language in the amount of \$487,784
 - Proposed 2016-17 Budget Revision – Entrepreneurial Transportation in the amount of \$107,900
 - Proposed 2016-17 Budget Revision – Financial Software Application in the amount of \$233,008
 - Proposed 2016-17 Budget Revision – Technology Entrepreneurial in the amount of \$3,216,891

- Proposed 2016-17 Budget Revision – Transportation in the amount of \$3,903,450
- Proposed 2016-17 Original Budget – Capital Area Mental Health Program (CAMHP) in the amount of \$257,250
- Proposed 2016-17 Original Budget – Early Intervention Evidence Based Implementation Grant in the amount of \$18,605
- Proposed 2016-17 Original Budget – Statewide System of Support in the amount of \$208,404
- Other Fiscal Matters
 - Proposed 2017-18 Fixed Rates
- Policies & Programs
 - Second Reading, Revised Policy #810.1 – Drug/Alcohol Testing – Covered Drivers
- Job Descriptions
 - First Reading, Existing Position, Revised Description – Curriculum Services Administrative Assistant
- Personnel Items – See Attached Report

Executive Director’s Report

- See attached written report.

President’s Report

- Mrs. Jean Rice thanked the board members for their attendance at today’s meeting.

NEXT MEETING: Thursday, April 27, 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:

- **TAMARA BECKENBAUGH**, Teacher, Multiple Disabilities Support Program, effective April 21, 2017. Reason: Personal.
- **KIERSTEN DIMINICK**, Educational Paraprofessional, Early Intervention Program, effective June 2, 2017. Reason: Personal.
- **VALARIE FRANCIS**, Educational Paraprofessional, Early Intervention Program, effective March 3, 2017. Reason: Personal.
- **REBECCA KUHN**, Teacher, CATES Program, effective April 18, 2017. Reason: Personal.
- **JEANNE MORROW**, Speech and Language Clinician, Early Intervention Program, effective July 6, 2017. Reason: Retirement after more than 23 years of continuous service.
- **NICHOLAS RUDDLE**, Personal Care Assistant, CATES Program, effective March 3, 2017. Reason: Personal.
- **MARIANNE SMITH**, Teacher, Blind/Visually Impaired Support Program, effective June 9, 2017. Reason: Retirement after 35 years of continuous service.
- **CATHY TWEET**, Educational Paraprofessional/Communications Facilitator, Deaf/Hard of Hearing Program, effective June 3, 2017. Reason: Retirement after more than 33 years of continuous service.
- **PAULETTE WALKER**, Teacher, Multiple Disabilities Support Program, effective June 30, 2017. Reason: Retirement after 31 years of continuous service.

- **BOBBI JO WORRELL**, Teacher, CATES Program, effective April 21, 2017. Reason: Personal.
- **DEBRA ZERVANOS**, Educational Paraprofessional, CATES Program, effective March 17, 2017. Reason: Personal.

B. RECOMMENDED FOR EMPLOYMENT OR CONTRACT:

- **BRANDON BEDDIA**, Educational Consultant, Loysville Youth Development Center, effective pending Board approval. Base salary of Masters, Step 8, \$55,258 for 189 days of service will be prorated based on the number of days worked and will include additional new hire days as required. Hiring and continued employment contingent upon execution of professional contract and ongoing PDE certification. This is a new position funded through the Loysville Youth Development budget.
- **ALEXANDER ELBERT**, Long Term Substitute, Early Intervention Program, effective March 14, 2017 – June 2, 2017. Employee will work as a part-time Educational Paraprofessional effective March 14, 2017 – March 24, 2017. Base salary of HS+30, Step 1, \$18,253 for 189 days of service will be prorated based on number of days worked. Employee will then transition to a full-time Teacher effective March 27, 2017 – June 2, 2017. Base salary of Masters, Step 7, \$53,683 for 189 days of service will be prorated for a total of 39 days. These are replacement positions funded through the MAWA budget.
- **KATHLEEN HORNER**, Social Worker, Pupil Services Program, effective March 13, 2017. Base salary of Masters, Step 5, \$50,926 for 189 days of service will be prorated for a total of 54 days with additional new hire days as required. This is a replacement position funded through the Pupil Services and Emotional Support budgets.
- **KIMBERLY TUCKER**, part-time Long Term Substitute Physical Therapist, OT/PT Program, effective February 27, 2017 – July 27, 2017. Employee will be paid at the rate of \$49.21 per hour, based on Masters, Step 15, \$69,753 for 189 days of service. This is a new position funded through the OT/PT budget.

C. CHANGES OF STATUS: NONE

D. CHANGES OF SALARY: NONE

E. LEAVES OF ABSENCE:

- **LYNDI JANNY**, Teacher, Early Intervention Program, leave of absence effective April 2, 2017 – June 2, 2017. Leave is requested using accumulated paid leave from April 2, 2017 – May 12, 2017 for a total of 20 paid days and without pay from May 15, 2017 – June 2, 2017 for a total of 14 unpaid days. Leave is requested in accordance with CAIU and FMLA policies.
- **KAREN RUDDLE**, Supervisor, Training and Consultation Program, leave of absence effective March 13, 2017 – June 7, 2017. Leave is requested using accumulated paid leave for a total of 60 days and is in accordance with CAIU and FMLA policies.
- **AVEN SHUPE**, Personal Care Assistant, CATES Program, leave of absence effective March 9, 2017 – March 17, 2017. Leave is requested using accumulated paid leave from the afternoon of March 9, 2017 – March 10, 2017 for a total of 1.5 paid days and without pay from March 13, 2017 – March 17, 2017 for a total of 5 unpaid days. Leave is requested in accordance with CAIU and FMLA policies.
- **ELENA TAYLOR**, Job Coach, Loysville Youth Development Center, leave of absence effective February 14, 2017 – February 28, 2017. Leave is requested using accumulated paid leave for a total of 9 days and is in accordance with CAIU and FMLA policies.

Executive Director's Report March 23, 2017

PROGRAM SPOTLIGHT

Center Point Day Program

Based at the Diakon Wilderness Center, the Center Point Day Program is a day treatment program that strives to nurture change and growth in a challenging and supportive environment. The safe, community-based program features individualized programming for students who struggle in a traditional school environment. Participating students choose from either a career and academic approach or a school-based focus. Both offer training and experience in vocational training and employment; evidence-based family and competency development emphases; on-site drug and alcohol/mental health counseling; and therapeutic leadership development through adventure-based activities. The goal of the program is for every student to be a successful graduate and a productive, connected, and law-abiding member of society and the community. Currently 65% of student enrollment in this program is district referrals.

Loysville Youth Development Center (LYDC)

The Department of Human Services (DHS) is responsible for the administration, management, and oversight of Pennsylvania's seven public facilities for adjudicated delinquent youth. At LYDC, there are two facilities, a Secure Treatment Unit and a Medium Secure facility. The school program, provided by the CAIU, includes secondary educational services for young men, typically ages 14-21, who have been adjudicated to the facility. There is a strong focus on core academic content as well as vocational training programs. The DHS staff provides counseling for the young men and interacts regularly with school staff to ensure safety, security, and coordination of treatment plans. The average adjudication period is approximately six months and typically, there are about one hundred young men assigned to the site.

NEWS

2017 Pennsylvania Education Technology Expo and Conference (PETE&C)

This statewide conference focuses on the creative use of technology in schools. For the 7th year, staff of the CAIU Curriculum and Technology teams provided coordination and technical support to the conference. In addition to the CAIU staff, students from West Shore and Derry Township School Districts provided support to all the presenters in the breakout rooms and had an opportunity to interact with the vendors. The students all did a fantastic job. Thank you to our districts who permitted students to attend and gain real hands-on experience in technology support.



Student Services

2017 PDE Data Summit

The annual PDE Data Summit was held on March 12-15. CAIU Student Services' staff presented at three sessions:

- 1) Beth Fitzpatrick, Data Secretary, and Kelly Ellison, Contract and Child Accounting Specialist, co-facilitated an *IU Roundtable*. The session encompassed discussion of strategies to support accurate reporting of data.
- 2) Crystal Jenkins, Special Education Data Specialist, contributed to the presentation, *Special Education Reporting/State Performance Plan*, with PennData managers from IU13 and IU14.
- 3) Cindy Gavazzi, Data Systems Supervisor, co-presented with Julia Nye, Technology Director at Greenwood School District, a session entitled, *Who's on your team? Tools and conversation starters for identifying your data team*.

PowerSchool Special Education Software

- Student Services will be using PowerSchool Special Education Software for school-age programs. The pilot, for school-age teachers and providers, launched on March 10. The system will be rolled out to all school age IU classrooms in the fall of 2017. The pilot participants will provide input and questions as the project team prepares for revised procedures and full scale implementation.

Capital Area Mental Health Program (CAMhP)

- CAMhP Program is growing and the plan for 2017-2018 is to open 1-2 more classes. We are currently looking for district settings to "house" this program. This will require a need to hire teachers and social workers for each new class.

Preschool/Early Intervention

- On March 7th, the EI Preschool program had a professional development day focusing on understanding and using core language in a variety of routines. This offering was jointly planned and presented by a number of EI professional staff from our preschool program as well as the infant-toddler program. Participants received information regarding research and evidence-based practices. The importance of planning in the development of low and high tech AAC (augmentative-alternative communication) was emphasized. Discussions and team activities about cross-disciplinary implementation of core language and exploration of various low and high tech AAC applications were provided. This program was repeated on March 8 for an audience comprised of preschool parents, infant-toddler parents, and infant-toddler professionals. The course was offered on both dates for continuing education units from ASHA (American Speech-Language-Hearing Association).
- Alexis Snyder (Inclusion Consultant), Katrina Strohm (Teacher), Joanne Kliss and Janice Susi (Occupational Therapists) participated at the Capital Area Association for the Education of Young Children Conference on Saturday, March 11th at Messiah College. They provided resources for early childhood teachers on the CAIU Preschool Program.

Blind & Vision Services

- Maheem Asif, a high school student from Harrisburg School District who receives CAIU vision services, was featured on WHTM Channel 27 as part of the district's Celebration of the Arts Fest. Maheem's charcoal artwork of Elsa from the Disney feature Frozen was picture alongside of Maheem and her teachers. The clip can be seen here: <http://abc27.com/2017/03/10/harrisburg-sd-to-host-annual-celebration-of-the-arts-event/>

- On March 10th, Anjelina Cruz, a former CAIU vision student, presented to our vision teachers as a social worker for the Bureau of Blindness and Visual Services (BBVS). Anjie presented to our teachers how her office works with families and individuals in a variety of ways. The session was intended to have our school aged services work collaboratively with agencies like BBVS. It was interesting to note that Anjie was presenting to our five IU teachers, 4 of whom she had as a student when she was in school. The vision team is very proud of her.

Deaf and Hard of Hearing

- The deaf and hard of hearing classroom at Conewago Elementary is planning a field trip on March 21st to Indian Echo Caverns as part of their Engage NY unit of study on the History of the Earth (including earth formation, landforms, fossils, and dinosaurs). The students will have an opportunity to go on a guided tour of caves located on the premises. They will also have planned activities at the zoo, petting barn, and a brief stop at the playground before heading back to school.
- At the CAIU DHH class at Susquehanna Township Middle School, Mrs. Deb Genet, has brought many new ideas for promoting conversation within her classroom while utilizing Engage NY curriculum and incorporating current events. Deb has created a sense of community within the classroom talking about real world topics. The students are engaged and learning through some hands on activities. It is great to see such a smooth transition for the students as Mrs. Genet recently became the teacher in this classroom.

School-age Speech and Language

- On March 10th, the school aged speech and language clinicians participated in a web training on Lesson Pix – an easy-to-use online resource that allows users to create various customized learning materials. The remote training was provided by one of the owners of the company and gave our team a great overview of the program and its many uses for students in MDS classes, students with Autism or speech disorders.

Equitable Participation

- The equitable participation instructional coaches are currently coaching and/or consulting in approximately 12 area non-public schools. The focus is bringing differentiation into the classrooms to meet the needs of all the learners, especially the ones identified with one of the 13 educational disability categories. Additionally, the EP coaches offer four Learning Support Network meetings a year. We have covered the five BIG ideas in the reading, math centers, and the last one this year will cover data and how to use it to drive instruction. The EP coordinator is planning the annual parent-training meeting that will occur in the spring.
- Another large focus of EP this year has been supporting our non-public schoolteachers in the implementation of guided math. Guided math allows the teachers to work with small instructional groups to provide appropriate differentiation and immediate corrective feedback.

Project SEARCH

- In October 2016, six CAIU staff members agreed to participate in a mentoring activity with the students in the Penn State Health Project SEARCH Program at Milton S. Hershey Medical Center. Vickie Armstrong, Dee Dombach, Beth Fitzpatrick, Jen Neusbaum, Cindi Walker, and Rob Weezorak acted as e-mail mentors for Project SEARCH students, which involved corresponding with students weekly.
- The students wrote about their internship experiences and asked their mentors' employment based questions. In February, the students participated in mock phone interviews with their mentors. For the culminating activity on March 3rd, the students traveled to the Enola Office for a mock interview day. Prior to interview day,

students went to Dress for Success where they were given professional interview attire and interviewing tips. Students dressed professionally and were interviewed by their mentors. After the interview, the students, their teachers, and mentors had a pizza party. It was a great experience for all!

Project Max

- On March 9th, members of our Project Max team did a poster presentation at the annual PDE Conference at Hershey Lodge and Convention Center. The theme of the presentation was the growth that students achieved by having educators presume competence in each of their students. Student work and growth charts were used as evidence of the success of this program. Special thanks to Lisa Smiley, Samantha Forsythe, Greer Aukstakalnis, Emily Sidelinger, and Geri Shaffer for their hard work during this past year.

Transitional Services

- We have begun our next rotation of students going into the community to gain vocational experiences at various businesses under the supervision of our transition coordinator, Holly O'Neill; job coach, Tracy Snyder; and educational consultant, Dee Dombach. We have partnerships with Target, Karns, Project Share, Goodwill, Mission Central, Sunset Tees, and even some work at the CAIU Enola building.

Hill Top Academy

- On March 3rd Hill Top Principal, Dr. John Thompson, collaborated with CAOLA supervisor Holly Brzycki and Edison Learning to deliver a webinar highlighting student success at Hill Top Academy and the benefits of online learning for students with special needs.
- At the most recent Act 80 day on March 10th, Hill Top Teachers received training in DIBELS Math. All other staff members participated in a Mental Health training provided by Hill Top's clinical psychologist, Dr. Patrick Rieker.

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
- Participated in the PASA Women's Caucus Executive Board meeting
- Met with Chief of Staff for Senator Mike Regan
- Met with Representative Thomas Mehaffie III

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, 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.