



educational excellence through leadership, partnership, and innovation

Executive Director's Report July 27, 2017

PROGRAM SPOTLIGHT

CAIU Human Resources Team

Our Human Resources Team, led by Theresa Kinsinger, Director of Organizational Services, provides a variety of human resources services to both internal and external clients. In addition to managing the daily HR needs of the CAIU staff, the team handles on-boarding and off-boarding employees, managing absences/substitute needs, retirement and benefits, and works directly with our districts to compile the annual salary and benefits survey. In collaboration with the CAIU Curriculum Services Team, the HR team plans and conducts the Guest Teacher Program where participants are trained to be substitutes in both CAIU and school district classes. Additionally, Theresa leads the HR Advisory Council with quarterly meetings for our districts' HR personnel to share pertinent HR issues and information from the Pennsylvania Department of Education and other agencies, organizations, and individuals in an effort to keep our school districts informed. Theresa also works closely with the CAIU administrators to monitor and review contracts with other agencies so that we are able to provide a variety of services through the CAIU.

NEWS

Student Services

Speech and Language

- A representative from Andrew's Gift recently contacted the IU requesting that one of our speech clinicians review training materials that they provide to approve them for American Speech-Language Hearing Association (ASHA) credits. This type of request from a private agency is relatively new, but we will look for further opportunities to provide this service.

Staffing and Scheduling

- Our administrators are continuing their efforts to screen and interview applicants to fill vacant positions including; teachers, social workers, speech/language, OT/PT, a teacher of the visually impaired, job coaches and paraprofessionals.
- We are also conducting interviews for program supervisor (vacant from Mr. Imboden's upcoming retirement) and data systems supervisor (vacant from Mrs. Gavazzi's resignation).
- Dr. Dorsey is working with the administration at Susquehanna Township middle and high schools to complete student schedules for our students in those classrooms. Once schedules are complete, Dr. Dorsey will be able to finalize support staff assignments between those two buildings. Both teachers are assigned, but, at this point, the communication facilitators, paraprofessionals, and interpreters are all more dependent on the specific schedules of the students.

School-age Classroom Programs

- Program Supervisors are working with district principals to finalize building agreements for the classes housed in districts.
- We are working closely with districts to begin the intake process/meetings for the 2017-2018 school year. Meeting dates have been selected in August so that students can begin immediately when the school year opens.



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- Due to additional requests for service, we are opening an elementary Emotional Support (ES) class in Halifax Area SD at Enders-Fisherville Elementary as well as two new CAMhP (Capital Area Mental Health Program) emotional support classes, one of which will be located in South Middleton School District at Iron Forge Elementary and the other location is still pending.

Hill Top Academy

- The summer professional development Academy of Continuing Education (ACE) has been exceptionally well-received. Hill Top Academy staff has received training in the new IEP Software system, Behavior Management, Para-educators as Instructional Partners, Confidentiality and Boundaries, the Impact of Childhood Trauma and Trauma Sensitive Schools. This has all been in addition to Safe Crisis Management certification, which most staff were able to complete outside of summer academy days. Trauma informed care will be a continued focus at Hill Top this school year; acknowledging that a significant percentage of our students have experienced trauma in their lives outside of school.
- Summer construction projects at Hill Top continue, with significant progress already made. To date, the HVAC system has been updated and the process to reinforce and aesthetically improve the first floor walls is nearing completion.

Extended School Year (ESY)

- Our Extended School Year program operated from July 5th – July 27th. This program provides continuity of services for students with IEPs who would otherwise regress over the summer break. The culmination of ESY is the Fishing Derby, supported and hosted by the Yellow Breeches Anglers Association, on July 27th.

“My Bike” Presentation and Parade Event

- On Monday, July 24th, we had the privilege to; once again, host the *adaptive equipment giveaway* event on behalf of Variety - the Children's Charity. Nine children received adaptive bikes and four children were fitted for new bikes. The children and families demonstrated their joy as they rode their bikes or strollers in a parade through the lobby amidst cheers from IU staff.

NOTIFICATION OF ACTIVITIES

- Attended Education Core Solution Partners meeting with United Way Capital Region.
- Participated in a book study, “The Five Dysfunctions of a Team”, with Cabinet members as part of our annual Cabinet Retreat. In addition, other topics included Comprehensive Planning and Goals creation, and policy and procedures review.
- Assisted in interview process for new supervisor hiring.
- Participated in virtual meeting with Executive Directors and representatives from IUs 12 and 13 to review and plan for services through the 2017-18 Statewide System of Support.