

CAIU BOARD HIGHLIGHTS

The following actions were taken at the **December 20, 2018** meeting held at the Enola Office of the Capital Area Intermediate Unit.

Reports/Updates

- Brown, Schultz, Sheridan & Fritz presented the Audit presentation for the year ending June 30, 2018.
- This year's recipient of the Josephine J. Decima Award for Excellence in the Field of Special Education was Alice Womer, CAIU Speech/Language professional. Dr. Andria Saia and the CAIU Board, presented the award to Alice.
- Revisions to the CAIU By-Laws were presented to the Board for review.
- Alicia McDonald, Director of Student Services, reported on the ELECT holiday party. ELECT case managers and some CAIU volunteers held the annual holiday party and Baby Bucks store for the families in the program. The teen parents were able to shop at the Baby Bucks store using the incentives earned over the course of the fall. Each child got their picture taken on Santa's lap and a stuffed animal from him. The families received a gift from Toys for Tots and pajamas that were donated by Carter's. Hill Top Academy held their 2nd Annual Holiday Shop. Students were able to earn snowflakes to purchase gifts for all family members in their house. They received many donations from CAIU staff and Delta Dental.
- Theresa Kinsinger, Director of Organizational Services, held a Human Resources Advisory Council meeting this month. Our region is in desperate need of para-professionals; the IU still needs fourteen. Jan Howe announced her retirement. Jan has been a tremendous help with the contract process in addition to many other responsibilities here at the IU. We are looking at the best way to move forward with filling this future vacancy. The Telehealth Service offered through Capital Blue Cross will be implemented and available to all staff in January 2019. This is a virtual care service which allows staff to meet with a physician or mental health professional from the comfort of their home—or anywhere else in the United States. No appointment is necessary, and Virtual Care visits cost less than urgent care or emergency room visits!
- Dave Martin, Director of Technology Services, reported that the inaugural Keystone Education Security Summit (KEdSS) was held on Friday, November 16. It was great success. Approximately 70 school districts and IUs were represented at the conference. Technology will meet next month to start planning for the creation of regional cyber security plan, working within the Federal guidelines with implementation planned over the next 2 years. The CAIU is leading a regional video security system solution today to find the best pricing and options available.
- Greg Milbrand, Assistant Executive Director, introduced CAIU's new Marketing and Communication Specialist, Amy Beaver. The Safe2Say anonymous tip line goes live on January 14. All middle and high school students will need to be trained. The superintendents will continue their security discussions at the January 9 SAC meeting. Greg wished everyone a happy and healthy holiday.
- Andria Saia, Executive Director's Report was available for the Boards review. She highlighted the CAIU Service Projects where our staff have given back to the community. Last year almost 300 staff completed a service project. This year, approximately 292 have completed services projects to date and another 152 are scheduled to complete a service project between now and January 18, 2019. She also highlighted Millersburg's Jump Start Café. On December 12, Millersburg Area Life Skills Support teacher, Ms. Brandi Riland, brought some of her students to the CAIU for the morning to operate a "pop-up" café. The students created a menu of cold and hot beverages and snacks, which they sold and served to members of our Superintendents Advisory Council as well as to CAIU staff. The Jump Start Café operates regularly in their own schools; this is the first time that the students have had the opportunity to expand their experiences outside of their school.

Approved Action Items

- Approval of the minutes of the Capital Area Intermediate Unit Board of Directors' meeting of November 15, 2018.
- Treasurer's Report and Payment of Bills – a total of \$5,032,941.33 in receipts and \$4,700,612.84 in expenditures for November 2018.
- Summary of Operations for November 2018 showing revenues of \$32,696,410.93 and expenses of \$25,533,299.66.
- Budget Administration
 - Proposed 2018-19 Budget Revision - Early Intervention ACCESS Program
 - Proposed 2018-19 Budget Revision – IDEA Section 611 - Early Intervention
 - Proposed 2018-19 Budget Revision – IDEA Section 619 - Early Intervention
 - Proposed 2018-19 Budget Revision – Gifted Technical Assistant Services
 - Proposed 2018-19 Budget Revision – Preschool Fiscal Management Grant
 - Proposed 2018-19 Budget Revision - Early Intervention
- Other Fiscal Matters
 - 2017-18 Local Audit Report
- Other Business Items
 - Contracts - December 2018
 - Approval of Calendar Modification – Act 80/In-service Days LYDC
 - 2019 Annual Convention/Election of Board Members
- Policies & Programs
 - Second Reading & Approval - Revised Policy #108 - Adoption of Textbooks
 - Second Reading & Approval - Revised Policy #311 - Suspensions – Furloughs
 - Second Reading & Approval - Revised Policy #806 - Child Abuse
- Job Descriptions
 - Second Reading, Existing Position, Revised Description - Application Developer I
 - Second Reading, Existing Position, Revised Description - Senior Application Developer
 - Second Reading, Existing Position, Revised Description - Special Projects Supervisor
 - Second Reading, Existing Position, Revised Description - Human Resources Secretary
 - Second Reading, Existing Position, Revised Description - Human Resources Supervisor
 - Second Reading, Existing Position, Revised Description - Administrative Services Secretary
 - Second Reading, Existing Position, Revised Description - Payroll and Data Coordinator
 - Second Reading, Existing Position, New Description - Application Developer II
 - Second Reading, Existing Position, New Description - Application Developer III
 - First Reading, Existing Position, Revised Description - Curriculum Materials Coordinator
 - First Reading, Existing Position, Revised Description - Program Assistant Educational Services
 - First Reading, Existing Position, New Description - Supervisor, Educational Services
- 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 this morning's meeting and wished everyone a Happy Holiday.

NEXT MEETING: Thursday, January 24, 2019, 8:00 a.m., Board Room, CAIU Enola Office

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

RESIGNATIONS:

- **MICHELLE CLARK**, Professional, Pupil Services Program, effective January 11, 2019. Reason: Personal.
- **DAVID COLESTOCK**, Supervisor, ANPS Program, March 8, 2019. Reason: Retirement after more than 15 years of continuous CAIU service.
- **CIERRIA HARFIELD**, Paraeducator, Autism Support Program, effective November 28, 2018. Reason: Personal.
- **LINDA KOCH**, Paraeducator, Emotional Support Program, effective November 16, 2018. Reason: Personal.
- **ASHLEY LEISTER**, Paraeducator, Emotional Support Program, effective January 4, 2019. Reason: Personal.
- **KATELYN MAY**, Professional, Autism Support Program, effective December 7, 2018. Reason: Personal.
- **JESSICA PACE**, Professional, OT/PT Program, effective December 19, 2018. Reason: Personal.
- **STEPHANIE REYNOLDS**, Paraeducator, Emotional Support Program, effective December 21, 2018. Reason: Personal.
- **ASHLEY WHITE**, Paraeducator, Autism Support Program, effective October 11, 2018. Reason: Personal.

RECOMMENDED FOR EMPLOYMENT OR CONTRACT:

- **REBECCA BENDER**, Paraeducator, effective November 19, 2018. Assignment: Personal Care Assistant, Autism Support Program with base salary of HS, Step 4, \$19,318 for 189 days of service will be prorated for a total of 126 days with additional new hire days as required. This is a new position funded through the Autism Support budget.
- **BRYON BENNER**, Professional, effective November 12, 2018. Assignment: Teacher, Loysville Youth Development Center with base salary of Bachelors, Step 15, \$68,228 for 189 days of service will be prorated for a total of 134 days. This is a replacement position funded through the Loysville Youth Development Center budget.
- **RACHEL BYE**, Temporary Professional, effective January 3, 2019. Assignment: Teacher, Early Intervention Program with base salary of Bachelors, Step 1, \$46,711 for 189 days of service will be prorated for a total of 96 days. This is a replacement position funded through the MAWA budget.
- **KELLIE BETH HEGARTY-MURPHY**, Temporary Professional, effective January 3, 2019. Assignment: Physical Therapist, OT/PT Program with base salary of Masters+60, Step 5, \$57,980 for 189 days of service will be prorated for a total of 96 days. This is a replacement position funded through the OT/PT budget.
- **EMILY KATZAMAN**, Professional, effective December 3, 2018. Assignment: Speech and Language Clinician, Early Intervention Program with base salary of Masters, Step 8, \$56,752 for 189 days of service will be prorated for a total of 109 days. This is a new position funded through the MAWA budget.
- **EMILY KUNKEL**, Paraeducator, effective December 12, 2018. Assignment: Educational Paraprofessional, Early Intervention Program with base salary of HS+30, Step 4, \$20,681 for 189 days of service will be prorated for a total of 102 days with additional new hire days as required. This is a new position funded through the MAWA budget.
- **AMY LAWRENCE**, Professional, start date to be determined and contingent upon receipt of acceptable Act 168 forms. Assignment: Service Coordinator, Early Intervention Program with base salary of Masters, Step 15, \$71,247 for 189 days of service will be prorated based on the number of days worked. This is a new position funded through the MAWA budget.
- **BRITANAI LAWSON**, Paraeducator, effective November 27, 2018. Assignment: Educational Paraprofessional, Emotional Support Program with base salary of HS+30, Step 2, \$18,897

for 189 days of service will be prorated for a total of 124 days with additional new hire days as required. This is a new position funded through the Emotional Support budget.

- **KAYLA MCARTHUR**, Temporary Professional, effective December 3, 2018. Assignment: Speech and Language Clinician, Early Intervention Program with base salary of Masters, Step 1, \$49,738 for 189 days of service will be prorated for a total of 109 days. This is a new position funded through the MAWA budget.
- **SHEILA PETERSEN**, Paraeducator, effective November 27, 2018. Assignment: Mental Health Worker, Capital Area Mental-health Program with base salary of MHW Bachelors, Step 8, \$38,202 for 189 days of service will be prorated for a total of 123 days with additional new hire days as required. This is a new position funded through the Capital Area Mental-health Program.
- **STEPHANIE REYNOLDS**, Paraeducator, effective November 19, 2018. Assignment: Educational Paraprofessional, Emotional Support Program with base salary of HS+30, Step 1, \$18,253 for 189 days of service will be prorated for a total of 127 days with additional new hire days as required. This is a new position funded through the Emotional Support budget.
- **LISA SANDERSON**, part-time Human Resources Secretary, Administrative Team – Human Resources, effective December 19, 2018. Employee will be paid at the Range 4 rate of \$18.00 per hour. This is a replacement position funded through the General Operating budget.
- **HEATHER SHAFFNER**, Temporary Professional, effective December 3, 2018. Assignment: Floater Teacher, Student Services Team with base salary of 80% of Bachelors, Step 6, \$50,705 for 189 days of service will be prorated for a total of 120 days with additional new hire days as required. This is a new position funded through the Floater budget.
- **LEASUJA TALLIFERRO**, Paraeducator, effective November 27, 2018. Assignment: Personal Care Assistant, Emotional Support Program with base salary of HS+30, Step 3, \$19,790 for 189 days of service will be prorated for a total of 124 days with additional new hire days as required. This is a new position funded through the Emotional Support budget.
- **JENNIFER TIENTER** Paraeducator, effective November 27, 2018. Assignment: Educational Paraprofessional, Emotional Support Program with base salary of HS, Step 2, \$17,533 for 189 days of service will be prorated for a total of 124 days with additional new hire days as required. This is a new position funded through the Emotional Support budget.
- **NICOLE WISHARD**, Paraeducator, effective January 3, 2019. Assignment: Educational Paraprofessional, Early Intervention Program with base salary of HS, Step 5, \$20,210 for 189 days of service will be prorated for a total of 96 days with additional new hire days as required. This is a replacement position funded through the MAWA budget. for a total of 128 days with additional new hire days as required. This is a replacement position funded through the Autism Support budget.

CHANGES OF STATUS:

- **IRMA BAUGHMAN**, from HR Generalist to HR Supervisor, Administrative Team – Human Resources, effective December 1, 2018. Change of status results in a change of salary to \$57,500 for 12 months of service and will be prorated for 150 days through June 30, 2019. This change is due to updated duties and job description.
- **ELIZABETH CAPPELLO**, Professional, change in leave of absence return to work date from December 5, 2018 to January 2, 2019.
- **DANIEL CONWAY**, from Program Assistant, CAOLA Program to Application Developer I, Technology Team, effective January 2, 2019. Change of status results in a change of salary to \$52,000 for 12 months of service and will be prorated for 128 days through June 30, 2019.
- **ERICA COOK**, from Paraeducator to Temporary Professional, Capital Area Mental-health Program, effective January 2, 2019. Change of status results in a change of salary to Bachelors, Step 1, \$46,711 for 189 days of service that will be prorated for a total of 106 days. This is a replacement position funded through the Capital Area Mental-health Program budget.
- **BRANDON DEBOW**, Paraprofessional, from part-time to full-time status, effective December 10, 2018.
- **AMY DRESSLER**, from Payroll Clerk to Payroll and Data Coordinator, Administrative Team – Human Resources, effective December 1, 2018. Change of status results in a change of

salary to Range 2, \$42,900 for 12 months of service and will be prorated for 150 days through June 30, 2019. This change is due to updated duties and job description.

- **MATTHEW GAUMER**, from Paraeducator to Temporary Professional, Early Intervention Program, effective December 3, 2018. Change of status results in a change of salary to Bachelors, Step 3, \$47,711 for 189 days of service that will be prorated for a total of 109 days. This is a replacement position funded through the MAWA budget.
- **JUDY HOFFMAN**, from Professional, to Floater Professional effective November 27, 2018. Change of status results in a change of salary to 80% of Masters, Step 12, \$64,368 for 189 days of service and will be prorated for a total of 124 days. This is a replacement position funded through the Floater budget.

LEAVES OF ABSENCE:

- **LISA BRITTINGHAM**, Professional, leave of absence effective January 3, 2019 – January 18, 2019. Leave is requested using accumulated paid leave for a total of 12 days and is in accordance with CAIU and FMLA policies.
- **MEGHANN CENTENO**, Professional, intermittent FMLA leave through December 6, 2019. Leave is requested in accordance with CAIU and FMLA policies.
- **JENNIFER KRAUS**, Paraeducator, leave of absence effective December 6, 2018 – January 18, 2019. Leave is requested using accumulated paid leave time for a total of 18.5 paid days and without pay for a total of 6.5 unpaid days. Leave is requested in accordance with CAIU and FMLA policies.
- **ERIKA STIFFLER**, Professional, leave of absence effective November 13, 2018 – December 21, 2018. Leave is requested using accumulated paid leave for a total of 25 days and is in accordance with CAIU and FMLA policies.

ISSUANCE OF TENURE:

The following temporary professional employees have met all criteria required to obtain tenure and shall be elevated to the status of professional and issued professional contracts, effective December 20, 2018:

- Mari Bender
- Kirsti Dietz
- Todd Howell

Executive Director's Report

December 20, 2018

PROGRAM SPOTLIGHT

SERVICE PROJECTS - For me, the process of learning about our organization over the last year has been a bit like opening presents. Some presents have been like getting socks, not exciting, but very necessary and some have been truly joyful surprises. My favorite present by far was learning that service to others is such an important part of our culture, our staff give back to our communities with service projects each year. In being in service to others:

- We serve to discover abundance – shifting from 'me' to 'we'
- We serve to express gratitude
- We serve to transform ourselves – experiencing 'other-centeredness'
- We serve to honor our profound interconnection with others

The service experience truly benefits all. The sponsoring organization that assists the community gets our added helping hands to devote to their efforts. Our own staff get the benefit of giving, both the recognized physiological benefit of being in service to others (reward center of the brain triggered, heightened self-esteem overall well-being) as well as the benefit and bonding that comes with working with others, gratitude, and a more optimistic outlook. CAIU is in-turn recognized for its value of service, and supporting the service projects and making a difference in the region.

Last year almost 300 staff completed a service project. This year, approximately 292 have completed services projects to date and another 152 are scheduled to complete a service project between now and January 18, 2019.

Thank you to the Board for supporting the IU in giving the gift of time and energy to help others.

NEWS

STUDENT SERVICES

Jump Start Café

- On December 12, Millersburg Area Life Skills Support teacher, Ms. Brandi Riland, brought some of her students to the CAIU for the morning to operate a "pop-up" café. The students created a menu of cold and hot beverages and snacks, which they sold and served to members of our Superintendents Advisory Council as well as to CAIU staff. The Jump Start Café operates regularly in their own schools; this is the first time that the students have had the opportunity to expand their experiences outside of their school. They did a great job and were very well received!



Program Director, Pupil Services

- The Student Services Admin Team had an opportunity to participate in a job fair at Shippensburg University to interview December graduates. Several students were called in for a second interview and are now receiving offers of employment with the CAIU.

Autism Support, Transition Support

- As part of our ongoing focus to improve our Autism programming, we applied for and received a grant from the Andrew's Gift Foundation to apply toward technology in two of our district-based Autism classrooms, Dillsburg Elementary and Steelton-Highspire Elementary. The grant will pay for Smartboards, iPads, and applications that will go toward making teaching and learning communication and basic reading skills more engaging for our students.

- As part of our emphasis on transition and career readiness education, our Autism program at Red Land High School has developed a career corner wherein students are able to experience a number of pre-vocational jobs. In addition, staff in our classroom have reached out to local community organizations to collect work that our students can do in the classroom - often putting together mailers, placing documents in folders, etc. In November, representatives from CAT Transit presented in the classroom, reviewing how students (with disabilities) can access and use CAT transportation. Staff are also taking students into the community on a regular basis to practice using everyday functional life skills.

ELECT

- The ELECT case managers and some CAIU volunteers held the annual holiday party and Baby Bucks store for the families in the program. The teen parents were able to shop at the Baby Bucks store using the incentives earned over the course of the fall. They purchased toys, clothes, and baby supplies at the store.
- Santa and his elf made a surprise appearance to the delight of the toddlers at the party. Each child got their picture taken on Santa's lap and a stuffed animal from him. The families received a gift from Toys for Tots and pajamas that were donated by Carter's.
- The teens had an opportunity to make several craft projects with their children and to watch a movie at the holiday event. Several CAIU employees helped the case managers with the dinner, the crafts, and the Baby Bucks store. The highlight is always being able to hold an infant while the parents shop. Thank you to Jan Cuva-Primmer, Janilyn Elias, Cheryl Fisher, Crystal Jenkins, Beth-Ann McConnell, Lynn Rothermel, Terry Smith, and Lindsey Stauffer. ***A special thank you to Santa and his elf!***



LYDC

- There are currently 80 residents attending school. Nine of the students had a high school diploma or GED prior to placement at LYDC.
- Four students passed all four GED exams to earn their GED Diploma. Two students earned their High School Diploma prior to release since the start of the school year.
- Zoo America will provide an assembly on December 20 with small animals. The assembly is entertaining and educational for students. Local churches are donating cookies and snacks for the students to eat during the show.

Diakon

- Students are working on a project for the PA Kid Wind challenge during their science classes. Some staff went to training and won an "advanced level" kit. Our hope is that they can participate in the Kid Wind Challenge at PSU in April.
- Due to low enrollment, Adam Shickley recently transitioned from teaching at Diakon to the Middle School CAMhP class at Hill Top Academy.

Preschool

- On December 12, the preschool speech program participated in a professional development training provided by Edythe Strand, Ph.D. The topic focused on the "Diagnosis and Management of Childhood Apraxia of Speech Using Dynamic Tactile and Temporal Cueing."
- Preschool and school-age speech programs will welcome a graduate extern from Misericordia University's speech pathology program. The graduate student will spend three days each week with a school-age Speech, Language Pathologist, and two days each week with a preschool Speech and Language Pathologist from January through April.

Hill Top Academy

- The dentist came to school! On November 20, the Hill Top Academy gymnasium was turned into a dental office for the day. Nineteen students were signed up to be seen by the Smile Program mobile dentist. Each student received an exam, x-rays, fluoride and sealants, cavities filled if needed, all free of charge! The dentist will be back at Hill Top on May 21, 2019 for follow-up and a second round of students.
- The culminating activity of Hill Top's family engagement training "Ask the Right Question" was parent-teacher conferences on December 5. We had good parent participation and the feedback was positive. Seventeen families attended conferences in person and more than 20 families participated by phone. Eleven of those families also participated in the empowering

parents to ask good questions training. Some quotes from the parent-teacher conferences were:

- "This was an excellent opportunity to collaborate and communicate"~ Parent
- "The parent training night helped me feel so prepared an empowered to ask questions about [my child] today."~ Parent
- "It was reassuring to know that me and [my child's teacher] were on the same page!"~ Parent

Deaf/HH

- On December 6 from 6:30-8:30, staff from the CAIU deaf and hard of hearing program hosted A Cookie Night with Santa. Students and their families enjoyed a variety of holiday treats, made ornaments and crafts together, and experienced the American Sign Language version of *Twas the Night Before*



Christmas. After the telling of the story, Santa himself stopped by to meet with the children and hear about their holiday wishes. It was a wonderful opportunity for students and their families to spend time bonding and enjoying some holiday cheer.



District-based Emotional Support

- On November 19, the students in the CAIU emotional support class at Halifax Elementary School helped prepare and enjoy a wonderful Thanksgiving meal. The students learned valuable lessons about cooperation and teamwork, measuring and cooking, and of course, table manners! The students did an amazing job in preparing the food and creating a wonderful experience for the whole class.

EDUCATION SERVICES

CAOLA

- Our CAOLA team was interviewed by Edutech for a podcast while they were at the recent AESA conference. You can hear the interview at the link below.

<https://tinyurl.com/CAOLA-AESA>

Collaborative Google Summit

- In partnership with IU 12 and 13, the CAIU is excited to announce Collaborative Google Summit at the Lincoln Intermediate Unit 12 in New Oxford, PA on Thursday, April 4, 2019! Our Summit focuses on integrating G-Suite for Education (and other Google tools) to promote student learning and engagement. Participants will choose from a variety of sessions provided by classroom educators, instructional coaches/integrators, and administrators. Session proposals are due by January 3, 2019 (midnight). Presentation notifications will be sent by January 5, 2019. Primary presenters will receive complimentary registration to the Summit. Call for proposals and additional information is located at

<https://tinyurl.com/GoogleSummit2019>



iNACOL Symposium

- Mark Hennes presented a breakout session at the annual iNACOL Symposium, October 21-24, in Nashville, TN. This conference attracts over 3,500 educators from around the globe to

learn about blended and personalized learning. The theme of this year's conference was "Driving the Transformation of Learning". Mark's session was titled "4 Ways to Build a School Culture of Change", and approximately 50 administrators and teachers were in attendance.

MACPL and CaolaCon

- Planning for the combined MACPL and CaolaCon is in full swing. This combined conference will be held in Atlantic City, NJ, March 13-15, 2019. This year's theme is "Personalizing Learning for Career Readiness" and will feature nationally known keynote speakers, site visits to innovative schools, and workshops and breakout sessions. At the February 2018 conference in Pittsburgh, MACPL attracted 450+ attendees from 27 states and provinces to network and learn from each other. Early Bird registration and the request for breakout session proposals will close this Friday, November 16. With nearly 130 registrants so far, conference registration is well ahead of last year.

Emerging Leader Development Program

- CAIU's Emerging Leader Development Program kicked off this month. Sixteen aspiring leaders selected from across our organization will begin an 18-month program designed to sharpen their organizational and interpersonal leadership skills. This program prepares them either for leadership positions in the future or for increased leadership responsibilities in their current positions. This program was developed by Mark Hennes, and will feature readings, discussions, and hands-on practical activities.

TECHNOLOGY SERVICES

Comprehensive Planning Team

- While we are in the Phase 1 planning year for comprehensive planning, the PA Planning Team continues to meet individually with LEAs in the Commonwealth to support them in their planning efforts. As Phase 1, school districts prepare for their Special Education Plan submission, our team partnered with the Bureau of Special Education to conduct training on December 7, 2018 at all PaTTAN locations.
- As Federal Monitors prepare to visit Title I school-wide schools, the PA Planning Team conducted a training to walk monitors through locating the school-wide plans in the web application as well as share best practices for reviewing content and timelines within the plan.

Keystone Education Security Summit (KEdSS)

- The inaugural Keystone Education Security Summit (KEdSS) was held on Friday, November 16, despite a record-breaking November snowstorm the day before the event. School administrators and technology staff from approximately 70 districts, IUs and non-public schools came together to learn about various aspects of cybersecurity. This unique event provided sessions for both administrative personnel as well as technology personnel, so the task of cybersecurity preparation and implementation could be addressed as a team initiative. As technology plays an increasingly important part in our classroom, it is important we plan for the future so our staff and students are in a safe, secure and stable environment.
- A variety of presenters delivered relevant sessions ranging from the legal impact of cybersecurity, technical measures to consider, communication measures after a security breach, and the process involved in developing and implementing a cybersecurity plan. Participants had the opportunity to engage with skilled cyber security practitioners, legal counsel, and other district administrators. Presenters included district, intermediate unit, and university staff members, an attorney from Sweet, Stevens Katz and Williams, representatives from the National Cyber-Forensic and Training Alliance (NCFTA), a representative from the Multi-State Information Sharing and Analysis Center (MS-ISAC) and the Chief Information Security Officer for the state of Pennsylvania.

Programs of Study Tracker (PoST)

- The Programs of Study Tracker (PoST) originally developed for Dauphin County Technical School so the administration, faculty and students could have an easy-to-use web-based application to track and monitor student progress as it relates to PDEs Programs of Study. Over the past month, we have since provided a demonstration of PoST to Mifflin County Academy of Science and Technology as well as the Centers for Careers and Technology (CTE) in the Carlisle Area School District.

Network Services

The Network Services staff have been working on multiple projects to enhance the efficiency of the CAIU and its member school districts. Some of the projects include:

- Diakon – We are in the process of connecting Diakon to our network via fiber. This will increase their connectivity speed to one Gbps. This should be online in the beginning of 2019, depending upon the vendor and Erate. This enhancement for the Center Point Day program at Diakon is a critical upgrade as the students and staff continue to expand their use of technology.
- Willow Mill Preschool – Replaced existing Cisco ASA firewall with new Fortinet next generation firewall due to hardware failure. This also bring Willow Mill preschool in-line with the infrastructure plan across the CAIU locations.
- Barracuda Archiver – Resolved a mail flow problem to our schools using our Barracuda archiving service due to Microsoft making changes to their security servers.
- Hill Top Academy – Completed network assessment for one-to-one initiative. Using the information obtained in the assessment the student services and technology team will be making informed decisions to assist the program at Hill Top Academy.
- CAOLA – Working with CAOLA and our schools to resolve email-spoofing issue.

ADMINISTRATION SERVICES

Judy Ringer of Power & Presence Training

- On December 5, Judy Ringer of Power & Presence Training, along with facilitator, Mark Stailey, were here to provide two half-day experiential workshops featuring the use of principles from the Japanese martial art Aikido. The morning session focused on enhancing power and



presence, building skills for transforming conflict, communicating with purpose, and reframing conflict as an opportunity with would-be adversaries as problem-solving partners. Participants practiced centering with physical activities that concretely demonstrated the flow of energy,

personal power, and the ability to be fully present with a purpose. A highlight of the event was practicing the physical movement representing conflict with our colleagues, and learning how to redirect personal energy from resistance to collaborative problem solving. The afternoon session was a teambuilding session for

Cabinet members around the topic of Leading for Performance. Participants learned how to manage themselves in order to better manage those they lead, how to transform conflict and communicate with clarity and purpose, how to generate creative power through self-reflection, engagement, and quality interaction.



NOTIFICATION OF ACTIVITIES

- Attended AESA Conference
- Attended CPAVTS JOC Meeting
- Attended Harrisburg CRO Advisory Committee
- Attended Harrisburg Chamber of Commerce Catalyst Awards

UPCOMING ACTIVITIES Date Savers (all Board members are invited to attend any and all)

- All Staff Day, January 18, 2019
- Speaker Craig Boykin, Excellence in Equity Series, January 25, 2019