
CAIU BOARD HIGHLIGHTS

The following actions were taken at the **January 28, 2016** meeting held at the Enola Office of the Capital Area Intermediate Unit.

Reports/Updates

- As January is School Board Recognition Month, the CAIU would like to take this opportunity to thank our nineteen Board Members for devoting their time to support education and serve the local schools and community.
- Alicia McDonald, Director of Student Services, shared that preschool transition meetings are occurring with districts, and introduced Dr. Tracy Geist, who provided a comprehensive overview of the use of service dogs in Student Services programs. Dr. Geist introduced the Therapy Dog team and areas of focus for each of the dogs at Hill Top Academy. The Therapy Dog program has also expanded to the autism class at East Pennsboro Area SD.
- Daren Moran, Business Manager, provided an update on the CAIU Revenue Anticipation Note (RAN) and provided a detailed report on the proposed 2016-2017 CAIU General Operating Budget.
- Theresa Kinsinger, Director of Organizational Services, shared that W-2s have been created and distributed, and the CAIU staff submitted all required clearances within the required time period.
- Brian Griffith, Director of Curriculum Services, provided an update on Senate Bill 880 regarding extending the Keystone Exams graduation requirement to 2019 and shared that the Every Student Succeeds Act (ESSA) puts many decisions about student achievement and accountability at the state level. The PA State Board of Education and Legislators will be responsible for coming up with a process for measuring school districts and providing assistance for the lowest performing schools.
- Dr. Rhonda Brunner, Assistant Executive Director, provided an update on upcoming PDE Federal Programs trainings and workshops to include updates on ESSA.
- Rennie Gibson, Board Secretary, indicated that each board member had a Statement of Financial Interest Form at his/her place. Please return the form by April 15.
- Cindy Mortzfeldt, Executive Director, shared information about the success of CAIU All Staff Day. She pointed out that the “Year in Review” facts were included in her report. She highlighted that of the 708 preschool children who entered school this year, 14% entered Kindergarten without a need for Special Education services. She also shared, on behalf of David Martin, an update regarding the rebid of the Wide Area Network (WAN) and Internet. Each district has a letter of commitment to renew services. He anticipates having a new agreement for the February Board meeting.
- The Board announced the following retiree: Beverly Cordier, HR Projects Coordinator, retirement after almost 29 years of service.

Executive Session –The Board met in Executive Session to review the details of a personnel issue.

Board Committee Reports – The Board Negotiations Committee met on January 7, 2016 to begin the Negotiations process. The Board Finance Committee met on January 7, 2016 to review the proposed 2016-17 General Operating Budget.

Approved Action Items

- Appointment of a new Board Member to fill an unexpired term:

- Mr. Robert Copeland, East Pennsboro Area SD, unexpired term beginning January 28, 2016 and ending June 30, 2016
- Minutes from the December 17, 2015 CAIU Board Meeting
- Treasurer's Report and Payment of Bills – a total of \$5,274,504.87 in receipts and \$4,824,110.08 in expenditures for December 2015.
- Summary of Operations for the 2015-16 fiscal year showing revenues of \$18,243,974.41 and expenses of \$27,253,800.87
- Budget Administration
 - Proposed 2015-16 Budget Revision – English as a Second Language in the amount of \$447,587
 - Proposed 2015-16 Budget Revision – Loysville Youth Development Center in the amount of \$2,343,051
 - Proposed 2016-17 Original Budget – General Operating (1st Reading) in the amount of \$5,465,128
- Other Business Items – Annual Election of Board Members
- Other Fiscal Matters – 2014-15 Audit Report
- Policies & Programs
 - First Reading, Revised Policy #610 – Purchases Subject to Bid-Quotation
 - Second Reading, Existing Position, Revised Description – Speech/Language Therapist
 - Second Reading, Existing Position, Revised Description – Program Secretary
- Personnel Items – see attached report

Executive Director's Report

- See attached written report.
- New Board Members' Orientation will be held on Wednesday, February 3 beginning at 3:00 p.m. in the Keystone Room at the Enola office. Photos of the Board members will be taken beginning at 4:00 p.m. All Board members are welcome to attend the orientation and/or have a new photo taken.

President's Report

- Mrs. Jean Rice thanked the Board members for their attendance and shared how much she appreciates their service.

Board Member Sharing of Information

- Mrs. Trudy Withers, Halifax Area SD, shared that her superintendent had attended the Substitute Recruitment Fair held at the CAIU. Their district was able to increase their number of substitutes through the recruitment fair.
- Mr. Wilbur Wolf, Big Spring SD, shared that a bill passed by the Senate and sent to the House would require school districts to post notice of a proposed collective bargaining agreement at least two weeks prior to board action. He recommended that members contact their representatives.

NEXT MEETING: Thursday, February 25, 2016, 8:00 a.m., Board Room, CAIU Enola

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

A. RESIGNATIONS: NONE

B. RECOMMENDED FOR EMPLOYMENT OR CONTRACT:

- **DEVON MCNOLDY**, Long Term Substitute Personal Care Assistant, Autism Support Program, effective February 1, 2016 – June 3, 2016. Base salary of HS + 30, \$18,003, for 189 days of service will be prorated for a total of 84 days with additional new hire days as required. This is a replacement position funded through the Autism Support budget.
- **LINDSEY WATERS**, Long Term Substitute School Counselor, ANPS Program, effective January 25, 2016 – June 2, 2016. Base salary of Masters, Step 4, \$49,107, for 189 days of service will be prorated for a total of 88 days with additional new hire days as required. This is a replacement position funded through the ANPS/Act 89 budget.
- **CHRISTIAN WRIGHT**, Personal Care Assistant, Autism Support Program, effective January 4, 2016. Base salary of HS, Step 1, \$16,642, 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 Autism Support budget.

C. CHANGES OF STATUS:

- **FREDERICK GARMAN**, Long Term Substitute Behavior Consultant, Student Services, change of end date of assignment from January 5, 2016 to April 1, 2016, resulting in an increase of days from 45 to 103.
- **JOLETTA NEBEL**, Counselor, ANPS Program, from retirement effective date of February 29, 2016 to effective date of March 2, 2016 due to snow days.
- **KATHERINE SCOTT**, Educational Paraprofessional, CATES Program, from active to terminated status effective January 28, 2016, based on failure to successfully complete restraint management training as required by the job description.

D. CHANGES OF SALARY:

- **SARAH HANCOCK**, Educational Consultant, Early Intervention Program, change of salary for completion of Masters +15 credits effective January 4, 2016. Salary will be based on a Masters +15, Step 8, \$55,901 for 189 days of service and will be prorated for a total of 98 days.
- **MELISSA MARCHALONIS**, Remedial Specialist, ANPS Program, change of salary for completion of Masters +15 credits effective January 4, 2016. Salary will be based on a Masters +15, Step 12, \$63,516 for 189 days of service and will be prorated for a total of 108 days.
- **SCOTT SNYDER**, Educational Consultant, Instructional Technology Program, change of salary for completion of Master's Equivalency effective January 4, 2016. Salary will be based on a Masters, Step 15, \$69,116 for 189 days of service and will be prorated for a total of 109 days.

E. LEAVES OF ABSENCE:

- **LAURA KOROT**, Secretary, CAOLA Program, medical leave of absence January 27 – April 25, 2016. Leave is requested using accumulated paid leave from January 27 – February 9, 2016 for a total of 10 paid days and without pay from February 10 –

April 25, 2016 for a total of 50 unpaid days. Leave is requested in accordance with CAIU and FMLA policies.

- **JESSICA SMITH**, Psychologist, Pupil Services, child-rearing leave of absence February 29 – May 9, 2016. Leave is requested using accumulated paid leave from February 29, 2016 – April 5, 2016 for a total of 24 paid days and without pay from April 6 – May 9, 2016 for a total of 24 unpaid days. Leave is requested in accordance with CAIU and FMLA Policies.
- **LINDA WHEELER**, Remedial Specialist, ANPS Program, sabbatical for restoration of health effective January 4, 2016 – June 11, 2016 as provided for under the PA School Code.
- **HILLARY WILLIAMS**, Program Assistant, Curriculum Team, child-rearing leave of absence March 4 – April 29, 2016. Leave is requested using accumulated paid leave from March 4 - March 17, 2016 for a total of 10 paid days and without pay from March 18 – April 29, 2016 for a total of 28 unpaid days. Leave is requested in accordance with CAIU and FMLA Policies.

F. 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 January 1, 2016: **Natausha Bulgrien**

Executive Director's Report

January 28, 2016

Spotlight

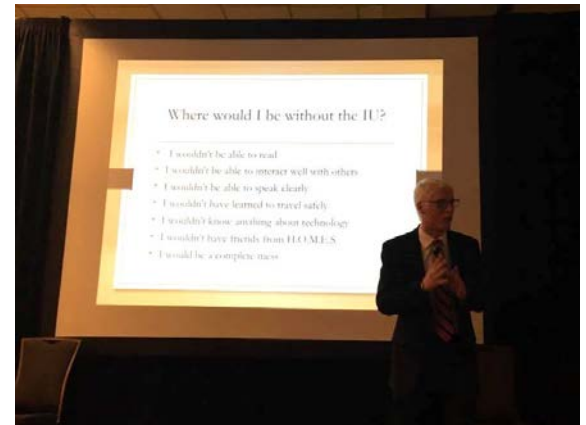
Work of the Service Dogs

Hill Top Academy, in partnership with Susquehanna Service Dogs, utilizes trained therapy dogs. Dogs are placed in classrooms in which the teacher or staff has completed the 40 hours of dog handler training and has passed a facility access test. Our students may have attachment, trauma, abuse and post-traumatic stress disorders, and the service dogs have a positive therapeutic and emotional impact on these behaviors and our students' educational success. Dogs are placed in the most stable classrooms. This ensures the dog's safety and provides a goal for those students having a difficult time with behavior.

NEWS

CAIU All Staff Day

The Annual CAIU All Staff Day was held on Monday, January 18, 2016, at the Best Western Premier Hotel & Conference Center. This annual event brings all CAIU staff together to highlight our accomplishments, review our programs and recognize staff. The morning session concluded with a Keynote Presentation from Adam Blank. Adam was a former student from Intermediate Unit #1 who has overcome significant challenges to being able to share his very heart touching story. During the afternoon, our staff participated in breakout sessions or service projects.



2015 CAIU Year in Review

- Early Intervention/Preschool served 1,958 children; 708 preschool children went to Kindergarten; and 14% entered Kindergarten without a need for Special Education Services.
- School-Age Services – there were 282 students enrolled in classroom programs at some point during the year; 689 students in districts received related services and 448 students in districts received evaluation, screening or consultations. Forty school entities were served through our school-age services (24 CAIU Districts, 5 CAIU Charter Schools, 4 Statewide Cyber Schools, 5 Out of Area Districts, and 1 Private School).
- Loysville YDC Program – 192 students served in the educational programs, 23 students graduated with PA Diplomas, and 10 students earned their GED.
- Hospital Programs – 832 students received services as inpatients and 293 students served through the Partial Program.
- Nonpublic School Services – 672 students received reading support, 253 students received math support and over 1,000 students received individual counseling services.
- English as a Second Language – 90 students served through our ESL services.

- Curriculum and Professional Development – 477 Professional Development sessions attended by 7,988 participants, awarded 54,587 hours of Act 48 credit, and largest professional development activity in 2014-15 was iPad Summit with 201 participants.
- Comprehensive Planning – 390 participants for Phase 2 Trainings.
- Blended Learning Grant – East Pennsboro Middle school was the recipient of a three-year \$400,000 Blended Learning Implementation Grant.
- Capital Area Online Learning Association – thousands of course enrollments, 87 school districts and 4,019 students enrolled in the program.
- Technology Services – 16,403 Helpdesk Tickets completed with 99% positive rating, wrote 110,000 lines of code, provided 4,000 Mbps of Internet daily serving almost 70,000 students and provided PowerSchool support for 22 entities with 32,000 students.
- Business Office – manages over 50 budgets, processes 530 purchase orders, 6,500 checks and 2,100 invoices, manages 75 Pcards, and manages group purchasing consortium in addition to yearly audits and reviews.
- Human Resources – posted 120 jobs with more than 900 people accessing the Applicant Portal and processed new clearances for 334 staff.
- Transportation – over 600 students transported a total of 1.7 million miles.
- Maintenance & Custodial – used between 6,000 and 8,000 lbs. of salt to keep sidewalks clear.

Technology Services

East Pennsboro School District Visit

On Thursday, December 10th the Curriculum Advisory Committee and the Technology Advisory Committee held their monthly meetings at East Pennsboro Middle School where districts had an opportunity to see the work they are doing around blended and personalized learning. School administrators, staff and teachers received presentations from East Pennsboro staff and students and had an opportunity to visit several classrooms. Visitors began to see the transformation taking place in the students' approach to their own learning. Educational Consultant Scott Snyder has been working with the pilot team not only on this transformation but also the development of their technology integration in all classes.

West Perry Student's Visit

On Thursday, January 7th the Technology Department hosted Christopher Rahn, the West Perry High School Principal and two students. The students are working on a software application for the 2016 PA Governor's STEM Competition. During the student visit to the CAIU, Royce Brown and Ariel Sutton, two Technology Team members sat with the students and reviewed a presentation on their project and discussed some best practices in Application Development standards as well as discussed what it takes to have a career in application development. The students represented their district well and were happy to visit an enterprise data center and a chance to communicate with our application developers and application support team.

Google Certifications

The CAIU partnered with IU12 and IU13 to offer a two day Google Certification Boot Camp in November and December where participants learned the essentials of Google Apps for Education with a focus on the skills and techniques needed to complete the online exams to achieve "Google Educator Level 2" status. Rich Kiker, from Kiker Learning, led the 130 participants through activities utilizing a variety of Google Apps for Ed. He focused on how Google Apps can help users be more efficient and how they can be effectively integrated in the classroom. More sessions are scheduled in April for additional Google Boot Camps.

STUDENT SERVICES

Preschool/Early Intervention

- The Preschool Program has established a new Preschool Parent Resource Area in the lobby at Enola. Please take some time to stop in and see what resources are available for families for children with special needs.
- Preschool to School Age Transition Meetings are currently being held with the 24 school districts, and we anticipate that we will complete 650 meetings by 2/9/16.

- We have continued observations with high school and college students who are interested in early childhood special education. Currently we have a West Shore School District high school student completing a “work study” program with our Preschool Program classroom at Fishing Creek Elementary. In addition, we have one student teacher at Shippensburg Preschool Program for the spring semester.
- We are working with Carlisle High School and their childcare program to discuss the CAIU early intervention process and what services can look like in an early childhood special education class. A future collaboration meeting will take place to include planning a field trip to Willow Mill Preschool for the high school students to observe first-hand.
- Congratulations to Dina Duffy, EI S/L Clinician for being nominated for the Josephine J. Decima Award.

Pupil Services/Hospital/ELECT-EFI

- The autism team continues to meet at Hershey Medical Center Children’s Hospital to coordinate efforts for those families who have children with autism who are admitted to the hospital. Discussions include socialization, acclimation/awareness of what will happen at each area of the hospital and how to best interact with these students/patients when family is not available.
- Children’s Miracle Network will continue to partner with CAIU Hershey Medical Center teachers to support the provision of summer educational programming.
- ELECT-EFI numbers continue to grow (up to 58 participants in the program).
- PPI Inpatient has admitted 286 students so far this year. Plans are in place to add an additional adolescent wing for the 16-17 school year.

Hill Top Academy

- There have been five paraeducator/PCA vacancies recently filled. This will certainly help with program continuity and coverage.
- Hill Top Academy staff held a holiday food drive resulting in 18 families being provided with holiday food baskets and gift cards for Giant Foods just prior to the holiday break.
- Ms. Lavia’s middle school ES class completed a service learning project where they made and delivered fleece blankets for children living in a local homeless shelter.
- Hill Top Academy students provided artwork for the all staff day event and Hill Top staff and students made homemade dog biscuits sold at the all staff event. All proceeds from the sale went to the Hill Top Academy student activity fund.
- Hill Top Academy students participated in two recent educational trips. The first was to the Oakes Museum of Natural History on the campus of Messiah College and the other was to the Pennsylvania Farm Show in Harrisburg. Both outings proved to be a great experiential education and social learning experiences for the students.

Transition Services

- The Project SEARCH interns are in their second rotation at Hershey Medical Center. The second round of internships has been arranged in Health Information Systems, Foods, the Infusion Clinic and Admissions.
- Our Transition Coordinator, Melissa Bialas, has completed the initial training in the Discovery Process (an alternative to traditional vocational assessment). She will be continuing with face to face training in order to receive certification.

Autism Support

- Congratulations to Dina Roseberry (AS teacher at East Pennsboro HS) and Samantha Forsythe (AS teacher at Hershey Middle School) for being nominated for the Josephine J. Decima Award.
- Staff continues to express positive feedback regarding the introduction of Engage NY and iReady to support curriculum and instruction.
- The Hershey MS Autism Support class team continues to work on the Project Max initiative. Trainings have focused on accessing rigorous academics and increasing student engagement in the general education curriculum. We are pleased to have one of our student’s parents on the team.

Deaf/Hard of Hearing Classrooms

- Our DHH classes have grown in student enrollment. We began the year with 9 students and currently have 15 in our elementary, middle, and high school classes.
- Our elementary class experienced the Farm Show on January 14 and had a wonderful time learning about various aspects of farming (and petting the animals)!

Multiple Disabilities Support

- Our MDS class at Steelton Highspire High School visited the Popcorn Hat Players theatre to view (and participate in) the production of Sleeping Beauty. One of our students, Ashlee, played the role of a fairy.

NOTIFICATION OF ACTIVITIES

- Met with Superintendents' Finance Committee and Board Finance Committee to review the proposed 2016-17 General Operating Budget
- Attended the monthly PAIU Executive Directors meeting
- Attended the Regional Consortium for Excellence & Equity session, "*The Cultural Proficiency Journey: Co-Creating Culturally Responsive Schools*"
- Participated in the United Way Central Region's Education Task Force meeting
- Visited with teachers and staff at Hill Top Academy

SAVE THE DATE

PDE Data Summit: Planning is underway for the 3rd PDE Data Summit to be held in Hershey from May 22 – 25, 2016. Several IU15 staff have volunteered to help with the Summit and will receive free conference registration in return for their efforts. Board members are invited to attend.

Upcoming Events

The **2016 Pennsylvania Educational Technology Expo and Conference (PETE&C)** is a statewide event that provides programs focused on technology in the educational field. The conference is being held at the Hershey Lodge and this year's dates are February 21-24. During the conference companies and educators showcase their latest technology products and services to teachers, administrators, technology directors, school board members and students. The CAIU Technology Team, as well as students from some of our districts, provides support for this conference. This is always a great opportunity for the students as they experience customer service skills and technology skills first hand as well as attend technology session and speak to innovative educators and companies.