
CAIU BOARD HIGHLIGHTS

The following actions were taken at the **December 17, 2015** meeting held at the Enola Office of the Capital Area Intermediate Unit.

Reports/Updates

- John W. Bonawitz, CPA, and Jeff Walker from Brown Schultz Sheridan & Fritz provided an overview of the 2014-2015 CAIU Annual Audit Report.
- The Board announced the following retiree: Deborah Hassinger, Speech/Language Clinician, retirement after almost 20 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 November 19, 2015 immediately following the Board meeting.

Approved Action Items

- Appointment of new Board Members to fill an unexpired term:
 - Mr. Eric Samples, Lower Dauphin SD, unexpired term beginning December 17, 2015 and ending June 30, 2017
 - Mr. Jayanth Franklin, Derry Township SD, unexpired term beginning December 17, 2015 and ending June 30, 2018
- Minutes from the November 19, 2015 CAIU Board Meeting
- Treasurer's Report and Payment of Bills – a total of \$2,765,749.96 in receipts and \$6,045,277.22 in expenditures for November 2015
- Summary of Operations for the 2014-15 fiscal year showing revenues of \$82,602,951.05 and expenses of \$81,973,443.66
- Summary of Operations for the 2015-16 fiscal year showing revenues of \$14,966,889.27 and expenses of \$22,166,735.29
- Budget Administration – No budgets this month
- Other Fiscal Matters – Revenue Anticipation Note 2015-16 (Series A)
- Policies & Programs
 - Second Reading, Revised Policy #333 – Professional Development
 - Second Reading, Revised Policy #340 – Responsibility for Student Wellness
 - Second Reading, Revised Policy #341 – Benefits for PT Personnel
 - Second Reading, Revised Policy #342 – Jury Duty
 - Second Reading, Revised Policy #343 – Paid Holidays
 - Second Reading, New Policy #347 – Workers Comp – Return to Work
 - Second Reading, New Policy #706.1 – Disposal/Sale of Surplus Obsolete/Outdated Equipment
 - Second Reading, Existing Position, Revised Description – Receptionist
 - Acceptance of Board Policy Manual Replacement
 - First Reading, Existing Position, Revised Description – Speech/Language Therapist
 - First Reading, Existing Position, Revised Description – Program Secretary
- Personnel Items – see attached report

Executive Director's Report

- See attached written report.

President's Report

- Mrs. Jean Rice wished the Board members a Merry Christmas and a safe holiday. Enjoy time with family.

NEXT MEETING: Thursday, January 28, 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:

- **SHYAMALA, CHANDRASEKARAN**, Application Developer II, Technology Team, effective December 31, 2015. Reason: Personal
- **TERESA FREELAND**, Secretary, School-Based Access Program, effective December 31, 2015. Reason: Personal
- **COTY MARTIN**, Application Developer II, Technology Team, effective December 31, 2015. Reason: Personal
- **SHARON WALKER**, Data Specialist, Early Intervention Program, effective March 4, 2016. Reason: Retirement after more than 8 years of service.

B. RECOMMENDED FOR EMPLOYMENT OR CONTRACT:

- **MARI BENDER**, Long Term Substitute Teacher, ESL Program, effective December 1, 2015 – June 15, 2016. Base salary of Bachelors, Step 6, \$48,574 for 189 days of service will be prorated for a total of 124 days. This is a replacement position funded through the ESL budget.
- **JULIE DALY**, Substitute Receptionist, Administration Team, effective January 4, 2016. Daily salary will be \$75 per day paid from the General Operating budget.
- **LISA HARTWELL**, Educational Paraprofessional, Emotional Support Program, effective January 11, 2016. Base salary of HS + 30, Step 1, \$18,003, for 189 days of service will be prorated for a total of 97 days with additional new hire days as required. This is a replacement position funded through the Emotional Support budget.
- **ERIN MCINTOSH**, Long Term Substitute Speech Pathologist, School-Age Speech and Language Program, effective December 22, 2015 – June 6, 2016. Base salary of Masters, Step 5, \$50,208 for 189 days of service will be prorated for a total of 106 days. This is a new position funded through the School-Age Speech and Language budget.
- **SANDRA POTTIEGER**, Educational Paraprofessional, Autism Support Program, effective December 3, 2015. Base salary of HS +30, Step 1, \$18,003, for 189 days of service will be prorated for a total of 119 days with additional new hire days as required. This is a replacement position funded through the Autism Support budget.
- **ANDREW RICHMOND**, Educational Paraprofessional, CATES Program, effective January 4, 2016. Base salary of HS + 30, Step 1, \$18,003, 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 CATES budget.
- **AVEN SHUPE**, Personal Care Assistant, Autism Support Program, effective January 4, 2016. Base salary of HS +30, Step 1, \$18,003, 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.
- **RONALD SIMS**, Network Administrator II, Technology Team, effective December 21, 2015. Base salary of \$61,500 for 12 months of service, prorated for a total of 139

days through June 30, 2016. This is a replacement position funded the Managed Services budget.

- **LINDA STEELE**, Educational Paraprofessional, Deaf/Hard of Hearing Program, effective December 3, 2015. Base salary of HS +30, Step 1, \$18,003, for 189 days of service will be prorated for a total of 119 days with additional new hire days as required. This is a new position funded through the Deaf/Hard of Hearing budget.
- **DEBORAH THORNTON**, Substitute Receptionist, Administration Team, effective November 18, 2015. Daily salary will be \$75 per day paid from the General Operating budget.

C. CHANGES OF STATUS:

- **MEGAN CENTENO**, Behavior Specialist, Student Services Team, change of start date from November 9, 2015 to December 21, 2015. Base salary of Bachelors, Step 4, \$46,080 for 189 days of service will be prorated for a total of 105 days with additional new hire days as required. This is a replacement position funded through the Educational Consultant budget.
- **ARIEL FRANCHAK**, Part Time Long Term Substitute Remedial Specialist, ANPS Program, change of end date of assignment from December 22, 2015 to January 29, 2016, resulting in an increase of days worked to 40.
- **FREDERICK GARMAN**, Long Term Substitute Behavior Consultant, Student Services, change of end date of assignment from December 23, 2015 to January 5, 2016, resulting in an increase of days from 43 to 45.
- **TRACY LANDIS**, Teacher, CATES Program, from active to terminated status effective December 23, 2015, based on failure to successfully complete restraint management training as required by the job description.
- **TRACY LANDIS**, Teacher, CATES Program, from terminated status to resignation, effective December 9, 2015.
- **MITZIE MCKENZIE**, Long Term Substitute Teacher in the Autism Support Program, change of end date of assignment from December 23, 2015 to June 3, 2016 resulting in an increase of days worked to 147.
- **COTY MARTIN**, Application Developer II, Technology Team, from full time employee to part time, hourly employee effective December 3, 2015.
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Executive Director's Report

December 17, 2015

NEWS

Congratulations to the **2015 Josephine J. Decima Award for Excellence in the Field of Special Education** recipient, **Bridget Glunz-Wenner**, a special education teacher at Upper Dauphin Area High School. This award was established to honor the life of the late Josephine Decima, a former CAIU educator, who helped pioneer the field of special education in central Pennsylvania.

TECHNOLOGY SERVICES

CAIU iPad Summit

The fourth annual CAIU iPad Summit was held on Friday, December 11, with over 100 attendees. The Summit brings together educators, technology directors, principals and school leaders for a day of presentations, workshops and hands-on sessions to identify emerging best practices and effective methods of implementing and using iPads in the classroom. Susquenita School District provided a keynote presentation about their experience on becoming a Distinguished Apple School.

STUDENT SERVICES

Blind/Vision Support - Unified English Braille Workshop

On Wednesday November 18, 2015, Stephanie Casey (CAIU Teacher of Students with Visual Impairments) and Londa Petersen (Vision Resources of Central PA (VROCP) Access Technology

Specialist) conducted a workshop on Unified English Braille as part of the VROCP Programs and Services Committee. The current literary Braille Code (English Braille American Edition) is going to be replaced with a new code called Unified English Braille. This code will be officially adopted on January 4, 2016. Londa and Stephanie provided an overview of the changes and answered questions regarding the UEB code throughout their instruction.

Preschool/Early Intervention

- Parent Orientation Meetings have been taking place in November and December. These meetings are for preschool families who will be transitioning into Kindergarten for the 2016-17 school year and are facilitated by the Preschool Transition Coordinator and the school district representative(s). Formal transition meetings will take place in January and February with all 24 school districts.
- Dr. Rhonda Brunner and Eric Bostick attended "EI On The Hill" on November 17th to talk to legislators about the importance of early intervention.
- Our Assistive Technology partnership with infant/toddler colleagues is off to a good start with the launch of our Tiny Talkers lunch series and forum. These opportunities occur one time per month allowing infant/toddler and preschool professionals to engage in learning and problem solving related to assistive technology needs of the children we serve. This partnership is an outreach of our most recent assistive technology grant obtained in EI

Speech/Language. Occupational Therapy

- There is an Occupational Therapy student from Chatham University who will be doing her Level II fieldwork internship in the EI and school age programs from January to March 2016.
- An Occupational Therapy Assistant student from Central Penn College just completed her Level II fieldwork internship in both the school age and preschool programs.

Pupil Services/Hospital/ELECT-EFI

- The annual ELECT/EFI Holiday Event included Toys for Tots representation and toy donations for the students and a visit with Santa with photos.
- Hershey Medical Center ~ Children's Hospital has their annual Christmas Store event for families who have children in the hospital. Thank you to Kimberly Matthews, Denise Kramer and Janilyn Elias who will be volunteering on December 22, 2015 for the "Santa's Store".
- Beth-Ann McConnell has been invited to join the State Leadership and Management Team to work closely with social work services and agencies within the state of PA.

Hill Top Academy

- Current enrollment is 123.
- Hill Top Academy staff and students celebrated all they are thankful for with a traditional Thanksgiving dinner on 11/19/15. They were joined by several supporters, including members of the Upper Allen police department, LEAs, CAIU cabinet members and Board members.
- Mr. Shickley's Middle School Autism Support classroom took an experiential field trip to do indoor rock climbing at the Climbnasium in Mechanicsburg. The Climbnasium is owned by Mike DeCalvacante who also owns Above Limits.org. Above Limits is a nonprofit program that enables climbing programs to be available to all people with all different "abilities". Staff and students had a memorable and confidence building experience that they will not soon forget!
- Ms. Wertz's High School Emotional Support students participated in Computer Science Education Week's "Hour of Code" activities. The *Hour of Code* is an international activity designed to engage students in introductory coding activities for an hour a day for a week, to demystify computer science and build 21st century skills.
- There will be a feature of the therapy dog program at Hill Top Academy in a regular series in *Voice* magazine called "Learning Lessons: Great ideas, Great schools." The series highlights exceptional programs happening in Pennsylvania public schools and offers tips for other schools that may look to implement something similar. The article will have an accompanying video on the PSEA website.

Audiology

- Educational Audiologist Roundtable: In partnership with PATTAN, Diane Graybill, CAIU Audiologist, has established a network for Educational Audiologists. The first meeting was held on Friday, December 11, at PATTAN Harrisburg.

School-Age Speech/Language

- Erin McIntosh, newly hired ASHA-certified SLP, will join the staff on December 22, 2015. She will be providing services in Susquehanna Township School District through June.

Equitable Participation:

- Requests for consultation services continue to grow in the non-public schools. We are now working with ten non-public schools and multiple teachers in some of the buildings. Work has focused on behavior management, phonemic awareness, use of leveled reading passages to promote accuracy, fluency, and comprehension, and how to teach syllable types and strategies for decoding multi-syllabic words.
- An Equitable Participation (EP) Newsletter is published monthly and distributed to all non-public school principals.
- The next EP Learning Support Network meeting will be held December 15, 2015 from 1 - 2:30 p.m. at the Enola Office. Discussion will focus on math instruction.

NOTIFICATION OF ACTIVITIES

- Attended PAIU Central Region Executive Directors Monthly meeting in State College.
- Attended the Association of Educational Service Agencies (AESAs) Conference in New Orleans, LA.
- Attended the Regional Consortium for Excellence & Equity session, "*Targeted Capacity Building with Diverse Students and their Families.*"
- Participated in the United Way Central Region's Education Task Force meeting.

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 CAIU Events

All Staff Day – January 18, 2016 – All CAIU employees will attend the All Staff Day at the Best Western Premier Hotel and Conference Center, Harrisburg. A variety of activities and presentations is planned for the morning, and staff will participate in workshop sessions or service projects during the afternoon.