



CAIU BOARD HIGHLIGHTS

The following actions were taken at the **March 21, 2013** meeting held at the Enola Office of the Capital Area Intermediate Unit.

Reports/Updates

- Alicia McDonald, Director of Student Services, shared that she has been meeting with district staff to review and project special education needs for next school year. That information is then used to project the services and staffing for 2013-14. She also shared that the Focus on Living (FOL) House in Mechanicsburg will be closed next school year. The skills taught in this program can be taught using the Life Skills Lab at Hill Top Academy.
- Theresa Kinsinger, Director of Business, HR and Communications, invited the Board Members to the Annual CAIU Retiree and Employee Dinner to be held on May 16, 2013. She also shared that a prospective client toured the Lemoyne Office space. She is awaiting information from Szeles Real Estate Development Company regarding a decision from this client.
- Len Kapp, Supervisor of Operations & Transportation, reported that the Enola HVAC project will be getting underway soon. It is expected that the project will be completed by the end of October or early November.
- The Capital Area Online Learning Association (CAOLA) has reached a milestone—there are now 1,000 full time cyber students participating in this program. Brian Griffith, Director of Curriculum Services, also shared that the revised Chapter 4 Regulations have been approved. Two key changes affecting our districts are the implementation of the Pennsylvania Common Core Standards and the adoption of high school graduation requirements.
- The annual Computer Fair will be held on Monday, March 25. David Martin, Director of Technology Services, reported that 135 high school and middle school students will participate from our region's schools. Winners from this computer fair will participate in the state competition.
- Cindy Mortzfeldt, Assistant Executive Director, reported that this is a busy time of year for Federal Programs. School districts and the intermediate unit are updating their 2012-13 federal programs grant applications and preparing for monitoring visits from the Pennsylvania Department of Education.
- The 2013-14 CAIU General Operating Budget has been approved by a majority of our school districts and by a majority of the weighted votes from our districts. There are several districts that still need to report the results of their Board vote on the budget.
- The Magic Johnson Bridgescape Academy offers students who have dropped out, or at risk of dropping out of school, the opportunity to earn their high school diploma. Although there have been numerous inquiries from students, there were very few students who enrolled. As a result, it was recommended to the Board to close the program. The CAIU administration will work closely with our partners to terminate any existing agreements.

Executive Session

- The Board met in Executive Session to discuss negotiations and personnel matters.

Approved Action Items

- Minutes from the February 28, 2013 CAIU Board Meeting
- Treasurer's Report and Payment of Bills – a total of \$5,278,334.69 in receipts and \$5,997,136.94 in expenditures in February 2013
- Summary of Operations for 2012-13 as of February 2013 showing revenues of \$42,519,696.97 and expenses of \$37,617,685.13
- Budget Administration:
 - Proposed 2011-13 Budget Revision A – Review of Higher Ed Teacher Programs in the amount of \$75,000
 - Proposed 2011-13 Budget Revision B – Title I, Part D – Neglected & Delinquent Program in the amount of \$937,462
 - Proposed 2012-13 Original Budget – Title I, Part A – Improving Basic Programs in the amount of \$74,000
 - Proposed 2012-13 Original Budget – Race to the Top – Phase 3 (RTT3) in the amount of \$335,705
 - Proposed 2012-13 Budget Revision A – Act 89 (Nonpublic Schools) in the amount of \$4,179,747
 - Proposed 2012-13 Budget Revision A – Capital Area School for the Arts (CASA) in the amount of \$799,394
 - Proposed 2012-13 Budget Revision A – English as a Second Language (ESL) in the amount of \$321,651
 - Proposed 2012-13 Budget Revision A – Online Learning Initiative (CAOLA) in the amount of \$2,935,999
 - Proposed 2012-13 Budget Revision A – Professional Services in the amount of \$946,579
 - Proposed 2012-13 Budget Revision A – Technology Entrepreneurial in the amount of \$2,476,648
- Policies & Programs
 - Proposed 2013-14 CAIU 12-Month Employee Calendar
 - Second Reading, Existing Position, New Description – Educational Consultant, Curriculum
 - Second Reading, Existing Position, Revised Description – Penn Data Specialist
 - Second Reading, New Position, New Description – Communication Facilitator
 - Second Reading, New Position, New Description – Clinical Coordinator for Program Operations, Capital Area Partial Program (CAPP)
 - First Reading, Existing Position, New Description – Program Director, Capital Area Partial Program (CAPP)
 - First Reading, Existing Position, New Description – Contract and Child Accounting Administrator
 - First Reading, Existing Position, Revised Description – Curriculum Projects Coordinator
- Personnel Items – see attached report
- Approval of Employment Contract – Mortzfeldt

Executive Director's Report

- See attached written report.

President's Report

- Mrs. Jean Rice thanked the board members for being at the meeting this morning. She understands it is a busy time of year and appreciates their attendance.

Board Member Sharing of Information

- The Board members congratulated Nancy Otstot on celebrating her 54th wedding anniversary today.

Information Items

- See AgendaMan at www.caiu.org for additional miscellaneous correspondence

NEXT MEETING: Thursday, April 25, 2013, 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:

MARY THERESA CAPOUILLEZ, part-time Educational Paraprofessional, Early Intervention effective April 5, 2013. Reason: Accepted a position outside of education.

SUSAN KUTZ, Educational Consultant, Training and Consultation effective June 28, 2013. Reason: Retirement after 34 years of CAIU service.

NICHOLAS MILLER, full-time floater Educational Paraprofessional effective March 15, 2013. Reason: Personal.

LEE ANN PATTESON, Speech/Language Pathologist, School-age Program effective the last staff day of the 2012/2013 school year. Reason: Retirement after more than 25 years of CAIU service.

B. RECOMMENDED FOR EMPLOYMENT OR CONTRACT:

ALEXIS LOPEZ, full-time, long-term substitute Floater Educational Paraprofessional, Hill Top Academy effective March 18, 2013 through June 7, 2013. Base salary of HS+30, Step 7, \$19,592 for 189 days of service will be prorated for a total of 57 days. This is a replacement position funded through the Student Services Budget.

ANNA STROUSE, part-time Educational Paraprofessional, Early Intervention effective April 4, 2013. To be paid at the rate of \$13.82 per hour based on HS+30, Step 7, \$19,592 for 189 days of service. This is a replacement position funded through the MAWA Budget.

The following individual to be employed as a day-to-day substitute educational paraprofessional for the 2012/2013 school year at the approved rate of \$65 per day:

**ALEXIS LOPEZ
ERIN LaVIA**

C. CHANGES OF STATUS:

DEBRA PARODA, Secretary, Loysville Youth Detention Center, change of status from 205-day employee to 12 month employee effective March 25, 2013. Range 4 base salary of \$33,618 will be prorated for a total of 244 days through June 30, 2013. This is a replacement position funded through the LYDC Budget.

STELIANA VASSILEVA, from Program Assistant to Application Support Engineer II, Technology Services effective March 25, 2013. To be paid at the rate of \$18.31 per hour prorated at 7.5 hours per day for a total of 70 days. This is a replacement position funded through the Technology Entrepreneurial Budget.

D. CHANGES OF SALARY:

NICOLE FISHER, long-term substitute Teacher, Deaf/Hard of Hearing, change of salary for presentation of official transcripts showing proof of 30 credits beyond master's degree. Salary will be based on Masters +30, step 8, \$56,653 for 189 days of service effective January 2, 2013 prorated for a total of 107 days through the end of the 2012/2013 school year. This position is funded through the Special Education Budget.

LYNN SHAFER, Occupational Therapist, increase number of work days from 42 to 48 to cover staff needs for the remainder of the 2012/2013 school year.

E. LEAVES OF ABSENCE:

DELILAH SISLER, Speech/Language Clinician, Early Intervention requesting child-rearing leave of absence effective May 28, 2013 through October 9, 2013. Leave is requested with pay using accumulated sick and personal leave for a total of 20 days and without pay for the remainder of the leave. Leave is requested in accordance with CAIU and FMLA Policies.

Executive Director's Report

March 21, 2013

NEWS

Preschool Partnership

Our preschool program will be partnering with Shippensburg Head Start program as they apply for a Pre-K Counts grant to serve 72 children from Big Spring and Shippensburg School Districts. This partnership would allow the CAIU to have integrated placements for students with disabilities in the program, allowing for greater inclusionary opportunities in that area.

Sad News about Sawyer, one of the Hill Top Academy Therapy Dogs

This week, Sawyer, one of our Hill Top therapy dogs, passed away rather unexpectedly at the veterinarian's office. Sawyer was 6 years old and was undergoing a surgery for removal of a growth. He was a friend, co-therapist and provider of unconditional love to adults and children at Hill Top Academy and in our classes since he was a puppy.

Preschool Space

We continue to look for appropriate space for four classrooms and therapy rooms for our preschool program in the West Shore area. We have not met with success in obtaining space in school districts and are looking for space to lease.

Summer Camps

On the CAIU Website under Resources for Families, is a listing of many summer camps that have programs for children with disabilities or siblings and friends. This has been shared with all district special education contacts as well.

Evaluative Conciliatory Conference (ECC)

At the February Special Education Advisory Committee (SEAC) meeting, Cathy Skidmore from the Office of Dispute Resolution presented to district special education contacts about a new resolution process called Evaluative Conciliatory Conference (ECC). This is an option for schools and families who are seeking a resolution to a dispute but who may not want to begin formal due process.

CAEA Announces 2013 Scholarship Program

The Capital Area Education Association (CAEA) is pleased to announce their 2013 Special Education Scholarship Program. This year, one scholarship of \$500.00 will be given to a qualified applicant. Applicants must either be seniors currently attending a high school in one of the CAIU member districts **OR** paraprofessionals currently working for the CAIU who are volunteer members of the CAEA. Applicants must plan to enroll or be enrolled in a program of study that leads to a degree in Special Education, Speech and Language Therapy, Occupational Therapy, Physical Therapy, Audiology, Adaptive Physical Education, or School Psychology.

High school seniors may obtain applications from their high school guidance counselors. Interested paraprofessionals should contact Patricia Benner at pdhannon@aol.com to request an application. Completed applications are due by April 15, 2013. Results will be announced in early May. Further information can be obtained by contacting Scholarship Committee members: Kathy Coffey, Cindy Shaul, Patricia Benner, Monica Edwards, or Janelle Paul.

New Charter Allows Show to go on for CASA

On February 26, Harrisburg School Board of Directors approved the charter application for the Capital Area School for the Arts (CASA) Charter School. The charter proposal was submitted by Capital Region Arts and Education, a non-profit organization founded in Harrisburg to support arts in education.

CASA, located in Strawberry Square in downtown Harrisburg, was formed in 2001 as a partnership between the Capital Area Intermediate Unit (CAIU) and its 24 member school districts to provide accelerated study for grades 9-12 in the areas of visual arts, dance, music, creative writing, theatre, and film and video. In its current model, students attend CASA for arts instruction and return to their home school district for the rest of their academic studies.

In better economic times 17 of the 24 districts paid the full tuition costs for students accepted into the program. Today, only three remaining districts cover the cost of tuition, which is \$5,500 per year.

CASA Charter School will offer a full academic program for grades 9-12. Admission will continue to be contingent on portfolio submission and auditions.

Mobile Device Management

Mobile device (tablets/phones/etc.) utilization has been increasing in school districts. This has challenged school districts to find a cost effective and efficient way to manage the devices. The Technology Advisory Council (TAC) is exploring different regional management solutions. On March 7th, prior to the TAC meeting, districts evaluated three different solutions. We narrowed it down to two solutions and the CAIU is currently working on consortium pricing for our member school districts.

NOTIFICATION OF ACTIVITIES

- Attended Regional PAIU meeting in State College where we discussed the effects of sequestration on IUs, safety and security programs, the Governor's budget proposal and the pension plan revisions
- Participated in the Harrisburg SD Recovery Advisory Group meeting where we discussed methods to improve education for the students while addressing the budgetary concerns
- Attended PAIU Executive Directors meeting and met with PDE staff members and Budget Secretary Zogby. Secretary Zogby discussed the pension plan revisions and its impact on staff
- Participated in the Pennsylvania Association of School Administrators (PASA) Women's caucus in preparation for the conference in May where we will have Dr. Cheri Lovre discuss, "Media Relations for Schools: Crisis Communications."
- Held the third Communications Meeting at Enola where we had 25 employees in the audience with an additional 25 online
- Attended the Superintendent Leadership Conference at Bedford Springs. The focus this year was on legal issues, teacher and principal evaluations, and summary of the districts' technology and staff development survey
- Attended the American Association of School Administrators (AASA) National Conference on Education in Los Angeles, CA. The title of the conference was, "Where Education Leaders Unite." One of the best presentations was from Charlotte Danielson on "Making the Most of Teacher Evaluation." She discussed her 2013 Evaluation Instrument that is available for free from her website.

UPCOMING ACTIVITIES

- The Pennsylvania Middle School and High School **Regional Computer Fair** will be held on Monday, **March 25, 2013** at the Capital Area Intermediate Unit (CAIU) from 7:30 a.m. - 2:30 p.m.
- **Champions for Children 14th Annual Basket Bingo** will be held on **April 19, 2013 @ 6 p.m. at CAIU**. Prizes will include bags and baskets, and the event is featuring an exciting new bag vendor this year. Food and raffles will be available and held throughout the evening. This is a fun night out and for a great cause! Doors open at 6 p.m., bingo starts at 7 p.m. Adults only. Tickets are \$25 for 20 games of bingo.
- **CAIU Retiree and Staff Recognition Dinner** - The 12th Annual CAIU Retiree and Staff Recognition dinner will be held on **Thursday, May 16, 2013** at the Holiday Inn, Grantville.