



CAIU BOARD HIGHLIGHTS

The following actions were taken at the **November 15, 2012** meeting held at the Enola Office of the Capital Area Intermediate Unit.

Reports/Updates

- John W. Bonawitz, CPA from Brown Schultz Sheridan & Fritz, provided an overview of the 2011-2012 Annual Audit Report.
- David Martin, Director of Technology Services, provided a brief update on AgendaManager upgrades. He also shared that the iPad Summit will be held in December. Currently, there are over 180 people registered for the event.
- Theresa Kinsinger, Director of Business, HR and Communications, shared that a student in the CAIU's Multiple Disabilities Classroom (MDS) will be showing his photography at Trinity Lutheran Church during the month of December. To read the entire story, visit the CAIU website-CAIU Communications.
- Cindy Mortzfeldt, Assistant Executive Director, shared that today was a mandatory pre-bid meeting for all contractors interested in details about the Enola office HVAC system replacement. Bids are due on December 6.

Executive Session

- The Board met in Executive Session to discuss negotiation, legal, and personnel matters.

Public Comment on Agenda Items

- None

Committee Reports

- None

Approved Action Items

- Minutes from the October 25, 2012 CAIU Board Meeting
- Treasurer's Report and Payment of Bills – a total of \$10,288,386.99 in receipts and \$3,996,537.56 in expenditures for October 2012
- Summary of Operations for 2012-13 as of October 31, 2012 showing revenues of \$21,139,871.75 and expenses of \$14,088,179.96
- Budget Administration:
 - Proposed 2010-13 Budget Revision A – Title III Part A – English as a Second Language Acquisition in the amount of \$123,801
 - Proposed 2012-13 Original Budget – Comprehensive Planning in the amount of \$1,029,077
- Other Fiscal Matters
 - Settlement Agreement SCS Claim #192184
- Position Descriptions

- Second Reading New Position, New Description – Human Resources Generalist
- First Reading, Existing Position, New Description – IT Projects Coordinator
- First Reading, New Position, New Description – Network Administrator I
- First Reading, Existing Position, New Description – Supervisor of IT Projects
- First Reading, Existing Position, New Description – Supervisor of Network Operations

- Policies and Programs
 - Removal of Policy #919 – Intermediate Unit Report Card
 - First Reading, New Policy – Electronic Signatures
 - First Reading, Revised Policy #008 – Organizational Chart

- Personnel Items – see attached report

Executive Director's Report

- See attached written report.

President's Report

- Mrs. Rice thanked the Board members for their good discussion this morning. She appreciates their time and effort. She wished them a Happy Thanksgiving.

Information Items

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

Public Comment on Items Not Specific to the Agenda

- None

NEXT MEETING: Thursday, December 20, 2012, 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:

TRACEY JACKSON, part-time Educational Paraprofessional, Early Intervention effective November 16, 2012. Reason: Personal. Please note that this is a change from the previous resignation date of February 2, 2013.

B. RECOMMENDED FOR EMPLOYMENT OR CONTRACT:

MARY THERESA CAPOUILLEZ, part-time Educational Paraprofessional, Early Intervention rehired from voluntary furlough effective November 27, 2012. To be paid at the rate per hour based on HS, Step 4 for 189 days of service. This is a replacement position funded by the MAWA Budget.

KEITH IMBODEN, Supervisor, Student Services to begin employment December 1, 2012 on a part-time basis until released from IU 13 with full-time status expected to begin February 1, 2013. Grade 3, Act 93 salary will be prorated for the remainder of the 2012/2013 school year. This is a replacement position funded through the Core Budget.

C. CHANGES OF STATUS:

RACHEL DIEM, from full-time to part-time Speech/Language Clinician, Early Intervention effective January 2, 2013 upon return from child-rearing leave. Base salary of Masters, Step 5 for 189 days of service will be prorated for a total of 58 days January 2 through June 30, 2013.

Executive Director's Report

November 15, 2012

NEWS

ELECT/EFI

On October 19, 2012, 28 clients from the ELECT/EFI; Pregnant & Parenting Teen Program attended a half day informative session at Harrisburg Area Community College to learn about the admissions process. The overall feedback was very positive. As a matter of fact, several students interested in nursing have already requested that we visit the campus again and see a simulation in the nursing lab. After lunch, Halloween costumes, which were donated last year from Wal-Mart, were distributed to our clients for their children.

Central Region Competent Learner Module (CLM) Networking

CAIU hosted a Central Region CLM (Competent Learner Module) Networking session in collaboration with Vista and Vicci Tucci. This was the first of three sessions scheduled for this year and was designed to provide training, support and networking opportunities for CLM coaches and coaches-in-training in the central region. Vicci Tucci and CLM coaches from France joined the training virtually via 'go to meeting.'

National OCALICON 2012 Research Symposium

The School-Age Speech/Language Program will be presenting a poster session at the National Ohio Center for Autism and Low-Incidence Disabilities (OCALICON) 2012 Research Symposium. This Symposium brings together parents, educators, administrators, higher education faculty and related services providers from across the nation. This poster session entitled, "**Formal or Informal Assessment of Social Skills: More Bang for Your Buck?**" was originally presented at the American Speech-Language-Hearing Association Schools Conference in July 2011. This poster highlights a total of 60 profiles of students suspected of having social skills deficits.

Study Contributors: Alice Womer, Cynthia Shaul, Carolyn Yoder, and Carol Brown (retired)

The Blind and Visually Impaired Support Program, in conjunction with the Tri-County Association for the Blind, will be offering training on applications for iPads, iPhones and iPad touch devices appropriate for people with blindness and visual impairment. This free training will be held on Wednesday, November 14, 2012 from 4 – 7:30 p.m. Thus far, more than 25 people have registered for this event. Participants include parents from local school districts, IU class placements and persons outside of this intermediate unit area.

RECOGNITION

National Learning Forward Conference

Dr. Jason Conway will be one of the presenters at the 2012 National Learning Forward Conference. His session is entitled *Brain-Friendly Instructional Strategies*.

NOTIFICATION OF ACTIVITIES

- Attended Central Regions PAIU meeting where we discussed unique approaches to Superintendent meetings, conferences and building partnerships with other Intermediate Units

- Attended Chamber of Commerce Government Relations meeting and heard pre-election forecast and discussion from James Lee, President of Susquehanna Polling and Research
- Attended Cumberland Valley School Board meeting and presented information on the CAIU
- Have been invited to attend Edison Leadership Development Academy in California with Brian Griffith, Director of Curriculum Services and Alicia McDonald, Director of Student Services. The keynote presenters will offer insights for leading the change to Common Core, which demands fundamental shifts in how we prepare students to be college and career ready.

UPCOMING ACTIVITIES

- **November 15, 2012** - The Capital Area School for the Arts (CASA) will hold a public Open House for prospective students and their families on Thursday, November 15, 2012 from 6:00pm – 8:00pm at the school's location, 150 Strawberry Square, Third & Walnut Streets, in downtown Harrisburg.
- **November 20, 2012** - The HTA Annual Thanksgiving dinner will be held at lunchtime on the 20th. Local first responders, districts, agencies, **CAIU Board members** and other CAIU staff are invited.
- **December 18, 2012** - The CAIU iPad Summit, in partnership with Apple, will be held on Tuesday, December 18, 2012 from 8:00 a.m.- 4:00 p.m. at the Capital Area Intermediate Unit
- **January 29, 2012** - The CAIU Winter Social will be held at the Enola Offices on Tuesday, January 29, 2013 at 4:30 p.m. – 6:30 p.m. This event is free to all CAIU employees. Board Members are invited to attend.