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# CAIU BOARD HIGHLIGHTS

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The following actions were taken at the **November 17, 2011** meeting held at the Enola Office of the Capital Area Intermediate Unit.

## **Reports/Updates**

- The Board recognized Mary West, Custodian, who will be retiring in December.
- Shawn Farr, Director of Business and Operations, provided an initial overview of the proposed 2012-2013 General Operating Budget.
- Dr. Mary Jane Gales provided an update on the planning process for the Capital Area School for the Arts (CASA).

## **Executive Session**

- The Board met in executive session to discuss matters related to personnel.

## **Public Comment on Agenda Items**

- None

## **Committee Report(s)**

- The Board Finance Committee members provided input during the overview of the proposed 2012-2013 General Operating Budget.
- It was recommended that the vote on the 2012-2013 General Operating Budget be delayed until the January 26, 2012, CAIU Board meeting since several new Board members will be joining the CAIU Board in December. The 2012-2013 General Operating Budget will be presented as a first reading at the December 15, 2011 Board meeting.
- Mrs. Nancy Fishman shared that the Executive Director Search Committee members will meet with Dr. Gales and Mr. Tom Templeton from PSBA to create the Executive Director's evaluation tool and discuss goal setting.
- Mr. John Salov, Steelton-Highspire School District, will serve on the Finance and Budget Board Committee.

## **Approved Action Items**

- The Board accepted the resignation of Mrs. Sheri Matter, Greenwood School District. Mrs. Brenda Myers, Susquenita School District, was elected to fill the unexpired term from November 17, 2011 through June 30, 2014, as per the agreement between Greenwood School District and Susquenita School District.
- Treasurer's Report and Payment of Bills – a total of \$ 9,381,441.63 in receipts and \$6,056,741.54 in expenditures for October 2011
- Summary of Operations for the 2011-12 fiscal year showing revenues of \$22,383,185.54 and expenses of \$17,981,082.91
- Budget Administration:
  - Proposed 2011-2012 Original Budget – Title I, Part D – Neglected and Delinquent Program in the amount of \$933,554

- Proposed 2011-2012 Budget Revision A – Loysville Youth Development Center – State Funding in the amount of \$1,869,113
- Proposed 2011-2012 Budget Revision B – Title I, Part D – Loysville Youth Development Center in the amount of \$205,404
- Other Fiscal Matters: None
- Personnel Items – see attached report
- Policies and Programs
  - Second Reading Revised Policy #302 – Employment of Executive Director/Assistant Executive Director
  - Second Reading Revised Policy #303 – Employment of Administrators
  - Second Reading Revised Policy #404 – Employment of Professional Employees
  - Second Reading Revised Policy #405 – Employment of Substitute Professional Employees
  - Second Reading Revised Policy #407 – Student Teaching, Interns, Apprentices, and Practicum Experiences
  - Second Reading Revised Policy #504 – Employment of Classified Employees

**Executive Director’s Report**

- See attached written report.

**President’s Report**

- Mrs. Rice thanked the Board members for their attendance. She wished all a Happy Thanksgiving.
- Mrs. Rice requested feedback regarding the inclusion of Administrators’ reports to the Board.

**Information Items**

- See AgendaMan at [www.caiu.org](http://www.caiu.org) for additional miscellaneous correspondence

**Public Comment on Items Not Specific to the Agenda**

- None

**NEXT MEETING: Thursday, December 15, 2011, 8:00 a.m., Board Room, CAIU Enola Office**

**A. RESIGNATIONS:**

**MARY THERESA CAPOUILLEZ**, part-time Educational Paraprofessional, Early Intervention effective November 11, 2011. Reason: Did not accept recall to part-time position.

**LAURA DICKSON**, Teacher, Autism Support change in resignation date to effective November 7, 2011. Reason: Released to accept position with Susquehanna Township School District.

**B. RECOMMENDED FOR EMPLOYMENT OR CONTRACT:**

The following individuals are recommended as day-to-day substitute teachers for the 2011/2012 school year at the approved rate of \$90 per day:

**NICOLE KALEMNOUS  
SHANNON McMAHON  
PATRICIA ROBINSON  
MAGGIE STONECASH  
MELISSA WEIDENSAUL**

**C. CHANGES OF SALARY:**

**DENNIS ABDUL-JIHAD**, Teacher, Loysville Youth Detention Center, change of salary for completion of Masters +60 credits effective November 15, 2011. To be paid the difference between the old daily rate and the new daily rate based on Masters +60, Step 3 for 189 days of service, prorated for a total of 37 days through December 31, 2011.

**PATRICIA BENNER**, Reading Specialist, change of salary for completion of Masters +15 effective November 15, 2011. To be paid the difference between the old daily rate and the new daily rate based on Masters +15, Step 5 for 189 days of service, prorated for a total of 37 days through December 31, 2011.

**KATHLEEN BEVERIDGE**, Reading Specialist/Remedial Math, Aid to Non-public School Services, change of salary for completion of Masters Degree effective November 15, 2011. To be paid the difference between the old daily rate and the new daily rate based on Masters, Step 11 for 189 days of service, prorated for a total of 37 days through December 31, 2011.

**PHYLLIS BROWN**, Coordinator CAA/Elect, change of salary for completion of Masters +15 credits effective November 15, 2011. To be paid the difference between the old daily and the new daily rate based on Masters +15, Step 15 for 189 days of service, prorated for a total of 37 days through December 31, 2011.

**CHERYL CAPOZZOLI**, Educational Consultant, Training and Consultation, change of salary for completion of Masters +15 credits effective November 15, 2011. To be paid the difference between the old daily rate and the new daily rate based on Masters +15, Step 15 for 189 days of service, prorated for a total of 37 days through December 31, 2011.

**MARJORY DOMBACH**, Educational Consultant, Multiple Disability Support, change of salary for completion of Masters +15 credits effective November 15, 2011. To be paid the difference between the old daily rate and the new daily rate based on Masters +15, Step 15 for 189 days of service, prorated for a total of 37 days through December 31, 2011.

**JOSEPH FAY**, Teacher, change of salary for completion of Masters +45 credits effective November 15, 2011. To be paid the difference between the old daily rate and the new daily rate based on Masters +45, Step 15 for 189 days of service, prorated for a total of 37 days through December 31, 2011.

**PETER FIDGETT**, Social Worker/Home School Visitor, change of salary for completion of Masters +45 credits effective November 15, 2011. To be paid the difference between the old daily rate and the new daily rate based on Masters +45, Step 15 for 205 days of service, prorated for a total of 37 days through December 31, 2011.

**TRACY GEIST**, Social Worker/Home School Visitor, change of salary for completion of Masters +60 Credits effective November 15, 2011. To be paid the difference between the old daily rate and the new daily rate based on Masters +60, Step 12 for 189 days of service, prorated for a total of 37 days through December 31, 2011.

**VERONICA LEPLEY**, Speech Clinician, change of salary for completion of Masters Degree effective November 15, 2011. To be paid the difference between the old daily rate and the new daily rate based on Masters, Step 5 for 189 days of service, prorated for a total of 37 days through December 31, 2011.

**HEATHER MARTSOLF**, Teacher, change of salary for completion of Masters Degree effective November 15, 2011. To be paid the difference between the old daily rate and the new daily rate based on Masters, Step 3 for 189 days of service, prorated for a total of 37 days through December 31, 2011.

**NANCY MAUST**, Teacher, change of salary for completion of Masters Degree effective November 15, 2011. To be paid the difference between the old daily rate and the new daily rate based on Masters, Step 7 for 189 days of service, prorated for a total of 37 days through December 31, 2011.

**JUSTIN MILLER**, Teacher, change of salary for completion of Masters Degree effective November 15, 2011. To be paid the difference between the old daily rate and the new daily rate based on Masters, Step 3 for 189 days of service, prorated for a total of 37 days through December 31, 2011.

**CATHRYN MYERS**, Teacher, change of salary for completion of Masters Degree effective November 15, 2011. To be paid the difference between the old daily rate and the new daily rate based on Masters, Step 10 for 189 days of service, prorated for a total of 37 days through December 31, 2011.

**MARY RANNEY**, Reading Specialist, change of salary for completion of Masters +15 Credits effective November 15, 2011. To be paid the difference between the old daily rate and the new daily rate based on Masters +15, Step 2 for 189 days of service, prorated for a total of 37 days through December 31, 2011.

**RUTA VACLAVIK**, Teacher, change of salary for completion of Masters Degree effective November 15, 2011. To be paid the difference between the old daily rate and the new daily rate based on Masters, Step 4 for 189 days of service, prorated for a total of 37 days through December 31, 2011.

**PAULETTE WALKER**, Teacher, change of salary for completion of Masters +15 Credits effective November 15, 2011. To be paid the difference between the old daily rate and the new daily rate based on Masters +15, Step 15 for 189 days of service, prorated for a total of 37 days through December 31, 2011.

**RENEE WESNER**, Reading Specialist, change of salary for completion of Masters Degree effective November 15, 2011. To be paid the difference between the old daily rate and the new daily rate based on Masters, Step 8 for 189 days of service, prorated for a total of 37 days through December 31, 2011.

**D. CHANGES OF STATUS:**

**SONIA HILL**, accepted recall to part-time Educational Paraprofessional position, Student Services effective November 14, 2011. To be paid at the rate per hour based on the 2009-2010 salary of HS+30, Step 5 until a new Collective Bargaining Agreement has been reached. Salary will be prorated for a total of 112 working four days per week.

## Executive Director's Report November 17, 2011

### NEWS

We have received \$1250 in grant funding from the Highmark Healthy High 5 as part of the 2010-2012 PA CARES Grant Initiative to support our implementation and staff training of the Olweus Bullying Prevention Program at Hill Top Academy.

Patty Stephens, part of our ELECT-EFI staff, has been actively working in the community to communicate about the work we do with ELECT-EFI clients. ELECT-EFI **supports pregnant and parenting teens in our participating school districts.** As a result of her work, we received a \$1000 grant through the Local Community Contribution-Hunger Outreach Grant program (Wal-Mart foundation) to support the purchase of resources that these students need.

As part of our Career Presentations currently taking place at Hill Top Academy, Scott Faulkner, an engineer with Phoenix Contacts, shared his story and experiences of hard work and determination leading to his career.

Hill Top Academy Student Council sponsored a Pink-Out at the end of October to support Breast Cancer Awareness month.

The Technology Advisory Council (TAC) conducted an all-day work session at the CAIU on November 10<sup>th</sup>. The specific topics discussed included Virtual Desktops, InfosNap (paperless environment), Bring Your Own Technology, Deploying Windows 7, and eRate and the Children's Internet Protection Act.

In efforts to save costs and to increase opportunities for the growth of technology in schools that will have a positive impact on student achievement; we are looking at putting our Regional Wide Area Network (RWAN) out to bid this year. Although our current contract does not expire until 2014, we are looking to bid early to get pricing for a new five year contract beginning July 1, 2012. Our hope is that we can increase our amount of bandwidth about ten times and pay less than what we currently pay. Essentially, we are hoping to get Gigabit speeds (1000 Mbps) for less than what we are currently paying for 100 Mbps. There is no commitment when we go out to bid to get new pricing. Although, if the pricing is in the consortium's favor, we will be looking at commitments at a later date.

### RECOGNITION

**Harry Spilker**, a Camp Hill student in the CAIU MDS program, had his photographs on exhibit at the Midtown Scholar Book and Art Festival at the Historic Harrisburg Association.

**Elizabeth Panek**, a member of our Curriculum team, was a presenter at the Patten Expo in State College this month. Her topic was Communication for Participation: Meaningful AAC Vocabulary.

**Peter Fidgett**, a social worker at Hill Top Academy, presented at the National Association of Social Workers PA Conference (NASW-PA) in October about 'Building Inclusive Schools: Preventing Bullying and Discrimination.

**Tracy Geist**, Social Worker & Home School Visitor, presented her model for integrating therapy dogs into school setting at Widener University.

**Nina Meanor**, a speech pathologist in our Preschool program, will be speaking about Speech and Language Assessment to education majors at Messiah.

## **NOTIFICATION OF ACTIVITIES**

- Attended the Central PAIU meeting in State College.
- Met with IUs participating in the Hybrid Learning Program
- Attended PAIU Conference in Bedford Springs
- Visited Millersburg SD and met with Superintendent
- Meet with Superintendent and Business Administrator from Derry Township SD
- Participated in Nutrition Audit for Hill Top Academy
- Met with staff from WITF to see how we can partner in the future
- Attended Making the Grade: Virtual Town Hall Meeting

## **UPCOMING ACTIVITIES**

- Open House for CASA tonight, Thursday, November 17, 2011 from 6pm to 8pm.
- Friday, November 18, 2011 - Deadline for nominations for the Thomas W. Holtzman, Jr. Educational Leadership Award
- Thursday, December 15, 2011 - CAIU Board meeting is a week early due to holiday
- Thursday, January 26, 2012 – 4<sup>th</sup> Annual Employee Social at the Enola Office
- Thursday, May 17, 2012 – Employee Recognition and Retirement Dinner at the C. Ted Lick Center at HACC