



CAIU BOARD HIGHLIGHTS

The following actions were taken at the **July 28, 2011** meeting held at the Enola Office of the Capital Area Intermediate Unit.

Reports/Updates

- The Board welcomed new Board members, Mr. Richard Bradley, Mechanicsburg Area School District, and Dr. Elisabeth McLean, Northern York County School District.
- Mr. Robert Frankhouser, Solicitor, Hartman Underhill & Brubaker, LLP, provided an overview of the legal aspects of each member's role as members of the intermediate unit board under the Public School Code.
- Cindy Mortzfeldt shared an overview of the Professional Development and Evaluation Program (PDEP) for Professional Employees.

Executive Session

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

Public Comment on Agenda Items

- None

Committee Report

- Executive Director Evaluation Committee Report – Mrs. Jean Rice shared that evaluation documents were distributed to each board member. It is requested that each member complete the evaluation document and return to Rennie Borreli by the August Board meeting.

Approved Action Items

- Election of board members to new three-year terms and unexpired terms—Mr. Wilbur Wolf, Dr. Elisabeth McLean, Mrs. Laurie Reichert, Mrs. Jean Rice, and Mr. Murray Laudenslager. Mr. Richard Bradley was elected at the June 23, 2011 meeting to fill an unexpired term until June 30, 2011 and to begin a new three-year term in July 2011
- Election of officers as follows: Mrs. Jean Rice, President; Dr. Anthony Tezik, Vice-President; Shawn Farr, Treasurer; and Rennie Borreli, Secretary
- Appointment of Nancy Otstot as PSBA Voting Delegate to the Legislative Policy Council
- Selection of Harrisburg Patriot-News as newspaper of general circulation
- Appointment of Board Committee Chairs/Members
- Minutes from the June 23, 2011, CAIU Board Meeting
- Treasurer's Report and Payment of Bills – a total of \$8,217,080.41 in receipts and \$9,907,615.27 in expenditures for June 2011
- Summary of Operations for the 2010-2011 fiscal year showing revenues of \$79,879,365.88 and expenses of \$77,815,951.97
- Budget Administration:
 - Proposed 2011-12 Original Budget – English as a Second Language in the amount of \$244,249
 - Proposed 2011-12 Original Budget – Financial Software Application in the amount of \$192,794

- Proposed 2011-12 Original Budget – IDEA Section 619 ARRA in the amount of \$113,177
 - Proposed 2011-12 Original Budget – Online Learning Initiative (CAOLA) in the amount of \$1,484,378
 - Proposed 2011-12 Original Budget – School District Technology Services in the amount of \$142,168
 - Proposed 2011-12 Original Budget – Technology Entrepreneurial in the amount of \$2,099,355
 - Proposed 2011-12 Original Budget – Title II, Part A – Improving Teacher Quality in the amount of \$44,333
 - Proposed 2011-12 Original Budget – Title III, Part A – English Language Acquisition in the amount of \$132,564
- Other Fiscal Matters:
 - 2011-12 Special Education Service Contracts Camp Hill SD, Derry Township SD, East Pennsboro Area SD, Halifax Area SD, Mechanicsburg Area SD, Middletown Area SD, Upper Dauphin Area SD, West Perry SD, and West Shore SD
 - Personnel Items – see attached report
 - Appointment of Dr. Mary Jane Gales as the Executive Director of the Capital Area Intermediate Unit
 - Approve the employment contract with Dr. Mary Jane Gales
 - Policies and Programs
 - Second Reading Revised Policy #216 – Student Records, School-Age
 - Position Descriptions
 - Second Reading Existing Position, New Job Description – Director of Curriculum Services

Acting Executive Director's Report

- See attached written report.

President's Report

- Mrs. Jean Rice thanked the board members for their attendance and shared her appreciation for their team effort this past year.

Information Items

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

Public Comment on Items Not Specific to the Agenda

- Kathie Thomas addressed the Board sharing her concerns related to personnel issues.

NEXT MEETING: Thursday, August 25, 2011, 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:

BETH DVORSKY, Occupational Therapist effective August 18, 2011. Reason: Personal.

PATRICIA FULLER, Teacher, Multiple Disability Support effective June 20, 2011. Reason: Personal following leave of absence.

REBECCA SEMKE, Educational Consultant, Training and Consultation effective June 30, 2011. Reason: Personal.

EILEEN SMITH, Special Education Secretary, Loysville Youth Detention Center effective August 31, 2011. Reason: Personal.

NICOLE TAPPER, Educational Paraprofessional, Early Intervention effective July 22, 2011. Reason: Personal.

MICHELLE ULMER, Long-term Substitute Accountant, Business and Operations effective July 22, 2011. Reason: Accepted position outside of the CAIU.

B. RECOMMENDED FOR EMPLOYMENT OR CONTRACT:

JONATHAN MORGAN, part-time Educational Paraprofessional, Extended School Year Program effective July 5 through July 27, 2011.

C. CHANGES OF STATUS:

JOANN MARTIN, Educational Paraprofessional, Autism Support, recalled to full-time status for the 2011-2012 school year. Salary will continue to be based on the 2009-2010 rate or HS+30, Step 8 for 189 days of service until a new Collective Bargaining Agreement has been reached.

TODD McCONNELL, from Application Support Specialist to Technology Support Coordinator as per job description effective July 1, 2011. Change of status results in a change of salary. This position is funded through the Technology Entrepreneurial Budget.

CHRIS MONASMITH, from Application Support Specialist to Technology Support Coordinator as per job description effective July 1, 2011. Change of status results in a change of salary. This position is funded 89% through the General Operating Budget/11% through the Technology Entrepreneurial Budget.

AREIL SUTTON, from Application Support Specialist to Application Support Engineer III as per job description effective July 1, 2011. Change of status results in a change of salary. This position is funded through the Technology Entrepreneurial Budget.

SUSAN WEST, from Certified Occupational Therapy Assistant to Occupational Therapist effective July 1, 2011. Change of status results in a change of salary based on the 2009-2010 rate of Masters, Step 4 until a new Collective Bargaining Agreement has been reached.

D. CHANGES OF SALARY:

ADAM KILLIAN, increase in salary based upon new job duties in 2011-2012 as per revised job description. This position is funded 88% through the General Operating Budget/12% through the Technology Entrepreneurial Budget.

E. LEAVES OF ABSENCE:

JILL MACHEMER, Instructional Technology Supervisor, Technology Services, leave of absence without pay to care for daughter effective through September 1, 2011. Leave is requested in accordance with CAIU Policy #439.

F. RECOMMENDED FOR FURLOUGH:

DANIELLE DAVIS, Teacher, furlough effective June 30, 2011 as per the Memorandum of Understanding (MOU) between the Capital Area Intermediate Unit (CAIU) and the Capital Area Education Association (CAEA) regarding planned furlough.



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Acting Executive Director's Report July 28, 2011

NEWS

On July 13, Cabinet members attended a regional Leadership Workshop along with administrative teams from several of our districts. The purpose of this workshop was to help leaders understand their leadership style and to consider the impact of one's personality on the leadership culture within an organization. On July 14-15, the Cabinet members met off site for a two day retreat at the home of one of our directors. Key activities included a review and reflection of the organizational goals, review of projected revenue and expenditures for the 2011-12 General Operating Budget, follow-up discussion about what we learned at the previous day's leadership workshop and how our leadership style affects our interactions with others, and review of the services provided by each team.

The CAIU was the host site for the third PowerSchool Mini Camp during the week of July 11-15. This year's event was planned and implemented by PowerSchool Solutions, a consortium with Capital Area IU (CAIU), Carbon Lehigh IU (CLIU) and Montgomery County IU (MCIU), offering PowerSchool Services such as training, support, and users groups across the Commonwealth. Two trainers each from MCIU and CLIU along with Brian Decker, Todd McConnell and Areil Sutton from the CAIU facilitated the seventeen sessions offered. There were sixty-eight participants representing twenty-five different school districts within Pennsylvania and one school district within New Jersey. This mini camp provides a low cost alternative to PowerSchool University, which is a 4 day training offered by Pearson, costing nearly \$8,000 per person.

We welcome two new superintendents to the CAIU region; Dr. Richard Faidley is the new superintendent at Derry Township School District, and Dr. David Reeder is at Camp Hill School District. The CAIU will coordinate a retirement dinner for our 2011 superintendent retirees, Dr. Linda Brewer and Ms. Connie Kindler, in September.

The 15th Annual CAIU Champions for Children Golf Tournament was held on Tuesday, July 26 at the Cumberland Golf Club in Carlisle. This year nearly 20 teams participated in the tournament. This tournament continues to be successful because of the dedication of the golfers, many sponsors/donors, and volunteers who share their time and talents. In the end, many people have a great time but the ones who truly benefit are the children faced with unique challenges and special needs whose needs are met

with the funds raised through the generosity of others. Thank you to all who participated this year.

NOTIFICATION OF ACTIVITIES

PA Hybrid Learning Initiative Seminar – attended this seminar at Harrisburg University along with Mark Hennes and Holly Brzyski and representatives from two of our districts. The goal of this seminar was to define hybrid learning and to see the impact of hybrid learning in existing schools across the country.

Brian Griffith and Kathleen Eich were the presenters at the 13th Annual Title I Nonpublic Assessment Conference. The focus areas for this year's conference included the transition to the new Common Core Standards, how schools should align curricula and assessments to the new standards, and a follow-up on how to help struggling learners by using Response to Instruction and Intervention (RtII). Participants included educators from the Diocesan schools across Pennsylvania.

The CAIU is hosting the Summer Institute 2011 from August 8-12. This week long institute will feature a variety of trainings, breakout sessions, and keynote speaker, Dr. Gina Scala, a professor and Chair of the Special Education/Rehabilitation Department at East Stroudsburg University of Pennsylvania. This institute is open for CAIU staff and teachers and administrators in the CAIU region and beyond.

Currently, the Extended School Year and Preschool classes are being held. The school age staff will be returning for opening week program meetings during the week of August 22. After a brief break in August, the preschool staff returns on August 29.