



CAIU BOARD HIGHLIGHTS

The following actions were taken at the **October 27, 2011** meeting held at the Enola Office of the Capital Area Intermediate Unit.

Reports/Updates

- The Board discussed ways to fund Capital Area School for the Arts (CASA) in future years. More detailed information will be forthcoming

Executive Session

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

Public Comment on Agenda Items

- None

Approved Action Items

- Minutes from the September 22, 2011 CAIU Board Meeting
- Treasurer's Report and Payment of Bills – a total of \$9,346,208.03 in receipts and \$9,367,943.67 in expenditures for September 2011
- Summary of Operations for the 2011-12 fiscal year showing revenues of \$12,281,584.44 and expenses of \$12,632,720.04
- Budget Administration:
 - Proposed 2009-2010 Budget Revision A – Title I, Part A – Improving Basic Programs in the amount of \$610,000
 - Proposed 2009-2010 Budget Revision C – Title I, Part D ARRA – Neglected and Delinquent Program in the amount of \$643,651
 - Proposed 2009-2010 Budget Revision C – Title I, Part D – Neglected and Delinquent Program in the amount of \$983,200
 - Proposed 2009-2010 Budget Revision A – Title II, Part D – Educational Technology in the amount of \$85,600
 - Proposed 2009-2010 Budget Revision B – Title II, Part A – Improving Teacher Quality in the amount of \$844,333
 - Proposed 2009-2010 Budget Revision A – Title III, Part A – English Language Acquisition in the amount of \$133,402
 - Proposed 2010-2011 Budget Revision A – 21st Century Teaching & Learning in the amount of \$5,566,120
 - Proposed 2010-2011 Budget Revision B – Title I, Part A – Improving Basic Programs in the amount of \$555,000
 - Proposed 2011-2012 Original Budget – Title I, Part A – Improving Basic Programs in the amount of \$50,000
 - Proposed 2011-2012 Original Budget – Review of Higher Ed Teacher Programs in the amount of \$43,878

- Proposed 2011-2012 Budget Revision A – IDEA 619 ARRA in the amount of \$200,095
- Proposed 2011-2012 Budget Revision B – State Early Intervention in the amount of \$8,915,442
- Proposed 2011-2012 Budget Revision A – Title III, Part A – English Language Acquisition in the amount of \$134,581
- Proposed 2011-2012 Budget Revision A – Transportation in the amount of \$2,725,651
- Other Fiscal Matters:
 - 2011-12 Special Education Service Contracts: Pennsylvania Cyber Charter School
- Personnel Items – see attached report
- Policies and Programs
 - First Reading Revised Policy #302 – Employment of Executive Director/Assistant Executive Director
 - First Reading Revised Policy #303 – Employment of Administrators
 - First Reading Revised Policy #404 – Employment of Professional Employees
 - First Reading Revised Policy #405 – Employment of Substitute Professional Employees
 - First Reading Revised Policy #407 – Student Teaching, Interns, Apprentices, and Practicum Experiences
 - First Reading Revised Policy #504 – Employment of Classified Employees
- Position Descriptions
 - Second Reading Existing Position, New Description – Cafeteria Manager
 - Second Reading Existing Position, New Description – Cafeteria Worker
 - Second Reading Existing Position, Revised Description – Audiologist
 - Second Reading Existing Position, Revised Description – Head Cook
- Annual CASA Field Trips
- Terms of the Collective Bargaining Agreement between CAIU and CAEA – July 1, 2010 – June 30, 2013
- Authorized E-rate Submission by Steve Stoner and Joan Adams

Executive Director's Report

- See attached written report.

President's Report

- Mrs. Jean Rice thanked the Board for their attendance.

Information Items

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

Public Comment on Items Not Specific to the Agenda

- There was no other business/public comment on items not specific to agenda.

NEXT MEETING: Thursday, November 17, 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:

LAURA CRAWFORD, Sign Language Interpreter, Deaf/Hard of Hearing Support, change in resignation date from October 14, 2011 to September 21, 2011. Reason: Released to begin employment at Mechanicsburg School District.

LAURA DICKSON, Teacher, Autism Support effective November 23, 2011. Reason: Personal.

KEENAN SCHAEFFER, Applications Support II, Technology Services effective October 11, 2011. Reason: Accepted position in York.

B. RECOMMENDED FOR EMPLOYMENT OR CONTRACT:

MARY BETH SHAFER, part-time, long-term substitute occupational therapist effective October 18, 2011. To be paid per hour based on the 2009-2010 salary of Bachelors, Step 15. This is a CAIU retiree working as a long-term substitute on an emergency basis (PSERS). Position will continue to be posted to seek a non-emergency replacement. This position is funded through the OT/PT Budget.

KATRINA WETZEL, long-term substitute Teacher, Deaf/Hard of Hearing Support effective October 17, 2011 through June 11, 2012. Salary will be based on Masters, Step 1 for 189 days of service, prorated for a total of 150 days. This is a long-term substitute position funded through the Deaf/Hard of Hearing Budget.

C. CHANGES OF STATUS:

TAMI DRESHER, accepted recall to part-time Educational Paraprofessional position, Capital Area Partial Program. To be paid per hour based on the 2009-2010 salary of HS, Step 9 until a new Collective Bargaining Agreement has been reached. Salary will be prorated for a total of 147 days at 5.75 hours per day.

STEPHANIE KLINEDINST, current long-term substitute accepting recall to full-time status as a Teacher, Autism Support effective November 7, 2011. Salary will be based on Masters, Step 1, prorated for a total of 186 days during the 2011-2012 school year. This is a replacement position funded through the Autism Support Budget.

MARSHA KUBISIAK, part-time School Nurse, Pupil Services, change of status due to addition of 25 days to fulfill contract with VISTA School through Derry Township. Salary will be prorated for a total of 143 days during the 2011-2012 school year.

MARY RANNEY, accepting recall to full-time status as a Teacher, Capital Area Partial Program effective November 7, 2011. Salary will be based on Masters, Step 2 for 189 days of service, prorated for a total of 138 days. This is a replacement position funded through the CAPP Budget.

KRISTEN WILSON, from part-time to full-time ESL Teacher effective October 3, 2011. Salary will be prorated for the remaining 164 days of the 2011-2012 school year. This position is funded by the ESL Budget.

D. LEAVE OF ABSENCE:

RUTH HUGHES, Reading Specialist, Aid to Non-public School Services requesting child-rearing leave of absence effective January 3, 2012 through March 30, 2012. Leave is requested with pay using accumulated sick and personal leave for a total of 34 days and without pay for the remaining 25 days. Request is made in accordance with CAIU and FMLA Policies.

Executive Director's Report October 27, 2011

NEWS

The CAIU Superintendents' Fall Leadership Conference is being held from October 25-27, 2011, in Annapolis, MD. Amy Morton, Executive Deputy Secretary, reviewed key PDE initiatives. Rob Mancabelli, co-author of *Personal Learning Networks: Using the Power of Connections to Transform Education*, presented insights into Twenty-First Century learning, strategies for engaging stakeholders and methods for transforming organizations. Superintendents were provided an opportunity to review the data gathered from the Regional Cost Savings Strategies implemented last year and give input for the future. The entire cost of the conference except for transportation and parking was paid for by sponsors.

CASA Walk was held on Friday, October 14, 2011. The students of the Capital Area School for the Arts (CASA) participated in their fifth annual Walk for Arts Education. The goal of the walk was to raise awareness of the school and the importance of arts education.

Other CASA News - The Paul Taylor dance company, an internationally recognized dance company, recently spent time at CASA working with students in the dance program.

Hill Top Academy Bullying Prevention Kick-Off was on Friday, October 14, 2011. Hill Top staff was trained in the Olweus Bullying Prevention Program, a program designed to reduce existing bullying problems among students, prevent new bullying problems and achieve better peer relations at school. Students and staff had a great day engaging in various anti-bullying activities.

RECOGNITION OF EMPLOYEES

Holly Brzycki, Supervisor of Online Learning, has been nominated for iNACOL's (international association for k-12 online learning) Innovative Online Learning Practice Award. Holly has been asked to speak at iNACOL's annual conference. She will be a panelist discussing: *"Starting an online program is a daunting task. Policies, technologies, leadership, quality curriculum and many other issues need to be addressed in a program start up."*

Brian Griffith, Director of Curriculum Services, has been asked to serve on a panel to speak to the superintendents from Carbon-Lehigh Intermediate Unit on the topic of starting an online learning program. Several of our local superintendents will also be serving on this panel.

Brian Griffith participated in a 3-day Standards-Aligned-Systems (SAS) – Model District with a team of administrators and teachers from Mechanicsburg Area School District. Mechanicsburg was chosen as one of 9 SAS Model districts for PA. Brian will be supporting their team during this three year project.

Jason Conway, Tanya Morret, and Cheryl Capozzoli have all been selected to speak at the PA Association for Supervision and Curriculum Development (PASCD) conference in November.

Nancy Neusbaum, Curriculum Specialist, recently presented at the statewide conference for PA Institute for Instructional Coaching.

CAIU recently sponsored a breakfast presentation for the Southern Region PASCD on the topic of the new multi-measure teacher evaluation tool. **Cheryl Giles-Rudawski** is the current president of the Southern Region PASCD. Approximately 80 people attended this session.

PILOTS

Desktop Virtualization - Derry Township SD and the CAIU have entered into a pilot to implement a virtual desktop environment utilizing the current RWAN infrastructure. Virtual desktops will enable Derry Township's computers to access Windows desktops from a server at the CAIU. Using this solution the district will not have to replace older computers since access to virtual desktops does not depend on the speed of the computer. It also provides greater security since students bringing devices from home (Windows laptop, Macintosh, iPad, Android tablet or iPhone) gain access to the internet through the district's preconfigured desktop.

iPad 2 Elementary Integration - Five second grade teachers from five different school districts, Big Spring, South Middleton, Greenwood, West Shore and Camp Hill, are piloting this initiative. The objectives of this pilot are to explore innovative ways to utilize iPads as instructional tools, focus on iPad use in centers and small group settings and utilize educational Apps to engage students, reinforce skills and accelerate learning.

Hybrid Learning – Hybrid learning is the integration of traditional teaching with digital learning inside the school building. It empowers students to learn at their own pace, enables teachers to provide differentiated instruction and allow administrators to measure the impact of technology investments on student achievement. CAIU is one of five intermediate units piloting this program.

NOTIFICATION OF ACTIVITIES

- Held All Staff Day on Monday, October 10, 2011, at the Dauphin County Technical School. Staff participated in a morning session focusing on team updates, program highlights and policy review. During the afternoon staff selected from 10 breakout sessions covering a variety of topics.
- Hosted luncheon for superintendents to meet President of HACC, Dr. "Ski" Sygielski
- Visited Steelton-Highspire SD, Mechanicsburg SD, and Carlisle Area SD
- Attended the United Way Women's Luncheon in West Shore
- Met with Lois Lehrman Grass and David Skerpon to discuss future of CASA
- Met with Heather Donovan the president of CAEA
- Met with Secretary of Education at PAIU Executive Directors meeting and was sworn in for Commission
- Attended one day of PSBA/PASA conference
- Attended the Central PAIU meeting in State College.
- Had lunch with Kathleen Pavelko, President and CEO of WITF

UPCOMING ACTIVITIES

- Tuesday, November 1, 2011 – Making the Grade: Virtual Town Hall Meeting
- Thursday, November 17, 2011 - CAIU Board meeting is a week early due to holiday

- 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 – 4th Annual Employee Social at the Enola Office
- Thursday, May 17, 2012 – Employee Recognition and Retirement Dinner at the C. Ted Lick Center at HACC