



CAIU BOARD HIGHLIGHTS

The following actions were taken at the **December 15, 2011** meeting held at the Enola Office of the Capital Area Intermediate Unit.

Reports/Updates

- The Board welcomed new Board Members, Mr. Robert Barr, Jr., Carlisle Area SD, Mr. J. Bruce Walter, Millersburg Area SD, Mr. Matthew M. McGuire, Newport SD, and Mrs. Brenda Myers, Susquenita SD.
- Shawn Farr, Director of Business and Operations, provided an overview of the proposed 2012-2013 General Operating Budget.
- John W. Bonawitz, CPA from Brown Schultz Sheridan & Fritz, provided a summary of the 2010-2011 Annual Audit Report.
- Dr. Mary Jane Gales, Executive Director, shared the CAIU By-Laws and Board Rotation Schedule with the Board Members.

Executive Session

- No Executive Session was held.

Public Comment on Agenda Items

- None

Committee Report(s)

- The Executive Director Search Committee has met to review the Executive Director's evaluation instrument and to determine how the evaluation process should be most effectively implemented.
- The Board members are invited to attend a Board Seminar on Tuesday, January 31, 2012, at the CAIU beginning at 6:30 p.m.

Approved Action Items

- Election of new Board Members to fill unexpired terms beginning December 15, 2011, and ending June 30, 2012.
 - Mr. Matthew M. McGuire, Newport SD
 - Mr. Robert T. Barr, Jr., Carlisle Area SD
 - Mr. J. Bruce Walter, Millersburg Area SD
- Election of new Board Member to fill unexpired term beginning December 15, 2011, and ending June 30, 2014
 - Mrs. Judith Quigley, Mechanicsburg Area SD
- Minutes from the November 17, 2011, CAIU Board Meeting
- Treasurer's Report and Payment of Bills – a total of \$9,775,021.27 in receipts and \$4,408,343.13 in expenditures for November 2011
- Summary of Operations for the 2011-12 fiscal year showing revenues of \$31,512,899.26 and expenses of \$23,006,265.26

- Budget Administration:
 - Proposed 2011-2012 Original Budget – International Baccalaureate Project in the amount of \$45,812
 - Proposed 2011-2012 Budget Revision A – School District Instructional Coaching in the amount of \$3,287
 - First Reading Proposed Preliminary General Operating Budget for 2012-2013
- Other Fiscal Matters
 - Auditor General Audit Report for the Fiscal Years ended June 30, 2009 and June 30, 2010

- Personnel Items – see attached report

- Policies and Programs – None

Executive Director's Report

- See attached written report.

President's Report

- Mrs. Jean Rice wished the Board a happy holiday season.

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, January 26, 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:

SUSAN DRYSDALE, Speech/Language Clinician, school-age program effective January 31, 2012. Reason: Retirement after 30 years of CAIU service.

EVAN GABLER, Speech/Language Clinician, Early Intervention effective December 16, 2011. Reason: Personal.

B. RECOMMENDED FOR EMPLOYMENT OR CONTRACT:

LAURA BRIFFA, long-term substitute Remedial Specialist, Aid to Non-public School Services effective December 19, 2011 through April 2, 2012. Salary will be prorated for 64 days based on Bachelors, Step 1 for 189 days of service. This is a long-term substitute position funded through the ANPS Budget.

C. CHANGES OF STATUS:

KIMARIE BROWN, from part-time to full-time Educational Paraprofessional Floater effective November 29, 2011. Salary of HS+30, Step 7 for 189 days of service will be prorated for the remainder of the 2011-2012 school year. This is a replacement position funded through the Hill Top Budget.

MARTHA MUTTERSPAUGH, recalled from furlough to part-time Educational Paraprofessional, Student Services working in a floater position effective January 3, 2012. Base salary of HS, Step 8 will be prorated at four days per week for the remainder of the 2011-2012 school year. This is a replacement position funded through the Student Services Budget.

JILL PAE, from part-time to full-time Educational Paraprofessional, Early Intervention effective January 3, 2012. Base salary of HS, Step 3 for 189 days of service will be prorated for the remainder of the 2011-2012 school year. This position is funded through the MAWA Budget.

KATRINA WETZEL, change in end date as long-term substitute teacher, Deaf/Hard of Hearing support from June 11, 2012 to April 23, 2012. Employee is requesting child-rearing leave to begin effective April 23, 2012 ending long-term assignment.

D. CHANGES OF SALARY:

RUTH HUGHES, 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 of \$273.59 and the new daily rate of \$280.85 based on Masters +15, Step 8 for 189 days of service, prorated for a total of 37 days through December 31, 2011.

NICOLE WERTZ, from part-time Educational Paraprofessional Floater to part-time Personal Care Assistant, Multiple Disability Support, change of salary due to change of hours from working four days per week at 7.5 hours per day to working five days per week at 6 hours per day effective November 21, 2011 prorated for the remainder of the 2011-2012 school year. This is a replacement position funded through the MDS Budget.

E. ISSUANCE OF TENURE:

Upon recommendation of the Executive Director, the following temporary professional employees to be elevated to the status of professional and shall be issued professional contracts, effective December 2011:

CARLY COALSON

TRACY HIPPLE

JACQUELINE SCHUBERT



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Executive Director's Report December 15, 2011

NEWS

- **Harry Spilker, a student in the Camp Hill HS MDS Class**, was a featured artist at the Midtown Scholar Book and Art Festival on November 11-13, 2011. His artwork and photographs were exhibited at the Historic Harrisburg Association.
 - http://www.caiu.org/news-and-events/caiu-notes/11-17-11/Midtown_Scholar_Book_and_Art_Festival_Displays_Student_Artwork.aspx?ReturnURL=%2fDefault.aspx
- Last week **CASA** held their mid-year performance to spotlight the various programs offered. The art, theatre, and film students' presentations took place at the Strawberry Square location. The music and dance students performed at the Pennsylvania State Museum. The mid-year program was open to the students and their families only.
- Last week, members from Education Service Agencies (ESAs) around the country gathered in one building to engage in a conversation about education in today's world. This year's conference title was, "**Rethink, Redesign, Recreate: ESA's...A Cornerstone of Educational Reform.**"
 - Four members of the Capital Area Intermediate Unit attended this year's conference, Holly Bryzcki, Supervisor of Online Learning, Brian Griffith, Director of Curriculum Services, Alicia McDonald, Director of Student Services and me.
 - Holly served as a breakout session leader and presented on how the CAIU is collaborating with partners in Washington State to provide online learning. The partnership allows for increased leverage with vendors as well as a sharing of resources and knowledge while minimizing required resources at the district level.
 - Brian and Holly presented a session on the challenges schools face when trying to implement online programs on their own, from creating a program that can accommodate diverse student populations to finding a cost-effective, manageable program.
 - Brian also presented a session on how Pennsylvania created PAIUnet, a statewide, high speed educational network that enables educators and students to create, communicate, collaborate and share valuable resources that enhance student learning.
 - This was a wonderful opportunity for us to showcase the many advanced programs that are offered here at CAIU as well as learn about other programs from across the nation. I am extremely proud of the sessions that Brian and Holly presented. They continued to demonstrate the professionalism of our staff at CAIU.
- On Tuesday, December 6, 2011, the **ELECT/EFI program** held an annual party for pregnant and parenting teens at the CAIU. The ELECT/EFI Program services and supports pregnant and parenting teens in our participating school districts. This program is vitally important if we want to keep the students in school and help them raise successful, healthy and well-adjusted children. The party was a huge success and offered a wonderful evening for the entire extended families.



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- The Cabinet and I met with the **WITF** executive team to continue the discussion on ways we can work together to publicize the successful educational programming that is offered throughout our area. Hopefully, these discussions will lead to a way for us to promote the CAIU and our school districts to the seventy-five percent of the public who do not have children in our schools. This is important as public schools continue to be attacked.
- December is month that the children in early intervention are counted for the state program. Due to the work and attention to detail of our Preschool staff, our **preschool child count has increased** from 917 to 941 young children. In addition, the school-age child count is duplicated in both the PennData & PIMS systems. **Crystal Jenkins**, our PennData Data Manager, has been instrumental in supporting and leading our districts to ensure that they are providing appropriate documentation for all their students in order to maximize accountability and funding. Crystal is also our data manager for preschool as well.
- In November, Rob Weezorak and Germaine Haut, from our preschool program, held an evening **session on Toilet Training** for parents of children from birth-5. This was well attended by approximately 30 families and provided much appreciated information and resources.
- Our school-age Autism program has been asked to present a poster session at the **6th Annual Conference of the Association for Behavior Analysis International (ABAI)** in Philadelphia in January. The presentation is focused on our implementation of the Behavioral Imaging Project.
- Our Focused on Living (FOL) and Vocational program have **received a Target grant** for \$500 for travel training. These funds will be used to introduce our students to the CAT bus system for work, shopping, visiting family and friends, etc.
- A committee of superintendents and business managers is scheduled to meet on December 14, 2011, to review and consider the Capital Area School for the Arts. A recommendation to the Board is expected early in 2012.

RECOGNITION

- **Cheryl Giles-Rudawski and Nancy Neusbaum** facilitated the Multi-Measure Evaluation training for our 8 districts and 2 AVTS participating in the Phase 2 Pilot held on Nov. 29, 2011, and Dec. 1, 2011. There were a total of 51 participants. This type of activity shows our link between PDE and the districts for rolling out initiatives.

NOTIFICATION OF ACTIVITIES

- Several of the cabinet members and I attended a wonderful Thanksgiving luncheon hosted by the Hill Top students at the Hill Top Academy. The meal was delicious and all the students were well behaved.
- Alicia McDonald and I attended the Cumberland Valley's school board meeting this week. CV has contracted with the CAIU to audit their special education program. Alicia presented the proposal and the audit process.



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- I attended the Southeastern Regional Women's PASA dinner on Monday, November 28, 2011. Dr. Dumeresq, from the Office of Elementary and Secondary Education of PDE, was the guest speaker. She discussed present and upcoming programs in the Department.
- I met Dr. Sybil Knight Burney, Superintendent of the Harrisburg School District, to discuss ways the CAIU can be of service to the district.
- I attended the town hall meeting at Cumberland Valley School District this week. The PA Secretary of Education and supporters for and against school vouchers spoke and answered questions from the audience. It was a respectful and informative meeting.
- The Cabinet and I met with Dr. Craig Bullis from the US. Army War College. This is the first step in updating the CAIU's Strategic Plan. The plan is to bring a number of stakeholders together on January 10, 2012, in a full day session where they will look at several scenarios. From this day we hope to be able to isolate several common areas from which we can start the planning process. The Board is invited to attend the reporting-out session that afternoon at Harrisburg Community College. Further information will be provided as the exact details are worked out.
- Cindy Mortzfeldt, Assistant Executive Director, Shawn Farr, Director of Business and Finance, Rennie Borelli, Administrative Assistant, and I met with two of our new board members, Mr. Matthew McGuire, Newport and Mr. J. Bruce Walter, Millersburg and current Board Member, Nancy Otstot, East Pennsboro. We provided a Board orientation and overview of CAIU budgets including the General Operating budget for 2012-13.

UPCOMING ACTIVITIES

- TEDxENOLA, will be hosted at the Capital Area Intermediate Unit on **February 1, 2012**. Technology, Entertainment, Design (TED) is a nonprofit devoted to Ideas Worth Spreading. TedxEnola, a smaller TED venue will be sure to inspire innovators, educators, parents, and community members with new ideas and research that support Brain Based instructional practices. The event will host speakers from Johns Hopkins University, Carnegie Mellon University, the University of Pennsylvania, North Western University and many other nationally recognized researchers and experts to inspire "*Ideas Worth Spreading!*"
- **Tuesday, January 31, 2012**, the board will hold a special session from 6:00 pm to 8:00 pm to discuss the Executive Director Evaluation form and goals. A dinner will be provided.