



CAIU BOARD HIGHLIGHTS

The following actions were taken at the **May 26, 2011** meeting held at the Enola Office of the Capital Area Intermediate Unit.

Reports/Updates

- The Board recognized the following retiree: Lois Mitchell
- Tom Templeton, PSBA Assistant Executive Director, provided an update on the CAIU Executive Director Search
- Two board members are leaving the CAIU Board. We thank Mr. Ray White, Mechanicsburg Area SD and Ms. Joy McCreary, Northern York County SD for their service on the CAIU Board.
- May is Better Hearing and Speech Month. Congratulations to Kimberly Buettner, a speech/language pathology graduate student attending Edinboro University. She is the recipient of the 2011 Gay Keiser Speech Pathology Memorial Scholarship.

Executive Session

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

Public Comment on Agenda Items

- None

Committee Report

- The Board Finance and Budget Committee met with CAIU Administration to review planned reductions in expenses in the 2011-12 General Operating Budget. These reductions were necessitated by the projected loss of revenue as a result of the elimination of the intermediate unit state subsidy and an anticipated decline in indirect revenue.

Approved Action Items

- Minutes from the April 28, 2011, CAIU Board Meeting
- Treasurer's Report and Payment of Bills – a total of \$3,736,678.17 in receipts and \$8,603,718.54 in expenditures for April 2011
- Summary of Operations for the 2010-2011 fiscal year showing revenues of \$61,859,961.37 and expenses of \$60,136,851.42
- Budget Administration:
 - Proposed 2010-11 Budget Revision B – Act 89 (Nonpublic Schools) in the amount of \$3,818,120
 - Proposed 2010-11 Budget Revision A – Homeless Children's Initiative in the amount of \$82,220
 - Proposed 2010-11 Budget Revision D – Loysville Youth Development Center (State) in the amount of \$1,671,634
 - Proposed 2010-11 Budget Revision B – Technology Entrepreneurial in the amount of \$2,563,382

- Proposed 2010-11 Budget Revision B – Title I (Nonpublic Schools) in the amount of \$209,772
 - Proposed 2010-11 Budget – eStrategic Planning in the amount of \$415,986
 - Proposed 2010-11 Budget – 21st Century Teaching & Learning with Technology in the amount of \$5,566,120
 - Proposed 2011-12 Budget – Act 89 (Nonpublic Schools) – 1st Reading in the amount of \$4,116,105
 - Proposed 2011-12 Budget – Capital Area Partial Program (CAPP) in the amount of \$1,834,450
 - Proposed 2011-12 Budget – Early Intervention – 1st Reading in the amount of \$8,762,694
 - Proposed 2011-12 Budget – Hospital Education Program in the amount of \$239,250
 - Proposed 2011-12 Budget – Institutionalized Program (HMC & PPI) – 1st Reading in the amount of \$276,850
 - Proposed 2011-12 Budget – Special Education – 1st Reading in the amount of \$14,593,300
 - Proposed 2011-12 Budget – Transportation – 1st Reading in the amount of \$2,542,954
 - Proposed 2011-12 Budget – Transportation Satellite in the amount of \$96,734
- Other Fiscal Matters:
 - 2011-12 Cafeteria rates were approved
 - Personnel Items – see attached report
 - Act 93 Plan Addendum – agreement that there will be a pay freeze for all CAIU administrators that follow the Act 93 pay schedule for the time period of 2011-2012 school year
 - Policies and Programs
 - First Reading Revised Policy 335 – Family & Medical Leave – Administrative
 - First Reading Revised Policy 435 – Family & Medical Leave – Professional
 - First Reading Revised Policy 535 – Family & Medical Leave – Classified
 - Second Reading Revised Policy 218.1 – Weapons
 - Second Reading 2011-2015 Loysville YDC Proposed Education Program
 - 2011-12 CAIU Board Meeting Dates
 - Position Descriptions
 - First Reading Existing Position, New Job Description – Technology Support Coordinator
 - First Reading Existing Position, New Job Description – Application Support Engineer I
 - First Reading Existing Position, New Job Description – Application Support Engineer II
 - First Reading Existing Position, New Job Description – Application Support Engineer III

Acting Executive Director's Report

- See attached written report.

Information Items

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

President's Report

- The President thanked the Board members for their attendance.

NEXT MEETING: Thursday, June 23, 2011, 8 a.m., Board Room, CAIU Enola Office

PERSONNEL AND POLICIES/PROGRAMS HIGHLIGHTS

from the **May 26, 2011** Capital Area Intermediate Unit Board of Directors' Meeting

A. RESIGNATIONS:

JENNIFER ARMSTRONG, Sign Language Interpreter, Deaf/Hard of Hearing Support effective June 9, 2011. Reason: Personal.

CHERYL ENCK, part-time English as a Second Language Teacher effective June 10, 2011. Reason: Retirement after more than eight years of CAIU service.

CHRISTINA GRECO, Teacher, Diagnostic Classroom effective June 9, 2011. Reason: Accepted a position outside of public education.

JASON POWLEY, Application Developer II, Technology Services effective May 13, 2011. Reason: Personal.

ALYS STETS, Teacher, Multiple Disability Support effective June 7, 2011. Reason: Accepted Transfer of Entity to Derry Township School District for the 2011-2012 school year as per Section 1113 of the School Code (24 PS § 11-1113).

B. 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 May 2011:

**KATHLEEN BEVERIDGE
EMILY BOLLING
LARA BORNE
DENISE CICERO
KELLY DANIELS
JENNIFER FOSTER**

**MELISSA GRUMBEIN
TANYA HALLER
SARAH HANCOCK
MICHELLE KROLCZYK
ARIAN MONASMITH
DEBORAH MOYER**

C. RECOMMENDED FOR FURLOUGH:

The following Temporary (Non-tenured) Professionals are recommended for furlough effective June 30, 2011 due to a reduction in contracts for the 2011-2012 school year:

KATIE KLOPP, Early Intervention/Preschool
AIMEE KOCHER, Early Intervention/Preschool
LAURA BLANCHFIELD, Early Intervention/Preschool
STEPHANIE KLINEDINST, Autism Support
MARY RANNEY, Capital Area Partial Program
WENDY RIDGWAY, Early Intervention/Preschool
MATTHEW VANCE, Early Intervention/Preschool
CHERIE WILLIAMS, Capital Area Partial Program
KERI JO MORGAN, Early Intervention/Preschool
SAMUEL BROWN, Autism Support

The following Licensed Professional is recommended for furlough effective June 30, 2011 due to a reduction in contracts for the 2011-2012 school year:

MELISSA ANDERSON, Physical Therapist

The following Educational Paraprofessionals (EPP) are recommended for furlough effective June 30, 2011 due to a reduction in contracts for the 2011-2012 school year:

KELLI GARIS, Emotional Support
LAURIE KRIEBEL, Early Intervention/Preschool
CARRIE McLEAN, Emotional Support
SUSAN QUINN, Autism Support
ERICA OVERBAUGH, Early Intervention/Preschool
TAMMY CALDWELL, Loysville Youth Development Center
ELIZABETH LOWE, Loysville Youth Development Center
PATTY POTOKA, Loysville Youth Development Center
NICOLE WERTZ, Loysville Youth Development Center
JODY FORNEY-COLE, Early Intervention/Preschool
CODY GORECKI, Autism Support
NICOLE IKENA-MILLER, Early Intervention/Preschool
JESSICA GINGRICH, Autism Support
KIMBERLY SMITH, Autism Support
KATHRYN CORDIER, Deaf/Hard of Hearing Support
CORY DONAHEY, Multiple Disability Support
DEANNA KIMMEL, Early Intervention/Preschool
BRITTANY BENNER, Hospital Program
SHAINA COHLE, Autism Support
TAMI DRESHER, Autism Support
JAMIE ARNDT, Early Intervention/Preschool

D. CHANGES OF STATUS:

MARIE MAXWELL, from Teacher to Educational Paraprofessional, Deaf/Hard of Hearing Support effective June 30, 2011. Change is due to voluntary demotion.

The following Educational Paraprofessionals (EPP) to be demoted from full-time to part-time status effective June 30, 2011 due to a reduction in contracts:

KATHLEEN WEBER, Early Intervention/Preschool
KIMARIE BROWN, Emotional Support
MARY CAPOUILLEZ, Early Intervention/Preschool
JASON FRIEDMAN, Autism Support
JOANN MARTIN, Vocational Support
NICHOLAS MILLER, Early Intervention/Preschool
ELLEN SADLOCK Early Intervention/Preschool
REBECCA NYDES, Autism Support
LYNN COBB, Capital Area Partial Program

The following Classified/Support staff are recommended for furlough effective due to a reduction in funding for the 2011-2012 school year:

LISA SHAULIS, Technology Support Specialist, Technology Services effective May 31, 2011
AMANDA COBY, Application Developer I, Technology Services effective June 30, 2011

The following Classified/Support Staff person to be demoted from full-time to part-time status due to a reduction in funding for the 2011-2012 school year:

KATHY SMITH, Program Secretary, Pupil Services effective August 31, 2011

E. RECOMMENDED FOR EMPLOYMENT OR CONTRACT:

The following professional staff is recommended for employment with the Extended School Year Program at an hourly rate based on the 2009-2010 Collective Bargaining Unit Agreement effective July 5 – July 27, 2011:

F Name	L Name	Ed Level	09-10 Step
Julie	Barber-Bristol	Masters	7
Aimee	Beazzo	Bachelors	1
Glenda	Bixler	Bachelors	4
Patti	Bixler	Masters	15
Allison	Bozis	Masters	8
Janelle	Bushong	Masters	5
Mary	DePalma	Bachelors	15
Suzanne	Drda	Bachelors	10
Beth	Dvorsky	Masters	1
Jackie	Fischer	Bachelors	15
F Name	L Name	Ed Level	09-10 Step
Samantha	Forsythe	Masters	4
Deb	Genet	Masters	15
Karen	Hamilton	Bachelors	1
Julie	Harman	Masters +30	15
Tracy	Hipple	Masters	2
Jille	Johnston	Masters	15
Emily	Kapp	Masters	3
Barb	Kline	Masters	14
Stephanie	Klinedinst	Masters	1
Paul	Kornfeld	Masters	15
Michelle	Krolczyk	Masters +15	3
Cathryn	Myers	Bachelors	10
Leann	Patteson	Masters+15	15
Kathleen	Pivovarnik	Masters	15
Abby	Rehkamp	Masters	1
Leann	Rock	Masters	1
Joanne	Ruchinski	Masters	11
Paula	Sembach	Bachelors	1
Nicole	Showers	Masters +30	11
Kathryn	Thomas	Masters +15	15
Ann	Vacchiano	Masters +15	15
Heather	Waldner	Masters	11
Alice	Womer	Masters	15

The following paraprofessional staff is recommended for employment with the Extended School Year Program at an hourly rate based on the 2009-2010 Collective Bargaining Unit Agreement effective July 5 – July 27, 2011:

F Name	L Name	Ed Level	09-10 Step
Amy	Brandt	HS+30	1
Kathy	Brechbiel	HS	17
Evelyn	Burkholz	HS+30	4
Kim	Claypoole	HS	6
Bruce	Elliott	HS+30	10
David	Gottlieb	HS+30	1
Shelly	Grove	HS+30	16
Nancy	Hinchey	HS+30	17
Ray	Johnson	HS+30	17
Eve	Kermit	HS+30	11
Kenneth	Kipp	HS+30	1
Karen	Kretzing	HS+30	17
Maura	Laskowski	HS+15	5
Pamela	Mayer	HS	8
Cynthia	Mellott	HS+30	16
Maryann	Mercer	HS	5
F Name	L Name	Ed Level	09-10 Step
William	Mercer	HS+30	8
Janet	Penica	HS+30	8
Patricia	Raker	HS	1
Carolyn	Riley	HS+30	1
Connie	Rossi	HS	3
Robert	Stengle	HS+30	6
Mary	Vacchiano	HS+30	2
Beth	Voystock	HS+30	2

The following professional staff is recommended for employment with the Summer Program at Diakon at an hourly rate based on the 2009-2010 Collective Bargaining Unit Agreement effective June 20 – July 28, 2011:

F Name	L Name	Ed Level	09-10 Step
Robin	Garlick	Masters+60	15
Robert	Stengle	Bachelors	6

The following paraprofessional staff is recommended for employment with the Summer Program at Diakon at an hourly rate based on the 2009-2010 Collective Bargaining Unit Agreement effective June 20 – July 28, 2011:

F Name	L Name	Ed Level	09-10 Step
David	Delp	HS+30	9

The following individual is recommended for employment as a day-to-day substitute teacher at the approved rate of \$90 per day for the remainder of the 2010-2011 school year:

MEREDITH SEIDEL

F. CLASSIFIED AND SUPPORT SALARIES:

Maintain the current salaries/rate of pay for all classified and administrative support personnel. This pay freeze shall remain in effect for the 2011/2012 school year.



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Acting Executive Director's Report May 26, 2011

NEWS

On Friday, May 6, 2011, the CAIU held its All-Staff Celebration Day at Cumberland Valley High School's Performing Arts Center. This annual event brings all the CAIU staff together to provide updates, share successes from the year, and recognize special accomplishments of the staff. This year, the Josephine J. Decima Award for Excellence in the Field of Special Education was presented to Cynthia Shaul, a CAIU speech and language pathologist. This award was established to honor the life of Josephine J. Decima, a former CAIU employee and one who believed that students with special needs were entitled to a strong academic program supplemented by life skills training. Our day concluded with a presentation, "Feeling Good," with motivational speaker, Gretchen Sortzi.



On May 20, the CAIU hosted the regional Math 24 tournament, a math competition for 4th and 5th graders. Students from twenty-three schools representing thirteen districts and private schools from central Pennsylvania participated in the event. In Math 24, students mentally solve a problem with four unique numbers using the math operations of add, subtract, multiply, and divide, resulting in an answer of "24." Secretary of Education, Ronald Tomalis, presented the winning teams and individuals with their awards.

Representatives Bloom, Grell, and Perry, staff members from the offices of Representatives Helm and Keller, and Senators Vance and Piccola, along with 18 district superintendents attended the CAIU Annual Legislative Breakfast held on May 13. Several key educational issues, such as furloughing of professional staff, mandate relief related to special education costs, and the educational efficiencies in Pennsylvania, were discussed.

CAIU employees enjoyed the Tenth Annual Celebration of Retirees and Staff at the C. Ted Lick Wildwood Conference Center at HACC on Thursday evening, May 12. This annual celebration is set aside to personally recognize staff that have retired within the last year or will be retiring at the conclusion of this school year. Also recognized was the staff who has dedicated 5, 10, 15, 20, 25, 30, or 35 years of service to the CAIU. A special pin and certificate are given to each employee depending on the years of service.

The Capital Region Counselors Association, the school counselor network supported by the CAIU, hosted its second Community Resource and Social Services Fair on Friday, April 29. The purpose of the fair is to provide a networking forum for school counselors and community agency representatives. This year more than 40 vendors from agencies across the CAIU footprint participated in the fair. The agencies provided information on mental health services, services for students with disabilities, and other resources to assist students and families in need. School counselors, school psychologists, social workers, nurses, administrators, and other school support staff from the intermediate unit and its representative districts and nonpublic schools were invited to attend. Attendees received a Resource Guide with details about the agencies, their contact information, and the services they provide.

Through collaboration with a local Rotary Club, several CAIU staff was host to two educators from Malaysia's Rotary District Group Study Exchange Team. Mr. Muhammad Abubakar's main interests were in technology integration and special education. Karen Ditzler, Instructional Technology Specialist, coordinated visits to West Shore School District, so he could observe classroom teachers integrating technology tools into instructional activities. Todd Kehler, CAIU administrator, provided an overview of the special education services provided at the Hill Top Academy. Mr. Chee Lau is a high school English Language teacher in Malaysia. Cheryl Giles-Rudawski, ESL supervisor, planned opportunities for Lau to observe secondary ESL classes at Cedar Cliff and Cumberland Valley High Schools. He also visited the Capital Area School for the Arts and concluded his day at the Enola office where Alicia McDonald provided a tour of our facility and an overview of the services provided at an intermediate unit.

NOTIFICATION OF ACTIVITIES

- The New Federal Program Coordinators' training session was held here at the CAIU on May 24. Over 60 coordinators from the Central Pennsylvania region participated in this training. I am one of ten trainers for the PDE Division of Federal Programs who provides these training sessions annually. Trainings are held three times per year, September, February, and May.
- Dr. Mark Lewis, Shippensburg University Professor, Phyllis Brown, CAIU Social Worker, and I met to review the final activities for Phyllis's administrative practicum requirements. I have served as mentor for Phyllis this semester as she completed the requirements for her principal certification.
- Several CAIU administrators will be attending the annual PAIU Conference on June 1-3.
- Attended West Perry and Lower Dauphin Board meetings on May 2 and 16, respectively.
- All Staff Communications Meetings – Thursday, May 26, Enola Office at 12:00 pm and 4:15 pm and Hill Top Academy at 3:00 pm
- Datesavers (all Board members are invited to attend):
 - June 6, 6:00 pm, Hill Top Academy – Emotional Support and CAPP Graduation
 - June 7, 7:00 pm, Enola Office – Multiple Disabilities Support/Life Skills Support Program Graduation