



CAIU BOARD HIGHLIGHTS

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

Reports/Updates

- The Board Members were recognized for their service to the Capital Area Intermediate Unit region.
- The 2011-12 Services to Member Districts was shared.
- David Martin, Director of Technology, provided background on the recently awarded eFund (Act 183) Grant. Funds from this grant will be used to support the Digital Resources Initiative Project.

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 December 16, 2010 CAIU Board Meeting
- Treasurer's Report and Payment of Bills – a total of \$11,657,511.30 in receipts and \$9,732,903.90 in expenditures for December 2010
- Summary of Operations for the 2010-2011 fiscal year showing revenues of \$37,689,131.27 and expenses of \$28,342,348.69
- Budget Administration:
 - Proposed 2010-11 Budget – PA Higher Education Conference in the amount of \$80,837
 - Proposed 2010-11 Budget Revision A – Title I (Nonpublic Schools) in the amount of \$225,000
 - Proposed 2010-11 Budget Revision A – Act 89 (Nonpublic Schools) in the amount of \$3,848,215
 - Proposed 2010-11 Budget - Title I, Part D, Neglected and Delinquent Program, in the amount of \$858,747
- Other Fiscal Matters:
 - Solicitation for Sale of Three Vehicles – Bid Award
 - 2009-2010 Annual Audit Report
- Personnel Items – see attached report
 - The Board accepted the resignation of Amy Morton as the CAIU Executive Director, effective January 17, 2011.
 - Cindy Mortzfeldt was appointed as Acting Executive Director effective January 17, 2011 for a period not to exceed one year

- Continued stipend was approved for Cindy Mortzfeldt, due to the continued increased duties in assuming the role of Acting Executive Director until the Executive Director position has been filled.
- Continued stipend was approved for Brian Griffith, Director of Curriculum Services, to continue to assist Cindy Mortzfeldt and CAIU Administration with increased responsibilities until the position of Executive Director has been filled.
- PSBA will assist in the search for a new executive director
- An Executive Director's Search Committee was formed chaired by Nancy Fishman. Other members of the committee are Mrs. Jean Rice, Mr. Ray White, Mrs. Linda Butler, Mrs. Laurie Reichert, Dr. Anthony Tezik and Mrs. Beulah Chabal.
- Policies and Programs
 - First Reading New Policy #816 - Video Surveillance
 - First Reading New Policy – Employment of Educational Paraprofessionals and Personal Care Aides
- Position Descriptions
 - Second Reading Existing Position, New Description – Program Assistant
 - Second Reading Existing Position, Revised Description – EPP-LPN
 - Second Reading Existing Position, Revised Description – EPP
 - Second Reading Existing Position, Revised Description – PCA
 - Second Reading Existing Position, Revised Description – PCA-LPN

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, February 24, 2011, 8 am, CAIU Enola Office

Personnel and Policies/Programs Highlights from the Capital Area Intermediate Unit Board of Directors' Meeting

A. RESIGNATIONS

KENNETH DEITMEN, CISC Project Consultant, PaTTAN effective April 1, 2011. Reason: Retirement after 35 years of service.

BARBARA GULDEN, Inclusion Consultant, Early Intervention effective January 3, 2011. Reason: Employee passed away December 31, 2010 after 25 years of CAIU service.

AMY MORTON, Executive Director effective January 17, 2011. Reason: Accepted the position of Executive Deputy Secretary at the Pennsylvania Department of Education following leave of absence to serve as Deputy Secretary for Elementary and Secondary Education.

DEBORAH SCALERA, part-time Educational Paraprofessional, Early Intervention effective January 7, 2011. Reason: Accepted full-time employment outside of the CAIU.

B. RECOMMENDED FOR EMPLOYMENT OR CONTRACT PENDING RECEIPT OF CLEARANCES:

SHAINA COHLE, Educational Paraprofessional, Autism Support effective February 7, 2011. This is a new position funded through the Autism Support Budget.

KATIE FRITZ, long-term substitute teacher, Deaf and Hard of Hearing Support effective January 13, 2011 through June 7, 2011 or the last student day of the 2010-2011 school year. This is a long-term substitute position funded through the Deaf and Hard of Hearing Support Budget.

MARGARET McCONNELL, Educational Paraprofessional/LPN, Multiple Disability Support effective January 3, 2011. This is a replacement position funded through the MDS Budget.

PATRICK RIEKER, Clinical Coordinator, Capital Area Partial Program effective February 7, 2011. This is a new position funded through the Capital Area Partial Program.

LORRAINE ROGERS, Secretary, Curriculum Service effective February 7, 2011. This is a replacement position funded through the Curriculum Budget.

ERIN SAUNDERS, This is a replacement position funded through the PIIC Budget.

JANE YANUZZI, part-time, long-term substitute Speech/Language Clinician, School-age Program effective January 3, 2011. Retired employee working on an emergency basis due to shortage of Speech/Language Clinicians. This is a long-term substitute position funded through the Student Services Speech/Language Budget.

KELSEY YONCHA, Secretary, Curriculum Services effective January 24, 2011. This is a replacement position funded through the General Operating Budget.

C. CHANGES OF STATUS:

GLENDIA BIXLER, from day-to-day substitute to long-term substitute teacher, Autism Support effective January 6, 2011 through June 6, 2011 or the last student day of the 2010-2011 school year. This is a long-term substitute position funded through the Autism Support Budget.

TAMI DRESHER, from day-to-day substitute to full-time Educational Paraprofessional, Autism Support effective January 4, 2011. This is a new position funded through the Autism Support Budget.

JODY FORNEY-COLE, from long-term substitute to permanent full-time Educational

Paraprofessional, Early Intervention effective December 18, 2010. Change of status results in the proration of 95 additional days for the 2010-2011 school year. This is a replacement position funded through the MAWA Budget.

KRISTI McCONNELL, from day-to-day substitute teacher to part-time ESL Teacher effective January 19, 2011. This is a new position funded through the ESL Budget.

SHERI MOYER, from Secretary to Program Assistant, Curriculum effective February 1, 2011. This is a new position funded through the Curriculum Budget.

WENDY RIDGWAY, from part-time Educational Paraprofessional to substitute teacher working on an emergency basis until position can be posted for replacement of staff effective January 5, 2011.

WENDY RIDGWAY, from part-time Educational Paraprofessional to full-time Inclusion Consultant, Early Intervention effective January 24, 2011. This is a replacement position funded through the MAWA Budget.

KATY SNIDER, from full-time to part-time Speech/Language Clinician, Student Services effective January 3, 2011. Total number of days for the 2010-2011 school year will be reduced from 189 days to 138.5 days working 2.5 days per week.

D. LEAVES OF ABSENCE:

KATHY GODDARD, Teacher, Autism Support, sabbatical leave of absence for restoration of health effective January 3, 2011 through the end of the 2010-2011 school year.

JILL MACHEMER, Instructional Technology Specialist, Technology Services, child-rearing leave of absence effective March 14, 2011 through June 6, 2011. It is understood that employee will be using all personal, sick and vacation leave before beginning leave without pay. Leave is requested in accordance with CAIU and FMLA Policies.

LISA SMILEY, Educational Consultant, Autism Support, child-rearing leave of absence effective March 14, 2011 through the end of the 2010-2011 school year. It is understood that employee will be using 30 sick days before beginning leave without pay. Leave is requested in accordance with CAIU and FMLA Policies.

E. APPROVAL OF DAILY SUBSTITUTE EPP/LPN RATE:

Request for approval of a daily substitute rate of \$75 for individuals serving in the capacity of day-to-day substitute EPP/LPN for the 2010-2011 school year. It is understood that a person qualified as an LPN subbing in a paraprofessional position would be paid at the approved EPP rate of \$65 per day.