



CAIU BOARD HIGHLIGHTS

The following actions were taken at the **August 26, 2010** meeting held at the Enola Office of the Capital Area Intermediate Unit.

Reports/Updates

- The Board recognized the following retiree: Gay Bowman, EPP in the D/HH program. She has worked at the CAIU since 1988.
- Purpose and Role for each Board Committee were shared with the Board Members.

Executive Session

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

Public Comment on Agenda Items

- None

Approved Action Items

- Ratification/Approval of Action Items of the 7/22/10 Board Meeting
- Minutes from the July 22, 2010 CAIU Board Meeting
- Committee Reports – No Reports
- Treasurer's Report and Payment of Bills – a total of \$8,147,734.27 in receipts and \$5,275,323.60 in expenditures for July 2010
- Summary of Operations for the 2010-2011 fiscal year showing revenues of \$1,844,239.16 and expenses of \$2,953,945.55
- Budget Administration for 2010-2011:
 - Proposed Essential Reading Series in the amount of \$190,000
 - Proposed IDEA Section 619 (ARRA Funds) in the amount of \$199,641
 - Proposed School District Instructional Coaching in the amount of \$95,000
 - Revision A – Title I, Part D – Neglected & Delinquent Program in the amount of \$251,441
 - Revision B – Title I, Part D – Neglected & Delinquent Program (ARRA Funds) in the amount of \$643,651
 - Revision B – Title III, Part A – English Language Acquisition in the amount of \$104,637
- Other Fiscal Matters:
 - 2010-2011 Special Education Contracts from Central Dauphin SD, Shippensburg Area SD, Williams Valley SD, and Milton Hershey School
 - Capital Region Partnership for Career Development – Loan Agreement
 - Revenue Anticipation Note – Resolution to borrow up to \$6 million from PNC Bank with a floating rate currently at 1.92%
 - Agreement for Services with Harrisburg City School District
- Personnel Items – see attached
- Policies
 - First Reading Revised Policy #008 – Organizational Chart
- Position Descriptions – no new position descriptions

Executive Director's Report

- See attached written report.
- See AgendaMan at www.caiu.org for additional miscellaneous correspondence commending the CAIU.

President's Report

- The President thanked the Board for their attendance and support and wished all well with opening of a new school year.

NEXT MEETING: Thursday, September 23, 2010, 8 am, CAIU Enola Office

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

A. RESIGNATIONS:

GAY BOWMAN, Educational Paraprofessional, Deaf/Hard of Hearing Support effective August 18, 2010. Reason: Retirement after 22 years of CAIU service.

PATTI BOYLSTON-LYTLE, School Nurse, Pupil Services effective September 10, 2010. Reason: Accepted a position with Donegal School District.

HEATHER REINHARD, Educational Paraprofessional, Autism Support effective August 23, 2010. Reason: Further education.

MICAH ROMINE, Technology Support Specialist, Technology Services effective September 2, 2010. Reason: Accepted a position outside the CAIU.

MARY BETH SHAFER, Physical Therapist effective August 6, 2010. Reason: Retirement after 23 years of CAIU service.

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

DANIEL FRANCIS, School Psychologist, Pupil Services effective August 16, 2010. This is a replacement position funded through the Pupil Services Psychology Budget.

KELLY GETHOUAS, Cafeteria Manager, Business and Operations effective August 23, 2010. This is a replacement position funded through the Cafeteria Budget.

CODY GORECKI, Educational Paraprofessional, Autism Support effective August 30, 2010. This is a replacement position funded through the Autism Support Budget.

KODY LEITZEL, Technology Support Specialist, Technology Services effective August 17, 2010. This is a new position funded through the Camp Hill Technology Budget.

ASHLEY MARTZ, part-time Educational Paraprofessional, Early Intervention effective August 30, 2010. This is a replacement position funded through the MAWA Budget.

MARY MORROW, Technology Support Specialist, Technology Services effective August 9, 2010. This is a new position funded through the Camp Hill Technology Budget.

JANICE SCHAFFER, part-time Cafeteria Worker, Business and Operations effective August 23, 2010. This is a replacement position funded through the Cafeteria Budget.

KATRINA SCHEIBELHUT, long-term substitute Teacher, Deaf and Hard of Hearing effective August 16, 2010 through June 8, 2011. This is a long-term substitute position funded through the Deaf/Hard of Hearing Budget.

TIMOTHY SCHULTZE, Head Cook, Business and Operations effective August 23, 2010. This is a replacement position funded through the Cafeteria Budget.

REBECCA STAUB, Accountant, Business and Operations effective August 23, 2010. This is a replacement/new position funded through the General Operating Budget.

C. CHANGES OF STATUS:

KIMARIE BROWN, from long-term substitute to full-time Educational Paraprofessional Floater, Emotional Support effective August 16, 2010. This position is funded through the Emotional Support Budget.

SAMUEL BROWN, from long-term substitute Mental Health Worker to full-time Teacher with the Autism Support Program effective August 16, 2010. This is a replacement position funded through the Autism Support Budget.

SUZANNE DRDA, from long-term substitute to regular part-time Physical Therapist, OT/PT effective August 23, 2010. This is a replacement position funded through the OT/PT Budget.

JODY FORNEY-COLE, from day-to-day to long-term substitute Educational Paraprofessional, Early Intervention effective August 30 through December 3, 2010. This is a long-term substitute position funded through the MAWA Budget.

KELLI GARIS, from long-term substitute to full-time Educational Paraprofessional, Emotional Support effective August 16, 2010. This position is funded through the Emotional Support Budget.

CAROL HESS, continue as part-time long-term substitute S/L Clinician, Early Intervention effective August 7, 2010. This position is being filled by a retired CAIU employee on an emergency basis until a permanent replacement can be found. The position is funded through the MAWA Budget and remains posted on the CAIU website.

TRACY HIPPLE, from Mental Health Worker to Teacher, Autism Support effective August 23, 2010. The change of status results in a change of salary. This is a replacement position funded through the Autism Support Budget.

NICOLE IKENA-MILLER, from day-to-day substitute to regular part-time Educational Paraprofessional Floater, Early Intervention effective August 30, 2010. This is a replacement position funded through the MAWA Budget.

ANDREA KIMMEL, from full-time to part-time Speech/Language Clinician, Early Intervention effective August 30, 2010. This is a replacement position funded through the MAWA Budget.

AIMEE KOCHER, from part-time Educational Paraprofessional to full-time Teacher, Early Intervention effective August 30, 2010. This is a replacement position funded through the MAWA Budget.

CARRIE McLEAN, from long-term substitute to full-time Educational Paraprofessional, Emotional Support effective August 16, 2010. This position is funded through the Emotional Support Budget.

WILLIAM MERCER, from long-term substitute to full-time Mental Health Worker, Emotional Support effective August 16, 2010. This position is funded through the Emotional Support Budget.

KIMBERLY MORAN, continue as a part-time, long-term substitute S/L Clinician, Early Intervention effective July 1, 2010 through June 30, 2011. This position is funded through the AT AARA Grant.

KERI JO LESHER MORGAN, from long-term substitute to full-time Teacher with the Early Intervention Program effective August 7, 2010. This is a replacement position funded through the MAWA Budget.

SANDRA PELLEGRINI, Food Services, from retired to temporary part-time to assist and train new cafeteria personnel effective August 23, 2010 through September 30, 2010. This position is funded through the Cafeteria Budget.

WENDY RIDGWAY, from part-time Educational Paraprofessional to full-time, long-term substitute Inclusion Consultant, Early Intervention effective August 30, 2010 through December 17, 2010. This is a long-term substitute position funded through the MAWA Budget.

NANCY SARIANO, continue as part-time long-term substitute S/L Clinician, Early Intervention effective August 7, 2010. This position is being filled by a retired CAIU employee on an emergency basis until a permanent replacement can be found. The position is funded through the MAWA Budget and remains posted on the CAIU website.

EVERLYN SPOTTS, Food Services, from retired to temporary part-time to assist and train new cafeteria personnel effective August 23, 2010 through September 30, 2010. This position is funded through the Cafeteria Budget.

REBECCA STAUB, Accountant, Business and Operations, rescinded acceptance of position effective August 25, 2010.

SHARON YOUNES, from Teacher to Educational Paraprofessional, Early Intervention effective August 30, 2010. This is a replacement position funded through the MAWA Budget.

PAUL ZANGER, from Educational Paraprofessional to Mental Health Worker, Capital Area Partial Program effective August 24, 2010. This is a replacement position funded through the CAPP Budget.

D. CHANGES OF SALARY:

MARY THERESA CAPOUILLEZ, part-time Educational Paraprofessional, Early Intervention, dock one-half day pay for failure to attend 2009-2010 Induction.

MARK HENDERSON, change of salary resulting from a change in status from Program Assistant to Program Coordinator, Administration effective August 16, 2010. This is a replacement position funded through the Capital Region Partnership.

ADAM KILLIAN, Senior Network Administrator, Technology Services, to be paid a stipend effective July 1, 2010 through June 30, 2011 for emergency support services. The stipend is funded through the Technology Budget.

LAURIE KRIEBEL, part-time Educational Paraprofessional, Early Intervention, dock one-half day pay for failure to attend 2009-2010 Induction.

ELIZABETH LOWE, Paraprofessional, Loysville Youth Detention Center effective August 16, 2010. Change of salary resulting from recalculation of experience. This position is funded through the Loysville Youth Detention Center Budget.

LAURA PALANZO-SHOLLY, Occupational Therapist, change of salary due to increase in number of work days for the 2010-2011 school year. Position is funded through the OT/PT Budget.

E. LEAVES OF ABSENCE:

JULIA BEAVER, Educational Paraprofessional, Early Intervention, leave of absence for student teaching effective August 30 through December 3, 2010. Leave is requested without pay in accordance with CAIU Policy.

LAURA BLANCHFIELD, Inclusion Consultant, Early Intervention, child-rearing leave of absence effective September 16 through November 29, 2010. Leave is requested in accordance with CAIU and FMLA Policies.

CARRIE MCLEAN, Educational Paraprofessional, Emotional Support, leave of absence for medical reasons effective August 24, 2010 through September 20, 2010. Leave is requested without pay in accordance with CAIU Policy.



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Substitute Executive Director's Report August 26, 2010

NEWS



The CAIU held a retirement dinner for superintendents on Wednesday, August 4 at **The Cellar** in Camp Hill. Retiring superintendents during 2010 were Mary Kay Durham (Carlisle Area SD) and Joseph Hood (Mechanicsburg Area SD).

During the first two weeks in August, students moving into second and third grades who received Reading services in nonpublic schools were eligible to attend a Jump Start Reading Program held at two of our nonpublic schools. Five Reading Specialists from the Nonpublic School Services program planned and provided the instruction. This was the first year a summer program was provided for our nonpublic school students. More than 30 students from ten nonpublic schools attended the program.

For a second year, we have decided not to hold an All-Staff Opening Day, but will have an All-Staff End of Year Celebration on May 6, 2011. Beginning of the year program meetings are held throughout this week and next week. During this time, I visit each program meeting to greet and express gratitude to our employees.

CAIU staff provided two-day sessions (August 23-24 and 25-26) on High Impact Strategies to pre-service teachers who will be student teaching in our area school districts this fall. These two-day sessions provide participants with in-depth knowledge of research-based high-impact strategies to improve student achievement that support Learning Focused Schools.

During the 2009-10 school year, our Leadership Team read Leadership Courage: Leadership Strategies for Individual and Organizational Success. On August 17, the Leadership Team attended a session on Ethical Leadership, presented by Christopher Bauer, as a concluding activity for our book study. The presentation focused on principles that inspire ethical decision making across all levels of an organization.



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UPDATES

Capital Region Partnership for Career Development – On August 23, 2010, the Partnership received the tax exempt status under Section 501(c)(3) of the Internal Revenue Code. Contributions, gifts, and bequests to the Partnership can now be tax deductible.

Champions for Children – The annual golf tournament was held on July 27 and netted approximately \$6,000. These funds help to carry on the CAIU's Champions for Children Educational Foundation's mission of supporting the needs of CAIU-served students when other funding is not available.

PA Institute for Instructional Coaching (PIIC) - For a second year, the CAIU is one of nine IUs providing mentoring for instructional leaders and instructional coaches. This initiative, PA Institute for Instructional Coaching (PIIC), is a partnership funded through PA Department of Education and the Annenberg Foundation. Nancy Neusbaum, one of the CAIU's curriculum specialists, provides the mentoring services for administrators and instructional coaches from our local school districts.

NOTIFICATION OF ACTIVITIES

- Met with new superintendent, Norman Shea (Newport SD) and am scheduled to meet with additional superintendents within the next few weeks.
- Met with PDE staff and representatives from other IUs and school districts from across PA to plan the fall New Federal Program Coordinators' training session.
- Attended Dauphin County Safe Schools meeting. Representatives from public school districts and nonpublic schools in Dauphin County have partnered with county emergency and mental health responders to complete emergency planning and training with school personnel.