



CAIU BOARD HIGHLIGHTS

The following actions were taken at the **April 28, 2011** meeting held at the Enola Office of the Capital Area Intermediate Unit.

Reports/Updates

- Alicia McDonald, Director of Student Services, reviewed the 2011-12 School-Age Special Education Plan. A plan is submitted annually to the Pennsylvania Department of Education, Bureau of Special Education.
- PDE has requested the services of the CAIU to help them address issues with school districts identified as fiscally distressed. These services will include a review of fiscal information and participation in meetings by Shawn Farr, Director of Business and Operations.
- David Martin, Director of Technology Services, shared information related to the updating of the CAIU server facility to better accommodate the needs of the CAIU and our member schools districts.
- A listing of the Colleges and Universities that CASA students are or have attended since the Class of 2002 was shared with the Board members.

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 March 24, 2011 CAIU Board Meeting
- Treasurer's Report and Payment of Bills – a total of \$4,414,790.07 in receipts and \$5,414,023.88 in expenditures for March 2011
- Summary of Operations for the 2010-2011 fiscal year showing revenues of \$54,762,425.72 and expenses of \$50,052,476.39
- Budget Administration:
 - Proposed 2010-11 Budget – 21st Century Teaching & Learning Settlement in the amount of \$630,841
 - Proposed 2010-11 Budget Revision A – Capital Area Partial Program (CAPP) in the amount of \$1,783,800
 - Proposed 2010-11 Budget Revision A – Diakon Tressler Care in the amount of \$295,660
 - Proposed 2010-11 Budget Revision A – Early Intervention in the amount of \$8,706,802
 - Proposed 2010-11 Budget Revision A – Education Leading to Employment and Career Training (ELECT) and Fatherhood Initiative in the amount of \$313,465
 - Proposed 2010-11 Budget Revision A – Hospital Education Program in the amount of \$263,901

- Proposed 2010-11 Budget Revision B – IDEA Section 611 in the amount of \$17,911,780
- Proposed 2010-11 Budget Revision A – IDEA Section 619 (ARRA) in the amount of \$199,641
- Proposed 2010-11 Budget Revision A – Institutionalized Children’s Program (HMC & PPI) in the amount of \$298,680
- Proposed 2010-11 Budget Revision C – Loysville YDC – State in the amount of \$1,671,634
- Proposed 2010-11 Budget Revision B – Loysville YDC – Title I, Part D in the amount of \$308,970
- Proposed 2010-11 Budget Revision A – Special Education in the amount of \$17,333,250
- Proposed 2010-11 Budget Revision A – Title I, Part A - Improving Basic Programs in the amount of \$310,000
- Proposed 2010-11 Budget Revision A – Title II, Part A – Improving Teacher Quality in the amount of \$244,333
- Proposed 2011-12 Budget – Driver’s Education in the amount of \$176,022
- Proposed 2011-12 Budget – Loysville YDC – State in the amount of \$1,671,634
- Proposed 2011-12 Budget – Loysville YCD – Title I, Part D in the amount of \$224,590
- Other Fiscal Matters:
 - Solar Project RFP
 - 2011-12 Student Services Fixed Rates – These rates are applied to those providers who are not CAIU member districts/charter schools and who do not participate in our Regional Special Education Strategic Plan agreement (contracting & billing processes and procedures).
 - 2011-12 Diagnostic Classroom Rate Adjustment: The 2011-12 daily rate for a Diagnostic Class Placement is \$256 per day.
 - Audit Engagement Letter 2010-11

➤ Personnel Items – see attached report

➤ Policies and Programs

- Second Reading New Policy – Employment of Educational Paraprofessionals and Personal Care Assistants
- First Reading Revised Policy 218.1 – Weapons
- First Reading 2011-2015 Loysville YDC Proposed Education Program
- 2011-12 Student Services Master Calendar

➤ Position Descriptions

- Second Reading Existing Position, New Job Description – Data Systems Specialist

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, May 26, 2011, 8 a.m., Board Room, CAIU Enola Office

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

A. RESIGNATIONS:

CAROL BROWN, Speech/Language Clinician effective June 8, 2011. Reason: Retirement after 32 years of CAIU service.

JANE SHULL, English-as-a-Second Language Teacher effective June 10, 2011. Reason: Retirement after 23 years of CAIU service.

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

CHRISTINE BAKER, full-time, long-term substitute Guidance Counselor, Aid to Non-public School Services effective April 11 through June 3, 2011. Salary will be based on the 2009-2010 level of Masters +15, Step 3 for 189 days of service until a new Collective Bargaining Agreement has been reached and will be prorated for a total of 34 days. This is a long-term substitute position funded through the ANPS Budget.

C. CHANGES OF STATUS:

KARA THOMAS, from Secretary, Early Intervention with a Range 4 salary to long-term substitute Data Systems Specialist, Student Services with a Range 1 salary effective May 2, 2011 for 12 months with the potential to become permanent. This is a replacement position funded through the Student Services Budget.

D. CHANGES OF SALARY:

BOBBI JO ELY, Accountant, Business and Operations, return pay to original 2010-2011 salary for 12 months of service effective April 21, 2011 due to the return of Shawn Farr from Harrisburg School District assignment.

SHAWN FARR, Director, Business and Operations, return pay to original 2010-2011 salary for 12 months of service effective April 21, 2011 due to return to CAIU from Harrisburg School District assignment.

DAREN MORAN, Supervisor, Business and Operations, return pay to original 2010-2011 salary for 12 months of service effective April 21, 2011 due to the return of Shawn Farr from Harrisburg School District assignment.

E. LEAVES OF ABSENCE:

MARLA BONETTI, Guidance Counselor, Aid to Non-public School Services, Sabbatical Leave of Absence for Restoration of Health effective for the 2011-2012 school year. Leave is requested in accordance with Pennsylvania School Code – Section 1166.

KIMARIE BROWN, Educational Paraprofessional Floater requesting extension of leave without pay for personal reasons effective April 1 through May 20, 2011. Leave is requested in accordance with CAIU Policy #539.

PATRICIA FULLER, Teacher, Multiple Disability Support, leave of absence without pay effective January 3 through June 10, 2011 for medical reasons. Leave is requested in accordance with FMLA and CAIU Policies.



educational excellence through leadership, partnership, and innovation

Acting Executive Director's Report April 28, 2011

NEWS

The Superintendents' Spring Leadership Conference was held on March 29-31 in Bedford, PA. Agenda topics focused on budget and finances including cost saving strategies, bargaining in tough economic times, and technical and legal implications when furloughing professional staff. Presenters at the conference included Dr. Woodrow Sites, Assistant Executive Director of Pennsylvania Association of Rural and Small Schools (PARSS), James Buckheit, Executive Director of Pennsylvania Association of School Administrators (PASA), Jay Himes, Executive Director of Pennsylvania Association of School Business Officials (PASBO), and Carl Beard, Esquire, from Andrews & Beard Law Offices.



On April 7, CAIU reading specialists hosted the annual Title I Parent Night for families whose children participate in the Title I program in our nonpublic schools. This year, the 'Reading Café' evening focused on reading strategies for parents and children. A parent brochure, created by the reading specialists and distributed to the parents, offered many ideas that parents and children can use before reading, while reading, and after reading a book. The children received the book, *Sleep, Big Bear, Sleep*, by Maureen Wright who also provided activities for the parents and children. The evening concluded with a treat of cookies and Starbucks coffee and hot chocolate, donated by Starbucks in Camp Hill.

The CAIU administrative cabinet has completed two more district visits (Cumberland Valley and Greenwood). These administrative visits provide us with an opportunity to gather feedback and input about CAIU services which we consider as we plan CAIU services.

The CAIU was one of the 29 host sites for a statewide Virtual Conference held on April 13 that focused on the Challenges and Opportunities of Online and Blended Learning in Pennsylvania. Through video conferencing, using PAIUNet, 450 participants had the opportunity to hear keynote speakers, interact with panelists and conduct conversations with educators locally and at other IUs. Acting Secretary, Ron Tomalis, provided the opening remarks here at the CAIU. Because of the coordinated efforts of Holly Jobe from PDE, Karen Ditzler, CAIU Instructional Technology Specialist, Cheryl Capozzoli,



educational excellence through leadership, partnership, and innovation

CAIU Educational Consultant, and Chris Monasmith, CAIU Technology Support Coordinator, this event went very well and the feedback was very positive.

On April 12, Cheryl Giles-Rudawski, CAIU administrator for the Capital Area School for the Arts (CASA) and I participated in the biennial Three Mile Island School Exercise. The purpose of this exercise was for school systems to demonstrate the ability to implement protective action decisions for students in the event of an emergency involving Three Mile Island. A PEMA observer and a FEMA Evaluator were present at the Enola office and CASA. Based on initial reports there were no performance issues requiring corrective action.

The annual Champions for Children Bingo event was held on April 15. This year's event raised nearly \$2,800 to help children served by the CAIU. Thank you to Cindi Walker and the committee for all their effort to make this a very successful fundraiser.

NOTIFICATION OF ACTIVITIES

- Attended Pennsylvania Association Federal Program Coordinators (PAFPC) annual conference on April 3-6 in Seven Springs
- Attended the CASA Strategic Planning sessions on March 24, April 7, and April 21. Several action items will be completed over the next couple of months. The group will reconvene to review the information and outline strategic goals and objectives
- Visited the Capital Area Partial Program (CAPP) class located at Monroe Elementary School and the middle school Autism class at Susquenita Middle School
- Met with the Superintendents' Legislative Committee on April 13 to plan a Spring Legislative Breakfast
- Dr. Fowler, Shippensburg University Professor, and I completed the Superintendent's Letter of Eligibility Practicum Exit Interview with Joe Fay, CAIU Teacher at Diakon. I have served as mentor for Joe this semester as he completed the requirements for this certification
- Met with PDE staff and representatives from other IUs and school districts from across PA to plan the May New Federal Program Coordinators' training session.



educational excellence through leadership, partnership, and innovation

Upcoming Activities:

- Datesavers (all Board members are invited to attend):
 - May 5 – Capital Area School for the Arts Gala Reception/Silent Auction (5:30 p.m.) and Performance “Giving Back” (7:00 p.m.) at the Whitaker Center for Science and the Arts, Sunoco Performance Theater
 - May 6 – All Staff Day, Cumberland Valley HS Performing Arts Center – 1:00 p.m. – 3:30 p.m.
 - May 12 – Annual CAIU Celebration of Retirees and Staff, C. Ted Lick Wildwood Conference Center at Harrisburg Area Community College – 5:00 p.m. – 10:00 p.m.
- Will attend the PAIU Central Region Executive Directors’ meeting in State College on April 29 and the monthly Executive Directors’ meeting on May 5-6
- May 13 – Spring Legislative Breakfast
- May 24 – New Federal Program Coordinators’ Training Session