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# CAIU BOARD HIGHLIGHTS

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## Highlights from the Capital Area Intermediate Unit Board of Director Meeting

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The following actions were taken at the **January 24, 2008** meeting.

### Executive Session

- The Board met with James Ellison, attorney representing the CAIU and member districts in the lawsuit filed by former CAIU bus contractors Roger Morrison and Gloria Lytle.
- The Board discussed personnel issues.

### Reports/Updates

- Alicia McDonald briefed the Board on the Regional Special Education Strategic Plan. The Steering Committee met on January 17 and made recommendations for changes which will be brought before the CAIU Board at a later date.
- Jean Rice, Board Budget Committee Chairperson, reported on the proposed 2008-2009 CAIU General Operating Budget, which had been previously reviewed in committee. Shawn Farr provided a detailed analysis of the budget and condition of the fund balance.
- Carl Heininger presented information about the CAIU Technology Team and the services they offer.
- Shawn Farr presented the proposed lease for additional office space to accommodate the growth of the CAIU. The entrepreneurial component of CAIU's Technology Services is targeted for moving off-site.

### Approved Action Items

- Board Minutes for December 20, 2007
- Treasurer's Report and Payment of Bills – a total of \$3,531,474.51 in receipts and \$6,130,516.78 in expenditures were approved for December 2007
- Summary of Operations – a total of \$34,122,697.06 in receipts and \$28,877,436.77 in expenditures were approved for the fiscal year to date
- Budgets for 2007-2008:
  - Level I School Improvement in the amount of \$36,000
  - Professional Development in the amount of \$518,800
- Budgets for 2008-2009:
  - General Operating in the amount of \$5,601,096 (first reading)
- Resolution for Acceptance of Independent Audit Report
- Facility Lease for office space in Lemoyne subject to our solicitor's complete review and approval
- Personnel Items – see attached
- Position Descriptions
  - Revised – Application Developer II, Transportation Specialist, Transportation Clerk, Administrative Assistant for Curriculum Services
  - New – Administrative Coordinator to the Special Projects Coordinator, Accountant

### **Executive Director's Report**

- See attached

### **President's Report**

- No report at this time

### **Information Items**

- Greg McCutcheon shared information about the potential Halifax/Millersburg consolidation. Both districts have approved moving beyond the initial study.
- Linda Butler expressed a desire to investigate the possibility of having all 24 member districts represented on the CAIU Board.

**NEXT MEETING: Thursday, February 28, 2008, 8:00 am**

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

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**A. RESIGNATIONS:**

**ELIZABETH THOMPSON**, Educational Paraprofessional/LPN, Multiple Disability Support/Life Skills Support effective January 25, 2008. Reason: Accepted another position outside of the CAIU.

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

**LIANE BIANCO**, Personal Care Assistant, Autism Support effective January 14, 2008. This is a new position funded through the Special Education Budget.

**BETH ANN CONNOLLY**, Remedial Reading/Math Teacher, Aid to Non-Public School Services effective January 29, 2008. This position is paid through the Aid to Non-Public Schools Budget.

**MELISSA GRUMBEIN**, Long-Term Substitute Teacher, Autism Support, Student Services effective January 3, 2008 through June 9, 2008. This is a new long-term substitute position funded through the Special Education Budget.

**TRACY HIPPLE**, Mental Health Worker, Capital Area Partial Program effective January 7, 2008. This is a new position funded through the Capital Area Partial Program Budget.

**GEORGEANN MAGUIRE**, part-time Educational Paraprofessional, Early Intervention effective February 4, 2008. To be employed as a long-term substitute effective February 4 through April 4, 2008 and as a regular part-time Inclusion EPP effective April 7, 2008. This position is paid through the Early Intervention Budget.

**ALANNA McMULLAN**, Educational Consultant, Curriculum Services effective January 28, 2008. This is a new position funded through the IDEA Training and Consultation Budget.

**ELIZABETH PANEK**, Educational Consultant, Training and Consultation effective March 17, 2008 or upon release from Derry Township School District. This is a replacement position funded through the IDEA Training and Consultation Budget.

**DEBRA REYNOLDS**, Educational Paraprofessional, Multiple Disability/Life Skills Support effective January 8, 2008. This is a replacement position funded through the Special Education Budget.

**C. CHANGES OF STATUS:**

**STEVE DAVIS**, from Helpdesk Support Specialist, Technology Services to Secretary, Curriculum and Professional Development effective February 1, 2008. This is a replacement position funded through the Curriculum Services and the Professional Development Budgets.

**HEIDI HAAS**, Speech/Language Clinician, Early Intervention, increase contract by one day per week effective January 10, 2008. This position is funded through the Early Intervention Budget.

**JENNIFER HEFFNER**, from day-to-day substitute to part-time custodian effective January 21, 2008. This position is funded through the Early Intervention Budget.

**DONA LUCAS**, from Dispatcher to Transportation Clerk, Business and Operations effective July 1, 2007. This position is paid through the Transportation Budget.

**SARAH KNOUSE**, from day-to-day substitute educational paraprofessional to day-to-day substitute teacher effective January 14, 2008.

**LYNNE MAHOOD**, from Speech/Language Clinician, School-age Program to Educational Consultant, Early Intervention effective February 4, 2008.

**KAMELA PETERS**, from Long-term Substitute to Permanent Educational Paraprofessional, Early Intervention effective January 7, 2008. This is a replacement position funded through the Early Intervention Budget.

**JEANNINE RABUCK**, Physical Therapist, change of start date to February 4, 2008. Payment for this position is split between the preschool and school-age Special Education Budgets.

**BETH SPITLER**, from Transportation Secretary to Transportation Specialist, Business and Operations effective July 1, 2007. This position is paid through the Transportation Budget.

**MICHELLE STONER**, from Educational Paraprofessional to Teacher, Emotional Support effective January 7, 2008. This is a new position funded through the Special Education Budget.

**ELIZABETH THOMPSON**, from full-time educational paraprofessional/LPN, Multiple Disability Support/Life Skills Support to part-time/as needed First Aid/CPR Trainer effective January 28, 2008 following resignation effective January 25, 2008. This position is paid through the Special Education Budget.

**D. CHANGES OF SALARY:**

**CARRIE LIVINGSTON**, change in salary due to change in start date from January 3 to January 8, 2008. This position is funded through the Special Education Budget.

**E. LEAVES OF ABSENCE:**

**CLORISSA BLANKENSHIP**, Teacher, Capital Area Partial Program, child-rearing leave of absence effective January 2 through January 31, 2008. Leave is requested with pay using accumulated sick and personal leave effective January 2 through January 15, 2008 for a total of 10 days and without pay effective January 16 through January 31, 2008 for a total of 11 days. Leave is requested in accordance with CAIU and FMLA Policies.

**JULIE BARBER-BRISTOL**, Speech/Language Clinician, School-age Program, child-rearing leave of absence effective March 7 through May 7, 2008. Leave is requested with pay using accumulated sick leave for a total of 10 days and without pay for a total of 26 days. Leave is requested in accordance with CAIU and FMLA Policies.

**BONNIE CONRAD**, Inclusion Educational Paraprofessional, Early Intervention, continuation of leave of absence without pay effective January 1 through June 30, 2008. Leave is requested for medical reasons in accordance with CAIU Policy.

**AMANDA DENG**, Teacher, Autism Support, child-rearing leave of absence effective March 17 through June 9, 2008. Leave is requested with pay using accumulated sick and personal leave for a total of 24 days and without pay the remaining 31 days. Leave is requested in accordance with FMLA and CAIU Policies.

**MARTHA MUTTERSPAUGH**, Inclusion EPP, Early Intervention, leave of absence without pay for a total of 4.5 days effective December 17 through December 21, 2007. Leave is requested in accordance with FMLA and CAIU Policies.

**DEVON TWEET**, School Psychologist, Pupil Services, leave of absence for personal reasons effective January 2 through February 8, 2008. Leave is requested without pay for a total of 27 days in accordance with CAIU and FMLA Policies.