



Executive Director's Report March 27, 2008

PA Academic Standards Revision Project – State Board of Education Chair Karl Girton and I met to review the completed work of the math and language arts committees.

PA Department of Education Liaison to Harrisburg School District – This month my focus was primarily on fiscal issues, including a meeting with their new and outgoing finance directors as well as a joint session with Secretary Zahorchak and Dr. Bill Hartman from Penn State on a model for analyzing district spending at the individual building level. I also participated in the USDE's monitoring visit to Harrisburg, conducted as part of USDE's review of PDE's Division of Federal Programs.

Facilities Update – New school, parking lot expansion and build-out for technology office space are all on schedule; requests for proposals to furnish and equip the technology office space and the new school have been developed.

Annual Goal #1: Entry Plan

The Executive Director will develop and complete an entry plan which focuses on establishing relationships with key stakeholder groups (CAIU Board, CAEA, CAIU staff, Superintendents, PDE, local legislators, PAIU executive directors, area business and community leaders, state professional associations, and regional higher education leadership personnel).

- ✓ Attended East Pennsboro Area School District's Business Advisory Council meeting.
- ✓ Continued visitations to district board meetings to introduce myself and share information about CAIU services associated with our districts' contribution to our general operating budget. To date, I have visited 7 districts (CV, NY, Susq Twp, WP, Susquenita, Mech, Camp Hill) and have 10 more scheduled (Carlisle, East Pennsboro, Shipp, Big Spring, Lower Dauphin, Derry Twp, Middletown, Newport, South Middleton, Millersburg).
- ✓ Met with PDE's team from the Office of Child Development and Early Learning at the beginning and end of their 3-day verification visit.
- ✓ Met with neighboring CSIU and LIU executive directors, Bob Witten and Mike Thew to consider regionalized service possibilities.
- ✓ Met with Mike Clemens, PA Inspired Leadership Regional Coordinator for IUs 12, 13, and 15, to coordinate CAIU's participation in meeting the new Act 45 requirements for administrative continuing education courses.
- ✓ Held quarterly meeting with CAEA leadership.
- ✓ Held first CAIU/CAEA Health Committee meeting, with primary emphasis on purpose of this committee and preparation for implementing new health care plan beginning July 1, 2008.
- ✓ Conducted new board member orientation session with Ellen Sheffey, CAIU Board member from Derry Twp.
- ✓ Met with Harrisburg University's Bili Mattes to identify partnership opportunities.
- ✓ Spent a morning at Cedar Run School reading to students as part of their celebration of Dr. Seuss' birthday.
- ✓ Met with Shaun Scott and Stacy Ebersole from United Way to discuss various ideas for reaching out to local districts.

Annual Goal #2: Strategic Plan

The Executive Director will develop and begin to implement a strategic plan designed to achieve and sustain the CAIU mission.

- ✓ Developed format for strategic plan.
- ✓ Initiated communications audit as part of needs assessment to inform plan activities.

Annual Goal #3: Student Facilities

The Executive Director will secure student facilities which meet programmatic needs for center-based students.

- ✓ Met with Tom Crabtree and several CAIU staff members and electrical engineers to finalize outstanding design issues with the new school.
- ✓ Met with Brad Jones of the Harristown Development Corporation to explore possibilities for relocating the Capital Area School for the Arts in accordance with criteria established by the Facilities Subcommittee of the CASA Steering Committee. The current lease with Salem Church expires in June 2009.
- ✓ Reviewed several preschool leases to investigate cleaning responsibilities in response to concern expressed by CAEA leadership regarding condition of carpets.

Annual Goal #4: Public Awareness

The Executive Director will enhance public awareness of the CAIU through improved public relations efforts and through the internal organization's awareness of the CAIU mission.

- ✓ Served as a panelist at the regional Women's Caucus of the PA Association of School Administrators at a dinner meeting in New Cumberland.
- ✓ Served as a speaker at a Capital Region Partnership for Career Development event.
- ✓ Served as a speaker at the Agency Fair conducted by the Greater Harrisburg Chapter of the Autism Society of America.
- ✓ Our new mission and vision are now posted on our website and are embedded in the initial mock-ups of our new website design.
- ✓ Media coverage of the CAIU continues to be good, with recent articles/photographs/television coverage on our Capital Area School for the Arts and the Harrisburg Symphony visit to Summerdale for the students and families in our Autism Support Program.

Annual Goal #5: Instructional Technology Solutions

The Executive Director will provide leadership in 1) establishing PAIUnet, a private, high speed, statewide internet service for IUs and school districts; and 2) developing a strategic regional approach to distance learning solutions.

- ✓ We have received three solid proposals in our response to the RFP for a comprehensive distance learning solution.
- ✓ I continue to serve on the PAIUnet Governance Committee and have also been selected to represent our region (IUs 12, 13, and 15) on the 8-member Operations Committee.