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# CAIU BOARD HIGHLIGHTS

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The following actions were taken at the **June 25, 2009** meeting held at the Summerdale Office of the Capital Area Intermediate Unit.

## **Reports/Updates**

- The Board recognized the service of Mr. Jay Burns, Middletown, who will be relinquishing his seat on the Board to Ms. Rhonda Hill, Steelton-Highspire.

## **Executive Session**

- The Board met in executive session to discuss the Assistant Executive Director contract, the transportation lawsuit, the Executive Director's evaluation, a personnel matter and negotiations.

## **Public Comment on Agenda Items**

- None

## **Approved Action Items**

- Minutes from the May 28, 2009 CAIU Board meeting.
- Treasurer's Report and Payment of Bills – a total of \$6,931,236.94 in receipts and \$5,126,130.00 in expenditures for May 2009.
- The Summary of Operations with year-to-date totals of \$73,609,278.78 in revenues and \$67,498,452.41 in expenses.
- Budgets for 2008-2009:
  - Revision B for Early Intervention – in the amount of \$8,929,433, an increase of \$71,181.
  - Revision A for Preschool Inclusion Grant in the amount of \$60,000 (no change in amount).
  - Revision A for Title I: Part A in the amount of \$260,000, an increase of \$250,000.
  - Original for School Facility Survey in the amount of \$23,810.
- Budget for 2008-2010
  - Original for Review of Higher Ed Teacher Program in the amount of \$339,900.
- Budgets for 2009-2010
  - Original for Act 89 (Non-Public Schools) in the amount of \$3,448,830.
  - Original for Alternative Education in the amount of \$168,850.
  - Original for Cafeteria Services in the amount of \$255,548.
  - Original for Capital Area Partial Program (CAPP) in the amount of \$1,661,641.
  - Original for Diakon Tresslercare in the amount of \$463,948.
  - Original for Diagnostic and Prescriptive Mathematics Association (DPMA) in the amount of \$23,500.
  - Original for Early Intervention in the amount of \$8,886,098.
  - Original for English as a Second Language in the amount of \$253,529.
  - Original for the Fresh Fruit & Vegetable Grant in the amount of \$7,161.57.
  - Original for the Grantsmanship Consortium in the amount of \$25,650.
  - Original for IDEA Section 611 in the amount of \$17,770,378.

- Original for IDEA Section 619 in the amount of \$461,442.
- Original for Institutionalized Program – Hershey Medical Center in the amount of \$116,208.
- Original for Institutionalized Program – Pennsylvania Psychiatric Unit in the amount of \$132,956.
- Original for the Capital Region partnership for Career Development in the amount of \$202,000.
- Original for Professional Services in the amount of \$796,197.
- Original for Special Education in the amount of \$18,441,630.
- Original for Technology Entrepreneurial Services in the amount of \$1,721,987.24.
- Original for Transportation in the amount of \$3,293,391.
- Budget for 2009-2011
  - Original for Title I: Part D – Neglected and Delinquent Stimulus in the amount of \$635,047.
- CAIU audit engagement with Brown Schultz Sheridan Fritz for the 2008-2009 fiscal year
- Revenue Anticipation Note – resolution and proposal to borrow up to \$8 million at the current PNC Bank rate of 2.29%
- Special Education Contract Summary for 2009-2010
- PAIUnet Project Management Contract in the amount of \$1,183,261
- Personnel Items – see attached
- Second Reading – Assistant Executive Director Contract
- Policies
  - 2009-2010 CAIU Preschool Competent Learner Model (CLM) Employee Calendar
- Position Descriptions
  - Second Reading – Revised Position Description: Accounting Clerk
  - Second Reading – Revised Position Description: Program Assistant for Professional Development
  - Second Reading – Supervisor for Aid to Non-Public Schools (ANPS)

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

- The Executive Director provided a packet of materials for each board member which included a summary of the year's accomplishments and evidence of work completed on behalf of the CAIU's member districts. Board members should complete the evaluation instrument included in the packet and return to Rennie Borrelli by July 8.

### **President's Report**

- Mr. Dougherty announced that he anticipates his final meeting as CAIU Board President and member will be in July.
- Mrs. Fishman announced that the Board Nominating Committee is seeking nominees for the Vice president position.
- Mr. DeLuca shared his impression of the CAIU's Multiple Disabilities Support graduation ceremony and encouraged members to attend graduation and the employee recognition dinner to gain a fuller understanding of the CAIU.

**NEXT MEETING: Thursday, July 23, 2009, 8:00 am, CAIU's Summerdale Office Center**

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

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**A. RESIGNATIONS:**

**JANINE COBLE**, Teacher with the Autism Support Program effective June 30, 2009. Reason: Personal.

**JANA BETH EMERSON**, Inclusion Educational Paraprofessional with the Early Intervention Program effective June 12, 2009. Reason: Moving out of state.

**AMY NISSLEY**, Inclusion Consultant with the Early Intervention Program effective July 29, 2009. Reason: Moving out of state.

**SAMUEL SHAFFER**, Speech/Language Clinician with Student Services effective June 10, 2009. Reason: Personal.

**DORIS SHAWVER**, Educational Paraprofessional with the Emotional Support Program effective June 11, 2009. Reason: Retirement after 22 years of CAIU service.

**BARBARA WILSON**, Personal Care Assistant with the Autism Support Program effective December 15, 2008. Reason: Disability/Retirement through PSERS

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

**AIMEE KOCHER**, part-time, long-term substitute Educational Paraprofessional with the Early Intervention Program effective June 1, 2009 – July 31, 2009. This is a long-term substitute position funded through the MAWA Budget.

**DOUGLAS MARSTELLER**, Accounting Clerk for Business and Operations effective June 23, 2009. This is a new position funded through the General Operating Budget.

**SARAH RAUDABAUGH**, part-time, long-term substitute Educational Paraprofessional with the Early Intervention Program effective June 2, 2009 – July 31, 2009. This is a long-term substitute position funded through the MAWA Budget.

**DAWN SPERO**, Accounting Clerk for Business and Operations effective June 23, 2009. This is a new position funded through the General Operating Budget.

**The following individuals are recommended for employment with the CAIU Extended School Year Program effective July 1 – July 29, 2009:**

<b>ESY 2009</b>				
<b>F Name</b>	<b>L Name</b>	<b>Position</b>	<b>Ed Leve</b>	<b>09-10 Step</b>
Amy	Aigeldinger	EPP/PCA	HS+30	1
Lynn	Barr	Teacher	Bachelors	1
Patricia	Benner	Teacher	Bachelors	5
Glenda	Bixler	Epp/PCA	HS+30	5
Allison	Bozis	Teacher	Masters	8
Kathy	Brechbiel	Epp/PCA	HS	17
Janelle	Bushong	Teacher	Masters	5
Patricia	Butler	PT	Bachelors	15
Joanna	Cameron	OT	Masters	4
Nikki	Childs	Epp/PCA	HS+30	1
Kim	Claypoole	Bus Aide/PCA	HS	6
Tiffanie	Clippinger	Epp/PCA	HS	2
Janine	Coble	Teacher	Bachelors	4
Mary	DePalma	Teacher	Bachelors	15

M	Dunham	Epp/PCA	HS+30	2
Alexander	Elbert	Teacher	Bachelors	1
Ashley	Fake	Epp/PCA	HS+30	1
Gail	Favors	Teacher	Bachelors	12
Arian	Fay	Teacher	Masters	2
Patricia	Fuller	Teacher	Masters	7
Deb	Genet	Teacher	Masters	15
Sonia	Hill	Epp/PCA	HS+30	5
Nancy	Hinchey	Epp/PCA	HS+30	17
Pamela	Humphreys	Teacher	Bachelors	14
Debra	Jacobs	Epp/PCA	HS+30	3
Linda	Johns	OT	Bachelors	11
Jille	Johnston	Teacher	Masters	15
Emily	Kapp	S/L Clinician	Masters	3
Kenneth	Kipp	Epp/PCA	HS+30	1
Jenna	Kline	Teacher	Bachelors	2
Ruth	Knapp	Itinerant	Masters	15
Karen	Kretzing	Epp/PCA	HS+30	17
Anne	Krobock	Teacher	Bachelors	2
Judith	Kunzman	Epp/LPN	HS+30	15
Maura	Laskowski	Epp/PCA	HS+15	5
Denise	Lebo	EC	Masters	15
Judy	Leininger	Epp/PCA	HS	17
Jackie	Lewis	Teacher	Bachelors	15
Kim	Matthews	Itinerant DHH	Masters	6
Pamela	Mayer	Epp/PCA	HS	8
Alys	Mihok	Teacher	Bachelors	3
Gwynn	Montgomery	Epp/PCA	HS+30	2
Sarah	Morton	Epp/PCA	HS+30	1
Deborah	Moyer	S/L Clinician	Masters	3
Leann	Patteson	S/L Clinician	Masters+15	15
Kathleen	Pivovarnik	Teacher	Masters	15
Abby	Rehkamp	Teacher	Masters	1
Jackie	Robison	Epp/PCA	HS+30	13
Leann	Rock	Teacher	Masters	1
Joanne	Ruchinski	Itinerant Vision	Masters	11
Stephen	Rutt	Teacher	Masters	4
Matthew	Seagrist	Teacher	Bachelors	1
Scott	Seidle	Teacher	Masters	1
Paula	Sembach	School Nurse	Bachelors	1
Cynthia	Shaul	S/L Clinician	Masters	15
Katy	Snider	S/L Clinician	Masters	4
Lisa	Taylor	Epp/PCA	HS+30	17
Darcy	Thompson	OT	Bachelors	15
Rob	Weezorak	EC	Masters	15
Sue	Youtz	Itinerant DHH	Masters	15
Alice	Womer	S/L Clinician	Masters	15
Cameron	Youtz	Epp/PCA	HS+30	1

The following individuals are recommended for employment with the CAIU Summer Wilderness Program effective June 22 – July 29, 2009:

Summer Wilderness Program					
F Name	L Name	Position	Ed Level	08-09 Step	09-10 Step
Janmarie	Willman McDonnell	Teacher	Bachelors	15	15
Susan	Roth	Teacher	Masters +15	7	8
Stephanie	Caradine	Epp	HS+30	7	8
Sarah	Knouse	Epp	HS+30	5	6

**The following individuals are recommended for employment working with the CAIU summer maintenance program effective June 15, 2009:**

**GARRETT LEWIS, CODY SHREFFLER, MATTHEW SPERBER, JORDAN SPITLER,**

**C. CHANGES OF SALARY:**

**EILEEN BEDDALL**, part-time Speech/Language Clinician, Early Intervention, change in salary due to increase in number of work days from 122 to 156 for the 2009-2010 school year. The change in days is due to an increased case load resulting from resignations and leaves of absences.

**STEVE DAVIS**, change of salary due to change in title and job description from Secretary with Curriculum Services to Program Assistant, Professional Development effective July 1, 2009.

**TIMOTHY ELLISON**, Network Administrator with Technology Services, change of salary due to additional assignments including expansion of the WAN and increased network responsibilities effective July 1, 2009. This position is funded 50% through the General Operating Budget and 50% through the Internet Budget.

**TERESA KENNEDY**, Educational Consultant with the Early Intervention Program, change of salary for completion of Masters +15 credits effective July 1, 2009..

**HEIDI HAAS**, part-time Speech/Language Clinician, Early Intervention, change in salary due to increase in number of work days from 86 to 117 for the 2009-2010 school year. The change in days is due to an increased case load resulting from resignations and leaves of absences.

**JEAN HASSINGER**, part-time Speech/Language Clinician, Early Intervention, change in salary due to increase in number of work days from 105 to 123 for the 2009-2010 school year. The change in days is due to an increased case load resulting from resignations and leaves of absences.

**JANET HOWE**, Business and Food Services Supervisor for Business and Operations, change of salary due to change in classification from non-exempt to exempt to come in line with current duties and supervisory responsibilities effective July 1, 2009.

**LISA McCARTY**, part-time Speech/Language Clinician, Early Intervention, change in salary due to increase in number of work days from 104 to 118 for the 2009-2010 school year. The change in days is due to an increased case load resulting from resignations and leaves of absences

**D. CHANGES OF STATUS:**

**LARA BORNE**, change in start date as a long-term substitute Teacher with the Early Intervention Program from May 4, 2009 to April 29, 2009. This is a long-term substitute position funded through the MAWA Budget.

**HOLLY BRZYCKI**, change in start date from July 1, 2009 to June 8, 2009 in the position of Supervisor, On-line Learning with Curriculum Services.

**AARON CLARKE**, change of status from Administrative Coordinator with Administrative Services to Administrative Assistant with the Curriculum Services Team effective July 1, 2009. This is a replacement position funded through the Curriculum Services Budgets.

**PAMELA HUMPHREYS**, Teacher with the Multiple Disabilities Support/Life Skills Support Program, Transfer of Entity to Middletown School District effective August 17, 2009.

**CARRIE LIVINGSTON**, Teacher with the Visually Impaired Support Program, transfer to West Shore School District effective August 17, 2009.

**JILL PAE**, from part-time to full-time Educational Paraprofessional with the Early Intervention Program effective August 24, 2009. This position is funded through the MAWA Budget.

**CHANEL WIEST**, Educational Paraprofessional with the Early Intervention Program, suspension without pay pending termination of employment at the June 25, 2009 Board of Directors meeting for intemperance, neglect of duty and other improper conduct as defined by §514 of the Public School Code, 24 P.S. §5-514.

**E. LEAVES OF ABSENCE:**

**AMANDA DENG**, Teacher with the Autism Support Program, child-rearing leave of absence effective August 20 through October 4, 2009. Leave is requested without pay in accordance with CAIU and FMLA Policies.

**LISA SHAULIS**, Technology Support Specialist with Technology Services, leave of absence for medical reasons effective June 8, 2009 and continuing for approximately six (6) weeks. Leave is requested without pay after exhausting sick and personal leave, in accordance with CAIU and FMLA Policies.

**F. ISSUANCE OF TENURE:**

Upon recommendation of the Executive Director, the following temporary professional employees to be elevated to the status of professional and shall be issued professional contracts, effective June 2009:

**KATHLEEN JOHNSON      SHARON YOUNES**

**G. APPROVAL OF SALARY INCREASE FOR DIRECTOR OF BUSINESS AND OPERATIONS:**

Request to approve the annual salary increase for Shawn Farr, Director of Business and Operations, in accordance with his employment contract. The increase for 2009-2010 is in accordance with the CAIU Act 93 Agreement which is "based upon the median increase from the prior year for Act 93 administrators in each of the 24 school districts which are part of the Capital Area Intermediate Unit; and not to exceed the state based index calculated by the PA Department of Education pursuant to section 333(1) of Act 1." This increase was budgeted in the 2009-2010 General Operating Budget.