

CAIU BOARD HIGHLIGHTS

*The following actions were taken at the **July 22, 2021** meeting, held virtually, of the Capital Area Intermediate Unit.*

EXECUTIVE SESSION

- None

REPORTS/UPDATES

- Welcome to the following **New Board Members**:
 - **Jason Minnich**, Millersburg Area School District
 - **Micheal Wanner**, Steelton-Highspire School District
 - **John Abel**, Derry Township School District
 - **Patrick Shull**, Newport School District
- The **Board Spotlight** was on CAIU Summer Camps. Mark Hennes, Special Projects Supervisor, and Beth Cappello, Special Projects Coordinated, presented an overview of the CAIU Summer Camps. Beth leads this project and reported on the significant growth and impact on our region. A wide variety of fun, engaging and hands-on camps were offered and were facilitated by teachers from our region. Camps were held at district locations and here at the CAIU Enola building. This year we held 21 camps with 222 participants, a significant growth since 2019. Beth highlighted several of the camps and invited all to the Community Mosaic Reveal on Wednesday, July 28 at 12pm at Mountain View MS.
- CAIU Board of Directors announced the following **July 2021 CAIU Retirees**:
 - **Elizabeth Deaven**, HR Generalist, retirement after 14 years of service
 - **Kathy Gottlieb**, Program Supervisor, retirement after 5 years of service
- CAIU Team Reports:
 - **Dr. Andrew McCrea, Director of Student Services**, reported on our Extended School Year summer program. This program runs during the month of July and this year is one of the largest enrollments in recent years. Please see the article and pictures included in the All In Newsletter. Currently, the Student Services team is in State College for their annual retreat working on organizational and program goals and will continue with staff development and training for next year. Dr. McCrea highlighted the compliment in All In for Jaidyn Jackson, Technology Support, who has done an outstanding job providing support to his team.
 - **Mr. Dave Martin, Director of Technology Services**, was unable to attend today. Dr. Andria Saia reported on his behalf on the Technology Internships. Recently, one of our interns was able to get hired for a full-time job that was looking for someone with 1-3 years experiences or an associate's degree. The IU was able to provide this student intern with the experience needed to start his career early. Dr. Saia also reported that we are in the process of creating a new CAIU website, more information coming soon.
 - **Mr. Brian Griffith, Director of Educational Services**, recognized and thanked Mark Hennes, who will be retiring in August after 14 years of CAIU services. Mark has been a valuable member of the CAIU team and instrumental in the

development of many highly successful programs such as CAOLA, CASTL, and the CAIU Leadership Development program.

- **Mr. Len Kapp, Supervisor of Operations & Transportation**, reported that this is a busy time of year as his staff are providing supports, deep cleaning, classroom moves, etc. for our staff, in addition to, regular building maintenance.
- **Dr. Thomas Calvecchio, Assistant Executive Director**, provided an update on strategic planning and hopes to overview the plan at our August Board meeting. Our Leadership team just had a 2-day retreat with a strong focus on strategic planning. In addition, we recently hired a professional photographer who spent two days taking photos of our staff and students to create a full library of stock photos for use on our new website and for marketing materials. The proposed draft Marketing plan will be shared at the August Board meeting. Our Marketing Campaign will focus on increasing support and engagement of our families, parents, and community members.
- **Dr. Andria Saia, Executive Director**, reporting that we will be revising the layout of the All In Newsletter to better capture how our staff live our mission and vision every day. This month, the IUs 50th anniversary was highlighted. Dr. Saia reported on the work that our Leadership team is doing on the CAIU Strategic Plan; we are trying to find a way to connect all staff to our mission, vision, and values as this is critical to success. The book, *Belonging Through a Culture of Dignity* was distributed to all Board Members. We would like to offer an opportunity for a book study, a 15-20m snippet following a Board meeting for group discussion. We will put together a schedule for August and will start in September. In addition, Dr. Saia provided an update on the Lower Allen building project. CAIU and West Shore SD have been working to come to an agreement for the CAIU to lease this building to house several of our Preschool classes. Significant building upgrades are needed. We were unable to come to an agreement and have decided to extend our current lease at Lemoyne. The Delbrook and Willow Mill leases are up in 2023; we will continue to lease these spaces.
- **Daren Moran, Director of Business & Operations**, as part of the budgeting process for 2021-22, we made the decision to eliminate the contracted cleaning agreement and return to in-house custodian work. The contracted cleaning service was replaced with several custodian positions We are happy to welcome three new staff as part of our operations team! Shout out to Len Kapp and his entire crew for continuing to manage multiple building projects and staff needs. In addition, please help support our 24th Annual Champions for Children Golf Tournament on August 5, 2021. Champions for Children is our educational foundation to support our students. Shout out to Dan Conway for all of his work in organizing this event.
- **Rennie Gibson, Board Secretary**, reported that there will be a new Board Member orientation and photos immediately following the Board meeting.

APPROVED ACTION ITEMS

- June 24, 2021 - **Board Meeting Minutes**
- **June 2021 Treasurer's Report** – a total of \$7,757,696.47 in receipts and \$16,105,818.74 in expenditures
- **Summary of Operations** for June 2021 showing revenues of \$116,081,094.53 and \$110,310,170.37 in expenses
- **Budget Administration** - None
- **Other Fiscal Matters** - None
- **Other Business Items**

- Contracts – July 2021
- Acceptance of Board Member Resignation - Illecia Voughs, Susquehanna Township SD, effective 7/23/21
- Appointment of Jean Rice as voting delegate for the PSBA Delegate Assembly 2021
- **Policies & Programs**
 - Second Reading, New Policy #006.1 - Board Procedures/Attendance at Meetings Via Electronic Communications
 - 2021-22 Emergency Instructional Time Template
- **Job Descriptions**
 - Second Reading, Existing Position, Revised Description - Assistant Executive Director
 - Second Reading, Existing Position, Revised Description - HR Coordinator
 - Second Reading, Existing Position, Revised Description - Payroll & Data Coordinator
 - Second Reading, Existing Position, Revised Description - HR Generalist - Recruiting & Hiring
 - Second Reading, Existing Position, New Description - HR Manager
 - Second Reading, Existing Position, New Description - HR Generalist
 - First Reading, New Position, New Description - ANPS Social Worker/DEI Consultant
 - First Reading, Existing Position, Revised Description - Director of Technology Services
 - First Reading, New Position, New Description - Assistant Technology Director
- **Personnel Items** - See attached report

EXECUTIVE DIRECTOR'S REPORT

- See attached report/newsletter.

PRESIDENT'S REPORT

- Mrs. Jean Rice thanked the Board for their attendance. The CAIU 2021-22 Board Committee assignments was distributed. Please let Mrs. Rice know if you have any changes.

NEXT MEETING: Thursday, August 26, 2021, 8:00 a.m., Board Room, CAIU Enola Office

Our Mission: Provides innovative support and services in partnership with schools, families, and communities to build capacity and model courageous leadership to help them be great. #BeGreat

Our Vision: Recognized as a trusted and influential partner in achieving life-changing outcomes in the Capital Area. #ChangingLives

JULY 22, 2021 APPROVED PERSONNEL ITEMS:

RESIGNATIONS

- **STEPHANIE BEARD**, Teacher, Hospital Program, effective end of 2020-2021 school year. Reason: Personal.
- **MOLLIE GOODLING**, Educational Paraprofessional, Early Intervention Program, effective July 12, 2021. Reason: Personal.
- **JULIE GUNTER**, Educational Paraprofessional, Early Intervention Program, effective July 29, 2021. Reason: Personal.
- **AMY LONG**, Speech and Language Clinician, Early Intervention Program, effective July 29, 2021. Reason: Personal.
- **NICOLE SHOWERS**, Educational Consultant, Autism Support Program, effective August 15, 2021. Reason: Personal.

RECOMMENDED FOR EMPLOYMENT OR CONTRACT

- **MICHELE BUCK**, Statewide Comprehensive Planning Project Supervisor, Technology Team, effective date to be determined. Base salary of \$87,028 for 260 days of service will be prorated based on the number of days worked through June 30, 2022. This is a replacement position funded through the CP budget.
- **BRITTANY ENSIGN**, Temporary Professional, effective date to be determined. Assignment: Inclusion Consultant, Early Intervention Program with base salary of Masters+15, Step 11, \$66,447 for 190 days of service will be prorated based on the number of hours/days worked with additional new hire days as required. This is a new position funded through the MAWA budget.
- **KRISTYN GROSS**, Professional, effective for the 2021-2022 school year. Assignment: Teacher, Capital Area Mental-health Program with base salary of Masters, Step 9, \$61,360 for 190 days of service will be prorated based on the number of hours/days worked with additional new hire days as required. This is a replacement position funded through the Capital Area Mental-health budget.
- **JENNY MORRIS**, Paraeducator, effective date to be determined. Assignment: Personal Care Assistant, CATES Program with base salary of HS, \$22,800 for 190 days of service will be prorated based on the number of hours/days worked with additional new hire days as required. This is a new position funded through the CATES budget.
- **JONATHAN MOYER**, PowerSchool Support Specialist, Technology Team, effective date to be determined. Base salary of \$43,720.83 for 260 days of service will be prorated based on the number of days worked. This is a replacement position funded through the PowerSchool budget.
- **DAVID ROUNER, JR.**, Custodian, Administration Team - Operations, effective date to be determined. Base salary of \$28,500 for 260 days of service will be prorated based on the number of days worked. This is a new position funded through the General Operating budget.
- **LENA STUCK**, Professional, effective for the 2021-2022 school year. Assignment: Remedial Specialist, ANPS Program with base salary of Masters+15, Step 11, \$66,447 for 190 days of service will be prorated based on the number of hours/days worked with additional new hire days as required. This is a replacement position funded through the ANPS budget.
- **EMILY VERONIKIS**, Digital Marketing Assistant, Administration Team, effective date to be determined. Base salary of \$38,726 for 260 days of service will be prorated based on the number of days worked through June 30, 2022. This is a new position funded through the General Operating - Administration budget.

ISSUANCE OF TENURE:

- The following temporary professional employees have met all criteria required to obtain tenure and shall be elevated to the status of professional and issued professional contracts, effective for the 2021-2022 school year:
 - Erin Babich
 - Alexandra Camero
 - Julia Kepler
 - Donna Moll
 - Meredith Seidel
 - David Van Dell
 - John Wilshire