

CAIU BOARD HIGHLIGHTS

*The following actions were taken at the **November 18, 2021** meeting, held in the Board Room of the Capital Area Intermediate Unit.*

EXECUTIVE SESSION

- Executive Session was held to discuss personnel issues.

REPORTS/UPDATES

➤ CAIU Team Reports:

- **Dr. Andrew McCrea, Director of Student Services**, highlighted the CAIU Sensory Walk article in the November All In!. The article provides a background on what it is and why it is important. Sensory walks/play are designed to stimulate and improve one or multiple senses and are used to assist those who need to increase their energy as well as for those that need to calm and organize their bodies. Other benefits include increased focus and attention for academics, socialization and communication skills.
- **Mr. David Martin, Director of Technology Services**, provided an overview of AgendaManager, which was developed by our own team and has now expanded nationwide. AgendaManager staff will be attending the Association of Educational Services Agencies (AESA) conference in December. The AESA conference has been the most beneficial for us in the past. Cyber security update: We are in the process of collecting cybersecurity insurance policies from all of our school districts so that we can use this information as data points in developing our cybersecurity solution to assist the districts moving forward. Also, in preparation in reaching our cybersecurity goal, three of our technology staff are attending a cybersecurity program at Perdue University. Our team has developed another program called TRACK. Track supports our Nonpublic school program for things like teacher schedules, student information, the services they receive, reporting and billing. We recently presented our program to other IUs and the Executive Director at IU 27 reached out to us to discuss potential partnership ideas. Kudos to the CAIU technology team! Many have been stepping up to take on leadership roles to help support all of the projects and initiatives we are taking on here at the CAIU and at our districts.
- **Mr. Brian Griffith, Director of Educational Services**, highlighted the All In! article on Children's Grief as today is Children's Grief Awareness Day. The Save the Bananas program, run by several ANPS social workers, partnered with Bishop McDevitt to run a very successful food campaign this week collecting and distributing food to our needy families. Three staff members from our CAOLA program have been selected to present at a national conference on training modules and special education strategies within our online environment. Two groups of CAIU and school district staff will be going to Montgomery Alabama to visit the Equal Justice Initiative, Legacy Museum and Rosa Park's museum after the holiday. Several spots are still available.

- **Mr. Len Kapp, Supervisor of Operations & Transportation**, reported that we have been working diligently with the Student Services team on the Lower Allen Elementary project. Thanks to West Shore School District for working with us. The project is on time for an anticipated opening by February 1, 2022. The new name will be Capital Area Early Learning Center. Board members will receive an invite to the open house. We will kick off the Enola remodel on January 3, 2022. This will be a six month project to upgrade the meeting and public spaces.
 - **Dr. Thomas Calvecchio, Assistant Executive Director**, reported that next month he will provide the Strategic Plan quarterly update. Many great things have been happening here at the CAIU. The plan has helped align the work that we are doing across the entire organization. This week we are celebrating American Education Week. Today is Thank an Educator Day and plan to share a heartwarming video with our staff.
 - **Dr. Andria Saia, Executive Director**, highlighted the All In! Newsletter. CAIU's first Fall Festival was a great success, despite the weather. Pictures from the event are on the last page. She also highlighted the article on Declan Fledderjohn's amazing communication boards at community parks project on page 9. Dr. Saia and Dr. Calvecchio recently had a wonderful visit to our Diakon Community Based Program.
 - **Daren Moran, Director of Business & Operations, Daren Moran, Director of Business & Operations**, reported that the Business Managers job alike group met yesterday. They had a presentation from Gallagher Insurance and it covered topics such as cyber liability, transportation issues and COVID. Mr. Moran highlighted how critical it is to have cyber liability and cyber security addressed at the local level. He also mentioned examples of how some districts outside our region are using parents to transport children. Please be sure to check with your solicitor and insurance provider if your district is considering this. The South Central Trust Executive Committee also met. The group was actively engaged in good conversation. Mr. Moran also highlighted that we have two of the biggest facility projects happening simultaneously. Management of these projects have been intensive. The audit report is complete and will be presented at the December Board meeting.
 - **Rennie Gibson, Board Secretary**, reported on *I'm fine*, a community-engaged project dedicated to sculpting mental health awareness and support. Maureen Joyce and Carrie Breschi ran two workshops here at CAIU in which our staff created ceramic masks they wear to portray, to overcome or to minimize their mental health struggles. These masks are on display at the CAIU Enola middle lobby from 11/17/21-12/17/21. Stop by to see the mask display and to learn more about the *I'm fine* program.
- **Board Recognition** - The Board recognized and thanked departing Board Member, Mr. John Abel, Derry Township SD.

APPROVED ACTION ITEMS

- **October 28, 2021 - Board Meeting Minutes**
- **October 2021 Treasurer's Report** – a total of \$11,074,039.04 and \$18,333,892.22 in expenses
- **Summary of Operations for October 2021** showing revenues of \$27,972,602.75 and \$25,079,185.45 in expenses
- **Budget Administration**
 - Proposed 2021-22 Original Budget - Path to Graduation
- **Other Fiscal Matters** - None
- **Other Business Items**
 - Contracts – November 2021
 - CAIU 2021-2024 Comprehensive Plan

- **Policies & Programs**
 - Second Reading, Revised Policy #006 - Meetings
 - Second Reading, Revised Policy #903 – Public Participation in Board Meetings
- **Job Descriptions**
 - Second Reading, Existing Position, New Description - Coordinator -Business Services
 - Second Reading, Existing Position, New Description - Program Supervisor - EI
 - Second Reading, New Position, New Description - Remedial Specialist
 - Second Reading, New Position, New Description - Safety & Security Coordinator
- **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 and wished everyone a Happy Thanksgiving.

NEXT MEETING: Thursday, December 16, 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*

November 18, 2021 APPROVED PERSONNEL ITEMS:

RESIGNATIONS

- **JULIE FEISTER**, Educational Paraprofessional, Early Intervention Program, effective November 10, 2021. Reason: Personal.
- **JENNIFER HALBLEIB**, Educational Paraprofessional, Early Intervention Program, effective November 19, 2021. Reason: Personal.
- **ANDREA SCHWARTZ**, Educational Paraprofessional, Emotional Support Program, effective November 29, 2021. Reason: Personal.
- **LAUREN TRUE**, Educational Paraprofessional, Early Intervention Program, effective November 19, 2021. Reason: Personal.
- **BRIDGID WILLS**, Program Secretary, Early Intervention Program, effective January 14, 2022. Reason: Personal.
- **NICOLE WISHARD**, Educational Paraprofessional, Early Intervention Program, effective November 19, 2021. Reason: Personal.

RECOMMENDED FOR EMPLOYMENT OR CONTRACT

- **JOHN HENDRICKSON**, Program Assistant, Technology Team, effective date to be determined. Base salary of \$39,854.94 for 260 days of service will be prorated based on the Network Services budget.
- **MARIA HOOVER**, Director of Educational Services, effective date to be determined. Base salary of Act 93, Grade 19, \$131,100.92 for 260 days of service will be prorated based on the number of days worked. This is a replacement position funded through the General Operating budget.
- **MARY RANNEY**, Professional, effective date to be determined. Assignment: Teacher, Hospital Program with base salary of Masters+30, Step 11, \$67,874 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 Hospital budget.
- **DOUGLAS YOUNG**, Maintenance/Facilities Technician, Administration Team - Operations, effective date to be determined. Base salary of \$34,433.39 for 260 days of service will be prorated based on the number of days worked. This is a new position funded through the EI Idea budget.

CHANGES OF STATUS:

- **LENA ENGLE**, from Educational Paraprofessional to Teacher, Emotional Support Program, effective date to be determined. Change of status results in a change of salary to \$49,612, which is based on a Bachelor's, Step 1 placement on the current salary scale. This is based on 190 days of service and will be prorated based on the number of days worked.
- **JESSE KILLINGER**, from Custodian to Maintenance/Facilities Technician, Administration Team – Operations, effective November 18, 2021. Change of status results in a change of salary to \$34,433.39 for 260 days of service and will be prorated based on the number of days worked through June 30, 2022.
- **GARRET SHIELDS**, Educational Paraprofessional, from active to inactive status due to rescinding acceptance of employment offer, effective November 15, 2021.
- **RONALD SIMS**, from Network Engineer to Assistant Director of Technology, Technology Team, effective December 1, 2021. Change of status results in a change of salary to \$98,480 for 260 days of service and will be prorated for a total of 151 days through June 30, 2022.