

CAIU BOARD HIGHLIGHTS

The following actions were taken at the **December 14, 2023** meeting, held in the Board Room of the Capital Area Intermediate Unit.

Click [HERE](#) for the Board Agenda & Attachments

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

REPORTS/UPDATES

- The CAIU Board of Directors announced and recognized the following December 2023 CAIU Retirees:
 - **Susan West**, Occupational Therapist, retirement after 15 years of service
 - **Barbara Frey**, Floater Teacher, retirement after 10 years of service.
- **CAIU Team Reports/Updates:**
 - **Dr. Andrew McCrea, Director of Student Services**, welcomed the new Board Members in attendance. He highlighted the *A Successful Transition* article in the *All In* newsletter. The article was written by Rima Wilson, an Early Intervention Teacher at the Early Learning Center. The article was about a student's successful transition into Kindergarten and his mother's expression of gratitude for the work of the team. Dr. McCrea attended the ELECT holiday program on Tuesday. ELECT stands for Education Leading to Employment and Career Training program which assist in providing support and responding to the specific needs of pregnant and parenting youth to help them be successful in school and in parenting. In addition, Dr. McCrea is working to set rates for the 2024-25 budget.
 - **Blake Wise, Human Resources Manager**, discussed how the CAIU Human Resources department works with all of the school district's Human Resources Managers. Each quarter, we host a Human Resources Advisory Council job-alike group which meets and discusses current hot topics and issues. Some examples are: trends in collective bargaining agreement discussions, new solutions such as Informed K12 - which allows you to put paper copy forms into an electronic process (our HR team is currently using them for many of our forms), evaluation systems being used, and tracking certifications. The group also serves as a support system for new directors as the group has a wealth of knowledge and experience. The HR listserv group is another tool organized by the IU to support on-going collaboration among our regional district HR professionals.

- **Maria Hoover, Director of Educational Services**, her team handles the majority of professional development and Statewide Systems of Supports. The SAS conference was held this week; featured topics were Science, Reading and Structured Literacy, and PDE updates. The school district Curriculum Advisory Council group meets monthly to discuss hot topics such as: AI, Structured Literacy and new science standards for K-12 (STEEL). We have recently partnered with Phoenix Contact and local businesses to create an off the shelf curriculum for 4th graders with a focus on STEM. Maria visited Foose Elementary last week to see Phoenix Contact working with their 4th graders on making their own windmills. In addition, she is heavily involved in work to create a comprehensive mentoring program along with CAPT.
- **Dave Martin, Director of Technology Services**, The Technology Advisory Council group, made up of school district tech directors, meets monthly. The group is having their monthly meeting today and plan to discuss A.I., copyright, and cyber security. Mark Walz will provide legal advice. Many of our services are now consortium based services which helps to increase efficiencies and support and also cuts costs for our districts. We've created a very large cyber security consortium to help expedite the process of getting a district back up and running after an attack and to also meet the insurance requirements. We also provide supports to our district in assisting them to apply for eRate federal reimbursement which is a significant savings of 60-90%. The budget prep sheets for 2024-25 school year have been sent out to the districts.
- **Daren Moran, Director of Business**, reported that the school district's business directors also meet monthly to discuss current issues and new solutions. Last month, Informed K12 did a presentation on a possible new solution to move paper forms to an efficient electronic process. We are working on leveraging the buying power of our region to negotiate a great price. The group also discussed Collective Bargaining agreements. In addition, the Facility Managers job-alike group meets monthly. We host the South Central Trust; nine districts currently participate in the trust. There was a Board meeting yesterday to discuss the landscape of health care and the 2024-25 insurance rates. This is budget season and we are currently working on the 2024-25 General Operating budget. This budget is the only IU budget that is approved at all district local boards because of the district contribution. There will be a Board Finance Committee meeting scheduled for early January 2024.
- **Len Kapp, Supervisor of Operations & Transportation**, reported that there are currently no large projects happening. Len highlighted transportation. The CAIU works very closely with all of our school districts to meet the needs of our students. Homeless and displaced students continues to be an issue and it is challenging to meet their needs as these children often get spread far and wide – York, Waynesboro, Selinsgrove – well out of our area. We currently have over 90 passenger vans on the road every day transporting students.
- **Rennie Gibson, Board Secretary**, shared that there will be a New Board Member Orientation held next month immediately following our Regular Meeting to have more in depth conversations about the IU and your role and expectation as a CAIU Board member. The photographer will also be here. New Members

should plan to stay if able; existing Board Members are always welcome to join, if interested.

- **David Walker, Solicitor**, shared that all Board Members have been invited to the Annual School Law 101 event for Board members on January 17. The event will be held in York, includes dinner, and is free to attend. Please let David know if you did not receive an email invite.
- **Dr. Kevin Roberts, Assistant Executive Director**, welcomed the new Board Members and is looking forward to working with them. He offered an invitation to answer any questions that they may have. In addition, Dr. Roberts shared appreciation to all of the Board Members that continue to serve on our Board and to those that have stepped into new roles. Dr. Roberts reported that we are at the mid-year point of our Strategic Planning and he will provide an update on our goal work next month. We have been intentional in aligning our goals to the work. An example of this is the new icons highlighted in the Executive Director's report in this month's *All In*. Yesterday, we hosted a CAOLA Advisory Council meeting with several of our local superintendents. CAOLA, Capital Area Online Learning Association, is CAIU's online learning platform/program that was started about 15 years ago. We are working strategically with this superintendents group to continue to provide this platform as a valuable learning option for their students. We will continue to provide updates.
- **Dr. Andria Saia, Executive Director**, also spoke about our CAOLA program and discussed the changing needs and desires of our learners. Students are looking for more flexibility in the way that they learn. CAOLA does provide this flexibility. Information, technology, and learning are all moving fast and it is imperative that our programs continue to change and evolve. Dr. Saia highlighted the *All In* newsletter and Executive Director's report. The newsletter aligns all of the great things our staff are doing with the CAIU Strategic Plan. In the Executive Director's article on the CAIU Strategic Plan, we have created icons to help identify how the work we do aligns with our goals. There are several great articles this month that demonstrate this alignment such as the *Successful Transition* article by Rita Wilson, *Comprehensive Mentoring Programs* article, written by Maria Hoover. This mentoring program is a work in progress. We have identified a lead mentor that currently provides training. We are very excited about where we are headed and are already hearing positive feedback. Please take a moment to participate in the Thought Exchange feedback tool on page 8. We are asking one single question, participants will then rate other comments that they agree on which will produce an overall theme. Dr. Saia is available to visit your school district board meetings to highlight some of the great things we are doing. In addition, we are happy to do a tour of any of our locations and programs, if interested.

APPROVED ACTION ITEMS

- Appointment of New Board Members:
 - **Seth Cornman, Big Spring School District**, to an unexpired term of December 14, 2023 to June 30, 2024.

- **Dr. Joshua Cysyk, Derry Township School District**, to an unexpired term from December 14, 2023 to June 30, 2024.
- **Gabrielle Brandt, West Perry School District**, to an unexpired term of December 14, 2023 to June 30, 2024.
- **Michelle Nestor, Cumberland Valley School District**, to an unexpired term of December 14, 2023 to June 30, 2024.
- **Brenda Cox, West Shore School District**, to an unexpired term of December 14, 2023 to June 30, 2024.
- **Approval of Minutes** – November 16, 2023
- **Treasurer's Report for November 2023** – a total of \$11,115,963.55 in receipts and \$7,072,874.58 in expenses.
- **Payment of Bills – November 2023**
- **Summary of Operations for November 2023** showing revenues of \$52,115,726.99 and \$38,068,216.98 in expenses.
- **Budget Administration**
 - Proposed 2023-24 Original Budget - Paraeducator Preparation Pathways Grant
 - Proposed 2023-24 Original Budget - Statewide System of Support
- **Other Fiscal Matters**
 - Approval of Final Audit Report - 6/20/23
- **Other Business Items**
 - Contracts - December 2023
 - Acceptance of the resignation of Alyssa Eichelberger, Northern York School District, from the CAIU Board of Directors, effective December 14, 2023.
- **Policies & Programs**
 - Second Reading, New Policy #719 - Facility & Therapy Dogs in CAIU Programs
- **Job Descriptions**
 - Second Reading, New Job Description - Student Information Support Specialist
- **Personnel Items**
 - See attached Personnel report

EXECUTIVE DIRECTOR'S REPORT

- Click [HERE](#) for the All In Executive Director's Report.

UPCOMING MEETINGS:

- **Next CAIU Board Meeting: Thursday, January 25, 2024 8:00 a.m., Board Room, CAIU Enola Office.**

2023-2024 Capital Area Intermediate Unit Board Meeting Dates

Regular meetings are held in person in the Board Room of our Enola Office Center, 55 Miller Street, Enola, PA, 17025 and posted on our website, at www.caiu.org.

Time of Meetings: 8:00 a.m.

- | | |
|---------------------|---|
| ○ January 25, 2024 | ○ April 25, 2024 |
| ○ February 22, 2024 | ○ May 23, 2024 |
| ○ March 21, 2024 | ○ June 27, 2024 <i>Reorganization Meeting</i> |

December 14, 2023 APPROVED PERSONNEL ITEMS:

RESIGNATIONS

- **DENISHA JAMIESON**, Personal Care Assistant, Autism Support Program, effective November 17, 2023. Reason: Personal.

RECOMMENDED FOR EMPLOYMENT OR CONTRACT

KALIE ARVEY, Paraeducator, effective date to be determined. Assignment: Personal Care Assistant, Emotional Support Program with base salary of HS+48, \$28,025 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 Emotional Support budget.

HEATHER BARTO, Part-Time Temporary Professional, effective date to be determined. Assignment: Long Term Substitute School Counselor, ANPS Program with base salary of Masters + 60/PhD, Step 15, \$82,384 for 190 days of service will be prorated based on the number of days worked with additional new hire days as required. This is a replacement position funded through the EANS II budget.

VIRGINIA GAMBLE, Custodian, Administrative Team - Operations, effective date to be determined. Base salary of \$31,400 + \$1,950 stipend for 260 days of service will both be prorated based on the number of days worked through June 30, 2024. This is a replacement position funded through the Building and Grounds budget. Experience: 10.5 years of similar or related experience.

CARTER HAMLIN, Paraeducator, effective date to be determined. Assignment: Educational Paraprofessional, Autism Support Program with base salary of HS+48, \$28,025 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 Autism Support budget.

AYVA LACOCO, Paraeducator, effective date to be determined. Assignment: Personal Care Assistant, Emotional Support Program with base salary of HS+48, \$28,025 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 Emotional Support budget.

LARKIN LAYNE, Helpdesk Specialist, Technology Team, effective date to be determined. Base salary of \$49,970 for 260 days of service will both be prorated based on the number of days worked through June 30, 2024. This is a replacement position funded through the General Ops - DPGO budget. Experience: 4.5 years of similar or related experience.

YISENIA MALDONADO RUIZ, Paraeducator, effective January 8, 2024. Assignment: Educational Paraprofessional, Early Intervention Program with base salary of HS, \$25,840 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 MAWA budget.

JAMIE MATTHEWS, Professional, effective date January 3, 2024. Assignment: Occupational Therapist, Early Intervention Program with base salary of Masters + 45, Step 4, \$60,965 for 190 days of service will be prorated based on the number of days

worked with additional new hire days as required. This is a replacement position funded through the MAWA budget.

JORDAN NASH, Paraeducator, effective date to be determined. Assignment: Educational Paraprofessional, Autism Support Program with base salary of HS, \$25,840 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 Autism budget.

- **GABRIEL REISINGER**, Helpdesk Specialist, Technology Team, effective date to be determined. Base salary of \$49,970 for 260 days of service will both be prorated based on the number of days worked through June 30, 2024. This is a replacement position funded through the General Ops - DPGO budget. Experience: A little more than 4.5 years of similar or related experience.
- **MICHELLE TROSTLE**, Professional, effective date to be determined. Assignment: Educational Consultant, Training and Consulting Program with base salary of Masters + 45, Step 15, \$80,961 for 190 days of service will be prorated based on the number of days worked with additional new hire days as required. This is a replacement position funded through the CSPD budget.

CHANGES OF STATUS:

- **ASIA HITCHCOCK**, Educational Paraprofessional, change from active to inactive status due to failure to respond to communications and complete new hire requirements, effective November 30, 2023.
- **CHRISTINE LYNCH**, from Educational Paraprofessional, Student Services Team to Program Assistant, Educational Services Team, effective December 14, 2023. This change in status results in a change of salary to \$40,680.
- **KRIS MAXWELL**, Cafeteria Worker, from active to inactive status due to rescinding acceptance of employment offer, effective November 30, 2023.
- **KIERA MINAYA**, Intern, change from active to inactive status due to failure to complete new hire requirements, effective November 29, 2023.
- **KYLA SULLIVAN**, from Long Term Substitute Teacher to Floater Teacher, effective January 3, 2024. Change of status results in a change of salary to 80% of Bachelor's, Step 2, \$42,244 for 190 days of service and will be prorated for a total of 103 days.
- **LINDSEY STAUFFER**, from Mental Health Worker to Behavior Consultant, Student Services Team, effective November 15, 2023. This change of status results in a change of salary to \$55,332 which is based on a Masters, Step 1 placement on the current salary scale.
- **SIERRA TRUNICK**, from Mental Health Worker to Teacher, Emotional Support Program, effective January 3, 2024. This change of status results in a change of salary to \$52,305 which is based on a Bachelors, Step 1 placement on the current salary scale. This is for 190 days of service and will be prorated for a total of 103 days.
- **MERCEDES VAZQUEZ**, Intern, change from active to inactive status due to failure to respond to communications and complete new hire requirements, effective November 29, 2023.

CHANGES OF SALARY:

- **ROCCO MATRICCINO**, Personal Care Assistant, Emotional Support Program, change of salary to HS, \$25,840, effective November 30, 2023. This salary adjustment is being made after further review of his educational transcripts.

LEAVE OF ABSENCE:

- **HANNAH ROHRS**, Floater Teacher, Student Services Team, child-rearing leave of absence effective March 4, 2024. Return to work date is to be determined. This leave is

in addition to the use of 60 days under the Family Medical Leave Act (FMLA) and is requested in accordance with Article VI of the Collective Bargaining Agreement (CBA).