

CAIU BOARD HIGHLIGHTS

The following actions were taken at the **August 22, 2024** meeting, held in the Board Room of the Capital Area Intermediate Unit.

Click [HERE](#) for the 8/22/24 Board Meeting 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

- **Announcement of August 2024 Retirees.** The CAIU Board of Directors recognized the following August 2024 CAIU Retirees: **Tammy Wagner**, PCA, retiring after 26 years of service; **Julia Beaver**, Teacher, retiring after 16 years of service.
- **CAIU Health & Safety Plan – 6-month Review** - On August 13, 2024, CAIU Cabinet reviewed the CAIU Health and Safety Plan and made no changes.
- **CAIU Strategic Plan**
 - Dr. Roberts presented an overview of the CAIU Strategic Plan, goal process, and goal progress. Each team director provided their 23-24 highlights and goal progress. Dr. Roberts reviewed the organizational actions taken in 23-24 to push our goal work forward and to address strengths and weaknesses. Dr. Roberts summarized our three organizational goals and focused on Goal #2 and the work our Leadership team is doing with Focus Teams. He also presented our 24-25 Strategic Plan. The organizational goals are primarily the same and asked the Board to pay particular attention to the “steps to get there” where much of the changes were made to priority strategies for 24-25. The next formal review of the 24-25 CAIU Strategic plan will happen on January 23 when the mid-year update will be provided.
- **CAIU Team Reports/Updates:**
 - **Dr. Andrew McCrea, Director of Student Services**, reported that it was a great start to the near year. Congratulations to this month’s retirees. They have been great contributors and educators for the CAIU.
 - **Blake Wise, Director of Human Resources**, reported that we have partnered with Stock and Leader to provide a series of presentations for his Human Resources Advisory Council meetings. The September presentation is on the American for Disabilities Act and reasonable accommodations. It is a value-added service that we are providing to our districts.

- **Maria Hoover, Director of Educational Services**, reported that her team is gearing up for the new year. The consultant team is already booked out with working with school district teams. On August 8, the CAIU, in collaboration with IU 12 and IU 17, held the first statewide virtual Paraeducator Conference. The conference included an amazing keynote by Ben Hartranft, an adult on the autism spectrum, and various sessions facilitated by IU TaC consultants. Approximately 600 paraeducators across the state attended, including over 150 from the IU 15 region. Feedback has been exceptional, and participants appreciated the opportunity to learn about topics applicable to their role in the classroom. In addition, please see the [Special Projects](#) report from Sherisa Nailor in the agenda.
- **David Martin, Chief Information Officer**, reported that it has been a busy start to the school year, and he is currently working with an insurance provider on a state-wide approach to cyber security. The CAIU technology team completed multiple projects over the summer and are continuing to work on ongoing projects throughout the school year. Currently, the team is spending time working tickets with the return of staff and schools opening. Below are some highlighted projects from this summer:
 - Implemented new Internet Content filter for the CAIU and our remote sites.
 - Completed 7 infrastructure upgrades and two data center migrations.
 - Upgraded the CAIU's firewall firmware to enhance security measures against potential threats.
 - Continuation of the implementation of SentinelOne on all of our devices
 - Upgrading our VoIP (Phone) regional solution
- **Daren Moran, Director of Business & Operations**, reported that we are currently undergoing fiscal reviews for several programs and ESSERS monitoring begins this afternoon. This is in addition to the business team working on closing out the fiscal year in preparation for the annual audit. This year's annual Champions for Children Golf tournament broke a new record of \$21,000 funds raised for the foundation all of which goes directly to the benefit of kids in need. Thank you to all of our Board members that attended/assisted and thank you to the wonderful team that helped plan the event!
- **Rennie Gibson, Board Secretary**, reported that we will hold a New Board Member Orientation next month immediately following our Board meeting. The professional photographer will be here for those Board Members that still need a picture for the website. In addition, a Board Member directory was distributed.
- **Dr. Andria Saia, Executive Director**, reported that the *All-In* newsletter is available for the Board's review, and she highlighted several articles written by staff. Please see the back cover for the Save the Date information for CAIU's Fall Fest on 10/26/24.

➤ **Board Member Share:**

- Michelle Nestor, Cumberland Valley SD, shared that she helps to organize a Salute to Service event annually at one of their football games. This year's event will be held on August 30th and will include a field size flag. First responders are invited for free, and all are welcome to attend.
- David Barder, Upper Dauphin SD, reported that he is very excited about the farm adjacent to their high school that his district recently purchased for their vocational and technical students to development.

APPROVED ACTION ITEMS

- **Ratification/Approval of Action Items of the July 25, 2024 Board Meeting**
 - Approval of Minutes - June 27, 2024
 - Treasurer's Report - June 2024 – a total of \$5,678,233.73 in receipts and \$22,171,869.00 in expenses.
 - Payment of Bills - June 2024
 - Summary of Operations - June 2024 - showing revenues of \$126,995,473.74 and \$129,844,606.58 in expenses.
 - July 2024 Contracts
 - 2024-25 Keystone State Challenge Academy Education Calendar
 - Second Reading, New Job Description - Hill Top Academy Coordinator
 - Second Reading, New Job Description - Technology Application Supervisor
 - Second Reading, New Job Description - Chief Information Officer
 - Personnel Report and Addendum - July 2024 –
 - See attached Personnel report.
- **Approval of Minutes** – July 25, 2024 CAIU Board Meeting was cancelled. - there are no meeting minutes for approval.
- **Treasurer's Report for July 2024** – a total of \$10,526,100.28 in receipts and \$9,868,175.81 in expenses.
 - **Payment of Bills – July 2024**
 - **Summary of Operations for June 2024** - showing revenues of \$137,787,310.63 and \$139,441,696.96 in expenses.
 - **Summary of Operations for July 2024** showing revenues of \$3,545,084.32 and \$5,645,551.81 in expenses.
- **Budget Administration**
 - Proposed 2024-25 Original Budget - Title III, Part A English Language Acquisition
- **Other Business Items**
 - Contracts – August 2024
- **Policies & Programs**
 - First Reading Revised Policy #222 - Tobacco & Vaping
 - First Reading Revised Policy #227 - Controlled Substances
 - First Reading Revised Policy # 323- Tobacco and Vaping
 - First Reading Revised Policy #351- Controlled Substance Abuse
 - First Reading Revised Policy #707 - Use of IU Facilities
- **Job Descriptions**
 - First Reading, New Job Description - Early Intervention Caseload Coordinator
- **Personnel Items**
 - See attached Personnel report.

EXECUTIVE DIRECTOR'S REPORT

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

UPCOMING MEETINGS:

- **Next CAIU Board Meeting: Thursday, September 26, 2024, 8:00 a.m., Board Room, CAIU Enola Office, 55 Miller Street, Enola, PA, 17025 and posted on our website, at www.caiu.org. Time of Meetings: 8:00 a.m.**

July 25, 2024 APPROVED PERSONNEL ITEMS:

RESIGNATIONS

- **AMY DIEHM**, Teacher, Keystone State Challenge Academy, effective August 14, 2024. Reason: Personal.
- **THERESA KEYS**, Floater Teacher, Keystone State Challenge Academy, effective June 15, 2024. Reason: Personal.
- **NINA MEANOR**, Service Coordinator, Early Intervention Program, effective August 19, 2024. Reason: Personal.
- **SHAYNA PARRISH**, Social Worker, Student Services Team, effective June 5, 2024. Reason: Personal.
- **REGINA SELLMAN**, Social Worker, Capital Area Mental-health Program, effective August 19, 2024. Reason: Personal.
- **JESSICA SHARPE**, Inclusion Consultant, Early Intervention Program, effective July 24, 2024. Reason: Personal.
- **JENNIFER STURTEVANT**, Speech and Language Pathologist, Early Intervention Program, effective July 25, 2024. Reason: Personal.

RECOMMENDED FOR EMPLOYMENT OR CONTRACT

- **TARYN BENEDICT**, Professional, effective August 19, 2024. Assignment: Occupational Therapist, OT/PT Program with base salary of Masters, Step 2, \$57,305 for 190 days of service with additional new hire days as required. This is a new position funded through the OT/PT budget.
- **WENDY CASTELLI**, Paraeducator, effective date August 19, 2024. Assignment: Certified Occupational Therapist Assistant, OT/PT Program with base salary of COTA HS+30, Step 15, \$44,934 for 190 days of service with additional new hire days as required. This is a new position funded through the OT/PT budget.
- **ALISABETH CHERNOV**, Paraeducator, effective August 6, 2024. Assignment: Personal Care Assistant, Autism Support Program with base salary of HS, \$26,695 for 190 days of service with additional new hire days as required. This is a new position funded through the Autism Support budget.
- **JOSHUA CLARK**, Temporary Professional, effective August 6, 2024. Assignment: Teacher, Emotional Support Program with base salary of Bachelors, Step 1, \$53,778 for 190 days of service with additional new hire days as required. This is a new position funded through the Emotional Support budget.
- **SAMANTHA HARLING**, Professional, effective date to be determined. Assignment: Educational Consultant, Autism and Multiple Disabilities Support Programs with base salary of Masters, Step 9, \$65,526 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 Autism and Multiple Disabilities Support budgets.
- **KAITLYN HELMS**, Paraeducator, effective August 6, 2024. Assignment: Educational Paraprofessional, Emotional Support Program with base salary of HS, \$26,695 for 190 days of service with additional new hire days as required. This is a replacement position funded through the Emotional Support budget.
- **DEBRA HEMPERLY**, Paraeducator, effective date August 6, 2024. Assignment: Mental Health Worker, Emotional Support Program with base salary of MHW Bachelors, Step

15, \$52,238 for 190 days of service with additional new hire days as required. This is a new position funded through the Emotional Support budget.

- **BRADLEY HUEBNER**, Professional, effective date to be determined. Assignment: Teacher Keystone State Challenge Academy with base salary of Masters+45, Step 15, \$82,434 for 190 days of service and 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 Keystone State Challenge Academy budget.
- **ABIGAIL LEONARD**, Act 93, effective September 3, 2024. Assignment: Program Supervisor, with a base salary of \$128,000 for 260 days of service and will be prorated based on the number of days worked. This is a replacement position funded through the Core budget.
- **MARY MANSFIELD**, Temporary Professional, effective August 6, 2024. Assignment: Floater Teacher, Student Services Team with base salary of 80% of Bachelors, Step 4, \$44,222.40 for 190 days of service with additional new hire days as required. This is a replacement position funded through the Emotional Support budget.
- **PATRICIA PETERS**, Professional, effective August 6, 2024. Assignment: Teacher, Hospital Program with base salary of Bachelors, Step 15, \$75,295 for 190 days of service with additional new hire days as required. This is a replacement position funded through the Hospital budget.
- **JORDAN ROSEBERRY**, Paraeducator, effective August 6, 2024. Assignment: Personal Care Assistant, Autism Support Program with base salary of HS, \$26,695 for 190 days of service with additional new hire days as required. This is a replacement position funded through the Autism Support budget.
- **THERESA ZERBE**, Temporary Professional, effective August 6, 2024. Assignment: Teacher, Blind/Visually Impaired Support Program with base salary of Bachelors, Step 1, \$53,778 for 190 days of service with additional new hire days as required. This is a replacement position funded through the Vision budget.

CHANGES OF STATUS:

- **AMY FALVO**, from Long Term Substitute School Counselor to full-time School Counselor, ANPS Program, effective for the 2024-2025 school year.
- **LIZABETH KRANZEL**, from Student Services Program Assistant to Hill Top Academy Coordinator, Student Services Team, effective July 1, 2024. Change of status results in a change of salary to \$49,780 for 260 days of service.
- **MASON REBER**, from Intern to Helpdesk Representative, Technology Team, effective July 15, 2024. Change of status results in a change of salary to \$38,640 for 260 days of service and will be prorated for a total of 250 days through June 30, 2025.
- **CLAIRE SMITH**, from Long Term Substitute Remedial Specialist to full-time Remedial Specialist, ANPS Program, effective for the 2024-2025 school year
- **RENEE YALE**, from Long Term Substitute Remedial Specialist to full-time Remedial Specialist, ANPS Program, effective for the 2024-2025 school year.

August 22, 2024 APPROVED PERSONNEL ITEMS:

RESIGNATIONS

- **GRETCHEN BARRETT**, Educational Paraprofessional, Diakon Program, effective June 3, 2024. Reason: Personal.
- **STACEY BICKEL**, Part-time Cafeteria Worker, Student Services Team, effective June 3, 2024. Reason: Personal.
- **NATALIE BUFFINGTON**, Educational Paraprofessional, ANPS Program, effective September 30, 2024. Reason: Declined continuing employment after EANS funding discontinues.
- **PETER FIDGETT**, Social Worker, Emotional Support Program, effective September 3, 2024. Reason: Retirement after 30 years of continuous CAIU service.
- **JOSEPH GUTY**, Personal Care Assistant, Emotional Support Program, effective June 3, 2024. Reason: Personal.
- **BRADLEY HUEBNER**, Teacher, Keystone State Challenge Academy, effective August 16, 2024. Reason: Personal.
- **ANGIE KEEFER**, Educational Paraprofessional, ANPS Program, effective September 30, 2024. Reason: Declined continuing employment after EANS funding discontinues.
- **DEANNA KIMMEL**, Personal Care Assistant, Autism Support Program, effective June 3, 2024. Reason: Personal.
- **BRANDI MITTERLING**, Educational Paraprofessional, ANPS Program, effective September 30, 2024. Reason: Declined continuing employment after EANS funding discontinues.
- **KELLY MORRISON**, Educational Paraprofessional, Autism Support Program, effective June 3, 2024. Reason: Personal.
- **JAQUELINE SCHUBERT**, Speech and Language Pathologist, Early Intervention Program, effective August 26, 2024. Reason: Personal.
- **AMANDA SICKLER**, Educational Paraprofessional, ANPS Program, effective September 30, 2024. Reason: Declined continuing employment after EANS funding discontinues.
- **CHARLES VENNIE**, Mental Health Worker, Diakon Program, effective June 3, 2024. Reason: Personal.
- **JENNIFER WHITCOMB**, Teacher, Early Intervention Program, effective September 20, 2024. Reason: Personal.
- **MICHAEL ZARKER**, Maintenance/Facilities Technician, Administrative Team – Operations Program, effective August 2, 2024. Reason: Personal.

RECOMMENDED FOR EMPLOYMENT OR CONTRACT

- **RAYYA ADERSON**, Professional, effective date to be determined. Assignment: Teacher, Emotional Support Program with base salary of Masters, Step 13, \$73,667 for 190 days of service and 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 Emotional Support budget.
- **JULIE BAUGHMAN**, Paraeducator, effective date August 12, 2024. Assignment: Mental Health Worker, Pupil Services Program with base salary of MHW Bachelors, Step 10, \$45,624 for 190 days of service and will be prorated based on the number of days worked with additional new hire days as required. This is a new position funded through the Pupil Services budget.
- **MICHAELA CARLING**, Paraeducator, effective August 6, 2024. Assignment: Personal Care Assistant, Emotional Support Program with base salary of HS+48, \$28,880 for 190

days of service with additional new hire days as required. This is a new position funded through the Emotional Support budget.

- **SONYA COLEMAN-CAPOTE**, Temporary Professional, effective date to be determined. Assignment: Teacher, Autism Support Program with base salary of Bachelors, Step 5, \$56,459 for 190 days of service and will be prorated based on the number of days worked with additional new hire days as required. This is a new position funded through the Autism Support budget.
- **PATRICIA CORNELL**, Paraeducator, effective August 12, 2024. Assignment: Educational Paraprofessional, Hospital Program with base salary of HS, \$26,695 for 190 days of service and will be prorated based on the number of days worked with additional new hire days as required. This is a new position funded through the Hospital budget.
- **LILLIE HARRIS**, Paraeducator, effective date to be determined. Assignment: Educational Paraprofessional, Early Intervention Program with base salary of HS, \$26,695 for 190 days of service and 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.
- **REBEKAH JARRELL**, Temporary Professional, effective date to be determined. Assignment: Part-time Speech and Language Pathologist, Early Intervention Program with base salary of Masters, Step 7, \$62,244 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 new position funded through the MAWA budget.
- **MEGHAN KERSTETTER**, Temporary Professional, effective date to be determined. Assignment: Floater Teacher, Student Services Team with base salary of 80% of Bachelors, Step 6, \$46,217.60 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 Autism Support budget.
- **ELIZABETH KUZMA**, Paraeducator, effective August 6, 2024. Assignment: Personal Care Assistant, Autism Support Program with base salary of HS, \$26,695 for 190 days of service with additional new hire days as required. This is a new position funded through the Autism Support budget.
- **DOMINIQUE MCCLAIN**, Paraeducator, effective August 6, 2024. Assignment: Personal Care Assistant, Emotional Support Program with base salary of HS, \$26,695 for 190 days of service with additional new hire days as required. This is a new position funded through the Emotional Support budget.
- **JAMIE MINIUM**, Paraeducator, effective date to be determined. Assignment: Personal Care Assistant, Autism Support Program with base salary of HS+48, \$28,880 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 new position funded through the Autism Support budget.
- **RALPH MOYER**, Paraeducator, effective August 6, 2024. Assignment: Educational Paraprofessional, Emotional Support Program with base salary of HS+48, \$28,880 for 190 days of service with additional new hire days as required. This is a replacement position funded through the Emotional Support budget.
- **ERIN PETERS**, Paraeducator, effective date to be determined. Assignment: Communication Facilitator, Deaf and Hard of Hearing Program with base salary of HS+48, \$28,880 + \$2,950 annual stipend for 190 days of service with additional new hire days as required. This is a replacement position funded through the Deaf and Hard of Hearing budget.
- **JANAY TATUM**, Paraeducator, effective date to be determined. Assignment: Educational Paraprofessional, Early Intervention Program with base salary of HS+48, \$28,880 for 190 days of service and 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.

- **LORI WILLIAMS**, Paraeducator, effective August 6, 2024. Assignment: Educational Paraprofessional, Emotional Support Program with base salary of HS+48, \$28,880 for 190 days of service with additional new hire days as required. This is a replacement position funded through the Emotional Support budget.

CHANGES OF STATUS:

- **MATTHEW DELIBERTY**, from Educational Paraprofessional to Inclusion Consultant, Early Intervention Program, effective August 19, 2024. This change of status results in a change of salary to \$53,778 which is based on a Bachelors, Step 1 placement on the 2024-2025 salary scale. This is for 190 days of service and will be prorated for a total of 176 days.
- **AMY RADA**, Remedial Specialist, ANPS Program, change from full-time to part-time status, effective August 12, 2024.
- **REGINA SELLMAN**, Social Worker, change in resignation effective date from August 19, 2024 to August 12, 2024.
- **SARAH WOODWARD**, from Educational Paraprofessional to Inclusion Consultant/Teacher, Early Intervention Program, effective July 25, 2024. This change of status results in a change of salary to \$58,084 which is based on a Masters+15, Step 1 placement on the 2024-2025 salary scale. This is for 190 days of service and will be prorated for a total of 177 days.