

CAIU BOARD HIGHLIGHTS

The following actions were taken at the **October 24, 2024** meeting, held in the Board Room of the Capital Area Intermediate Unit.

Click [HERE](#) for the 10/24/24 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

- **Board Committee Reports**
 - The **Board Act 93 Committee** met this month with CAIU administration and the Act 93 Meet and Discuss group.
 - The **Board Negotiations Committee** met with CAIU administration and CAEA to discuss issues, timing and process.
- **CAIU Team Reports/Updates:**
 - **Dr. Andrew McCrea, Director of Student Services**, highlighted the *Career-Ready Skills for High Schoolers* article in *All In* written by Cynthia Lupold, Principal of Loysville Youth Development Center (LYDC). The article spoke about the importance of equipping students with the skills necessary for a successful post-secondary life and career readiness. LYDC teaches their students soft skills: self-awareness, building and supporting healthy relationships, and social skills for problem solving to help provide the tools needed for a successful future. Cynthia also started a pre-apprenticeship program to prepare students for the interview/hiring process. In addition, another great program Loysville is offering with the Alliance for the Chesapeake Bay to become a micro nursery, planting and nursing young trees from seedling. Dr. McCrea provided program updates: Early Intervention – please see parent thank you on page 9 of *All In*. He emphasized the growth that our Early Intervention program is experiencing, as our students have increased by 411 in just 2 years. Thank you for approving the MOU for length of workday today. We hope this will have a positive impact on some of our hard to fill positions such as S/L Pathologists allowing us to provide flexible options in providing services to our students. School-age numbers are good, and programming is going well.
 - **Blake Wise, Director of Human Resources**, provided a staffing update. Currently he is researching CCRES as a possible partner to assist with the staffing of roles such as paraprofessionals, mental health professionals, and administrative staff. They have historically served the eastern part of the state working with intermediate units and school districts. They have recently begun working in the Central PA market including West Shore and Middletown School Districts. They are a non-profit organization that may be able to help meet our

- staffing needs at a much lower cost than traditional staffing agencies we have partnered with. Will coordinate a presentation by CCRES with the HR Advisory Council once more information is gathered.
- **Maria Hoover, Director of Educational Services**, was unable to attend but provided the following report: CAC Fall Leadership Conference was held on October 16-18. The theme was "What's Next? Safe and Ethical Use of Generative AI in Education." Dr. Jill Neuhard and Ms. Leah Kostelac are creating an Artificial Intelligence Taskforce from staff representing all programs at the CAIU. To date, 16 individuals are interested in serving on the taskforce. By creating an AI taskforce, the CAIU can position itself as a leader in education and leverage the power of AI to improve student outcomes. CAOLA update: CAOLA was recently featured by Quality Matters, highlighting the curricular quality of our program. Article found here: [Article: Capital Area Online Learning Association Uses QM Standards to Improve Online Learning Across Pennsylvania](#). CAOLA is launching a statewide community of practice around online learning. The goal is to increase dialog and networks around digital/online learning and share best practices.
 - **David Martin, Chief Information Officer**, reported on this month's TAC meeting: Discussions focused on preparation for the required online testing to ensure the necessary devices, bandwidth, redundant internet and other networking infrastructure are ready. The group also discussed replacement and proper management of student and teacher devices. David's team is currently working on budget sheets for 25-26 school year which will be sent out to school districts by the end of November. In addition, we are holding 1-1 meetings with each CATPAC (Capital Area Taskforce Protecting Against Cybercrime) school districts to discuss measures of cyber security that are specific to them that align to our regional efforts to help improve their security measures.
 - **Dr. Kevin Roberts, Assistant Executive Director**, was unable to attend.
 - **Daren Moran, Director of Business & Operations**, reported that we are waiting to receive the final report from last month's ESSER's monitoring. Recently we received a Title I Neglected and Delinquent monitor and had a clean report. The CAIU audit just wrapped up and a report will be provided next month. Champions for Children report: There was a Foundation meeting held yesterday. Tony Deluca's fundraising event, recently held at his home, raised an incredible \$7415. There will be no Champion's for Children Basket Bingo fundraising event this year. Instead, the committee has decided to try a new fundraiser Popcorn event. We will send out information.
 - **Rennie Gibson, Board Secretary**, reported that the CAIU vote for PSBA candidates was submitted immediately following last month's meeting. New Board photos are up on our website [HERE](#).
 - **Dr. Andria Saia, Executive Director**, reported that the *All-In* newsletter is available for the Board's review. She highlighted the front cover and article on CAIU's tremendous staff that helped support the Out of the Darkness Walk, a suicide awareness event, demonstrating what support and service looks like in our organization. Dr. Saia's article on "*Active Listening is All About Great Questions*" is about how the simple practices of listening, openness, patience, and empathy have the power to improve our interactions and connections with others. Dr. Saia also highlighted the new *Upskilling Series Growing Your Own* by Lauren Gross which will highlight CAIU staff who have started in an entry level position and have worked to move into new roles within the organization. All are invited to the CAIU Fall Fest this Saturday October 26 to enjoy free family activities. In addition, the invitation to the Longwood Gardens Bus trip on Dec 7 is on the back cover of *All In*.

- **Executive Director's 24-25 Goals** were available for the Board's review. Dr. Saia has been deeply involved in the work of data collecting. A preliminary report will be issued sometime in late fall/early winter. A full report, goals and action plan will be forthcoming in 2025 demonstrating how the CAIU plans to turn employee feedback into action. The CAIU Leadership team and Belonging Committee have played an integral part in ensuring that every staff member was provided an opportunity to participate in a listening circle and peer to peer interviews.

APPROVED ACTION ITEMS

- **Approval of Minutes** – September 26, 2024 CAIU Board Meeting.
- **Treasurer's Report for September 2024** – a total of \$11,311,954.47 in receipts and \$16,416,974.52 in expenses
 - **Payment of Bills – September 2024**
 - **Summary of Operations for September 2024** showing revenues of \$24,442,914.37 and \$20,669,653.20 in expenses.
- **Other Business Items**
 - Contracts – October 2024
 - PAIU Network Resolution to Rescind Bylaws & Dissolve Intergovernmental Cooperative Agreement
- **Policies & Programs**
 - Second Reading, Revised Policy #803 - IU Calendar
 - First Reading, Revised Policy #218 - Student Discipline
 - First Reading, Revised Policy #218.1 - Weapons
 - First Reading, Revised Policy #218.2 - Terroristic Threats
 - First Reading, Revised Policy #805 - Emergency Preparedness
 - First Reading, Revised Policy #805.1 - Relations with Law Enforcement
 - First Reading, Revised Policy #805.2 - School Security Personnel
 - First Reading, Revised Policy #806 - Child Abuse
 - First Reading, Revised Policy - Public Attendance at IU Events
 - First Reading, Revised Policy #146.1 - Trauma Informed Approach
 - First Reading, Revised Policy 626 - (attachments only)
 - First Reading New Policy #704 – Maintenance
- **Personnel Items**
 - Approval of MOU Between CAEA & CAIU - Length of Workday
 - See attached Personnel report.

EXECUTIVE DIRECTOR'S REPORT

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

UPCOMING MEETINGS:

- **Next CAIU Board Meeting: Thursday, November 21, 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.**

October 24, 2024 APPROVED PERSONNEL ITEMS:

RESIGNATIONS

- **JAN CUVA-PRIMMER**, Social Worker, Student Services Team, effective June 6, 2025. Reason: Retirement after 9 years of continuous CAIU service.

RECOMMENDED FOR EMPLOYMENT OR CONTRACT

- **TRISHA HOFFMAN**, Paraeducator, effective date to be determined. Assignment: Educational Paraprofessional, School-Age Speech and Language 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 new position funded through the School-Age Speech and Language budget.
- **AMY LONG**, Professional, effective date to be determined. Assignment: Service Coordinator, Early Intervention Program with base salary of Masters, Step 14, \$75,966 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.
- **KIMBERLY MARSZALEK**, Temporary Professional, effective date to be determined. Assignment: Teacher, Blind/Visually Impaired Support Program with base salary of Bachelors, Step 1, \$53,778 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 Vision budget.
- **SHAVONNE MCLAMB**, 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.
- **DRUOPATY MELUSKEY**, Paraeducator, effective date to be determined. Assignment: Educational Paraprofessional, Autism Support 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 Autism Support budget.
- **DIANE SHEAFFER**, Professional, effective date to be determined. Assignment: Teacher Capital Area Mental-health Program with base salary of Masters, Step 15, \$78,314 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 Capital Area Mental-health budget.
- **SHANTELE TULL**, Paraeducator, effective date to be determined. Assignment: Personal Care Assistant, Emotional Support 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 Emotional Support budget.

CHANGES OF STATUS:

- **DOMINIQUE MCCLAIN**, Personal Care Assistant, change from active to inactive status due to failure to respond to communications and complete new hire requirements, effective September 30, 2024.