

CAIU BOARD HIGHLIGHTS

The following actions were taken at the **December 19, 2024**, meeting, held in the Board Room of the Capital Area Intermediate Unit.

Click [HERE](#) for the 12/19/24 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 December Retiree:** The CAIU Board of Directors announced the retirement of **Richard Voshall**, Help Desk Specialist, after 1.5 years of service.
- **Board Committee Reports**
 - The **Board Act 93 Committee** met this month and put together a draft agreement that is currently under review. The proposed agreement will go to the January Board meeting for approval.
 - The **Board Negotiations Committee** met in early December to determine a meeting schedule. The first negotiations session is scheduled for February 5, 2025.
- **CAIU Team Reports/Updates:**
 - **Dr. Andrew McCrea, Director of Student Services**, reported that Student Service's programs continue to experience growth, especially in the Early Invention (EI) program which averages 7% growth each year. We have received additional funding for EI and will need to make some administrative adjustments for better efficiencies. We recently sought out additional funding to support program advancements at the Loysville Youth Development Center (LYDC) and was awarded the funds requested. Dr. McCrea recognized the hard work done by those that sought out the additional funding and to Cythnia Lupold, Principal, for her innovative work to continually advance the programs at LYDC. Dr. McCrea also reported on the monthly Special Education job-alike meetings (SEAC). The first half of the year, the group focused on balancing costs with quality programs. Some of the meeting topics and presentations were accurate reporting to ensure districts receive all of the available funding, addressing costly special education students that need specialized programming, and various legal presentations. Most recent legal presentation was given by Special Education attorneys on case law and how districts may have done things differently and the things on which they should focus.
 - **Blake Wise, Director of Human Resources**, reported that this month, Business and Human Resources had a joint job-alike meeting with approximately 50 attendees. The meeting included a professional development session led by David Walker from Stock and Leader who presented on the topic of legal rights of

employees, personnel management, and progressive discipline. In the afternoon, the group split into their separate job alike groups to discuss more specific topics. Lots of great collaboration continued throughout the afternoon. In addition, Blake recognized the highly competent district HR and Business staff that are handling complex legal issues on a daily basis.

- **Maria Hoover, Director of Educational Services**, highlighted the Educational Services *All-in!* article on Artificial Intelligence written by Dr. Jill Neuhard, Supervisor. Our focus is on informing educators and students on AI's potentials and risks to ensure safe and ethical use. Many districts are looking for trainings for teachers specifically on how and when to use AI in assignments. Jill is also leading the CAIU AI Taskforce to position the IU as a leader in education on leveraging the power of AI to improve student outcomes. In addition, Maria reported on **Keystone State Challenge Academy (KSCA)**: KSCA graduated 44 cadets in December with a new cohort beginning in a few weeks. Please check out the information and pictures in *All-in!*. Sherisa Nailor, Special Projects Supervisor and Dr. John Thompson, KSCA Principal, are also exploring the possibility of adding industry certifications to the programming at KSCA. Maria provided an update on **Professional Development/Training & Consultation (TaC)**: Dr. Ami Healy and Dr. Sara Lobaugh were invited by PDE to present at the SAS Institute in December. They presented *Effective Implementation to Transform Literacy Practices in Pennsylvania* and highlighted two districts from the IU 15 region for their careful and intentional implementation of structured literacy districtwide. Dr. Michele Dubiach from West Perry and Dr. Doug Winner and Mrs. Amy Sell from Lower Dauphin joined to share their journey to a districtwide structured literacy approach. Also, from the TaC team, Michelle Trostle presented a session titled *The Intersection of AI and EI (Explicit Instruction)*. Both presentations received very positive feedback. **Math and ELD Book Study Spotlight**: Erin Minick, TaC Educational Consultant, and Sally Lopez, ELD Consultants, collaborated last year on a book study focused on math instruction for English Language Learners. The book study sessions were offered at the CAIU over several sessions. This year they presented at the 2024 PDE ELD Virtual Professional Learning Conference. One of the attendees was the director of the Colorin Colorado website and applauded the work Erin and Sally are doing in the IU 15 region. [The Colorin Colorado website](#) now highlights Erin and Sally's work. This website is a premier national website that focuses on serving educators and families of English Language Learners in PreK-12 and providing free research-based information, activities, and advice. **Curriculum Coordinator Meeting in December**: Maria has been offering a Learning Series for the Curriculum Coordinators (CAC) like the Superintendent Round Table that Dr. Roberts offers monthly. This month Maria led the CAC group in some learning around why it is important for leaders to be curious and how to help other adults in the school community to be curious as well. This was followed by a session based on the book, *When you Wonder, You're Learning* by Gregg Behr and Ryan Rydzewski. We were fortunate to have Ryan with us for this session. He then surprised the staff at Winding Creek Elementary School in Cumberland Valley as the staff engaged in a book study of his book. It was a great December for the Ed Services Team!
- **David Martin, Chief Information Officer**, reported that we are continuing with our technology training program for our districts. Last month was a Microsoft training that was very well attended. We currently have two Helpdesk positions opened and will be interviewing today. There will be a cybersecurity event held on Monday, January 13, 2025. This event will feature representation from the White House Office of the National Cyber Director, Executive Office of the

President, the FBI, MS-ISAC, and CISA, sharing valuable information about services that are available to the K-12 space, free of charge. The panel of representatives will open the event, and then will transition to a Cyber Incident Tabletop Exercise, led by industry-leader Arete. This event will be held at IU12, and each IU is allowed one virtual connection to the event from their local IU. School district teams are strongly encouraged to attend.

- **Dr. Kevin Roberts, Assistant Executive Director**, provided an update on our Superintendent's job-alike meetings (SAC). At the December SAC meeting we welcomed Hannah Barrick from PASBO who provided information on their legislative platform, state budget updates, and other pressing topics. In February, we look forward to a Legislative Roundtable hosted by PSBA that will provide an opportunity for advocacy for our districts with local legislators. In March, Jeremy Freeland, CAIU Supervisor of Safety and Security, will lead a Safety Roundtable along with several experts from across the region. In addition, Dr. Roberts updated the board on a few safety-related items that have been completed this year. And lastly, he provided an update on the work being done toward the CAIU organizational goals, specifically how the Administration and Leadership Team are actively working towards achieving our organizational goals through our focus teamwork. Dr. Roberts will present an update on our Strategic Plan and Organizational Goals next month. He wished all a Happy Holiday
- **Daren Moran, Director of Business & Operations**, reported that Raymond James Financial presented at this month's Business Manager's job-alike meeting. The presentation/discussion was on possible solutions to address school districts debt, such as refinancing to create significant interest savings on debt payments. They also spoke about solar project opportunities. Daren also reported on the regional statewide initiative for offering a cyber insurance solution through Gallagher. This consortium will provide possible premium savings and give districts larger coverage limits. We are currently seeking support for the program from PAIU and PASBO. We plan to launch the new solution in January 2025. Thank you for approving the audit report. The Board Finance Committee will be meeting in early January to start discussing the 2025-26 General Operating Budget.
- **Dr. Andria Saia, Executive Director**, reported that the *All-in!* newsletter is available for the Board's review. She is immensely proud of *All-in!* and gave a shout out to our marketing team for developing an amazing newsletter and for all the staff that provide content each month. She highlighted her Executive Director article on *Finding Belonging & Commonalities During the Winter Holidays*. In addition, during American Education week and Educator for a Day, she enjoyed the opportunity to read to several classrooms. Dr. Saia reported on the CAIU Winter Craft show Holiday Bazaar that was held earlier this week. Approximately 60 students from various programs practiced their marketing and sales skills selling craft and food items, it was a big success. CAIU has a Day of Service and Learning planned this year on January 17 to replace our annual All Staff Day. Staff have the opportunity to participate in professional learning and/or a community service project to count towards time off on January 17. Dr. Saia wished all a happy holiday filled with peace.

APPROVED ACTION ITEMS

- **Approval of Minutes** – November 21, 2024, CAIU Board Meeting.
- **Treasurer's Report for November 2024** – a total of \$10,032,796.83 in receipts and \$7,187,538.57 in expenses
 - **Payment of Bills – November 2024**
 - **Summary of Operations for November 2024** showing revenues of \$50,043,738.39 and \$40,173,330.94 in expenses.

- **Budget Administration**
 - Proposed 2024-25 Budget Revision - Loysville Youth Development Center
 - Proposed 2024-25 Original Budget - Statewide System of Support
- **Other Fiscal Matter**
 - Approval of Final Audit Report - 6/30/24
- **Other Business Items**
 - Contracts – December 2024
- **Policies & Programs**
 - First Reading Revised Policy #005 - Organization
 - First Reading Revised Policy #Policy 308 - Employment Contract/Board Resolution
 - First Reading Revised Policy #823 - Opioid Antagonist
 - Second Reading, Revised Policy #210 – Medications (was titled: Use of Medications/Procedures & Possession/Administration of Asthma Inhalers/Epinephrine Auto-Injectors).
 - Deletion of polices 210.1 and 210.2.
- **Job Description**
 - First Reading, Existing Position, Revised Job Description - Assistant Director of Student Services
- **Personnel Items**
 - See attached Personnel report.

EXECUTIVE DIRECTOR'S REPORT

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

UPCOMING MEETINGS:

- **Next CAIU Board Meeting: Thursday, January 23, 2025, 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.**

December 19, 2024, APPROVED PERSONNEL ITEMS:

RESIGNATIONS

- **LEE ANN GRISOLANO**, Psychologist, Student Services Team, effective January 15, 2025. Reason: Personal.
- **LILLIE HARRIS**, Educational Paraprofessional, Autism Support Program, effective January 3, 2025. Reason: Personal.
- **KAITLYN HELMS**, Educational Paraprofessional, Emotional Support Program, effective December 20, 2024. Reason: Personal.
- **SAMUEL LISA**, District Technology Coordinator, Technology Team, effective January 6, 2025. Reason: Personal.
- **KERI MORGAN**, Teacher, Autism Support Program, effective January 31, 2025. Reason: Personal.
- **C. LYNETTE ROTERMEL**, Materials Assistant, Student Services Team, effective April 4, 2025. Reason: Retirement after more than 22 years of continuous CAIU service.
- **JENNIFER TIENTER**, Educational Paraprofessional, Emotional Support Program, effective December 6, 2024. Reason: Personal.
- **MARINA WOODALL**, Lead Helpdesk Specialist, Technology Team, effective January 10, 2025. Reason: Personal.

RECOMMENDED FOR EMPLOYMENT OR CONTRACT

- **NATALIE BORNE**, Paraeducator, effective for the 2024-2025 school year. Assignment: Part-time Substitute Educational Paraprofessional, Early Intervention Program. Employee will be paid at a rate of \$18.73 per hour. This is a new position funded through the Early Intervention budgets.
- **MACKENZIE BRADY**, Paraeducator, effective January 6, 2025. Assignment: Educational Paraprofessional, Early Intervention Program with base salary of HS, \$26,695 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 Early Intervention budgets.
- **BRANDON CAMPBELL**, Software Engineer, Technology Team, effective date to be determined. Base salary of \$91,575 for 260 days of service will be prorated based on the number of days worked through June 30, 2025. This is a replacement position funded through the Technology Entrepreneurial-Application Development budget. Experience: Almost 8 years of similar or related experience.
- **BETHANY DAVIS**, Paraeducator, effective date February 11, 2025. Assignment: Part-time Mental Health Worker, ELECT Program with base salary of MHW Bachelors, Step 9, \$43,707 for 190 days of service and will be prorated based on the number of days/hours worked with additional new hire days as required. This is a new position funded through the ELECT budget.
- **MEGAN KENDALL**, Paraeducator, effective date to be determined. Assignment: Personal Care Assistant, Emotional 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 Emotional Support budget.
- **MEGAN WANING**, Paraeducator, effective January 6, 2025. Assignment: Educational Paraprofessional, Early Intervention 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 replacement position funded through the Early Intervention budgets.

CHANGES OF STATUS:

- **JEFFREY SNEAD**, from Personal Care Assistant to Mental Health Worker, School-Age Access Program effective December 10, 2024. Change of status results in a change of salary to \$47,465 which is based on a MHW Bachelor's, Step 11 placement on the current salary scale. This is based on 190 days of service and will be prorated for a total of 112 days.