



CAIU BOARD HIGHLIGHTS

The following actions were taken at the **March 25, 2010** meeting held at the Enola Office of the Capital Area Intermediate Unit.

Reports/Updates

- The Board recognized retirees Jeanette Bloes, secretary for the Aid to Non-Public School Program; and Carol Dimartile, Educational Consultant at PATTAN.
- Cindy Mortzfeldt shared an interactive web-based map of CAIU service locations. The CAIU provides services in over 130 locations in Cumberland, Dauphin, Perry and northern York counties.
- Alicia McDonald reviewed the special education billing process regarding the reconciliation model introduced several years ago.
- Shawn Farr shared that the 2010-2011 General Operating Budget has now been officially approved with 16 districts having reported their vote to date.
- Mark Hennes provided an update on the restructuring of the Partnership for Career Development and progress in establishing a 501(c)(3) foundation to increase opportunities for corporate support.
- Rennie Borreli shared that the annual “convention” to elect CAIU Board members will be held via mail ballot this spring.

Executive Session

- The Board met in executive session to discuss matters related to personnel and negotiations.

Public Comment on Agenda Items

- None

Approved Action Items

- Acceptance of resignations from Board members Lori Abbot, East Pennsboro Area SD, and Ellen Sheffey, Derry Township SD
- Election of Board member Beulah Chabal, Derry Township SD
- All action items from the previously canceled February 25, 2010 Board meeting in accordance with the CAIU Bylaws
- Treasurer’s Report and Payment of Bills – a total of \$3,361,950.09 in receipts and \$7,736,677.38 in expenditures for February 2010.
- Summary of Operations through February 2010 showing revenues of \$48,130,341.74 and expenses of \$43,298,912.53.
- Budgets
 - 2009-10 PDE-Level 1 School Improvement budget in the amount of \$19,980
 - 2009-10 Title I, Part A-Improving Basic Programs budget in the amount of \$610,000
 - 2009-10 Act 89 (Non-Public Schools), Revision A, in the amount of \$3,606,145
 - 2009-10 Alternative Education, Revision A, in the amount of \$74,633
 - 2009-10 Cafeteria Services, Revision A, in the amount of \$240,675
 - 2009-10 Diakon Tresslercare, Revision A, in the amount of \$448,527
 - 2009-10 ELECT and Fatherhood Initiative, Revision A, in the amount of \$313,166

- 2009-10 IDEA Section 619 (Preschool), Revision B, in the amount of \$461,442
- 2009-10 IDEA Section 619 (Preschool-ARRA), Revision A, in the amount of \$199,403
- 2009-10 LLIU/PATTAN Subcontract, Revision A, in the amount of \$410,959
- 2009-10 Professional Services, Revision A, in the amount of \$698,640
- 2009-10 Special Education, Revision A, in the amount of \$17,414,084
- 2009-10 Tech Entrepreneurial, Revision A, in the amount of \$1,717,726
- 2009-10 Title I (Non-Public Schools), Revision A, in the amount of \$318,000
- 2009-10 Title II, Part A-Improving Teacher Quality, Revision A, in the amount of \$844,333
- 2009-10 Title I, Part D-Neglected and Delinquent Program, Revision A, in the amount of \$731,759
- 2009-10 Title I, Part D-neglected and Delinquent Program (ARRA), Revision A, in the amount of \$635,047
- Other Fiscal Matters
 - Print bid awarded to multiple vendors in the amount of \$7,687.66
 - Fixed special education rates for non-member districts (charged at a higher rate than district members)
 - Resolution for PNC Bank Purchasing Card
- Personnel Items – see attached
- Policies & Position Descriptions – second readings of posted policies and job descriptions postponed to April meeting due to February ratification at March meeting in compliance with 30-day requirement

Executive Director's Report

- See attached written report
- See AgendaMan at www.caiu.org for additional miscellaneous correspondence commending the CAIU

President's Report

- Jean Rice encouraged all Board members to attend one or more of the special events listed in the Board agenda to gain a better understanding of CAIU programs and staff. Invitations will be sent out for each event.
 - April 24, 2010 - Champions for Children Flea Market, Enola Office parking lot
 - May 6, 2010 - CASA end-of-the-year performance at Whitaker Center
 - May 7, 2010 - All-Staff Celebration at Eagle View Middle School, Cumberland Valley SD
 - May 18, 2010 - Deaf and Hard of Hearing Awards Night, Enola Office
 - May 20, 2010 - Employee Recognition Dinner, Harmony Hall
 - June 1, 2010 - Emotional Support/CAPP Family Meal & Graduation, Hill Top Academy
 - June 9, 2010 - Multiple Disabilities Support Graduation, Enola Office

NEXT MEETING: Thursday, April 22, 2010, 8:00 am, CAIU's Enola Office

Personnel and Policies/Programs Highlights from the Capital Area Intermediate Unit Board of Directors' Meeting

A. RESIGNATIONS:

DONNA BYERS, Floater Educational Paraprofessional, Early Intervention effective June 30, 2010. Reason: Retirement after 19 years of CAIU service.

MATTHEW DODD, Teacher, Multiple Disability Support effective June 10, 2010. Reason: Retirement after 35 years of CAIU service.

JOAN ERB, Accounting Clerk, Business and Operations, effective September 7, 2010. Reason: Retirement after 27 years of CAIU service.

LAURA HITT, Accountant, Business and Operations, change in resignation date from March 12, 2010 to March 31, 2010. Reason: Personal.

SAMUEL LYTLE, Adventure Program Facilitator, Pupil Services effective June 30, 2010. Reason: Retirement after 39 years of CAIU service.

MARIANNE McKENNA, part-time Personal Care Assistant, Autism Support effective March 8, 2010. Reason: Personal.

DiANN McKENZIE, Educational Paraprofessional, Early Intervention effective June 11, 2010. Reason: Retirement after more than 8 years of CAIU service.

MARY PHILLIPS, Accountant, Business and Operations effective February 2, 2010. Reason: Personal.

B. RECOMMENDED FOR EMPLOYMENT OR CONTRACT PENDING RECEIPT OF CLEARANCES:

MELISSA ANDERSON, part-time, long-term substitute Physical Therapist effective February 22 through April 30, 2010. This is a long-term substitute position funded through the PT Budget.

SUZANNE WADE DRDA, part-time, long-term substitute Physical Therapist effective February 19, 2010 through April 30, 2010. This is a long-term substitute position funded through the PT Budget.

KELLI GARIS, long-term substitute Educational Paraprofessional with the Emotional Support Program effective February 16, 2010 through the last student day of the 2009-2010 school year. This is a long-term substitute replacement position funded through the Emotional Support Budget.

ASHLEY HEINEMAN, Accountant, Business and Operations effective March 15, 2010. This is a replacement position funded through the General Operating Budget.

LAURIE KRIEBEL, part-time Educational Paraprofessional, Early Intervention effective February 25, 2010. This is a replacement position funded through the MAWA Budget.

MARIE MAXWELL, Educational Paraprofessional with the Deaf/Hard of Hearing Support Program effective February 25, 2010. This is a replacement position funded through the Deaf/Hard of Hearing Support Budget.

CARRIE McLEAN, long-term substitute Educational Paraprofessional with the Emotional Support Program effective February 22, 2010 through the last student day of the 2009-2010 school year. This is a long-term substitute position funded through the ES Budget.

ERICA OVERBAUGH, part-time Educational Paraprofessional, Early Intervention effective April 12, 2010. This is a new position funded through the MAWA Budget.

SUSAN QUINN, Personal Care Assistant, Autism Support effective February 22, 2010. This is a new position funded through the Autism Support Budget.

AMANDA RODGERS, Long-term Substitute Educational Paraprofessional, Emotional Support effective March 22 – June 9, 2010. This is a new long-term substitute position funded through the Emotional Support Budget.

The following individuals to be approved as day-to-day substitute teachers for the 2009-2010 school year:

**RENEE BINGAMAN
NATAUSHA BULGRIEN**

C. CHANGES OF STATUS:

JULIA BEAVER, from part-time to full-time Educational Paraprofessional, Early Intervention effective February 4, 2010. This is a replacement position funded through the MAWA Budget.

CLORISA BLANKENSHIP, non-tenured professional employee, suspension without pay pending termination for cause effective February 9, 2010. Employee received an unsatisfactory on the Professional Development and Evaluation Plan (PDEP).

SAMUEL BROWN, from day-to-day substitute teacher to long-term substitute Mental Health Worker with the Emotional Support Program effective February 12, 2010 through the last student day of the 2009-2010 school year. This is a long-term substitute position funded through the ES Budget.

WILLIAM MERCER, from day-to-day substitute teacher to full-time, long-term substitute Mental Health Worker, Emotional Support effective February 24, 2010 until the last student day of the 2009-2010 school year. This is a replacement position funded through the Emotional Support Budget.

VICKIE PECK, from Secretary, Curriculum Services to Secretary, Aid to Non-public School Services effective March 29, 2010. This is a lateral move with no change in salary or benefits. This is a replacement position funded through the ANPS Budget.

D. CHANGES OF SALARY:

TRACY HIPPLE, long-term substitute Teacher, Emotional Support, change of salary for completion of Master's Degree.

LISA SMILEY, change of salary for completion of Master's Degree effective January 22, 2010.

E. LEAVES OF ABSENCE:

ALANNA McMULLAN, Educational Consultant, Curriculum Services, child-rearing leave of absence effective January 20 – April 13, 2010. Leave is requested with pay using accumulated sick and personal leave effective January 20 – March 2, 2010 for a total of 28 days and without pay effective February 26 – April 13, 2010 for a total of 26 days. Leave is requested in accordance with CAIU and FMLA Policies.

KATY SNIDER, Speech Clinician, child-rearing leave of absence effective March 24 – May 10, 2010. Leave is requested in accordance with CAIU and FMLA Policies.

JAIMEE ZOHN, Teacher, Early Intervention, child-rearing leave of absence effective January 20 – May 4, 2010. Leave is requested with pay using accumulated sick days effective January 20 – February 22, 2010 for a total of 20 days and without pay effective February 23 – May 4, 2010 for a total of 41 days. Leave is requested in accordance with CAIU and FMLA Policies.



educational excellence through leadership, partnership, and innovation

Executive Director's Report March 25, 2010

NEWS

CAIU's Counselor Network hosted its first ever Social Service and Community Agency Fair on Friday, March 19. Nearly forty agencies provided displays and personnel so counselors, social workers and many others from the CAIU and its member districts could connect with those who can best meet their students' needs. The agencies were very pleased with the turnout and are already looking forward to next year's fair!

Also, on the subject of fairs, earlier this week the CAIU hosted the annual Middle School and High School Computer Fairs. Student projects were very impressive with about a third of our member districts participating. Dave Martin, CAIU Tech Director, hopes to increase the number of districts participating in this excellent opportunity in the coming years.

The CAIU administrative cabinet has completed two more district visits to date (Millersburg and Big Spring) with four to go. In addition, I made four more of my eight annual board visits this past month (Susquenita, Mechanicsburg, Newport and Middletown). Administrative visits allow us to glean information about CAIU services which is then used in our annual summer planning. The Board visits are intended to provide a brief overview of CAIU programs and services and respond to any district board member questions. Each board and administrative team is visited at least once every three years.

The Executive Committee of the PA Association of Intermediate Units (PAIU) met with Senator Piccola on March 3 to discuss the role of intermediate units in achieving goals that would otherwise be pursued through proposed school consolidation. (I serve on the PAIU executive committee in the role of secretary.)

The CAIU will be working with Temple University and the UCP of Central PA (United Cerebral Palsy) on a grant project intended to improve the physical fitness and nutrition of students with disabilities. The grant is funded by the National Institutes for Health.

The Superintendents' Spring Leadership Conference was held March 23-25 in Bedford, PA. Topics included ethical leadership, surviving financial challenges, developing multi-district solutions to achieve educational excellence and reduce costs, and more. This time together creates an excellent opportunity to plan for future collaborative endeavors.

The CAIU's Early Intervention program was given high marks in several areas during the verification visit from officials representing the Office of Child Development and Early Learning. Although the written report has not yet been received, verbal kudos went to several staff members and words like "dazzling" were used to describe the team's reaction to what they observed in the EI classrooms.

NOTIFICATION of ACTIVITIES

- Continuing to work with a committee of PDE leaders on the first-ever Standards-Aligned Systems Institute for Higher Education, tentatively scheduled for June 7-8.
- Working with PDE officials on statewide tasks associated with the Race to the Top application.
- Brian Griffith and I met with Audrey Utlely and Joy Eichelberger on March 8. Audrey and Joy are consultants assigned by PDE to work with Harrisburg School district.
- Served as a panelist on March 15 representing PAIU at the Education Policy and Leadership Council (EPLC) work session for political candidates to brief them on education issues.
- Met with the PA Association of School Administrators professional development committee on March 17.
- Participated in the Spring meeting of the Central PA College President's Circle meeting on March 17. Jennifer Delaye of JDK was the featured speaker.

Upcoming Activities:

- *Travel to State College on March 25 and 26 for monthly meeting with IU executive directors from the Central Region as well as the PAIU Community-Based Education Committee*
- *Participation on March 26 in Central Dauphin SD's rededication of the Rutherford Elementary School, celebrating 100 years!*
- *The Superintendents' Legislative Committee will be meeting on March 31 to plan a Spring Legislative Breakfast*
- *District cabinet and board visits coming up in April include West Shore and Camp Hill*
- *One-day session with Dr. Elizabeth City of Harvard University on April 13 regarding "Instructional Rounds"*