

CAIU BOARD HIGHLIGHTS

The following actions were taken at the **July 25, 2019** meeting held at the Enola Office of the Capital Area Intermediate Unit.

Reports/Updates

- The Board Spotlight was on the CAIU Strategic Goals. Dr. Andria Saia shared a presentation which highlighted the development of a draft Strategic plan that supports the CAIU in aligning their work around the mission, vision, and core values. Cabinet members completed a SWOT analysis to identify priorities. Dr. Saia shared a proposed new mission statement, vision, values and guiding principles. A quarterly goal report will be distributed that will reflect the status of the CAIU's three-year goals. A final plan will be presented to the Board in September 2019.
- Congratulations to the July 2019 CAIU Retiree: Mary Daubenspeck, Teacher – Vision Program, who is retiring after 26 years of service.
- Ms. Alicia McDonald, Director of Student Services reported on the implementation of a new Registered Behavior Technicians (RBT) certification program to support and grow the skills of our Autism and Emotional Support staff. It requires more than 40 hours in training. Cohorts have begun this summer and staff are reporting positive feedback.
- Mr. Len Kapp, Supervisor of Operations & Transportation, reported that they are busy doing classroom moves and additions. Transportation report: this is the first year that we have had the opportunity to serve every single district in our footprint in some capacity. There was an increase of 15+ percent in transportation services. Len provided a school safety and security report: We received PEMA's feedback on a recent TMI drill – positive feedback. In addition, we are reviewing the summary/feedback from the Risk Vulnerability Assessment from MG Tactical. A summary will be provided to Board in August or September.
- Mr. Dave Martin, Director of Technology Services, reported that the announcement for the 2nd Annual Keystone Education Summit (KEdSS) conference just went out. The conference will be held on October 8, 2019. This event is intended to provide valuable information on cybersecurity policies, procedures and practices to all district administration, including superintendents, business managers, communications and security management, and technology directors. We recently purchased an automatic response system to monitor and alert us of cyber-attacks and possible threats. Dave reported that there are six trial accounts right now for AgendaManager. A rebid of the Wide Area Network (WAN) is out. Information will be sent out to school districts in late fall.
- Mr. Daren Moran, Director of Business & Operations, reported that the Annual Champions for Children Golf Tournament was a success. He gave a shout out to the many volunteers and to Dan Conway for taking the lead on this fundraiser. It is the largest fundraiser for Champions for Children. In addition, Daren reported on the public surplus report. We were able to generate some additional funds. Daren received a sneak peak of the facility analysis report from Crabtree and Rohrbaugh. Our main focus is to ensure efficient use of this building and safety and security.
- Dr. Tom Calvecchio, Assistant Executive Director, reported on a new initiative, CAIU Compliments, which is a means to celebrate the good work of CAIU staff. Amy Beaver, Marketing and Communication Specialist, is working with Penn Live and the Sentinel on their Back to School Issue. Marketing/Branding report: Next year our focus will be to align our marketing and branding to the strategic plan and new mission and vision. Human Resources report: Dr. Calvecchio provided an update on our vacancies. We currently have eleven professional vacant positions, two support vacant positions and eleven paraprofessional vacancies. We are in the process of streamlining some of our processes. On August 5 we will roll out a new frontline education software to streamline the process for new employees. This will also include a time and attendance program where timesheets can be completed/submitted electronically rather than paper.

- Mr. Brian Griffith, Director of Educational Services reported that we are wrapping up our summer school programs today. About 300 students participated and we received great feedback. We would like to partner with school districts next year. Legislation updates – Act 158: changes to high school graduation requirements. New legislations provides four different options to demonstrate that the graduation requirements are met. See attached links in Agendamanager. Act 35: Beginning in 2021, all schools must administer at least once to students during grades seven through twelve a locally developed assessment of United States history, government and civics that includes the nature, purpose, principles and structure of United States constitutional democracy, the principles, operations and documents of United States government and the rights and responsibilities of citizenship. Act 7 related to CPR training: All high school students will be required to learn CPR. Act 18 – trauma informed education: 1-hour training is now required for school district staff and school board members (both new and returning). In addition, Brian reported on the telepresence robots. There are now funds built into State budget for the robots. We will be applying for grant funds to have more robots available for our school district’s use.
- Mrs. Rennie Gibson, Board secretary, reported that there is a new Board member orientation and board photographs immediately following the meeting.
- Dr. Andria Saia, Executive Director, reported on the new format of her Executive Director’s Report, a newsletter called CAIU: ALL IN! She highlighted the CAIU Compliments section, CAIU opportunities for growth, and an upcoming Wellness Fair. Sections to celebrate students will be added to upcoming issues, as well as district highlights.

Executive Session – An executive session was held to discuss a personnel matter.

Approved Action Items

- Election of the following CAIU Board Members for a new three-year term from July 1, 2019 - June 30, 2022:
 - Mr. Dennis Helm, East Pennsboro School District
 - Mr. Brian Carter, Harrisburg School District
 - Ms. Ilecia Voughs, Susquehanna Township School District
 - Ms. Judith Crocenzi, West Shore School District
 - Mr. Mike Berk, South Middleton School District
 - Ms. Hara Frank, Halifax School District
- Election of the following CAIU Board Members to fill an unexpired term:
 - Dr. John Mallonee, Newport School District, BEGINNING July 1, 2019 AND ENDING JUNE 30, 2021
 - Mr. William Swanson, Big Spring School District, BEGINNING July 1, 2019 AND ENDING JUNE 30, 2020
- Election of the following 2019-20 slate of officers to serve a one year term of July 1, 2019 – June 30, 2020:
 - President - Mrs. Jean Rice
 - Vice-President – Mrs. Judy Crocenzi
 - Treasurer - Mr. Daren Moran
 - Secretary - Mrs. Rennie Gibson
- Designation of Patriot-News as the Newspaper of General Circulation
- 2019-20 Appointment of CAIU Board Committee Chairs/Members
- Approval of the minutes of the Capital Area Intermediate Unit Board of Directors’ meeting of June 27, 2019
- Treasurer’s Report and Payment of Bills for June 2019 showing a total of \$10,544,327.83 in receipts and \$11,664,084.93 in expenditures
- Summary of Operations for June 2019 showing revenues of \$93,347,380.74 and \$84,995,243.73 in expenditures
- Budget Administration
 - Proposed 2019-20 Original Budget - PA Assessment and Accountability Workshop
- Other Business Items
 - Contracts – July 2019
- Policies & Programs

- Second Reading, Revised Policy #247 - Hazing
- Second Reading, Revised Policy #249 - Bullying/Cyberbullying
- Job Descriptions
 - Second Reading, Existing Position, Revised Description - Duplicating/Mail Room Clerk/Receptionist
 - First Reading, Existing Position, Revised Description – Assistant Director, Student Services
- Personnel Items – See Attached Report.

Executive Director's Report

- See attached report.

President's Report

- Mrs. Jean Rice thanked the Board members for their attendance at this morning's meeting.

NEXT MEETING: Thursday, August 22, 2019, 8:00 a.m., Board Room, CAIU Enola Office

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

A. RESIGNATIONS:

MELISSA BROWN, Educational Paraprofessional, Autism Support Program, effective June 15, 2019. Reason: Personal.

TRACEY SNYDER, Job Coach, Transition Services, effective August 9, 2019. Reason: Personal.

B. RECOMMENDED FOR EMPLOYMENT OR CONTRACT:

HEATHER AUXT-SNELSON, Paraeducator, effective for the 2019-2020 school year.

Assignment: Mental Health Worker, Capital Area Mental-health Program with base salary of MHW Bachelors, Step 10, \$42,824 for 190 days of service with additional new hire days as required. This is a new position funded through Capital Area Mental-health budget.

DEIRDRE CIBAK, Paraeducator, effective July 29, 2019. Assignment: Part-time Educational Paraprofessional, Early Intervention Program with base salary of HS+48, \$24,700 for 190 days of service will be prorated based on the number days/hours worked with additional new hire days as required. This is a replacement position funded through the MAWA budget.

DANIELLE CURZI, Professional, effective for the 2019-2020 school year. Assignment: Instructional Technology Coach, Pupil Services Program with base salary of Masters+60, Step 15, \$77,639 for 190 days of service with additional new hire days as required. This is a new position funded through the Pupil Services budget.

NORMAN DIXON, Professional, effective August 27, 2019. Assignment: Teacher, Blind/Visually Impaired Program with base salary of Bachelors, Step 8, \$54,574 for 190 days of service with additional new hire days as required. This is a replacement position funded through the Vision budget.

MICHAELLA FICKES, Professional, effective for the 2019-2020 school year. Assignment: Social Worker, Capital Area Mental-health Program with base salary of Masters, Step 15, \$72,096 for 190 days of service with additional new hire days as required. This is a new position funded through the Capital Area Mental-health budget.

LEE ANN GRISOLANO, Temporary Professional, effective for the 2019-2020 school year. Assignment: School Psychologist, Pupil Services Program with base salary of Masters+60, Step 15, \$77,639 for 190 days of service with additional new hire days as required. This is a replacement position funded through the Pupil Services budget.

KRISTY MARTIN, Temporary Professional, effective for the 2019-2020 school year. Assignment: Speech and Language Clinician, School-Age Speech Program with base salary of Masters, Step 15, \$72,096 for 190 days of service with additional new hire days as required. This is a replacement position funded through the School-Age Speech budget.

TESSA MORAN, Temporary Professional, effective July 1, 2019. Assignment: Teacher, Early Intervention Program with base salary of Bachelors, Step 2, \$48,060 for 190 days of service with additional new hire days as required. This is a replacement position funded through the MAWA budget.

SUZANNE NAPOLI, Temporary Professional, effective August 22, 2019. Assignment: Teacher, Autism Support Program with base salary of Masters, Step 9, \$59,308 for 190 days of service with additional new hire days as required. This is a replacement position funded through the Autism Support budget.

JONATHAN RALLO, Paraeducator, effective August 22, 2019. Assignment: Mental Health Worker, Capital Area Mental-health Program with base salary of MHW Bachelors, Step 2, \$31,761 for 190 days of service with additional new hire days as required. This is a replacement position funded through Capital Area Mental-health budget.

REGINA SELLMAN, Professional, effective August 26, 2019. Assignment: Social Worker, Capital Area Mental-health Program with base salary of Masters, Step 6, \$54,582 for 190 days of service with additional new hire days as required. This is a new position funded through the Capital Area Mental-health budget.

KARLA SHERMAN, Professional, effective July 1, 2019. Assignment: Teacher, Early Intervention Program with base salary of Bachelors, Step 15, \$69,077 for 190 days of service

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

STEPHANIE SIMON, Temporary Professional, effective for the 2019-2020 school year.

Assignment: Teacher, Autism Support Program with base salary of Bachelors, Step 2, \$48,060 for 190 days of service with additional new hire days as required. This is a new position funded through the Autism Support budget.

REBECCA SLAVINSKY, Professional, effective for the 2019-2020 school year. Assignment: Social Worker, ANPS Program with base salary of Masters+15, Step 9, \$60,587 for 190 days of service with additional new hire days as required. This is a new position funded through the ANPS budget.

MAXINE WENRICH, Paraeducator, effective July 11, 2019. Assignment: Mental Health Worker, ELECT Program with base salary of MHW Bachelors, Step 3, \$32,549 for 190 days of service with additional new hire days as required. This is a new position funded through ELECT budget.

C. CHANGES OF STATUS:

SARAH BETACK, Speech and Language Clinician, change in the end date of leave of absence from May 23, 2019 to November 4, 2019.

ERIN ELLISON, from Long Term Substitute Teacher to Temporary Professional, Deaf/Hard of Hearing Program, effective for the 2019-2020 school year. This is a new position funded through the Deaf/Hard of Hearing budget.

ANDREW MCCREA, from Program Supervisor to Assistant Director of Student Services, effective July 26, 2019. Change of status results in a change of salary to Act 93 Grade 2, \$123,072 based on 260 days and will be prorated for a total of 240 days through June 30, 2020.

JOANNE RUHL, Speech and Language Clinician, from part-time to full-time status, effective July 1, 2019.

KAREN WRONSKI, Speech and Language Clinician, from full-time to part-time status, effective August 26, 2019.

D. CHANGES OF SALARY:

SARAH KNOUSE, from Educational Paraprofessional to Job Coach, effective August 19, 2019. Change in position results in a payment of a \$2,950 stipend as per the Memorandum of Understanding (MOU).

E. LEAVES OF ABSENCE:

KELLIE HEGARTY-MURPHY, Occupational Therapist, child-rearing leave of absence July 1, 2019 – July 31, 2019. Leave is requested in accordance with CAIU practice and procedure.

MARISA MAGARO, Physical Therapist, child-rearing leave of absence August 26, 2019 – January 2, 2020. Leave is requested in accordance with CAIU practice and procedure.