
CAIU BOARD HIGHLIGHTS

The following actions were taken at the **September 24, 2020** meeting, held virtually, of the Capital Area Intermediate Unit.

<https://app.agendamanager.com/caiu/meeting/view/41382/>

Reports/Updates

- **The Board Spotlight** was on the Preschool Rapid Response presented by Irene Reedy, Project Supervisor. This team was created to meet an increasing need of children at risk of suspension or expulsion due to behavioral issues. By use of a prevention model and evidence-based practices, the hope is to create successful outcomes for children and help families remain in the workforce. Children need to stay in childcare in order to be successful citizens. There is a clear racial bias as to who gets to stay in childcare. The goal is to retain children in their childcare settings to promote school readiness and positive social and emotional readiness, providing them with the skills needed for Kindergarten and beyond. For more information, click [HERE](#).
- **Mr. Daren Moran, Director of Business and Operations**, reported that the auditors will be here next week in preparation of the year-end audit. The annual audit presentation will be in November or December. Mr. Moran gave a shout out to the CAIU transportation team, Dori Dorritie, Crystal Jenkins, and Len Kapp for all of their hard work in managing over three million miles of student transportation. They are a very small team handling an extremely complicated job with constant schedule changes.
- **Dr. Andrew McCrea, Assistant Director of Student Services**, provided an update on the opening of school. Staff have put in a lot of work to get students ready to be back in school after being off for six months. We opened several weeks ago on a full-time face to face basis. We have worked closely with our member school districts and opening went really well. Teachers have worked very hard on setting up new structures and routines and have had to address some emotional turmoil/trauma. In addition, they have been working on a virtual/distance learning model for those students that need to stay at home. The Steelton classroom moved to virtual due to recent closure. A To Go bag is provided to students if they need to stay home for a while. Staff are also working on updating processes/plan due to new requirements that have come down from state. Everyone is doing a great job working on all these things while remaining optimistic. Staff continue to grow and innovate and are going over and beyond.
- **Mr. Len Kapp, Supervisor of Operations & Transportation**, provided a transportation update. Thank you to our transportation contractors who have been very flexible and are working hard to meet the constant changes. Mr. Kapp also provided a safety update. Intermediate Units across the state were asked to manage a Rapid Response Hotline phone, essentially a call screening entity between their member districts and the Department of Health. The intermediate units will field Covid related phone calls from school districts and report the concerns to the Department of Health to expedite a response.
- **Mr. Dave Martin, Director of Technology Services**, reported that it has been a busy start to the school year. This month alone, the Helpdesk has received over 1300 tickets, a very large increase. We have ordered 10G of internet to prepare for virtual learning and are ordering more due to accommodate the significant spike seen among districts. We are applying for additional 10G of internet bandwidth through a second round of Erate that is being offered for a significant reduction in cost. In addition, we offer hotspots to districts as an option to meet their need. We are working with Comcast in the event that we should need more bandwidth to support virtual learning. It is estimated that 85,000 students will be one to one by July 2021. A concern is that we have enough fail over should we be down; we have taken several measures to ensure reliability. An AgendaManager Users Conference has been scheduled for October 22, 2020. The conference will be a half day virtual event. Over 90 people have registered from all over the state.

- **Mr. Brian Griffith, Director of Educational Services**, reported that CAOLA has been challenging with unbelievable growth and has been pushed to the limit. We continue to experience a huge influx of student enrollments. In addition, we have many new teachers who are new to online teaching who need a lot of training and support.
- **Dr. Thomas Calvecchio, Assistant Executive Director**, reported that the Human Resources just sent out an updated staff handbook and policies. A Title IX course and full training module will be released in October. Dr. Calvecchio reviewed this year's strategic objectives for the communication team. The focus will be on creating a marketing plan/strategy. Templates and resources will be provided for our staff to use for marketing their projects and services. In addition, the CAIU website will be revamped. The Cabinet team is planning popup parking lot celebrations to show love and support of our people and organization.
- **Dr. Andria Saia, Executive Director**, highlighted the *All In* Newsletter that was available for the Board's review. Next month, equity and social justice articles will be written by our Leadership team. Hill Top Academy did a great job in preparing students for return to school. CAOLA is reporting enormous increase of almost 30,000 enrollments which is putting strain on the CAOLA and technology team. Staff are doing amazing work to keep up with the tickets. We are hosting a fall conference titled "Recognizing Privilege, Role, and Biases: Curriculum and Instructional Choices through Equity and Anti-Racist Lenses." There are three excellent Keynote speakers including *Professor Ibram X. Kendi*.

Registration and more information: <https://bit.ly/EqAbSeries>

- **Approved Action Items**
 - August 27, 2020 Board Meeting Minutes
 - August 2020 Treasurer's Report – a total of \$11,713,335.14 in receipts and \$5,106,204.77 in expenditures
 - Summary of Operations for August 2020 showing revenues of \$11,180,826.52 and \$7,715,798.42 in expenditures
 - Summary of Operations for June 2020 showing revenues of \$103,881,462.00 and \$102,309,047.08 in expenditures
 - Budget Administration
 - Proposed 2020-21 Original Budgets, United Way Initiative
 - Other Business Items
 - Contracts – September 2020
 - Approval to nominate the following 2020 PSBA Election of Officers:
 - President Elect – David Hein, Parkland School District (Lehigh Valley County)
 - Vice President – Sabrina Backer, Franklin Area School District (Venango County)
 - Treasurer, Michael Gossert, Cumberland Valley School District (Cumberland County)
 - Western at Large - Marsha Pleta, Washington School District (Washington County)
 - Section 2 Advisor- Aimee Kemick, Ridgway School District (Venango County)
 - Section 4 Advisor - Brian Petula, Lackawanna Trail School District (Lackawanna County)
 - Section 6 Advisor - Andrea Christoff, Mount Union Area School District (Huntingdon County)
 - PSBA Insurance Trust - Michael Faccinnetto, Bethlehem Area School District and Marianne Neel, PSBA Past President
 - School Board Secretaries Forum Steering Committee - Stephen Skrocki, North Penn School District and Tracy Long, Keystone Central School District
 - Acceptance of Board Member Resignation – Dr. Layne Lebo, Mechanicsburg Area SD
 - Policies & Programs
 - Second Reading, Revised Policies:
 - #103 - Nondiscrimination in Educational Programs/Services
 - Policy #104 - Nondiscrimination/Discriminatory Harassment-Employment Practices
 - #247 – Hazing
 - #317.1 - Educator Misconduct

- Second Reading, New Policy:
 - #824 - Maintaining Professional Adult/Student Boundaries
- First Reading, New Policies:
 - # 146.1 – Trauma Informed Approach
 - # 832 – Educational Equity
- Job Descriptions
 - Second Reading, Existing Position, New Descriptions:
 - Department Coordinator Technology
 - Application Architect
 - Application Support Administrator
 - Application Support Generalist
 - Application Support Specialist
 - Comprehensive Planning Support Specialist
 - District Technology Coordinator
 - Network Infrastructure Architect
 - Network Systems Engineer
 - Online Learning Support Specialist
 - PowerSchool Administrator
 - PowerSchool Specialist
 - Senior Software Engineer
 - Software Engineer
 - Software Project Manager
 - Systems Administrator
 - Technology Support Generalist
 - Technology Support Specialist
 - Telecommunications & Erate Administrator
- Personnel Items - See attached report

Executive Director’s Report

- See attached report/newsletter.

President’s Report

- Mrs. Jean Rice thanked all for their attendance.

NEXT MEETING: Thursday, October 22, 2020, 8:00 a.m., Board Room, CAIU Enola Office

2020-21 Board Meeting Dates

Time of Meetings: 8:00 a.m.

~~July 23, 2020~~

~~August 27, 2020~~

~~September 24, 2020~~

October 22, 2020

November 19, 2020

December 17, 2020

January 28, 2021

February 25, 2021

March 25, 2021

April 22, 2021

May 27, 2021

June 24, 2021 *Reorganization Meeting*

September 24, 2020 Approved Personnel Items:

A. RESIGNATIONS:

- **ERICA COOK**, Floater Teacher, Student Services Team, effective August 19, 2020. Reason: Personal.
- **SARAH DIEHL**, Educational Paraprofessional, Early Intervention Program, effective September 11, 2020. Reason: Personal.
- **MATTHEW GERKIN**, Floater Paraprofessional, Student Services Team, effective September 3, 2020. Reason: Personal.
- **JANA HOGG**, Educational Paraprofessional, Hospital Program, effective September 11, 2020. Reason: Personal.
- **PETER INTOCCIA**, Teacher, Multiple Disabilities Support Program, effective August 30, 2020. Reason: Personal.
- **JUSTIN MILLER**, Educational Paraprofessional, Autism Support Program, effective September 18, 2020. Reason: Personal.
- **KYLIE SHAFFER**, Certified Occupational Therapist Assistant, OT/PT Program, effective September 15, 2020. Reason: Personal

B. RECOMMENDED FOR EMPLOYMENT OR CONTRACT:

- **LAUREN GIBSON**, Paraeducator, effective date to be determined. Assignment: Educational Paraprofessional, Early Intervention Program with base salary of HS+48, \$25,441 for 190 days of service will be prorated based on the number of hours/days worked with additional new hire days as required. This is a replacement position funded through the MAWA budget.
- **BROOKE RATHFON**, Temporary Professional, effective date to be determined. Assignment: Speech and Language Clinician, School-Age Speech Program with base salary of Masters, Step 1, \$51,514 for 190 days of service will be prorated based on the number of hours/days worked with additional new hire days as required. This is a replacement position funded through the School-Age Speech budget.
- **KYLIE SHAFFER**, Paraeducator, effective date September 9, 2020. Assignment: Certified Occupational Therapist Assistant, OT/PT Program with base salary of COTA HS+30, Step 4, \$31,923 for 190 days of service will be prorated for a total of 175 days with additional new hire days as required. This is a new position funded through the OT/PT budget.
- **JENNIFER WHITCOMB**, Online Learning Support Specialist, CAOLA Program, effective date to be determined. Base salary of \$50,200 for 260 days of service will be prorated based on the number of days worked through June 30, 2021. This is a new position funded through the CAOLA budget.

C. CHANGES OF STATUS:

- **JUDITH HOFFMAN**, change from Floater Teacher to Teacher, Multiple Disabilities Support Program, effective September 8, 2020 – December 31, 2020. This change in status results in a change of salary to 100% of the Masters+15, Step 14 salary of \$71,953.