

# CAIU BOARD HIGHLIGHTS

*The following actions were taken at the **February 23, 2023** meeting, held in the Board Room of the Capital Area Intermediate Unit.*

***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 CAIU Retirees:** **Joanne Ruhl**, S/L Therapist, retirement after more than 20 years of service; **Johanna Tesman**, Psychologist, retirement after more than 21 years of service.
- **CAIU Health & Safety Plan** - On February 7, 2023, the CAIU Cabinet reviewed the CAIU Health and Safety Plan and made very minimal changes to dates only. It was available for the Board's review and for the record.
- **CAIU Team Reports:**
  - **Dr. Andrew McCrea, Director of Student Services**, recognized this month's retirees: **Joanne Ruhl** has brought valuable expertise to our Early Intervention program. She has a great reputation and will be hard to replace. **Johanna Tesman** has blazed the trail in Early Intervention program as she was the first school psychologist hired in EI and has shared her expertise for over 20 years. Congratulations! Dr. McCrea highlighted several Mission Moments on page 9 of the *All In* newsletter: Two feel good stories of staff taking the lead to help meet the needs of our students and a write up about our student paid interns at the Capital Area Early Learning Center. He also highlighted Sean Taney's change of status from Mental Health Worker to Social Worker in the personnel report. Dr. McCrea will be conducting school district contract meetings for school-age services for the 2023-24 school year over the next month.
  - **Maria Hoover, Director of Educational Services**, provided an updated on **CAOLA**: Holly Brzycki was recently awarded the Individual Excellence in Digital Learning award by the Distance Learning Collaborative (DLC) in recognition of her contributions to online learning over the past decade. Holly is the first PA educator to receive this elite award. The Distance Learning Collaborative is a well-known national organization that promotes and supports digital learning, and it is an honor to be recognized at this level. Our Online Learning Team presented at the PETE&C Conference for educators this month led by Jill Neuhard. Our online learning team presented on several of the sessions provided. **Special Projects update:** Brandon Carter is working closely with Cumberland/Perry Technical School in conjunction with a grant they received. He will be planning

and implementing training for staff and students around school climate and belonging in terms of ensuring that students feel a part of their school community as they come together from different school districts. Poetry Out Loud Student Opportunity: On Wednesday February 8, the CAIU's Arts in Education program hosted the annual regional Poetry Out Loud Competition. This year there were 9 participating schools which represented Cumberland, Dauphin, and Lebanon county. Students presented three recitations of selected poems. Cedar Crest High School's Alex Hanley was the winner and will be moving forward to compete at the state level competition being held remotely on March 13, 2023. Maria is continuing to visit school districts to meet with Curriculum Coordinators and Assistant Superintendents to gauge specific district needs to frame upcoming trainings and offerings based on district needs.

- **David Martin, Director of Technology**, shared his gratitude for Barb Geistwhite's assistance in testing our new technology solutions to meet the needs of the hearing impaired in our conference spaces. Dave also attended the PETE&C conference and gained some valuable information regarding the cyber security initiative. He was able to bring back some good information to assist with planning and procedures for the unique challenges that we are facing. We are hoping to receive the state grant funds in the near future. The need far exceeds the available funding. In order to maximize the funds received, we are entering into a consortium with our school districts. Currently, there are 17 districts involved. We will be making final job offers for several Cyber Security positions and hope to get these staff onboard soon.
- **Daren Moran, Director of Business**, highlighted his *Health Care* article in the *All In* newsletter. His hope is that our staff are able to pick up one or two tips to help them save money. The Business Managers group met yesterday and the meeting was very well attended. There are a lot of new faces around the table and people are collaborating and sharing to help support each other. They have created their own SharePoint site for sharing important documents and files, vendor list, contracts/agreement, etc. They are also looking to put together a consortium to create buying power to drive down rising costs for such things as copiers. The group also discussed cyber insurance.
- **David Walker, Solicitor**, thanked the Board for the opportunity to serve as the CAIU's solicitor. His team has hit the ground running and have already assisted the CAIU with multiple personnel issues.
- **Dr. Kevin Roberts, Assistant Executive Director**, shared his excitement to be at the CAIU serving in this role and his overall respect for the work and the staff. He's had a lot of great conversations with Cabinet and staff and is excited to be a part of the team. Dr. Roberts has enjoyed the opportunity to travel to several CAIU locations such as Diakon and Loysville and he will be visiting the Early Learning Center next week.
- **Lisa Klingler, Supervisor of Non-Public**, shared that about 200 students in Non-Public schools are economically disadvantaged students that benefit from Title I funds. Recently, Bishop McDevitt suffered a tragic loss of a high school student that staff and students were extremely affected by. Her crisis team of social workers went quickly into action to support Bishop McDevitt and implemented the PREPaRE model. A big thank you to Central Dauphin SD for their act of kindness by providing lunch to her support team and to Camp Hill SD for reaching out. These acts of kindness meant so much! Please be aware that our crisis services team are ready to assist any school district in need. They are also train the trainers.

- **Dr. Andria Saia, Executive Director**, provided an overview of the Executive Director's Report *All In* newsletter. She highlighted the front page of the *All In*, which was a picture of the fused glass mural that was created by our staff at our annual All Staff Day and will be hung in our middle lobby. In addition, Dr. Saia continues to focus on dignity and belonging in her article *Affirming Differences and Uniqueness*, a standard of dignity. You are invited to attend a 3-part series starting in March, Leading with Dignity, presented by Dr. Donna Hicks. Please let Dr. Saia know if you would like to attend. Please save the date: Champions for Children Annual Bingo event on April 14. Please help support this great cause.
- **Rennie Gibson, Board Secretary**, reported that the 2022 Statement of Financial Interest forms are due to her by May 1, 2023. Immediately following today's meeting, there will be a new Board Member Orientation and professional photos.
- **Board Member Sharing**
  - Status of CAOLO 3.0: A team of CAIU administration and school district superintendents worked on a SWOT (strengths, weaknesses, opportunities, threats) analysis of the program. Results will be reviewed at the upcoming superintendents conference this spring. The plan is to create a Superintendent's Advisory Committee for CAOLA. In addition, we will be doing a strategic plan specifically for CAOLA.
  - Melanie Gurgiolo reported on the good publicity their resource officers Capers and detective Gibbs are getting. Click [HERE](#) for ABC news report.

## APPROVED ACTION ITEMS

- **Approval of Board Minutes** - January 26, 2023
- **January 2023 Treasurer's Report** – a total of \$7,715,306.63 in receipts and \$8,120,625.88 in expenses
- **Summary of Operations for January 2023** showing revenues of \$71,156,392.12 and \$55,256,090.73 in expenses
- **Budget Administration**
  - Proposed 2023-2024 General Operating Budget (Second Reading)
- **Other Business Items**
  - February 2023 Contracts
  - Change in PNC account
  - Acceptance of Board Member Resignation/Recognition – Acceptance of Board Member resignation from Terry Cameron, Greenwood School District, effective 2/21/23 per email notice. Reason: Mr. Cameron is no longer serving on the Greenwood School District Board.
- **Policies & Programs**
  - Second Reading, Revised Policy #815 - Acceptable Use & Attachment
  - Second Reading, Revised Policy #816 - Social Media
  - First Reading Revised Policy #011 - Principles for Governance & Leadership
  - First Reading Revised Policy #202 - Eligibility of No Resident Students
  - First Reading Revised Policy #204 - Attendance
  - First Reading, Revised Policy #221 - Dress and Grooming
  - First Reading, Revised Policy #251 - Students Experiencing Homelessness/Educational Instability
- **Job Descriptions**
  - First Reading, New Job Description – Supervisor Safety and Security
- **Personnel Items**
  - See attached Personnel report and Addendum

## EXECUTIVE DIRECTOR'S REPORT

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

## PRESIDENT'S REPORT

- Jean Rice thanked the Board for their attendance.

**NEXT MEETING: Thursday, March 23, 2023, 8:00 a.m., Board Room, CAIU Enola Office**

**2022-2023 Upcoming Board Meeting Dates - *Time of Meetings: 8:00 a.m.***

January 26, 2023

April 27, 2023

February 23, 2023

May 25, 2023

March 23, 2023

June 22, 2023 *Reorganization Meeting*

## February 23, 2023 APPROVED PERSONNEL ITEMS:

### RESIGNATIONS

**PAMELA GELBAUGH**, Personal Care Assistant, Autism Support Program, effective June 9, 2023. Reason: Retirement after 30 years of continuous CAIU service.

**LEVI HAYES**, Network Systems Engineer, Technology Team, effective February 28, 2023. Reason: Personal.

**SALLY MENTZER**, Program Assistant, CAOLA Program, effective June 30, 2023. Reason: Retirement after more than 7 years of continuous CAIU service.

**TYLOR MILLER**, Technology Support Specialist, Technology Team, effective February 17, 2023. Reason: Personal.

**RYAN MORAN**, Program Assistant, CAOLA Program, effective February 10, 2023. Reason: Personal.

**ABIGAIL SPIEGEL**, Inclusion Consultant, Early Intervention Program, effective March 13, 2023. Reason: Personal.

**TIFFANY STONE**, Program Secretary, Early Intervention Program, effective February 24, 2023. Reason: Personal.

**TESSA ZIMMERMAN**, Teacher, Early Intervention Program, effective March 3, 2023. Reason: Personal.

### RECOMMENDED FOR EMPLOYMENT OR CONTRACT

**CHANDRA BURKHOLDER**, Paraeducator, effective date to be determined. Assignment: Educational Paraprofessional, Autism Support Program with base salary of HS+48, \$27,075 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 new position funded through the Autism Support budget.

**SARAH DIEHL**, Paraeducator, effective February 27, 2023. Assignment: Educational Paraprofessional, Early Intervention Program with base salary of HS+48, \$27,075 for 190 days of service will be prorated for a total of 63 days with additional new hire days as required. This is a replacement position funded through the MAWA budget.

**MEGAN HESS**, Temporary Professional, effective February 14, 2023. Assignment: Inclusion Consultant, Early Intervention Program with base salary of Masters+45, Step 7, \$63,519 for 190 days of service will be prorated for a total of 70 days with additional new hire days as required. This is a replacement position funded through the MAWA budget.

**KEYA SHELL**, Program Secretary, ANPS Program, effective date to be determined. Base salary of \$40,163.78 for 260 days of service will be prorated based on the number of days worked through June 30, 2023. This is a replacement position funded through the ANPS budget.

**AUBRIE WINGERT**, Paraeducator, effective date to be determined. Assignment: Personal Care Assistant, Emotional Support Program with base salary of HS+48, \$27,075 for 190 days of service will be prorated for a total of 63 days with additional new hire days as required. This is a new position funded through the Emotional Support budget.

**SAMANTHA WOODSON**, Temporary Professional, effective date to be determined. Assignment: Inclusion Consultant, Early Intervention Program with base salary of Masters, Step 5, \$56,629 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.

### CHANGES OF STATUS:

**MEGAN FRANZEN**, Intern, from active to inactive status, effective February 2, 2023. Did not start employment based on removal from the Carlisle Area School District co-op program.

**DAVID LAPLANTE**, from Mental Health Worker to Long Term Substitute Teacher, Emotional Support Program, effective February 14, 2023 – June 2, 2023. Change of status results in a change of salary to \$50,920 which is based on a Bachelors, Step 1 placement on the current salary scale. This is based on 190 days of service and will be prorated for a total of 73 days.

**JANET PENICA**, from Educational Paraprofessional to Long Term Substitute Teacher, Loysville Youth Development Center, effective February 21, 2023 – May 15, 2023. Change of status results in a change of salary to \$50,920 which is based on a Bachelors, Step 1 placement on the current salary scale. This is based on 190 days of service and will be prorated for a total of 50 days.

**SEAN TANEY**, from Mental Health Worker to Social Worker, Emotional Support Program, effective January 27, 2023. Change of status results in a change of salary to \$53,947 which is based on a Masters, Step 1 placement on the current salary scale. This is based on 190 days of service and will be prorated for a total of 85 days.

**ANNAMAE WALKER**, from Long Term Substitute Occupational Therapist to full-time Professional Occupational Therapist, OT/PT Program, effective February 1, 2023.