# CAIU: ALL IN!

# **CAIU: CREATING NEW SPACES FOR GREAT WORK**

### **DID YOU KNOW?**

### ANDRIA SAIA

Ten years ago, the CAIU and its member districts in our region got together to form the Capital Area Online Learning Association ("CAOLA"). Today, with 121 districts and just shy of 9,000 students who completed 58,714 courses last year, CAOLA is the largest online learning consortium in Pennsylvania.

Why did public schools enter the cyber world? With the growth of cyber charter schools, districts wanted to be able offer their students the ultimate in flexible solutions for students via an online platform, while addressing the concerns that plague cyber charters:

- Better student outcomes.
- Allowing students to maintain their connection to their school and all its activities.
- Transparent fiscal stewardship of taxpayer dollars.

CAOLA more than met the challenge for districts, and as a result has grown every year since its inception. Students can take one or all of their courses online, engaging with rigorous curriculum and supported by PA certificated teachers. CAOLA can fill a temporary need caused by injury or illness, the need for credit recovery or a flexible schedule, as well as the need for a specific course. CAOLA can also assist a district in meeting a specific content need, such as offering unique STEM or foreign language courses.

CAOLA also provides districts with the flexibility to make it theirs. Districts brand the program as their own online program, with CAIU providing assistance with the development and management of the program, including options for student support, back office administration, technology and free professional development.





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# **CAIU: ALL IN!**

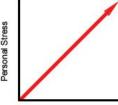
## **CAIU: NEW SPACES**

### ANDRIA SAIA

Last school year, parts of the Enola office underwent construction to fulfill the 18-19 action steps from our Comprehensive Plan goal to "improve efficiency of space and facility usage at the Enola office to support the CAIU business practices, employee collaboration, and anticipated future growth."

While many facility projects were accomplished last year (big shout out to everyone that made them possible), I want to bring your attention to the "Capital Commons" and the "The Hill." These are spaces that are located at Enola and were specifically designed to be a home base for our traveling (itinerant) staff, as well as, a place for all employees to collaborate, celebrate, and get together to do great things.

What does physical space and being great have to do with one another? We have all been in spaces that make you feel great, and spaces that make you feel, at best, uninspired. Environment can facilitate or discourage interactions, influence mood, create or reduce stress, impact



Environmental Stress

productivity, and generally, make work easier or harder.

Physical surroundings are clearly important, so to the extent we have the control to do so, the plan was to create spaces that feel great, spark joy, and bring people together.

A nice space wasn't the only purpose for these rooms. As we are often at our greatest when we are collaborating with others, we sought to create space that fostered it. Even in the often solitary work of teaching, teamwork increases job satisfaction, task completion, creativity, and motivation.

How do you build great teams? Opportunities to build relationships. Shared spaces is one way to promote these important practices.



variable seating, availability of quiet rooms (Capital Commons), as well as formal and

**Capital Commons** 

informal settings. There are spaces for one, a

interactions. Perhaps

most importantly, the

couple, and groups of a variety of sizes to promote connectivity and foster causal and intentional



**Capital Commons** 

me know.

Not at Enola? Your ability to choose your work environment in your location may be fairly limited. Never fear though, the possibilities of having a space that supports to be great are only as limited as your imagination. How might you think Student Services

about your space differently? Buck the tradition of doing things as they have "always been done". Can you hang an inspirational quote or a piece of art you love? I have hung pictures of a window with a view when I had no window. Can you adjust the lighting with shades, or cultivate a plant or two? By the way, the benefits of having

plants around you are tremendous and well documented!

The Hill

spaces allow staff another option when choosing their work environment. I want to encourage our travelers to check out the Capital Commons and The Hill the next time you need a place Rosemary Braught - A Camp Hill School District staff

To support providing itinerant staff with a

comfortable spot to land and providing space for

Commons and The Hill provide a range of spaces –

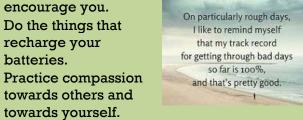
but desired! Do you need something else? Please let



worked with such a great group of people!" ~ Keisha Cree

CAOLA Helpdesk Team - "The CAOLA Support Helpdesk team has been incredible, timely, supportive, patient, and hardworking during the start of the 2019-2020 school year. They have answered an extensive amount of helpdesk tickets and worked as a team to get our year off to a great start. We LOVE them and appreciate them so much! We would not know what to do without them!" ~ Holly Brzycki

to work or meet. Your feedback is not only welcomed person made a point of seeking me out to share the following about Rose's work with SBAP programming. "SBAP was new to me this year in the district. It is very complex and rather non-intuitive. Rose has been working with me and her assistance is PRICELESS! It is like pressing the 'easy button!' Thank you SO much!'' ~Alicia McDonald, Director of



Find a mindfulness practice that works for you (deep breathing, five minute meditation, apps like calm or headspace).

It's September, the kids are back and work is in full swing.

Now is the time to talk about self-care. First step, find the

selfish nor a sign of weakness. Second, acknowledge that

as professionals in the business of serving others, we must "put our masks on first" so that we can continue the critical

• Find your Soul Tribe - make connections with others

space in your thinking to accept that self-care is neither

work of changing lives. Third, try one or more ways to

Want to read more? https://tinyurl.com/y5cnt25d https://tinyurl.com/y4optam7 https://tinyurl.com/jaw7bma

### **CAIU Compliments**

### **CAIU STAFF IN ACTION**

Executive Director

practice self-care, such as:

that support and

batteries.

ANDRIA SAIA

**CAOLA Team** - "I was nervous prior to starting for my first day, but the moment I walked in, that anxiety melted away. cross functional and team collaboration, the Capital Everyone on the CAOLA team has been incredibly patient, supportive and welcoming to me from day one. I've never





are at Mechanicsburg Area School District with the service from Kristen Gross as our CAOLA liaison. I really can't say enough about the work she does for our students and our district, and there are numerous people here who feel this way." ~ Tim Bianchi, Assistant Principal, Mechanicsburg HS

Kristen Gross -"I just wanted to let you know how happy we

**Stephanie Kramer** - "Stephanie is always fantastic about communicating any and all changes regarding her caseload so that adjustments can be made in the most efficient and effective manner. She does her best to manage her schedule, working independently to do what is best for those she serves. She always does it with a great, positive attitude that can't help but be infectious!"~ Meghan Harvey

Terry Reed – "As a van driver, I sit every day and wait, and watch. Terry Reed, is just phenomenal with her interactions with kids. Her students seem to idolize her. I just wanted to pass this along as a pat on the back for her, as well as everybody else that trains here so they can take on the task of making these kids feel great about themselves." ~ Barbara S. Bus Driver



To foster collaboration, can you change up the seating or arrangement of your space? Can you create your own version of a "collaboration corner" or other location just for the purpose of working with others? Can you make time to meet up with peers in an unconventional space, maybe even outside on a lovely day?

Within the wide world of possibility, how can you better support yourself, others, and your collaborative creativity within the space(s) you have?

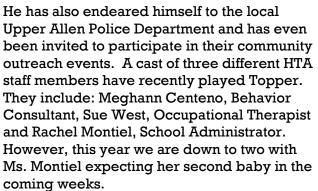
# Student Services



### ALICIA MCDONALD

### **Hill Top Academy's Mascot**

We wanted to take this opportunity to formally introduce you to Hill Top Academy's beloved mascot "Topper". Topper is a Yellow Lab, just like many of the past and present therapy dogs at the school. As you can see by the pictures, Topper is a student favorite and tremendous community ambassador. Topper may be spotted at Hill Top Academy PBIS events and brings instant excitement and joy to students big and small.



Those that have had the good fortune to step into the costume and assume the alter ego have all reported that it is LOADS of fun! If you would like to meet Topper or experience a PBIS event at Hill Top, just let us know!









# **Tech Services**

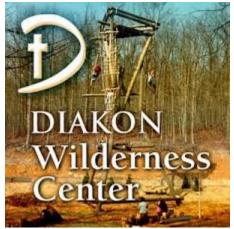
### **DAVE MARTIN**



### **CAIU Helps Broadband Reach A Remote Location**

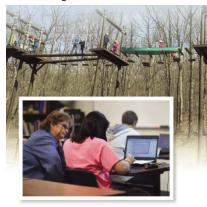
Access to the Internet has become a regular part of life for most, but in many remote or rural areas, there remains a "digital divide" where there just is no access to broadband wireless. Internet access, or lack thereof, is an incredibly important component of equity and access in our communities and for our students. In our increasingly digital society, education is more and more reliant on internet access. The impact is so great, that the legislature and the Governor of Pennsylvania are working to provide wider access across the rural part of the Commonwealth, and at a Federal level, legislation looking to tackle the nationwide digital equity gap was introduced this year. Thus, it is not surprising that in preparation for additional incoming students from the United Methodist Home for Children, Daikon Wildness School looked to expand its network to ensure access was available for their students.

Knowing, the best solutions reached via collaboration with others, Keith Watson, a supervisor from CAIU



Student Services got involved. He contacted the CAIU Technology Services team to determine the feasibility of expanding their Diakon Wilderness School's Internet Access to the George Hall, a building on Diakon's campus.

The CAIU Network Team visited the Diakon Wilderness School to assess the situation and problem solve. Working with the Director of Information Technology at Diakon Youth Services, the Network Team obtained permission to use their existing cabling, and connected the classrooms to the CAIU via Cisco



switches and wireless access points so that the students and staff could start the year off right with the much needed access to online resources.

"Getting broadband to Diakon has been a challenge for years due to their remote location. We are excited about providing this connectivity

to the students and staff so they can access educational resources," said Jim Brill, CAIU's Technology Infrastructure Supervisor. In addition to providing broadband, with greater access to the internet comes the opportunity for enhanced versatility and usability for the increased number of SMART Boards (Interactive Digital Whiteboards) Diakon has invested in to enrich their classroom instruction. This will be a connected year for all the students at Diakon, thanks to CAIU.

# Educational Services

### **BRIAN GRIFFITH**



Guest Teacher Training On September 4-5, the Educational Services and Human Resources teams collaborated

to train 14 Guest Teachers. During this training participants received instruction on topics such as professional standards, legal requirements, instructional strategies, behavior, and technology. Several principals from school districts in our region attended the second day of the training and answered questions about expectations of substitute teachers in our districts. Participants were guided through the process of applying for an emergency permit to substitute teach and received their permits from PDE by the end of the second day.

### **Teachers Earn Digital Badges**

The topic of teacher professional development has dominated discussions about teacher quality and retention for years. While some progress has been made, there is still no standardized means for teachers to develop a portfolio of credentials aligned with the always-evolving set of skills and strategies they bring to their classrooms. Digital badging has arrived on the scene as a leading

contender to close this gap and help provide teachers with a clear path to professional growth, and the



of a skill or achievement

micro-credentials to prove it.

This initiative has been developed through the support of a CAIU Innovation Grant under the leadership of Jill Neuhard, CAIU Program Supervisor.

Congratulations to the following educators who were in the first cohort to earn digital badges through the CAIU's new Micro-Credentialing process for personalized professional development:

- **Carrie Budman**, Camp Hill SD -Providing Technology Resources
- Megan Motto, Dauphin County Tech -Engaging in Continuous Learning about Technology Coaching

- Erin Witters, Mechanicsburg Area SD -Kind Critiquing
- Sean Burke, Middletown Area SD -Creativity to Support Student Learning in a Digital Learning Environment

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- Gabriel Foust, Millersburg Area SD -Neuroplasticity: Educators as Brainchangers
- Adam Hinton, Susquenita SD -Communication to Support Student Learning in a Digital Learning Environment
- Terrance Shepler, Susquenita SD -Creativity to Support Student Learning in a Digital Learning Environment
- Sandy Bixler, Upper Dauphin Area SD -Designing for 21st Century Global Problem Solving
- **Danielle Klemick**, Upper Dauphin Area SD -Using Research to Inform Teaching



# **Business Services**



### DAREN MORAN



With recent changes in CAIU administration, I

have been tasked with overseeing the

operations of the Intermediate Unit. When you go to college for accounting and are responsible for an 80,000 square foot office building, you quickly realize that you have a lot to learn. The first thing I learned in my new role was to lean on the experts that we have. Len Kapp is the CAIU's primary contact for safety and security and if you sat through any of his opening program day speeches, you know why. I am using my time this month to share some key points that I took from Len's opening day remarks on the status of safety and security in education but most importantly, the safety and security of the CAIU staff and buildings. Just in our region there are a number of very active Safe School job-alike groups that meet regularly and engage with first responders: Cumberland County Safe Schools, Dauphin County Safe Schools, PASBO Central Region School Safety Managers, and many others that Len attends to stay abreast of current best practices. Internally, the CAIU has a Core Safety Team as well as a Workplace Safety Committee, and many of you are familiar with a variety of initiatives related to bullying prevention, trauma informed care, See Something-Say Something, the new Safe2Say holline, and others.

Len gave a few key tips during his opening day presentation that I thought were worthy of repeating. First, ensure that you are aware of the emergency response procedures for your location. Many staff are assigned to classrooms located in school district buildings. As such, you are to be included in, and aware of the safety and emergency response procedures for your specific building. If you are currently aware and involved, you are in great shape, but if not, please make it a point to further familiarize yourself with the building specific plan(s) where you are assigned. For our itinerants this could be a little more complicated because you visit multiple buildings. Please try to become as familiar as possible with procedures in multiple buildings. If you are having any difficulty obtaining the information you need, please contact your supervisor.

Regardless of where you are assigned, the second safety tip I want to share is to be familiar not only with the primary emergency exit, but also with the building layout. Are there secondary exits nearby? Are there stairwells or hallways that are confusing or do not lead to an exit? A few minutes familiarizing yourself with the floorplan of your building will be worth it; you may not always be in your classroom when an emergency occurs.

Lastly, but perhaps most importantly, practice being more situationally aware of your surroundings. Situational awareness of what is happening around you allows you to identify a potential safety risk and respond as quickly as possible. Further, it is not just being aware of safety risks, but also where support or aid may be found. An example is knowing where first aide or an AED can be located. Many of you regularly work with children to help them to be aware and practice their responses to emergencies. Apply that same practice to your daily life and your safety awareness will go up. You will be more prepared, and most importantly, you will feel more confident in your response, lowering the stress that comes with reacting in an emergency. Have a great, SAFE year!

Schools are currently investing more in safety and security than they ever have in the past. School safety and security is an ongoing, ever-changing improvement of existing plans in anticipation of what might be, not what just happened. You can see the increases in the allocation of resources simply by looking at the number of meetings and professional development to discuss the topic of safety.

Let's have a fun and safe school year!!



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# **CAIU: ALL IN!**

# **HR & COMMUNICATIONS**



### TOM CALVECCHIO

We are happy to announce that our communications team and Cumberland Valley School District will be partnering up on a presentation at the 2019 Keystone Education Security Summit! This one-day event, held on November 16, 2019, is geared to inform and

prepare superintendents, business managers, tech directors, and other school district administrators regarding cyber security. CAIU's Amy Beaver, and CVSD's Tracy Panzer will host a workshop on cyber-security, crisis communication, and offering tools and tips for effectively navigating high-leverage situations.



The HR team is busy aligning the new

Frontline Education solution for Recruiting and Hiring, as well as for Time and Attendance. Team Directors have been supportive in assisting with these initiatives on their own teams, and CAIU expects to operate a fully paperless payroll process for its timesheet employees by the 9/30 pay cycle. HR has hosted a number of group

and individual training sessions for staff needing extra support. Please contact Human Resources, should you have any additional questions.



**<u>CAIU Facebook metrics</u>**: People "*like*" us! Facebook recently shared some analytics with CAIU on the success of its recent increase in Facebook activity.

During our last evaluation period, the CAIU's total reach increased from 126 views per post to 809 views per post, completely based on organic growth! Our concentrated efforts to share the good news at CAIU has increased **our DAILY reach** by more than 540%. Please continue to let us know if you have something great to share, or want to give a fellow colleague a CAIU compliment.

Last week, HR sent out a reminder to all staff to complete opening week



documentation in accordance with CAIU Board Policy. <u>All CAIU</u> <u>employees hired prior to June 1,</u> <u>2019, must complete this</u> <u>documentation</u>. <u>Employees hired</u> on June 1, 2019, or after, and contractors, do NOT need to complete this paperwork. As in prior years, the documentation is set up as a course in the SafeSchoolsPA

website. The course is entitled "2019-2020 Opening Week Documentation." Staff can login to the Safe Schools system at <u>https://caiu-pa.safeschools.com/login</u>, or from the link on the Employee Quick Links of the CAIU website. Please contact HR with any questions!

# **OPPORTUNTIES FOR GROWTH**

### October, 2019

10/1/2019

- AAC & SLP Networking
- Carnegie STEM pathways 10/2/2019
- Coding in First Grade
- Regional Instructional Tech Collaboration Day

10/4/2019

PBIS Coaches Know

10/9/2019

- Assistive Technology Options for Communication
- Executive Functioning
- iPad Accessibility Features

10/10/2019

ELD Networking

10/14/2019

• First Aid, CPR, AED 10/16/2019

• Tier I Assistive Tech. Process Training



*"Change in inevitable, but transformation is by conscious choice."* ~ Heather Ash Amara

### 10/17/2019

- Tier II Assistive Tech. Process Training
- 10/18/2019
- Desert Storm
- Using Core Vocabulary: Classroom and therapy Ideas 10/24/2019
- School to Workforce Connections A Cultural Shift 10/29/2019
- Tier III Assistive Tech. Process Training 10/30/2019
- Assistive Technology for Academics
- Text Dependent Analysis

**Check Out all the offerings at 48 C.A.R.A.T.S.:** https://48carats.caiu.org/48caratsDN2/LogIn.aspx



Are you doing what you love to do? There is nothing better than showing your passion for the work we do with a bold fashion statement! Cheers to Lara Borne and her impromptu "I love my job at CAIU" t-shirt! Lara, along with Jamie Gordon, Sarah Hancock, and Michelle Straw led a training session for safety care recertification with preschool staff during their first week back from summer break. New staff will participate in initial safety care training on 9/27 and 9/30.





# **CAIU Professional Learning Series for Support Staff**

Each year, the CAIU Administrative Assistants develop a series of professional learning engagements directed specifically to our support staff and this year is no different.

In addition to several great speakers, we are offering virtual training opportunities through New Horizons Computer Learning Center for our support staff. These sessions are available **NOW** and offer unlimited training opportunities on the most popular Microsoft Office and Adobe classes for an entire year (August 2019 – September 2020). **One seat per day in one class per day is available for an entire year.** Check out all the NEW opportunities for virtual learning on New Horizons. Click <u>HERE</u>

Consistent with our vision and mission, we are dedicated to developing our staff and our partners to be great and change lives.

Please take advantage of these opportunities for learning, growth, and networking!

**Registration is now open for all sessions on 48 CARATS.** 



# CAIU WELLNESS COMMITTEE - HEALTH & WELLNESS FAIR

### **RENNIE GIBSON**

On August 13 and 26, the CAIU held their first Health & Wellness Fair, organized by the CAIU Wellness Committee: Vickie Armstrong, Beth Fitzpatrick, Joy Forry, Rennie Gibson, Dave Martin, Jen Neusbaum, Gillian Withers.

The committee created two amazing days dedicated to the self-care of our staff. Feedback from vendors and participants was overwhelmingly positive. UPMC said they did 50 wellness fairs in April and THIS one was extraordinarily well organized and attended.

A variety of local vendors were onsite and provided a wealth of information, exhibits, and screenings on relevant health and wellness



topics such as, bone density screening, blood pressure testing, smoking cessation, nutritional information, cancer awareness, hormone balance, and holistic healing through essential oils. CAIU's Employee Assistance Program, Mazzitti and Sullivan, provided information to raise awareness of the many services available to our employees. Various fitness professionals attended to promote a variety of local options for health and fitness. There were also opportunities for our staff to relax and release some tension through chair massage and Reiki. In addition, a variety of fitness classes were offered to get people moving and having some fun! Many staff participated in one or more of the information sessions led by Capital Blue Cross. There were several sessions offered that promoted healthy habits and stress management techniques.

Staff were encouraged to take time out of their work day to take advantage of the many opportunities. The event was completely free and included many exciting participation prize giveaways. Congratulations to all those that walked away with one of the amazing prizes!

A big *thank you* to the Wellness Committee and to a very supportive administration for bringing so many wonderful opportunities to the CAIU staff!

### THANK YOU to our local participating vendors:

- Capital Blue Cross
- o Whitebear Energies
- o Jack Rentzel
- o Be Balanced
- o UPMC
- o Kelly Carothers, Essential Oils
- Mazzitti And Sullivan
- Powertrain Gym
- All Abilities Zumba
- o Absolute Pilates
- o Deborah Behney, Nutritionist
- A'Mas Tumer, Personal Trainer
- o Gillian Withers
- o American Cancer Society



Stay tuned for more exciting Wellness Activities and Programs in 2019-20!







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# Help Wanted!

Do you want to know what positions are open at the CAIU? Below is a list and a link to our application portal.

Know someone looking - please share!

- Maintenance
- Paraprofessionals
- Teacher(s)
- Audiologist
- School Psychologist
- Speech Pathologist

Link to CAIU Job Search:

https://www.applitrack.com/caiu/onlineapp/



# <text>

# State of the Union

Here are five emerging education trends from NEA Today that you will hear about in 2019-2020:

1. **Trauma-Informed Education** - Educators heard a lot about trauma-informed or trauma-sensitive education in 2018. At the NEA Representative Assembly (RA) in July, RA delegates committed NEA to continue educating members about the negative effects of traumatic experiences on students' ability to



learn and to share strategies to help, and it is a growing feature of union- or district-led professional development.

2. **Educators Prepare for 2020** - The coming year promises more educator-led action, especially as support for #RedforEd goals grows among parents and communities. Educators are ready to make their presence felt in this election and play a vital role in choosing who will become the next President of the United States.

3. **Virtual Reality in the Classroom** – With VR tools, students can "time travel" to different historical periods, experience different possible careers, or travel to places all over the world without leaving the classroom. "We're always looking for tools to transform learning," says Trudeau, Chicago Innovation Specialist. "When you're working with middle school students, and they say they don't want to leave your class, you know you have something magical!"

4. **Self-Care for Educators** - A new business item at NEA's Representative Assembly this summer, requires the NEA to promote mental health and post-trauma supports for educators. The need for educator "self-care" should be considered just like the practice among airline passengers to "secure their own oxygen mask before helping others."

5. Scrutiny for Charter Schools - An NEA "report card" issued in May found that found that nearly every state in the country is failing to require adequate oversight over the charter school sector.

- The Window for **CAIU Service Projects** for 19-20 is open! It is time to rise by lifting others! Looking for a project? Check out 48 C.A.R.A.T.S. Click on the link for details about service projects: <u>https://caiu-employee.caiu.org/welcome/hr-contact-list/caiu-service-project</u>
- October is Tackling Hunger Month Please take time to donate to your local food bank and participate in the Wellness food drive at CAIU!
- On July 2, Governor Wolf signed legislation requiring trauma informed education for school staff and board members on recognizing the signs of trauma, best practices in trauma informed approaches, and the signs of secondary trauma on school staff.
- October is FULL of Celebrations! Don't forget to share your appreciation and thanks with our Principals, Custodians, Techies, Bosses, and OTs that make CAIU great!

# **District Spotlight: Harrisburg School District**

On June 17, 2019, the Honorable Judge William Tully of the Dauphin County Court of Common Pleas, granted the PA. Department of Education's Petition to Appoint a Receiver for the Harrisburg School District pursuant to Section 671A of the School Code, and more specifically appointed Dr. Janet Samuels as the Receiver.





Dr. Samuels eliminated 14 administrative positions on July 2, 2019, including the Superintendent, and engaged Dr. John George from the Montgomery County Intermediate Unit and his team to take over all administrative functions, working to clean up processes and procedures, stabilize finances and student enrollment, and support the School District in fulfilling its mission to educate the students of Harrisburg.

# CAIU: ALL IN!

CAEA pital Area Education Association

Dr. Janet Samuels and Dr. John George

At the CAIU Superintendent's Advisory Council meeting, Dr. George reported that Harrisburg now has a top notch administrative team in place, and they are working through the process of

collecting and reviewing the data necessary to understanding the District's financial status. They have also worked to tackle staffing, and ensured that every student had a classroom teacher this year. He reports that he has a good working relationship with the Union and that they are working together to improve the District's status for staff and students.



**Opening Day 2019** 

Dr. George's team is fully engaged in the work that will allow the District to stabilize and begin to improve academic outcomes. The community response is hopeful, as evidenced by a tremendous enrollment surge this year, and a great opening day. All of the Superintendents in the region offered their support to Dr. George and his team, knowing that as Harrisburg gets healthier, all the Districts around Harrisburg will benefit as well.

Do you have a story for *ALL IN*? Do you know a member of the CAIU family we should recognize? Please send all stories and ideas to <u>asaia@caiu.org</u>