



# Board Matters

A Synopsis of the Chester County Intermediate Unit Board of Directors Meeting

Wednesday, November 19, 2008

## Items of note

The Chester County Intermediate Unit Board of Directors held their monthly meeting on November 19, 2008 at the CCIU Educational Service Center in Downingtown from approximately 8:15 to 9:15 p.m. The following items were discussed:

1. Overall enrollment at the Center for Arts and Technology and Technical College High School has grown nearly 20% over the 2007-08 school year.
2. The CCIU is going paperless! The IU has set as a goal for this year to go paperless as much as possible. The first project electronic FAXing, a paperless system that allows FAXes to be sent and received electronically, is underway. Other paper systems to be targeted include: electronic time cards, employee leave requests, expense reimbursement submission forms, medical reimbursement submission forms, paychecks, purchase orders and invoices.
3. Approximately 1,200 participants from Chester county and beyond attended this year's countywide inservice on November 4. The CCIU coordinated over 50 programs by experts in the fields of gifted education, guidance, the arts and humanities, family and consumer sciences, nurses, library, education technology, English as a second language, world languages, special education speech, psychologists, and physical and health education.
4. The Child and Career Development Center (CCDC) was a featured story on the local news regarding a family of a child with special needs from Florida. The parents conducted a national search to find the best school for their son, and as a result relocated the entire family to Chester County so that their son could attend the CCDC.
5. The CCIU Speech and Language Support Services program has developed a comprehensive manual on school-based speech and language programs. The manual, entitled, *Speech and Language Support Services in School-Based Program*, is available to Chester County school districts.
6. The Preschool Special Education is currently serving 1,732 eligible children throughout Chester County. This represents an eight percent increase from this time last year. The enrollment has been increasing at the rate of 12 to percent annually for the past five years.

## Finance items

The CCIU board of directors approved the following financial items:

- CCIU financial reports for September and October 2008
- Sale of vehicles through competitive bid process
- Routine budget approvals (19) and revisions (4)
- All recommended service agreements, routine contracts, and lease agreements

## Old business

The CCIU board of directors approved:

- A new bullying/cyber bullying policy
- Revision of the public records inspection and duplication policy

## New business

The CCIU board of directors considered, in first reading, an energy conservation and management policy.

The CCIU board of directors approved the following action items:

- Award for lawn care and landscaping services for the CCTCHS.
- Contracting for daytime security services at the CCTCHS.
- Participation in the complete PSBA policy manual development service.
- Conference requests for executive director.
- Conducting the 2009 IU board election and 2009-10 IU budget approval procedure by mail ballot.

## **Personnel actions**

The CCIU board of directors approved:

- Adopting the CCIU #24 403(b) Plan Document for Public Schools.
- Agreement with Employer Admin Services, Inc. as CCIU's 403(b) Plan third party administrator and Kades-Margolis Corporation as CCIU's 403(b) consulting company to assist with compliance with new 403(b) regulations
- Allowing all CCIU employees to contribute to the IU's 457 plan.

The board also approved all recommended personnel action items, including: routine terminations/resignations/retirements; nominations; changes in status; creation and modification of positions; supplemental salaries; and pay rates.

**The next CCIU board of directors meeting will be held on Wednesday, January 21, 2009 at 8:00 p.m. at the CCIU Educational Service Center.**