



CAPS Collaborative

Board Meeting

Director's Report

March 9, 2016

Staffing Update: February has seen several staff changes here at CAPS. Our BCBA, Theresa Taylor, has resigned mid-year leaving us with a bit of a problem. I have advertised and reached out to numerous resources but still have not found a suitable replacement. We may need to go with an agency to fill the void. This solution will be temporary as it will be costly. We have also had a resignation of one of our school nurses. The position was filled with an in house nurse who requested a program change. Alison Joyce was hired to fill the vacant position. In addition, a middle school teacher, who was on a leave, submitted his resignation. The position has been posted and several applicants will be interviewed next week.

Program Update: Our enrollment continues to go up and we are very pleased with where we are at with all programs. The student profiles in all of our classrooms has become more and more complicated each year. We have been having very good conversations around program needs and the type of supports needed to meet the needs of the student population. I have also been holding meetings with district leadership from several area districts that are not CAPS members. In highlighting our programs, there is always interest in our medically fragile programs as well as our programs for the deaf. I think these disabilities types continue to be underserved populations in our geographic area.

Employee Handbook Review: In an effort to continue to build staff relationship, I have established a committee to review our current employee handbook. The handbook has not been reviewed in quite a while and some verbiage is quite harsh in nature. In the review process we will look at procedure and policy. Any potential changes will be reviewed with the policy subcommittee. I will keep the board informed about the progress of this committee's work.

Classroom Space: We are very fortunate to have such wonderful relationships with our area districts who house some of our programs. We realize that many of our member districts are



going through tough fiscal constraints and are looking at their own building capacity. With that in mind I have been making inquiries regarding our current classroom locations. Please keep us in the conversation around any of your district building changes that might affect our programming. If I need to find new space I would want as much heads up as possible due to the unique nature of some of our program needs. Keep in mind changes at the district levels regarding space, contract services, or consultation can and would have direct impact on the CAPS budget.

MOEC Program Guide: Working with the other Collaboratives in the state the MOEC group is in the process of creating a state wide Collaborative guide similar to the MAPPS book the private day and residential schools produce annually. This will be a good marketing tool and help districts with finding programming in their areas.