

# Clelian Heights Newsletter

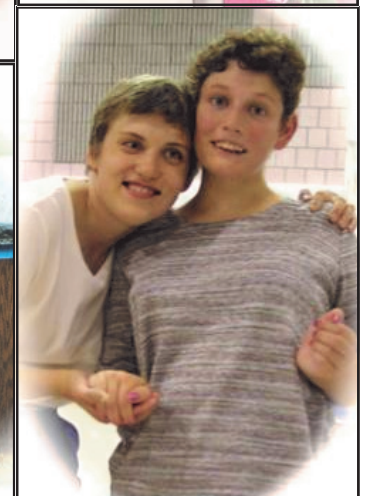
*A Family Affair*



# Shavings

*Spring 2009*

## 2007-2008 Annual Report



*“The Heart That Gives, Gathers.”*

*- Marianne Moore, American Modernist Poet (1887-1972)*

# A Message from the Executive Director

June 2009

Dear Friends,

In this issue of SHAVINGS we submit our Annual Report for the 2007-2008 school year. As we study the results, you will notice that Clelian Heights has been a good steward of the gifts we have received from each of you. You should be proud of the part you have played in helping us complete our fiscal year financially sound in spite of the sluggish economy. Although this appears to look like a list of names, it is in fact, truly an outstanding testimony to the faith, trust and confidence of our benefactors, relatives, parents, and friends who continue to share in our ministry of working with children and adults who have special needs.

Everyone reading this newsletter has a history of involvement or association with Clelian Heights. Perhaps you've attended a program or a fund-raising event, such as our Holly Berry Festival, the annual Chicken Bar-B Q dinner or Night at the Races. Possibly you have been a volunteer or an aide, maybe you have given financial support, but most importantly, *you have believed in us.*

So, it is with mixed feelings that I write this last message as Executive Director of Clelian Heights. While I look forward to the next phase in my life and having a bit more control over how I use my time, I also face the difficult task of stepping down as Executive Director. These past fifteen years have been challenging but amazingly rewarding. I have worked with an extraordinarily gifted and diverse staff at Clelian Heights, as well as an Advisory and Endowment Board who have been supportive, but challenging as we strive to live up to our bold vision and mission. I leave the position of Executive Director in July knowing that I leave it in strong and capable hands. I know you will welcome Sister Ritamary Schulz, my successor, with the same love and cooperation that you gave me throughout my tenure as Director.

I have enjoyed my 15 years at Clelian Heights because of each of you. Thank you for your belief in me, and for your support, your trust and commitment. As I move into my "active" retirement, I will remain at Clelian Heights to be of help wherever it is needed. I will keep each of you in my heart and prayers. *Thanks for the memories!*

Sincerely,

*Sr. Rosemary Zaffuto, ascj.*

Sister Rosemary Zaffuto  
Executive Director





# Building Dreams, Seeking a Fulfilling Future



Making fruit kabobs during annual "Carnival Day"

Clelian Heights has become a vibrant community in the deepest sense of the word. It is filled with the activities of contented, happy people learning and enjoying and supporting one another.

Teaching and learning, dedication and care, have always been at the heart of Clelian's identity. We seek continually to make our programs better and to foster new initiatives addressing needs and building on our distinctive assets.

Progress for students at Clelian Heights is dependent on its nurturing environment that plays an enormous role in student success and happiness. You will read about enrichment activities and school programs that promote self-esteem and the development of daily living skills so necessary for independence.

Keeping up with instructional and facility improvements leads to improved learning outcomes and better prepares our students for their future. Unanticipated opportunities and obstacles both in the education environment and the facility present themselves every day. The Project Fund gives us the flexibility to meet not only pressing academic and workshop programming needs but also facility needs as they crop up.

In 2006-2007, we undertook a major kitchen renovation project in which the original outdoor freezer and indoor cooler which were no longer operating efficiently were replaced by a larger floor-level indoor cooler-freezer combination. The former 2-bay garage now holds the combined unit allowing it to be accessed in the kitchen, much more convenient for the kitchen staff. A replacement garage was added to the back of the building and storage space was increased at the site where the outdoor freezer stood. The kitchen staff dining area was doubled in size and the food prep area expanded. A swamp cooler was added to the kitchen ventilating system allowing for greater work comfort.

A new security equipped handicap accessible door with side mirror and right-side opening replaced the original double doors at the back school entrance allowing greater security and ease of wheelchair entry from the ramp.

Also, a boiler and heat exchanger were added to the *Dectron* system that heats and cools the indoor therapy pool in order to eliminate frequent downtime due to temperature stabilization problems in the pool area during the cold winter months. The therapy pool chlorination and pH systems were also upgraded providing the healthiest pool environment possible. The outdoor pool liner and cover were also replaced at the start of the ESY summer session.

In the Spring of 2007, a fully equipped Sensory Room located in the Therapy/Recreation Center was opened.

As we determine priority needs at Clelian Heights and consider current environmental issues we have become aware of the importance of developing an energy efficiency improvement plan to conserve our energy usage and our environment. In 2007-2008, Clelian Heights made an *Energy Analyzer Assessment* which showed that the energy cost breakdown of Clelian Heights indicates that heating and cooling are by far the areas for greatest savings of energy and operational costs. We wanted to reduce future energy costs but did not want to jeopardize student comfort.

Our first energy-saving objective was the replacement of the School's low performance, poorly insulated windows with insulated low-E thermally superior double pane windows to reduce heat loss, save energy, and lower operational costs associated with heating and cooling expenses and at the same time provide a greater comfort level for our special needs individuals. With the help of John and Elaine Nagy, generous Board Members, particularly Carol Sue Rocker, The Edith L. Trees Charitable Trust, the Richard King Mellon Foundation, the Robert and Mary Weisbrod Foundation, the Ovid D. Robinson Charitable Trust, the Salvitti Family Foundation, the J. Faye and Miles D. Sampson Family Foundation, our many Knights of Columbus friends, and many of you generous benefactors, this first objective has been met and all the school windows have been replaced.

Other facility projects that filled the year were: the correction of rain drainage problems down the main drive and at the Clelian Center; improving pool drainage along the back of the school; replacement of the Chapel roof; addition to sidewalks at the Clelian Center, Chip's House, and inner court area; outdoor ramps added to the inner court area, the Clelian Center and the outdoor pool entrance; the entrance driveway was also widened and seal repair made on the road; and Chip's House Fire Alarm System was upgraded.

Three board members, Joseph Policastro, Terry Reese, and Roger Lewis, gifted the Clelian Center with a 2003 Venture van to transport clients into the community to job sites and to deliver their contracted work. Previous to this, the Center shared a van with the School's Transition-to-Work Program.

School computers are on a replacement schedule so that equipment and software is updated yearly as needed. With the help of FOCHO, our parent organization, the wood mulch in the playground area was replaced by rubber mulch which has a much greater safe-fall range for the children and does not break down or compress over time.

As we prepare for future needs, we turn in gratitude to the Thomas J. and Sandra L. Usher Family Foundation who are assisting us with a vitally needed project, the replacement of our sewage treatment plant; and to Mark Gera of Gibson-Thomas Engineering Co. for his assistance with the engineering plans and drawings. This project will take place this summer.

We are especially grateful for you, our friends, who choose to support our mission with your generous donations because we know that without you, we could not provide the equipped facilities and programming that are so vital to the children's progress.

*"Even if you are on the right track, you'll get run over if you just sit there."*

*-Will Rogers, cowboy, actor, columnist (1879-1935)*

# School Needs Met Through Your Gifts

The efforts of the Development Office are vitally important to the children and adults who benefit from the educational programs, vocational training and services provided by Clelian Heights School.



*Sister Charlene conducts an evaluation*

By mailing appeals in the Christmas and Easter season in addition to holding special events, such as the annual Chicken BBQ, Night at the Races, JPK Classic, and others, funds are raised for various capital and school needs as well as investment into the endowment fund.

Other sources of funding come from specific resources

such as corporate grants and private family foundations.

Funds raised in the 2007-2008 fiscal year were used for many needs in our classrooms and within our programs.

For example, the integrated therapy services offered to our students include occupational, physical and speech language therapies.

The Occupational Therapy program has grown due to the increased number of students with sensory-integration needs. Installation of specialized equipment and relocation to a larger space have been an important part of this program.

The purchase and installation of a specialized swing and trampoline are important parts of the occupational therapy process.

The speech language therapist was able to coordinate the purchase of specialized materials for teachers to integrate into daily classroom use.

The physical therapist focuses on gross motor skills and the specific needs of each student. Skills such as grooming, navigating the stairs, to lower extremity strengthening. Basic equipment such as various sized balls are continually being purchased as they wear out. In the future, the therapist would like to acquire a specialized piece of nautilus equipment for

leg strengthening.

Sister Charlene Celli, Principal, realizes the challenges involved with meeting the needs of our special students.

“Our main goal for each student is to gain independence at their individual level. Most importantly, on a practical and functional level,” says Sister Charlene.

Purchases have included materials such as the *Super Store Money Math* program.

“In one section, students learn the concepts of purchasing products and cost relations. Skills they would need for everyday life,” explains Sister Charlene.

Other funds were used for staff training and consultants.

Specifically, behavior support specialists served as consultants to conduct observations and devise a methodology for teachers in regard to the specific needs of the students in their classrooms.

These instructions assist our teachers by providing them with the tools to best teach and work with the individual children in their specific classroom.

Our ability to meet these needs is possible as a result of the donations received by many individuals, businesses, family foundations and corporate grant monies. We are grateful to our supporters and look forward to continued growth and the possibilities that lie in the future.



*Students incorporate sign language into an activity*

## **Mission Statement:**

The mission of Clelian Heights is to provide spiritual, educational, vocational and residential programs for children and young adults with developmental disabilities that enhance their quality of life and maximize their potential for independent living.

## **Vision Statement:**

The vision of Clelian Heights is to provide an atmosphere of choice and mutual acceptance, respect and love that will make a lasting difference in the lives of persons with developmental disabilities.

## **Non-Discrimination:**

Clelian Heights offers services to all without discrimination on the basis of race, color, age, religious creed, disability, sex, ancestry or national origin.

## **United Way:**

Clelian Heights can receive United Way Campaign donations. On the pledge form list, our Contributor's Choice Code is #403 and write in the address of:

135 Clelian Heights Lane  
Greensburg, PA 15601.



# Clelian Heights School *Nurturing Body, Mind and Spirit!*

The students and adults who learn, live, and work at Clelian Heights have the opportunity for numerous enrichment programs outside of their daily schedules.

In addition to regular physical education classes and swimming offered as part of the school program, students and residents may take advantage of weekly aerobic and water aerobic classes offered after school hours.

In the Spring of 2008, a Walking Club was formed to assist students and residents in achieving more physical activity. Participants earn incentives for completing required steps, laps or miles depending upon the criteria.

The children and adults of Clelian Heights continue to participate in the Special Olympics at local and regional competitions. Sporting events include bowling, swimming, golf, and track & field events.

Another type of enrichment program includes *Learning for Life* which is sponsored by Fayette-Westmoreland Boy Scouts and is available to our school aged children (ages 5 – 21).

This in-school program has a specially designed component for the developmentally disabled individual and focuses on self-confidence, self-esteem and working in cooperation with others.

Program participants meet monthly and themes coincide with what is being taught in the classroom. For example, close to Thanksgiving the group set a proper table and, using props, practiced the process of passing plates, proper table etiquette and language skills for sharing in conversation with others at the table.

*Special Olympic swimming success!*



Other in-class activities may include crafts, music and other hands on activities. The program culminates in a large end of year gathering at Hempfield Park in Greensburg.

Clelian students and residents are also made aware of the world around them and how they can be a caring but powerful influence on others through charitable giving. Numerous “dress down” days are held throughout the year for a nominal donation with all proceeds benefitting charities throughout Westmoreland County and around the world. Funds from one dress down day were given to Father Bernard Survil, the schools chaplain, for his mission project in Guatemala.

Every Friday, everyone in Clelian community has the opportunity to assemble in our chapel for prayer during the weekly Mass if they choose. Participants may serve as choir members, cantors or readers. It is a welcoming environment where students and residence can apply their skills in the area of prayer and participation in a large group activity. They can then use these skills in their own place of worship with their families.

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## *Special thanks and God's Blessings upon Advisory Board Member*

### ***Mario J. Ferretti***

*Who passed away in September 2007 as he began his eighth year in service and support of Clelian Heights.*

Mario was the owner of Kattan-Ferretti Insurance in Latrobe and was a resident of Greensburg. He served on the Operations Committee of the Advisory Board and was elected as Chairman of the Executive Committee in May 2002 where he served until his passing.

Executive Director Sister Rosemary Zaffuto served on the Advisory Board with Mr. Ferretti. “Mario was a wonderful person,” noted Sister Rosemary. “A very gentle person who was very interested in the success of Clelian Heights.”

# 2007 - 2008 ANNUAL REPORT

(Donations received between July 1, 2007 and June 30, 2008)

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The Caesar Puff Foundation  
Citizens Bank Foundation  
The Community Foundation of Westmoreland County  
Dellaidotti Charitable Trust  
Edith L. Trees Charitable Trust  
Merlotti Family Trust  
Microsoft Giving Campaign Program  
National City Bank Charitable Foundation  
Lulu A. Pool Health and Education Trust  
PPG Industries Foundation  
Richard King Mellon Foundation  
Robertshaw Charitable Foundation  
Rockwell Memorial Combined Trust  
The Salvitti Family Foundation  
Myles D. & J. Faye Sampson Family Foundation  
Ovid D. Robinson Charitable Trust  
George R. Sweeney Charitable Trust  
Vincent Foundation  
Robert & Mary Weisbrod Foundation

### *Matching Gift Companies*

American Express  
Microsoft Giving Campaign  
PPG Industries Foundation

*Gifts listed reflect donations received between July 1, 2007 and June 30, 2008. We made every attempt to be accurate. Report any errors to the Development Office at 724-837-8120 ext. 124 and accept our sincere apology and deepest appreciation for your gift.*

*Our gratitude  
and a very special "thanks!"  
to our  
"Partners in Business"  
for their sponsorship  
and donations to our  
special fundraising events.*

*The Sisters, Children, Adults  
and Staff of Clelian Heights  
Are Grateful To All Those  
Who Support Our School!  
Please know you are all  
kept in our thoughts and  
prayers each and every day!*

*Please consider remembering  
Clelian Heights School  
in your will or estate planning  
Our legal name is  
"Clelian Heights Inc."  
Thank You!*



**2007-2008 FINANCIAL STATEMENT (Audited)**  
**Statement of Revenues and Expenditures for Fiscal Year Ending June 30, 2008**

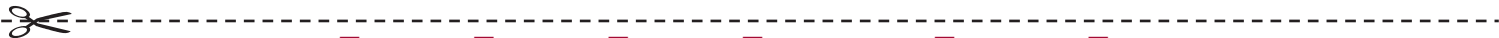
**REVENUES:**

Tuition & Fees	\$ 2,733,695
Development Gifts & Grants	\$ 474,013
Donated Services & Materials	\$ 87,182
Investment Income	\$ 14,880
Special Fundraising Events	\$ 104,188
Contract Income (Clelian Center)	\$ 30,463
Other Revenue	\$ <u>26,802</u>
<b>Total Revenues:</b>	<b>\$ 3,471,223</b>

**EXPENSES**

Salaries & Related Expenses	\$ 1,888,907
Utilities	\$ 178,584
Building & Equipment Maintenance	\$ 123,495
Program Expenses	\$ 180,159
Insurance	\$ 306,085
Professional Services & Development	\$ 46,433
Depreciation	\$ 279,205
Office & School Supplies	\$ 52,066
Professional Development	\$ 7,353
Special Events	\$ 27,715
Other Expenses	\$ <u>26,462</u>
<b>Total Expenses:</b>	<b>\$ 3,116,464</b>
<b>Net Income:</b>	<b>\$ 354,759</b>

**HELP US UPDATE YOUR INFORMATION!**  
 We are updating our database! Please complete the information on the form below and mail it back to us in the enclosed envelope. Take further advantage of this opportunity to assure your inclusion in the 2008-2009 Annual Report by sending in a donation as well. Deadline for inclusion in annual report is June 30, 2009. Thank you for your assistance!



**I AM A: Current:** Parent Staff Student Adult Client Graduate Volunteer  
Friend of a Current Parent, Staff, Student, Client, Graduate, Apostle of the Sacred Heart  
 (Circle all that apply) *WHO?* \_\_\_\_\_  
Relative of a Current Parent, Staff, Student, Client, Graduate, Apostle of the Sacred Heart  
 (Circle all that apply) *WHO?* \_\_\_\_\_

**I AM A: Former:** Parent Staff Student Adult Client Graduate Volunteer  
Friend of a Former Parent, Staff, Student, Client, Graduate, Apostle of the Sacred Heart  
 (Circle all that apply) *WHO?* \_\_\_\_\_  
Relative of a Former Parent, Staff, Student, Client, Graduate, Apostle of the Sacred Heart  
 (Circle all that apply) *WHO?* \_\_\_\_\_

**I Am a Friend of Clelian Heights:**  
Local Business or Vendor  
Member Kiwanis Club: \_\_\_\_\_  
Member Knights of Columbus: Council # \_\_\_\_\_  
Member Lions Club: \_\_\_\_\_  
Member of Rotary Club: \_\_\_\_\_  
Other: \_\_\_\_\_

*Thank You!*

*I am no longer able to help support Clelian Heights, please remove my address from the mailing list*

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**Address:** \_\_\_\_\_ **City:** \_\_\_\_\_ **ZIP:** \_\_\_\_\_

*New Address or Phone Number Written Above*

**I would also like to enclose a gift to the:** Endowment Fund Project Fund Operational Fund  
**Payment Method:**  
 Check: *Payable to Clelian Heights School*  
 Visa  MasterCard  Discover  
**Card #:** \_\_\_\_\_ **Expiration Date:** \_\_\_\_\_  
**Enclosed is my gift of \$** \_\_\_\_\_  
**Signature:** \_\_\_\_\_

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