

# CAIU BOARD HIGHLIGHTS

The following actions were taken at the **February 27, 2025**, meeting, held in the Board Room of the Capital Area Intermediate Unit.

Click [HERE](#) for the 2/27/25 Board Meeting agenda & Attachments

**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

### ➤ Board Committee Reports

- The **Board Negotiations Committee** met several times in February and negotiations are moving along. The next Collective Bargaining Negotiations meeting will be held on March 19, 2025.

### ➤ CAIU Team Updates:

- **Dr. Andrew McCrea, Director of Student Services** highlighted the article *Support for Pregnant & Parenting Teens* in this month's *All-in!*. The article captures how our staff go above and beyond to provide needed supports and programming. CAIU's Education Leading to Employment and Career Training (ELECT) program was recently honored to be the recipient of a grant from the Delta Kappa Gamma International Educators Foundation. The ELECT program serves about 140 teens ages 15-21 along with their children each year. The program focuses on empowering young parents to continue their education while developing essential life and career skills. With support of this grant, four ELECT case managers have completed the ARISE training and are actively using the curriculum to guide structured lessons for program participants. Dr. McCrea also highlighted the *Structured Conversations for Efficient & Collaborative Problem Solving* article. This article highlights the development of peer learning, an innovative and structured peer supervision model which helps to develop our staff and allows them to grow. Essentially, the structured conversations bring people together that are doing the same job to collaborate, and problem solve together. Early Intervention (EI) report: Dr. Abigail Leonard was recently hired as the new Assistant Director for EI. Dr. Leonard will oversee 200+ staff and 3200 kids. School-age report: Dr. Keith Watson and Dr. McCrea are in the middle of school district contract meetings in order to develop projections for staffing and classroom needs for 25-26.
- **Daren Moran, Director of Business & Operations** reported that last week was the monthly CASBO meeting for school district Business Managers. Dr. Roberts attended the meeting. The meeting was very well attended, and everyone was

actively engaged and collaborated on solutions to common challenges. Daren recognized the hard work of Dave Martin and his team for their work on the cyber security initiative /consortium. They put in a tremendous amount of work to start this great program. In addition, we recently went through a tough ESSERs monitoring done by an independent group. Experts performed a very detailed monitor. After making suggestions for areas of improvement, they returned check on progress and complimented our business team on their well prepared response.

- **Maria Hoover, Director of Educational Services** reported that Ami Healy, Training and Consultation Supervisor, was nominated and recognized by Reading League of PA as a Literacy Champion for PA. Keystone State Challenge Academy cadets are now working on their industry certifications. At this time, we are working with OSHA certifications and will look to add others in the future. In addition, she reported on the Curriculum Advisory Council meetings. The group holds a voluntary Learning Series before each CAC meeting every month, similar to the Superintendent's Learning series. Last month's topic was on Central Office Leaders Acting Strategically. Typically, 20-26 people attend the learning series each month. At this month's meeting, they did a launch of the next phase of Thinking Bigger, aligning to our STEAL standards, which included a hands-on lesson for the curriculum coordinators. They enjoyed being hands-on and engaging in the work. Next, the team is moving into designing engagement and learning experiences to support classroom teachers.
- **Blake Wise, Director of Human Resources** reported that we continued our initiative to get out in your high school career and college events. Last Thursday, we attended the West Perry Career Fair. Every year, HR conducts a salary survey with our school districts to gather bargaining unit and classified and support staff data. Once collected, the info is gathered and put into Forecast 5 to compile a report/snapshot of our region. This information is then shared out to all participating districts. In addition, Blake suggested that district human resources staff who are looking for professional development opportunities should get involved with PA Association of School Personnel Administrators (PASPA). In addition to their annual conference that is happening right now, they offer a variety of opportunities throughout the year. There seems to be great value in attending these conferences in person for greater collaboration and engagement with other attendees.
- **David Martin, Chief Information Officer**, provided an E-Rate program update. E-Rate provides funding for internet, telecommunications, and equipment for schools. All schools are eligible to apply for funds – the application window just closed, and the selection process now begins. We are working closely with our districts on this. Dave also highlighted the *All-in!* article on *Keep Your Personal Information Safe*. This article provides helpful information/tips on how to protect yourself and how freezing your credit is a powerful tool to help protect your personal data. In addition, his team has begun working on the summer project list here and at our remote sites. We are actively moving forward with a new email security system – Mimecast and are currently working with our school districts to transition. Cybersecurity consortium update: We recently held several informational webinars. School districts can apply now, and pricing is available. The application process has been streamlined to just five main questions that align to the standards that everyone is following.
- **Dr. Kevin Roberts, Assistant Executive Director**, provided an update on the monthly Superintendent's Leadership Series. Last month, we worked to set up a legislative roundtable that was cancelled due to bad weather conditions. We will

regroup and reschedule. In April we will focus on AI and will continue to learn and grow together from a visit to Centennial School District. Safety and Security update: kudos to Jeremy Freeland who recently applied and secured a grant for \$234,000 to support safety and training for our staff. We are now in the implementation phase of this grant. Dr. Roberts also reported on the Workforce Development program at Loysville He plans to visit Loysville's Culinary class on March 13 @ 1pm. You are welcome/invited to attend – please let Dr. Roberts know if interested.

- **Rennie Gibson, Board Secretary**, reminded the Board that the 2024 Statement of Financial Interest forms for 2024 are due to the Board Secretary by May 1.
- **Dr. Andria Saia, Executive Director**, reported that the *All-in!* newsletter is available for the Board's review. She highlighted her Executive Director's article on Uncovering *Key Insights from the Well-being Survey*. In consultation with Dr. Nikole Hollin-Sims, we have adopted a Workplace Wellbeing Framework that identifies five essentials that humans need to survive and thrive. To begin our work of data collection and analysis, all employees were provided an opportunity to give their input via a peer-to-peer interview and/or focus groups around these five areas. The data from these surveys were compiled and our Leadership team worked on theming the key insights and possible areas for improvements. The article provides a summary of the insights and is organized around each of the Workplace Well-Being Five Essentials. We will work to develop these into our organizational goals for action in 2025-26.

## APPROVED ACTION ITEMS

- **Approval of Minutes** – January 23, 2025, CAIU Board Meeting.
- **Treasurer's Report for January 2025** – a total of \$14,565,208.91 in receipts and \$8,138,207.15 in expenses.
  - **Payment of Bills – January 2025**
  - **Summary of Operations for January 2025** showing revenues of \$76,289,871.93 and \$57,705,530.26 in expenses.
- **Budget Administration**
  - Second Reading Proposed 2025-26 General Operating Budget
  - Proposed 2023-24 Budget Revision - RRT Grant (Revision A)
  - Proposed 2024-25 Original Budget - Feminine Hygiene Product Grant
  - Proposed 2024-25 Original Budget - School Mental Health & Safety Grants
- **Other Business Items**
  - Contracts – February 2025
- **Policies & Programs**
  - First Reading - Revised Policy #622 - GASB Statement 34
  - Proposed 25-26 CAIU 12-month Employee Calendar
- **Job Description - none**
- **Personnel Items**
  - See attached Personnel report.

## EXECUTIVE DIRECTOR'S REPORT

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

## UPCOMING MEETINGS:

- **Next CAIU Board Meeting: Thursday, March 27, 2025, 8:00 a.m., Board Room, CAIU Enola Office**, 55 Miller Street, Enola, PA, 17025 and posted on our website, at [www.caiu.org](http://www.caiu.org). Time of Meetings: 8:00 a.m.

## February 27, 2025, APPROVED PERSONNEL ITEMS:

### RESIGNATIONS

- **TRISHA HOFFMAN**, Educational Paraprofessional, School-Age Speech and Language Program, effective January 23, 2025. Reason: Personal.
- **REBEKAH JARRELL**, Part-time Speech and Language Pathologist, Early Intervention Program, effective February 26, 2025. Reason: Personal.
- **MEGAN KENDALL**, Personal Care Assistant, Emotional Support Program, effective February 7, 2025. Reason: Personal.
- **KRISTEN KIMSEY**, Educational Consultant, Direct Education Program, effective April 25, 2025. Reason: Personal.
- **SARA LOBAUGH**, Educational Consultant, Training and Consulting Program, effective March 7, 2025. Reason: Employee accepted a position with PaTTAN.
- **DRUOPATY MELUSKEY**, Educational Paraprofessional, Autism Support Program, effective February 11, 2025. Reason: Personal.
- **LYNDSAY MYERS**, Educational Paraprofessional, Early Intervention Program, effective February 7, 2025. Reason: Personal.
- **KRISTIN PANCOAST**, Part-time Head Cook, Food Services Program, effective February 12, 2025. Reason: Personal.
- **NICOLE REDCROSS**, Teacher, Emotional Support Program, effective March 21, 2025. Reason: Personal.
- **SHANTELE TULL**, Personal Care Assistant, Emotional Support Program, effective January 23, 2025. Reason: Personal.
- **TRISHA WOLFE**, Personal Care Assistant, Autism Support Program, effective February 20, 2025. Reason: Personal.

### RECOMMENDED FOR EMPLOYMENT OR CONTRACT

- **STACEY BAMASH**, Professional, effective date to be determined. Assignment: Teacher, Center Point Program with base salary of Masters + 15, Step 8, \$65,099 for 190 days of service and will be prorated based on the number of days worked with additional new hire days as required. This is a replacement position funded through the Center Point budget.
- **ASHLEY BELICIC**, Paraeducator, effective February 18, 2025. Assignment: Educational Paraprofessional, Autism Support Program with base salary of HS, \$26,695 for 190 days of service and will be prorated based on the number of days worked with additional new hire days as required. This is a replacement position funded through the Autism Support budget.

- **NICOLE BITIKOFER**, Paraeducator, effective date to be determined. Assignment: Floater Educational Paraprofessional, Early Intervention Program with base salary of HS, \$26,695 for 190 days of service and will be prorated based on the number of days worked with additional new hire days as required. This is a new position funded through the Early Intervention budgets.
- **DANIELLE BROWN**, Intern, ANPS Program, effective for the 2024-2025 school year. Hourly rate will be \$15.00. This is a temporary intern position funded through the ANPS budget.
- **KYLIE HUNTER**, Paraeducator, effective date to be determined. Assignment: Educational Paraprofessional, Autism Support Program with base salary of HS, \$26,695 for 190 days of service and will be prorated based on the number of days worked with additional new hire days as required. This is a replacement position funded through the Autism Support budget.
- **ALYSSA VECCHIOLLI**, Professional, effective date to be determined. Assignment: Service Coordinator, Early Intervention Program with base salary of Masters, Step 10, \$67,364 for 190 days of service and will be prorated based on the number of days worked with additional new hire days as required. This is a replacement position funded through the Early Intervention budgets.
- **DASHAUN WILLIAMS-INGRAM**, Student Cafeteria Worker, Food Services Program, effective for the 2024-2025 school year. Hourly rate will be \$7.25 per hour. This is a temporary student worker position funded through the Food Services budget.
- **JANE ZICARELLI-KNAUB**, Paraeducator, effective March 17, 2025. Assignment: Job Coach, Transition Program with base salary of HS+48, \$28,880 + \$2,950 annual stipend for 190 days of service with additional new hire days as required. This is a replacement position funded through the Transition budget.

#### CHANGE OF STATUS:

- **GINA BROWN**, from Educational Paraprofessional, Early Intervention Program to Materials Assistant, Student Services Team, effective March 3, 2025. This change in status results in a change of salary to \$47,252.50 and will be prorated for a total of 86 days through June 30, 2025.
- **LAKYN BUCK**, from Educational Paraprofessional to Inclusion Consultant, Early Intervention Program effective February 11, 2025. Change of status results in a change of salary to \$53,778 which is based on a Bachelor's, Step 1 placement on the current salary scale. This is based on 190 days of service and will be prorated for a total of 70 days for the 2024-2025 school year.
- **NICOLE CALABRESE**, change from Floater Teacher to Long Term Substitute Teacher, Autism Support Program, effective February 3, 2025. This change in status results in a change of salary to 100% of the Bachelor's, Step 8 salary of \$60,792 for 190 days of service, which will be prorated for a total of 87 days for the 2024-2025 school year.
- **ABIGAIL LEONARD**, from Program Supervisor to Assistant Director of Student Services, Early Intervention Program, effective June 1, 2025. Change of status results in a change of salary to \$137,647.43 for 260 days of service and will be prorated based on the number of days worked through June 30, 2025.