

**CAPITAL AREA INTERMEDIATE UNIT**

55 Miller Street  
Enola, PA 17025

**August 28, 2025  
MINUTES**

The Capital Area Intermediate Unit Board of Directors held its regular monthly meeting on Thursday, August 28, 2025, at the Capital Area Intermediate Unit at the Enola Office.

**EXECUTIVE SESSION** At 8:00 a.m. the Board entered into an Executive Session to discuss Personnel Matters.

**REGULAR BOARD MEETING** At 9:03 a.m., the Regular Meeting of the Capital Area Intermediate Unit Board of Directors was called to order by President, Dr. Joshua Cysyk.

**Pledge of Allegiance** All stood and pledged allegiance to the flag of the United States of America.

Roll Call	<b>CAIU BOARD MEMBERS</b>	<b>PRESENT</b>	<b>ABSENT</b>
	1. Mr. Richard Bradley, Mechanicsburg SD		X
	2. Mrs. Gabrielle Brandt, West Perry SD	X	
	3. Mrs. Paula Bussard, Carlisle Area SD	X	
	4. Mr. Seth Cornman, Big Spring SD		X
	5. Mrs. Brenda Cox, West Shore SD	X	
	6. Dr. Joshua Cysyk, Derry Township SD	X	
	7. Mr. Brian Diffenderfer, Millersburg Area SD		X
	8. Mrs. Jackie Hill, Susquehanna Township SD	X	
	9. Mrs. Emily Hoffman, Halifax Area SD		X
	10. Ms. Jaime Johnsen, Harrisburg SD		X
	11. Mr. John Kaschak, Lower Dauphin SD	X	
	12. Mr. Phillip Lehman, Susquenita SD	X	
	13. Mrs. Leslie Marshall, East Pennsboro Area SD	X	
	14. Mrs. Marianne Moore, Middletown Area SD		X
	15. Mrs. Michelle Nestor, Cumberland Valley SD	X	
	16. Mr. Rick Rovegno, South Middleton SD		X
	17. Mr. Gerald Schuille, Northern York County SD		X
	18. Mr. Pat Shull, Newport SD		X
	19. Mrs. Lauren Silvers, Central Dauphin SD	X	
		<hr style="width: 100%; border: 0.5px solid black;"/> X	
		<b>(10)</b>	<b>(9)</b>

**Non-Voting Members in attendance were:** Dr. Andria Saia, CAIU Executive Director; Rennie Gibson, CAIU Board Secretary; Daren Moran, CAIU Board Treasurer; David Walker, CAIU Solicitor.

**Staff/Public in attendance were:** Dr. Andrew McCrea, Blake Wise, Maria Hoover, David Martin, Dr. Kevin Roberts, Cassie McCabe, Leah Renteria

**Consent Agenda** **John Kaschak moved, seconded by Paula Bussard,** “that the following Consent Agenda items be approved:

**Ratification/Approval of Action Items of the July 24, 2025 Board Meeting**

## Approval of Minutes - June 26, 2025

Approval of Minutes - June 26, 2025

## Treasurer's Report - June 2025

Treasurer's Report - June 2025:

- Treasurer's Report - June 2025 – a total of \$4,955,465.63 in receipts and \$15,292,975.79 in expenses.
- Payment of Bills - June 2025
- Summary of Operations - June 2025 showing revenues of \$121,670,650.47 and \$117,741,962.74 in expenses.

## Personnel Report and Addendum - July 2025

### Resignations

**REBECCA BOONE**, Teacher, Early Intervention Program, effective December 19, 2025. Reason: Retirement after more than 42 years of continuous CAIU service.

**NICOLE FICKES**, Teacher, Capital Area Mental-health Program, effective June 5, 2025. Reason: Personal.

**SHARON KELLO**, Speech and Language Pathologist, Early Intervention Program, effective September 4, 2025. Reason: Retirement after more than 22 years of continuous CAIU service.

**LAURA SIY**, Educational Paraprofessional, Early Intervention Program, effective July 24, 2025. Reason: Personal.

**MELISSA SMITH**, Teacher, Early Intervention Program, effective July 24, 2025. Reason: Personal.

**BARBARA STOLZ**, Inclusion Consultant, Early Intervention Program, effective September 3, 2025. Reason: Retirement after more than 17 years of continuous CAIU service.

**MIEKE SWANSON**, Physical Therapist, OT/PT Program, effective July 24, 2025. Reason: Personal.

**KARIN TOPPING**, Occupational Therapist, OT/PT Program, effective August 22, 2025. Reason: Retirement after 20 years of continuous CAIU service

### Recommended for Employment or Contract

**BRIANNA CEKOVIC**, Paraeducator, effective for the 2025-2026 school year. Assignment: Personal Care Assistant, Emotional Support Program with base salary of Tier 1, \$27,740 for 190 days of service with additional new hire days as required. This is a new position funded through the Emotional Support budget.

**ALICIA CICERO**, Paraeducator, effective August 18, 2025. Assignment: Educational Paraprofessional, Early Intervention Program with base salary of Tier 2, \$30,020 for 190 days of service will be prorated for a total of 176 days with additional new hire days as required. This is a replacement position funded through the Early Intervention budgets.

**SARAH DAVIS**, Temporary Professional, effective for the 2025-2026 school year. Assignment: Teacher, Future Ready/Project Search Program with base salary of Bachelors, Step 3, \$56,937 for 190 days of service with additional new hire days as required. This is a replacement position funded through the Future Ready budget.

**MELUSKEY, DRUOPATTY**, Paraeducator, effective August 18, 2025. Assignment: Educational Paraprofessional, Early Intervention Program with base salary of Tier 1, \$27,740 for 190 days of service will be prorated for a total of 176 days with additional new hire days as required. This is a new position funded through the Early Intervention budgets.

**KOURTNEY GATES**, Paraeducator, effective for the 2025-2026 school year. Assignment: Mental Health Worker, Capital Area Mental-health Program with base salary of MHW/COTA Bachelor's, Step 3, \$36,154 for 190 days of service with additional new hire days as required. This is a replacement position funded through the Capital Area Mental-health budget.

**CASSIE GAUS**, Temporary Professional, effective August 18, 2025. Assignment: Teacher, Early Intervention Program with base salary of Masters, Step 1, \$58,962 for 190 days of service will be prorated for a total of 176 days with additional new hire days as required. This is a replacement position funded through the Early Intervention budgets.

**DANIELLE GARCIA**, Temporary Professional, effective August 18, 2025. Assignment: Inclusion Consultant, Early Intervention Program with base salary of Masters+15, Step 8, \$67,255 for 190 days of service will be prorated for a total of 176 days with additional new hire days as required. This is a new position funded through the Early Intervention budgets.

**COURTNEY GROUP**, Paraeducator, effective for the 2025-2026 school year. Assignment: Educational Paraprofessional, Autism Support Program with base salary of Tier 1, \$27,740 for 190 days of service with additional new hire days as required. This is a replacement position funded through the Autism Support budget

**AMANDA HOACHLANDER**, Paraeducator, effective August 18, 2025. Assignment: Educational Paraprofessional, Early Intervention Program with base salary of Tier 2, \$30,020 for 190 days of service will be prorated for a total of 176 days with additional new hire days as required. This is a replacement position funded through the Early Intervention budgets.

**VENESSA WAGNER**, part-time Head Cook, Food Services Program, effective for the 2025-2026 school year. Employee will be paid at the rate of \$18.36 per hour. This is a replacement position funded through the Food Services budget. Experience: 5 years of similar or related experience.

#### Changes of Status

**LOGAN ADAMS**, from Personal Care Assistant to Mental Health Worker, effective for the 2025-2026 school year. Change of status results in a change of salary to \$35,366 which is based on a MHW/COTA HS+30, Step 5 placement on the current salary scale and is for 190 days of service.

**GINA BROWN**, from Materials Assistant to Educational Paraprofessional, Early Intervention Program effective August 18, 2025. Change of status results in a change of salary to \$30,020 which is based on a Tier 2 placement on the current salary scale. This is based on 190 days of service and will be prorated for a total of 176 days in the 2025-2026 school year.

**LILLIAM CANTILLANO**, from Job Coach to Vocational Specialist, effective for the 2025-2026 school year. Change of status results in a change of salary to \$35,028 which is based on a MHW/COTA Bachelor's, Step 1 placement on the current salary scale and is for 190 days of service.

**KEVIN KAZDA**, from Teacher to Floater Teacher, effective for the 2025-20256 school year. Change of status results in a change of salary to 80% of Bachelors Step 3, \$45,549.60 for 190 days of service.

**MICHELE LINGLE**, from Educational Paraprofessional to Floater Teacher, effective August 18, 2025. Change of status results in a change of salary to 80% of Bachelors Step 1, \$44,749.60 for 190 days of service and will be prorated for a total of 176 days in the 2025-2026 school year.

**AUBREY MARTINEZ**, Speech and Language Pathologist, Early Intervention Program, change from full-time to part-time status, effective August 18, 2025.

**CHELSIE MOSS**, Speech and Language Pathologist, Early Intervention Program, change from part-time to full-time status, effective August 18, 2025.

**RALPH MOYER**, from Personal Care Assistant to Mental Health Worker, effective for the 2025-2026 school year. Change of status results in a change of salary to \$53,043 which is based on a MHW/COTA Bachelor's, Step 15 placement on the current salary scale and is for 190 days of service.

#### Changes of Salary

**KRISTEN MCLAUGHLIN**, Remedial Specialist, change of salary for completion of Masters+45 credits, effective for the 2025-2026 school year. Salary will be based on a Masters+45, Step 15, \$84,432 for 190 days of service.

Leaves of Absence **ALICIA FRANCAVAGE**, Educational Paraprofessional, Early Intervention Program, unpaid leave of absence effective August 18, 2025 – December 19, 2025. Leave is requested in order to complete student teaching.

**Other Business Items - July 2025** July 2025 Contracts

**Policies & Programs - July 2025** Policies & Programs - July 2025:

- 2025-26 Student Services School-Age Parent Handbook
- 2025-26 Student Services Early Intervention Family Handbook
- 2025-26 Student Services Hill Top Student Handbook

**Treasurer’s Report**

Treasurer’s Report – July 2025 Treasurer’s Report for July 2025 – a total of \$13,936,076.85 in receipts and \$11,571,080.24 in expenses.

Payment of Bills – July 2025 July 2025 Payment of Bills.

Summary of Operations – July 2025 Summary of Operations for July 2025 showing revenues of \$4,753,091.04 and \$6,149,177.91 in expenses.”

Summary of Operations – June 2025 as of August 11, 2025 Summary of Operations for June 2025 as of August 11, 2025 showing revenues of \$136,381,360.17 and \$136,278,691.51 in expenses.

**Other Business Items**

Contracts – August 2025 Contracts – August 2025

Board Member Resignation & Removals

- Acceptance of resignation from Paula Bussard, Carlisle SD, from the CAIU Board of Directors, effective 9/1/25
- Acceptance of removal of Seth Cornman, Big Spring SD, from the CAIU Board of Directors, for absenteeism effective 8/28/25
- Acceptance of removal of Brian Diffenderfer, Millersburg Area SD, from the CAIU Board of Directors, for absenteeism effective 8/28/25

**Policies & Programs**

First Reading, Revised Policies First Reading of the following revised policies:

- Revised Policy #626 & Attachments - Federal Fiscal Compliance
- Revised Policy #626.1 – Travel Reimbursement – Federal Programs
- Revised Policy #827 - Conflict of Interest

## Personnel Report & Addendum

### Resignations

**SHANA BENNER**, Certified Occupational Therapy Assistant, Early Intervention Program, effective August 22, 2025. Reason: Personal.

**KARL MOHLER**, Facilities and Operations Coordinator, Administrative Team - Operations, effective August 18, 2025. Reason: Personal.

**YERALDIN MUESES**, Systems Administrator, Technology Team, effective August 22, 2025. Reason: Personal.

**JENNIFER SCHLEGEL**, Occupational Therapist, OT/PT Program, effective August 22, 2025. Reason: Personal.

**TERRANCE TATUM**, Personal Care Assistant, Autism Support Program, effective June 12, 2025. Reason: Personal.

### Recommended for Employment/contract

**KYLIE BENDER**, Temporary Professional, effective date to be determined. Assignment: Inclusion Consultant, Early Intervention Program with base salary of Bachelors, Step 1, \$55,937 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.

**SHANA BENNER**, Paraeducator, effective date to be determined. Assignment: Certified Occupational Therapy Assistant, Early Intervention Program with base salary of MHW/COTA HS+30, Step 13, \$42,307 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.

**CHRISTIAN CROSS**, Paraeducator, effective date to be determined. Assignment: Educational Paraprofessional, Early Intervention Program with base salary of Tier 1, \$27,740 for 190 days of service 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.

**DEVAUGHN DUPRE**, Paraeducator, effective date to be determined. Assignment: Personal Care Assistant, Emotional Support Program with base salary of Tier 1, \$27,740 for 190 days of service 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 Emotional Support budget.

**AMANDA GELBAUGH**, Paraeducator, effective date to be determined. Assignment: Educational Paraprofessional, Early Intervention Program with base salary of Tier 2, \$30,020 for 190 days of service 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.

**BRADLY GILMORE**, Professional, effective date to be determined. Assignment: Teacher, Emotional Support Program with base salary of Masters, Step 15, \$80,312 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 Emotional Support budget.

**MALIEK HALL**, Paraeducator, effective date to be determined. Assignment: Personal Care Assistant, Emotional Support Program with base salary of Tier 1, \$27,740 for 190 days of service 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 Emotional Support budget.

**URVI KANANI**, Professional, effective date to be determined. Assignment: Physical Therapist, Early Intervention Program with base salary of Masters+15, Step 9, \$68,961 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.

**STEPHANIE KING**, Professional, effective September 22, 2025. Assignment: Educational Consultant, Pupil Services Program with base salary of Masters+30, Step 15, \$83,009 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 Pupil Services budget.

**TAMEEKA MILLER**, Paraeducator, effective date to be determined. Assignment: Mental Health Worker, Emotional Support Program with base salary of MHW/COTA Bachelors, Step 11, \$48,270 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 Emotional Support budget.

**GABRIELLE PETERSON**, Paraeducator, effective date to be determined. Assignment: Educational Paraprofessional, Autism Support Program with base salary of Tier 1, \$27,740 for 190 days of service 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.

**SHELLEY PLUNKETT**, Professional, effective date to be determined. Assignment: Occupational Therapist, OT/PT Program with base salary of Masters+60, Step 15, \$85,855 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 OT/PT budget.

**KARIM SAMA**, Paraeducator, effective date to be determined. Assignment: Personal Care Assistant, Autism Support Program with base salary of Tier 2, \$30,020 for 190 days of service 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 Autism Support budget.

**MAIREEN SANTANA**, Paraeducator, effective August 20, 2025. Assignment: Educational Paraprofessional, Early Intervention Program with base salary of Tier 2, \$30,020 for 190 days of service will be prorated for a total of 174 days with additional new hire days as required. This is a new position funded through the Early Intervention budgets.

**JALESSA SHEARER**, Paraeducator, effective date to be determined. Assignment: Personal Care Assistant, Autism Support Program with base salary of Tier 1, \$27,740 for 190 days of service 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.

**MEGAN SNYDER**, Professional, effective date to be determined. Assignment: Remedial Specialist, ANPS Program with base salary of Masters, Step 14, \$77,752 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 ANPS budget.

**NAOMI SPOO**, Temporary Professional, effective date to be determined. Assignment: Teacher, Autism Support Program with base salary of Bachelors, Step 14, \$74,729 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.

**HAILEY STAHLER**, Temporary Professional, effective date to be determined. Assignment: Teacher, Capital Area Mental-health Program, with base salary of Bachelors, Step 1, \$55,937 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 Capital Area Mental-health budget.

**LUIS TORRES**, Paraeducator, effective date to be determined. Assignment: Educational Paraprofessional, Emotional Support Program with base salary of Tier 1, \$27,740 for 190 days of service 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 Emotional Support budget.

**JENNIFER WALKER**, Temporary Professional, effective date to be determined. Assignment: Inclusion Consultant, Early Intervention Program with base salary of Bachelors, Step 3, \$56,937 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.

**NAKITA WARD**, Paraeducator, effective date to be determined. Assignment: Educational Paraprofessional, Emotional Support Program with base salary of Tier 2, \$30,020 for 190 days of service 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 Emotional Support budget.

**STEPHANIE WENGER**, Paraeducator, effective September 3, 2025. Assignment: Personal Care Assistant, Autism Support Program with base salary of Tier 2, \$30,020 for 190 days of service will be prorated for a total of 175 days with additional new hire days as required. This is a new position funded through the Autism Support budget.

**ANGELA WEST**, Temporary Professional, effective date to be determined. Assignment: Floater Teacher, Student Services Team with base salary of 80% of Bachelors, Step 1, \$44,749.60 for 190 days of service 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 Emotional Support budget.

**ANGEL YOHN**, Paraeducator, effective date to be determined. Assignment: Educational Paraprofessional, Autism Support Program with base salary of Tier 1, \$27,740 for 190 days of service 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.

#### Change of Status

**NICOLE CALABRESE**, change from Floater Teacher to Teacher, Autism Support Program, effective August 25, 2025. This change in status results in a change of salary to 100% of the Bachelor's, Step 15 salary of \$77,293 for 190 days of service, which will be prorated based on the number of days worked in the 2025-2026 school year.

**KOURTNEY GATES**, Mental Health Worker, change from active to inactive status due to rescinding acceptance of employment offer, effective August 12, 2025.

**COURTNEY GROUP**, Educational Paraprofessional, change from active to inactive status due to failure to respond to communications and complete new hire requirements, effective August 11, 2025.

**DANIELLE LESHAK**, Educational Coach – Dean of Students, change from active to inactive status due to rescinding acceptance of employment offer, effective August 11, 2025.

**DRUOPATTY MELUSKEY**, Educational Paraprofessional, change from active to inactive status due to rescinding acceptance of employment offer, effective July 31, 2025.

**ANDREA SULLIVAN**, Social Worker, Student Services Team, change from part-time to full-time status, effective August 12, 2025.

**VENESSA WAGNER**, Head Cook, change from active to inactive status due to rescinding acceptance of employment offer, effective July 31, 2025.

#### Change of Salary

**REBECCA RALEY**, Teacher, ESL Program, change of salary to Masters+45, Step 1, \$63,091 effective for the 2025-2026 school year. This salary adjustment is being made after further review of her educational transcripts.

#### Leaves of Absence

**KRISTEN SCHREIBER**, Occupational Therapist, OT/PT Program, leave of absence effective May 19, 2025 – May 19, 2026. Leave is requested in accordance with Article VI of the Collective Bargaining Agreement (CBA)."

**Motion passed with a roll call vote as all members present voting in the affirmative unless otherwise noted. The vote was unanimous.**

**Other Fiscal Matters**

Revenue Anticipation Note for 2025-26 **Paula Bussard moved, seconded by Brenda Cox**, “that the 25-26 Revenue Anticipation Note be approved in the amount of \$10,000,000. Closing will take place after September 1, 2025.”

**Motion passed with a roll call vote:**

<b>CAIU BOARD MEMBERS</b>	<b>YES</b>	<b>NO</b>
Mrs. Gabrielle Brandt, West Perry SD	X	
Mrs. Paula Bussard, Carlisle Area SD	X	
Mrs. Brenda Cox, West Shore SD	X	
Dr. Joshua Cysyk, Derry Township SD	X	
Mrs. Jackie Hill, Susquehanna Township SD	X	
Mr. John Kaschak, Lower Dauphin SD	X	
Mr. Phillip Lehman, Susquenita SD	X	
Mrs. Leslie Marshall, East Pennsboro Area SD	X	
Mrs. Michelle Nestor, Cumberland Valley SD	X	
Mrs. Lauren Silvers, Central Dauphin SD	X	
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Approval of Resolution to delay September 2025 quarterly payment to Public School Employees’ Retirement System (PSERS) **Lauren Silvers moved, seconded by Jackie Hill**, “that the Resolution to delay September 2025 quarterly payment to Public School Employees’ Retirement System (PSERS) be approved.”

**Motion passed with a roll call vote:**

<b>CAIU BOARD MEMBERS</b>	<b>YES</b>	<b>NO</b>
Mrs. Gabrielle Brandt, West Perry SD	X	
Mrs. Paula Bussard, Carlisle Area SD	X	
Mrs. Brenda Cox, West Shore SD	X	
Dr. Joshua Cysyk, Derry Township SD	X	
Mrs. Jackie Hill, Susquehanna Township SD	X	
Mr. John Kaschak, Lower Dauphin SD	X	
Mr. Phillip Lehman, Susquenita SD	X	
Mrs. Leslie Marshall, East Pennsboro Area SD	X	
Mrs. Michelle Nestor, Cumberland Valley SD	X	
Mrs. Lauren Silvers, Central Dauphin SD	X	
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**Other Business/ Public Comment on Items Not Specific to Agenda** Cassie McCabe, CAEA President, commented that she enjoys attending our Board meetings and the wonderful working relationship between the union, CAIU Administration, and the CAIU Board.

**Departing Board Members** At 9:17 a.m., Board Members Phil Lehman and John Kaschak departed the meeting. At 9:18 a.m., Board Member Jackie Hill departed the meeting.

**Reports/Updates**

**Discussion of 8/28/25 Board Meeting Agenda Items** The Board Members had a discussion of the 8/28/25 Board Meeting agenda items.

**Recognition of Departing Board Member** The Board recognized and thanked departing Board Member Paula Bussard, Carlisle Area SD, for her dedicated service to the CAIU Board of Directors since July 2020 and for her commitment to the students, staff, and region.

**Next Board Meeting Date** The next regular meeting of the Capital Area Intermediate Unit Board of Directors will be held in-person on Thursday, September 25, 2025, at 8:00 a.m., Board Room, CAIU Enola Office.

**Adjournment** **Lauren Silvers moved, seconded by Gabrielle Brandt, “that the meeting is adjourned.”**

**Motion passed with a roll call vote as all members present voting in the affirmative unless otherwise noted. The vote was unanimous.**

At 9:23 a.m., the meeting adjourned.

Rennie Gibson,  
Board Secretary