

CAIU BOARD HIGHLIGHTS

The following actions were taken at the **September 25, 2025** meeting, held in the Board Room of the Capital Area Intermediate Unit.

Click [HERE](#) for the 9/25/25 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

EXECUTIVE SESSION

- An Executive Session was held to discuss Personnel Matters.

WORK SESSION ITEMS

- Recognition of September 2025 CAIU Retirees:
 - **Barbara Stolz**, Inclusion Consultant, retiring after 18 years of service
 - **Sharon Kello**, S/L Pathologist, retiring after 22 years of service
 - **Amy Caldwell**, Service Coordinator, retiring after 6 years of service
- The 25-26 Board Committee descriptions and assignments were available for the Board's review.
- Dr. Kevin Roberts provided a CAIU Strategic Plan update. Click [HERE](#) for the presentation.

APPROVED ACTION ITEMS

- **Approval of Board Meeting Minutes – 8/28/25**
- **Treasurer's Report for August 2025** – a total of \$6,579,837.02 in receipts and \$12,018,701.17 in expenses.
 - **Payment of Bills – August 2025**
 - **Summary of Operations for August 2025** showing revenues of \$7,331,081.52 and \$12,584,307.26 in expenses.
 - **Summary of Operations - June 2025 (as of 9/16/25)** showing revenues of \$137,067,814.85 and \$136,534,443.97 in expenses.
- **Budget Administration Items**
 - Proposed 24-25 Revised Budget - Title III, Part A- English Language Acquisition
 - Proposed 25-26 Original Budget - Title III, Part A - English Language Acquisition

➤ **Other Business Items**

- Contracts – September 2025
- Approval of the following 2026 PSBA Officers:
 - **2026 President-Elect (one-year term):** Holly Arnold, Tunkhannock Area School District
 - **2026 Vice President (one-year term):** Matt Vannoy, Sharon City School District
 - **2026-2028 PSBA Central Zone Representative (three-year term)-** Julie Preston, Northern Tioga School District
 - **2026-2027 Section C-3 Advisor (two-year term) –** Brian Sanker, Mechanicsburg Area School District
 - **PSBA Insurance Trustees: Trustee (term ends Dec. 31, 2028)**
 - Kathy K. Swope
 - Roberta M. Marcus
- Appointment of New Board Members:
 - **Sue Bower, Carlisle Area SD**, to fill an unexpired term until our annual election from September 25, 2025 – June 30, 2026
 - **Sidney Gray, Millersburg Area SD**, to fill an unexpired term until our annual election from September 25, 2025 – June 30, 2026
 - **John Wardle, Big Spring SD**, to fill an unexpired term until our annual election from September 25, 2025 – June 30, 2026

➤ **Policies & Programs**

- Second Reading Revised Policy #626 - Federal Fiscal Compliance
- Second Reading Revised Policy #626.1 – Travel Reimbursement – Federal Programs
- Second Reading, Revised Policy #827 - Conflict of Interest
- First Reading Revised Policy #000 - Board Procedures
- First Reading Revised Policy #001 - Name & Classification
- First Reading Revised Policy #002 - Authority & Powers
- First Reading Revised Policy #003 - Functions

➤ **Personnel Items**

- See attached Personnel report.
- Approved to retain and re-elect Dr. Andria Saia as CAIU Executive Director for an additional 4-year term beginning on January 1, 2026 and ending on December 31, 2029.
- Approved the written contract of employment agreement between Dr. Andria Saia and the Capital Area Intermediate Unit for the period commencing on January 1, 2026 and ending on December 31, 2029.
- Approved the MOU Between CAIU & CAEA regarding Length of Workday for the period of July 1, 2025 - June 30, 2029.

EXECUTIVE DIRECTOR'S REPORT

- Click [HERE](#) for September 2025 *All-In!* Executive Director's Report.

UPCOMING MEETINGS:

Next CAIU Board Meeting: Thursday, October 23, 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. Time of Meetings: 8:00 a.m.

SEPTEMBER 25, 2025, APPROVED PERSONNEL ITEMS:

RESIGNATIONS

- **MACKENZIE BRADY**, Educational Paraprofessional, Early Intervention Program, effective October 6, 2025. Reason: Personal.
- **ELYSSA GILBERT**, Educational Paraprofessional, Autism Support Program, effective September 26, 2025. Reason: Personal.
- **MARIE ROUNER**, Program Assistant, CAOLA Program, effective September 19, 2025. Reason: Employee accepted a position with Mechanicsburg Area School District.
- **TANA THOMAS**, Program Assistant, Student Services Team, effective October 3, 2025. Reason: Personal.

RECOMMENDED FOR EMPLOYMENT OR CONTRACT

- **RIANNA FITE**, 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.
- **LAUREN HOFER**, Temporary Professional, effective date to be determined. Assignment: Teacher, Early Intervention Program with base salary of Masters+45, Step 11, \$75,573 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.
- **CALVIN KEYS**, Student Worker, Food Services Program, effective September 5, 2025 – December 22, 2025. Hourly rate will be \$7.25 per hour. This is a temporary student worker position funded through the Food Services budget.
- **VIVIAN MICHEAL**, Paraeducator, effective date to be determined. Assignment: Job Coach, Transition Program with base salary of Tier 2, \$30,020 + \$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.
- **PETER MILLER**, Paraeducator, effective date to be determined. Assignment: Mental Health Worker, Capital Area Mental-health Program with base salary of MHW/COTA Bachelors, Step 15, \$53,043 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.
- **MICHAELA SHANK**, Temporary Professional, effective date to be determined. Assignment: Teacher, Early Intervention Program with base salary of Bachelors, Step 2, \$56,437 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.

- **DEBORAH SIEGFRIED**, 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.
- **CARRIE STRONG**, Professional, effective date to be determined. Assignment: Inclusion Consultant, Early Intervention Program with base salary of Masters, Step 7, \$64,401 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.

CHANGES OF STATUS:

- **ANGELA WEST**, Floater Teacher, change from active to inactive status due to rescinding acceptance of employment offer, effective September 19, 2025.