CAIU BOARD HIGHLIGHTS

*The following actions were taken at the **October 23, 2025** meeting, held in the Board Room of the Capital Area Intermediate Unit.*

Click *HERE* for the 10/23/25 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*

WORK SESSION ITEMS

- **Recognition of October 2025 CAIU Retirees:** Terry Telep, Program Supervisor, retiring after 26 years of service.
- **Board Committee Reports**
  - The revised 2025-26 Board Committee descriptions and assignments were available for the Board's review.
  - Jaime Johnsen attended the PSBA Leadership Conference as the CAIU voting representative. She provided an update on the voting items which were some minor policy revisions and election results. There were no by-law revisions.
- **Review of Board Meeting Agenda Items:**
  - **25-26 Revenue Anticipation Note (RAN)** - Daren Moran provided a summary of the $30,000,000 Revenue Anticipation Note (RAN). The maturity date is 6/30/26 and there are no changes to the pricing from the previous RAN. These additional funds are a necessity for CAIU operations.
  - **Retire Policy #012** – Participation in Meetings. We are retiring this policy as more current provisions related to remote attendance are covered under policy #006.1 – Attendance at Meetings Via Electronic Communications.
- **Topics for Future Discussion**
  - Board Member Rick Rovegno would like to have a discussion/presentation on AI - analysis of AI and how it affects the CAIU. In addition, innovative ideas and opportunities to provide needed supports to school districts. South Middleton is currently working to build a task force to address online threats to young people.

APPROVED ACTION ITEMS

- **Approval of Board Meeting Minutes – 9/25/25**
- **Treasurer's Report for September 2025** – a total of $17,563,666.66 in receipts and $17,590,556.61 in expenses.
  - **Payment of Bills – September 2025**

- **Summary of Operations for September 2025** showing revenues of $16,186,800.87 and $20,948,597.03 in expenses.

- **Fiscal Items**
  - Resolution Authorizing 2025-26 Revenue Anticipation Note in the amount of $30,000,000.
- **Other Business Items**
  - Contracts – October 2025
- **Policies & Programs**
  - Second Reading Revised Policy #000 - Board Procedures
  - Second Reading Revised Policy #001 - Name & Classification
  - Second Reading Revised Policy #002 - Authority & Powers
  - Second Reading Revised Policy #003 – Functions
  - First Reading Revised Policy #004 - Membership
  - First Reading Revised Policy #005 - Organization
  - First Reading Revised Policy #006 - Meetings
  - First Reading Revised Policy #006.1 - Attendance at Meetings Via Electronic Communications
  - First Reading Revised Policy #007 - Policy Manual Access
  - Retire Policy #012 - Participation in Meetings
- **Personnel Items**
  - See attached Personnel report.
- **Job Description**
  - First Reading, New Description - Building Support Representative

EXECUTIVE DIRECTOR'S REPORT

- Click HERE for October 2025 ***All-In!*** **Newsletter/Executive Director's Report.**

UPCOMING MEETINGS:

Next CAIU Board Meeting: Thursday, November 20, 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.

October 23, 2025, APPROVED PERSONNEL ITEMS:

RESIGNATIONS

- **RIANNA FITE,** Educational Paraprofessional, Early Intervention Program, effective October 15, 2025. Reason: Personal.
- **LORRAINE KRAFT,** Job Coach, Project Search Program, effective October 21, 2025. Reason: Personal.
- **VIVIAN MICHEAL,** Job Coach, Transition Program, effective October 21, 2025. Reason: Personal.
- **KYLEIGH OUTLAW,** Educational Paraprofessional, Early Intervention Program, effective September 26, 2025. Reason: Personal.

RECOMMENDED FOR EMPLOYMENT OR CONTRACT

- **MARISSA BACHU,** Temporary Professional, effective date to be determined. Assignment: Inclusion Consultant, Early Intervention Program with base salary of Masters, Step 6, $62,957 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.
- **LAUREN FITCHETT,** Temporary Professional, effective date to be determined. Assignment: Teacher, Early Intervention Program with base salary of Masters+15, Step 5, $62,922 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.
- **SHANNA HYMON,** part-time Head Cook, Food Services Program, effective date to be determined. Employee will be paid at the rate of $19.33 per hour. This is a replacement position funded through the Food Services budget. Experience: 16 years of similar or related experience.
- **BRYNNE O'CONNOR,** 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.
- **ERICA PATTILLO**, Professional, effective October 21, 2025 – January 30, 2026. Assignment: Long Term Substitute School Counselor, ANPS Program with base salary of Masters+15, Step 15, $81,587 for 190 days of service and will be prorated for a total of 60 days. This is a replacement position funded through the Act 89/ANPS budget.
- **NICOLE REDCROSS**, Professional, effective date to be determined. Assignment: Educational Coach – Dean of Students, Student Services Team with base salary of Masters+45, Step 10, $73,645 for 190 days of service with additional new hire days as required. This is a new position funded through the Hilltop Academy budget.

CHANGES OF STATUS:

- **MACKENZIE BRADY, Educational Paraprofessional,** change in resignation effective date from October 6, 2025 to September 23, 2025.
- **DESARAE HASKINS,** from Administrative Services Representative to Program Assistant, Student Services Team, effective October 20, 2025. Change of status results in a change of salary to $41,760 for 260 days of service and will be prorated for a total of 181 days through June 30, 2026.

LEAVES OF ABSENCE:

BETHANY DAVIS, Mental Health Worker, ELECT Program, child-rearing leave of absence effective October 14, 2025 – November 21, 2025. This leave is requested in accordance with Article VI of the Collective Bargaining Agreement (CBA).