

**CAPITAL AREA INTERMEDIATE UNIT**

55 Miller Street  
Enola, PA 17025

**December 18, 2025**  
**MINUTES**

The Capital Area Intermediate Unit Board of Directors held its regular monthly meeting on Thursday, December 18, 2025, at the Capital Area Intermediate Unit at the Enola Office.

<b>WORK SESSION</b>	At 8:00 a.m. the Board entered into a Work Session.
<b>Reports/Updates</b>	
24-25 Audit Report/Presentation	Jim Barcheski, Audit Manager & Lauren Fenner, Audit Principal from Brown Plus, presented the 2024-25 Audit Report Presentation. The CAIU was given a clean audit report with no findings.
Announcement of CAIU Retirees	The CAIU Board of Directors and administration recognized the retirement of <b>Rebecca Boone</b> , Teacher in Early Intervention, after more than 42 years of dedicated service to the CAIU. Becky has made a tremendous impact on her students and families and on the community and will be deeply missed.
Recognition of Departing Board Members	The following departing Board Members were recognized for their service: Leslie Marshall, East Pennsboro SD and John Wardle, Big Spring SD.
Board Committee Report(s)	There were no Board Committee reports.
Executive Director's Report/All-in! Newsletter - December 2025	Dr. Andria Saia reported that the Executive Director's Report/All-in! Newsletter was available for the Board's review.
Executive Director's Mid-Year Goal Update	Dr. Andria Saia provided a mid-year goal update.
President's Report - December 2025	There was no President's Report for December 2025.
Board Member's Report/Sharing of Information	Board Member Rick Rovegno, South Middleton SD, shared that his district recently hosted a presentation to address the mental health crisis in young people.  David Walker, Board Solicitor shared information about a webinar that Saxton & Stump recently hosted in partnership with CAIU on <i>Unpacking Acts 44 and 47 of 2025: Weapons Notification Requirements &amp; School Code Amendments</i> .

**Discussion of Board Meeting Agenda Items** The Board discussed the Board Meeting agenda action Items.

- Welcome to our new Board members: Alison Mellott, Big Spring SD, Michael Alsher, East Pennsboro Area SD, and Marci Walborn, Susquenita SD
- Daren Moran, Board Treasurer, reported that the Treasurer's report reflects a payment made towards one of the Revenue Anticipation Notes (RAN) that were taken out due to the budget impasse. Both RANs are now closed.

**Topics for Future Discussion** There were no topics for future discussion.

**REGULAR BOARD MEETING** At 8:52 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	CAIU BOARD MEMBERS	PRESENT	ABSENT
	1. <b>Michael Alsher</b> , East Pennsboro Area SD		N
	2. <b>Sue Bower</b> , Carlisle Area SD	Y	
	3. <b>Richard Bradley</b> , Mechanicsburg SD	Y	
	4. <b>Gabrielle Brandt</b> , West Perry SD	Y	
	5. <b>Brenda Cox</b> , West Shore SD		N
	6. <b>Joshua Cysyk</b> , Derry Township SD	Y	
	7. <b>Sidney Gray</b> , Millersburg Area SD		N
	8. <b>Jackie Hill</b> , Susquehanna Township SD	Y	
	9. <b>Emily Hoffman</b> , Halifax Area SD		N
	10. <b>Jaime Johnson</b> , Harrisburg SD	Y	
	11. <b>John Kaschak</b> , Lower Dauphin SD	Y	
	12. <b>Alison Mellott</b> , Big Spring SD	Y	
	13. <b>Marianne Moore</b> , Middletown Area SD	Y	
	14. <b>Michelle Nestor</b> , Cumberland Valley SD		N
	15. <b>Rick Rovegno</b> , South Middleton SD	Y	
	16. <b>Gerald Schwille</b> , Northern York County SD	Y	
	17. <b>Pat Shull</b> , Newport SD	Y	
	18. <b>Lauren Silvers</b> , Central Dauphin SD	Y	
	19. <b>Marci Walborn</b> , Susquenita SD		N
		<b>(13)</b>	<b>(6)</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:** Kevin Roberts, CAIU; Dr. Andrew McCrea, CAIU; Blake Wise, CAIU; Maria Hoover, CAIU; David Martin, CAIU; Cynthia Luphold, CAIU; Cassie McCabe, CAIU/CAEA President

**Recognition of the Public/Public Comment on Specific Agenda Items** The Board welcomed the public to the Board Meeting and asked if there was any public comment on specific agenda items.

<b>Consent Agenda</b>	<b>Rick Rovegno moved, seconded by Patrick Shull, "that the following Consent Agenda items be approved:</b>
<b>Approval of Minutes</b>	Approval of Minutes – 11/20/25.
<b>Treasurer's Report</b>	
Treasurer's Report – November 2025	Treasurer's Report for November 2025 – a total of \$19,867,550.59 in receipts and \$15,793,029.45 in expenses.
Payment of Bills – November 2025	November 2025 Payment of Bills.
Summary of Operations – November 2025	Summary of Operations for November 2025 showing revenues of \$39,601,419.68 and \$40,546,616.12 in expenses.
<b>Budget Administration Items</b>	No Budget Administration Items.
<b>Other Fiscal Matters</b>	No Other Fiscal Matters.
<b>Other Business Items</b>	
Contracts – December 2025	Contracts – December 2025
Appointment of New Board Members	Appointment of the following New Board Members: <ul style="list-style-type: none"> <li>• <b>Alison Mellott, Big Spring SD</b>, to fill an unexpired term until the CAIU annual election from December 18, 2025 – June 30, 2026. Alison was appointed as the CAIU representative at Big Spring SD re-organization meeting on December 2, 2025 replacing John Wardle.</li> <li>• <b>Michael Alsher, East Pennsboro Area SD</b>, to fill an unexpired term until the CAIU annual election from December 18, 2025 – June 30, 2026. Michael was appointed as the CAIU representative at East Pennsboro SD re-organization meeting on December 4, 2025 replacing Leslie Marshall.</li> <li>• <b>Marci Walborn, Susquenita SD</b>, to fill an unexpired term until the CAIU annual election from December 18, 2025 – June 30, 2026, replacing Phillip Lehman.</li> </ul>
<b>Policies &amp; Programs</b>	
Second Reading, Revised Policies	Second Reading and approval of the following revised policies: <ul style="list-style-type: none"> <li>• Revised Policy #100 - Program of Services</li> <li>• Revised Policy #101 - Mission Statement/Vision Statement/Shared Values</li> <li>• Revised Policy #102 Academic Standards</li> <li>• Revised Policy #105 - Curriculum</li> <li>• Revised Policy #105.1 - Review of Instructional Materials by Parents/Guardians and Students</li> <li>• Revised Policy #105.2 - Exemption from Instruction</li> </ul>

First Reading, Revised Policies	<p>First Reading of the following revised policies:</p> <ul style="list-style-type: none"> <li>• First Reading, Revised Policy #108 - Adoption of Textbooks</li> <li>• First Reading, Revised Policy #109 - Instructional Materials</li> </ul>
Retired Policies	<ul style="list-style-type: none"> <li>• Retire Policy #106 - Guides for Planned Instruction</li> <li>• Retire Policy #107 Adoption of Planned Instruction</li> <li>• Retire Policy #110 - Instructional Supplies</li> </ul>
<b>Personnel Report &amp; Addendum</b>	
Resignations	<ul style="list-style-type: none"> <li>○ <b>TAYLOR AMATO</b>, Behavior Consultant, Autism Support Program, effective December 5, 2025. Reason: Employee accepted a position with Central Dauphin School District.</li> <li>○ <b>NORMAN DIXON</b>, Teacher, Blind/Visually Impaired Program, effective June 30, 2026. Reason: Retirement after 7 years of continuous CAIU service.</li> <li>○ <b>VANIA JAROCH</b>, Business Coordinator, Administrative Team - Business, effective February 6, 2026. Reason: Retirement after more than 5 years of continuous CAIU service.</li> <li>○ <b>KARLA SHERMAN</b>, Floater Teacher, Early Intervention Program, effective January 5, 2026. Reason: Retirement after more than 6 years of continuous CAIU service.</li> </ul>
Termination	<ul style="list-style-type: none"> <li>○ <b>GENESIS BONNER</b>, Personal Care Assistant, Capital Area Mental-health Program, effective November 10, 2025 due to job abandonment/failure to respond to communication and return to work.</li> </ul>
Recommended for Employment/contract	<ul style="list-style-type: none"> <li>○ <b>CHRISTINE ALBRIGHT</b>, Professional, effective date to be determined. Assignment: Remedial Specialist, ANPS 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 new position funded through the Act 89 budget.</li> <li>○ <b>JUSTIN DEAMELIA</b>, Paraeducator, effective December 4, 2025. 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.</li> <li>○ <b>ERIN HANKEY</b>, Professional, effective date to be determined. Assignment: Part-time Speech and Language Pathologist, Early Intervention 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/hours worked with additional new hire days as required. This is a replacement position funded through the Early Intervention budgets.</li> <li>○ <b>KATIE POVILAITIS</b>, Paraeducator, effective date to be determined. Assignment: Certified Occupational Therapy Assistant, Early Intervention Program with base salary of MHW/COTA Bachelors, Step 4, \$36,602 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.</li> <li>○ <b>DENNIS TOPO</b>, Network Infrastructure Architect, Technology Team, effective date to be determined. Base salary of \$102,795 for 260 days of service will be prorated based on the number of days worked through June 30, 2026. This is a replacement position funded through the DPGO budget. Experience: Over 20 years of similar or related experience.</li> </ul>

- Change of Status
- **JENNIFER FOSTER**, School Counselor, ANPS Program, change from full-time to part-time status, effective January 5, 2026.
  - **LAURA MCCONE**, Speech and Language Pathologist, change in leave of absence return to work date from January 5, 2026 to July 7, 2026.”

**Job Description** There were no Job Descriptions.

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

**Other Business/  
Public Comment on  
Items Not Specific to  
Agenda** There were no other business or public comments on Items not specific to agenda.

**Next Board Meeting  
Date** The next regular meeting of the Capital Area Intermediate Unit Board of Directors will be held in person on Thursday, January 22, 2026, at 8:00 a.m., Board Room, CAIU Enola Office.

**Adjournment** **Patrick Shull moved, seconded by Jaime Johnsen, “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 8:55 a.m., the meeting adjourned.



Rennie Gibson,  
Board Secretary

