

CAPITAL AREA INTERMEDIATE UNIT

55 Miller Street
Enola, PA 17025

**January 22, 2026
MINUTES**

The Capital Area Intermediate Unit Board of Directors held its regular monthly meeting on Thursday, January 22, 2026, at the Capital Area Intermediate Unit at the Enola Office.

EXECUTIVE SESSION At 8:02 a.m., the Board entered into an Executive Session to discuss personnel matters.

REGULAR BOARD MEETING At 8:26 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. Michael Alsher , East Pennsboro Area SD	Y	
	2. Sue Bower , Carlisle Area SD	Y	
	3. Richard Bradley , Mechanicsburg SD	Y	
	4. Gabrielle Brandt , West Perry SD	Y	
	5. Joshua Cysyk , Derry Township SD	Y	
	6. Sidney Gray , Millersburg Area SD	Y	
	7. Jackie Hill , Susquehanna Township SD	Y	
	8. Emily Hoffman , Halifax Area SD		N
	9. Jaime Johnsen , Harrisburg SD		N
	10. Christopher Kambic , West Shore SD (<i>voted in during Regular meeting</i>)	Y	
	11. John Kaschak , Lower Dauphin SD		N
	12. Alison Mellott , Big Spring SD	Y	
	13. Marianne Moore , Middletown Area SD	Y	
	14. Michelle Nestor , Cumberland Valley SD	Y	
	15. Rick Rovegno , South Middleton SD	Y	
	16. Gerald Schwille , Northern York County SD		N
	17. Pat Shull , Newport SD		N
	18. Vacant , Central Dauphin SD		N
	19. Marci Walborn , Susquenita SD		N
		(12)	(6)

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, David Martin, CAIU; Cassie McCabe, CAIU/CAEA President, Lisa Klingler, CAIU

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.

Reports/Updates

Board Member Appreciation	January is Board Member Appreciation Month. A sincere thank you to the CAIU Board Members for their dedication and leadership.
Announcement of CAIU Retirees	The CAIU Board of Directors and administration recognized the retirement of Karla Sherman, Floater Teacher, retirement after 6.5 years of dedicated service.
Board Committee Report(s)	The Board Finance and Budget Committee met on 1/9/26 to discuss the proposed 2026-27 General Operating Budget.
26-27 General Operating Budget Presentation	Daren Moran, Director of Business & Operations and Board Treasurer, provided a presentation overviewing the 2026-27 General Operating Budget.
Departing Board Member	At 8:50 a.m., Board Member Sidney Gray, departed the meeting.
Discussion of Board Meeting Agenda Items	There was no discussion of Board Meeting agenda items.
Consent Agenda	Rick Rovengo moved, seconded by Michelle Nestor, "that the following Consent Agenda items be approved:
Approval of Minutes	Approval of Minutes – 12/18/25.
Treasurer's Report	
Treasurer's Report – December 2025	Treasurer's Report for December 2025– a total of \$23,704,705.15 in receipts and \$19,730,465.66 in expenses.
Payment of Bills – December 2025	December 2025 Payment of Bills.
Summary of Operations – December 2025	Summary of Operations for December 2025 showing revenues of \$60,146,131.58 and \$49,703,244.22 in expenses.
Budget Administration Items	
First Reading Proposed 26-27 General Operating Budget	First Reading Proposed 26-27 General Operating Budget
Proposed 25-26 Revised Budgets	Proposed 25-26 Revised Budgets: <ul style="list-style-type: none"> • Early Intervention - ACCESS • IDEA Section 611- Early Intervention • IDEA Section 619 - Early Intervention • Early Intervention - State
Other Fiscal Matters	
Approval of Final Audit Report - 6/30/25	Approval of Final Audit Report - 6/30/25

Contracts – January 2026

Contracts – January 2026

2026 CAIU Annual Election by mail/virtual ballot

Approval to hold the 2026 CAIU Annual Board Election by mail/virtual ballot.

Board Member Resignations

Approval of the following Board Member Resignations

- Richard Bradley, Mechanicsburg Area SD, effective 2/1/26
- Brenda Cox, West Shore SD, effective 12/31/25
- Jackie Hill, Susquehanna Township SD, effective 1/22/26
- Michelle Nestor, Cumberland Valley SD, effective 2/1/26
- Lauren Silvers, Central Dauphin SD, effective 12/31/25

Appointment of New Board Members

Appointment of Christopher Kambic, West Shore SD, to fill an unexpired term until the CAIU annual election from January 22, 2026 - June 30, 2026. Christopher is filling the vacancy of Brenda Cox (term ends 6/30/28).

Policies & Programs

Second Reading, Revised Policies

Second Reading of the following revised policies:

- Revised Policy #108 - Adoption of Textbooks
- Revised Policy #109 - Instructional Materials

First Reading, Revised Policies

First Reading of the following revised policies:

- Revised Policy #103 - Discrimination/Harassment Affecting - Students
- Revised Policy #103.1 – Nondiscrimination – Qualified Students with Disabilities
- Revised Policy #104 - Discrimination/Harassment - Staff
- Revised Policy #113 - Special Education
- Revised Policy #113.1 - Discipline of Students with Disabilities
- Revised Policy #113.2 - Behavior Support
- Revised Policy 113.5 - Early Intervention

Retired Policies

Retired Policy #114 - Gifted Education

Personnel Report & Addendum

Resignations

- **KELLIE CUSTER (COUPAL)**, Lead Behavior Consultant, Student Services Team, effective June 30, 2026. Reason: Employee is moving.
- **MARIA HOOVER**, Director of Educational Services, Educational Services Team, effective January 30, 2026. Reason: Employee accepted a position with Chester County Intermediate Unit.
- **KEVLEINA MORGAN**, Educational Paraprofessional, Autism Support Program, effective January 8, 2026. Reason: Personal.
- **HANNA NIXON**, Teacher, Emotional Support Program, effective February 27, 2026. Reason: Personal.

Change of Status

- **BRITTANY ENSIGN**, from Educational Consultant to Program Supervisor, Student Services Team, effective February 23, 2026. Change of status results in a change of salary to Act 93, \$104,742.47 for 260 days of service which will be prorated for a total of 92 days through June 30, 2026.

- **ALICIA FRANCAVAGE**, from Educational Paraprofessional to Teacher in the Early Intervention Program, effective January 12, 2026. Change of status results in a change of salary to \$55,937 which is based on a Bachelors, Step 1 placement on the current salary scale. This is for 190 days of service and will be prorated for a total of 94 days in the current school year.
- **DEBRA HARRO**, from Accounting Support Representative to Business Coordinator on the Administrative Team - Business, effective January 5, 2026. Change of status results in a change of salary to \$55,112.20, due to a realignment of Business Coordinator duties and will be prorated for a total of 129 days in the current school year.
- **ERICA PATTILLO**, School Counselor, change in long term substitute assignment end date from January 30, 2026 to June 6, 2026.
- **IRENE TENAGLIA**, from Program Supervisor on the Student Services Team to Teacher in the Keystone State Challenge Academy, effective January 19, 2026. Change of status results in a change of salary to \$85,855 which is based on a Masters + 60, Step 15 placement on the current salary scale. This is for 190 days of service and will be prorated for a total of 94 days in the current school year.

Change of Salary

- **SUSAN BRUNER**, Occupational Therapist, change of salary for completion of a Master+60 credits, effective February 1, 2026. Salary will be based on a Masters+60, Step 15, \$85,855 for 190 days of service and will be prorated for a total of 80 days in the current school year.
- **ERIKA GROVE**, Teacher, change of salary for completion of a Master+30 credits, effective February 1, 2026. Salary will be based on a Masters+30, Step 13, \$78,288 for 190 days of service and will be prorated for a total of 83 days in the current school year.
- **WYNTER JONES**, Educational Consultant, change of salary for completion of a Master+45 credits, effective February 1, 2026. Salary will be based on a Masters+45, Step 15, \$84,432 for 190 days of service and will be prorated for a total of 85 days in the current school year.
- **DELANEY KLEPPER**, Occupational Therapist, change of salary for completion of a Master+15 credits, effective February 1, 2026. Salary will be based on a Masters+15, Step 4, \$61,740 for 190 days of service and will be prorated for a total of 79 days in the current school year.
- **KIMBERLY MARSZALEK**, Teacher, change of salary for completion of a Master's Degree, effective February 1, 2026. Salary will be based on a Masters, Step 2, \$59,462 for 190 days of service and will be prorated for a total of 84 days in the current school year.
- **JENNIFER MCPOYLE-CALLAHAN**, Educational Coach, change of salary for completion of a Master+15 credits, effective February 1, 2026. Salary will be based on a Masters+15, Step 15, \$81,587 for 190 days of service and will be prorated for a total of 81 days in the current school year.
- **KAELAN O'NEILL**, Job Coach, change of salary for completion of 48 college credits, effective February 1, 2026. Salary will be based on a Tier 2, \$30,020 + \$2,950 annual stipend for 190 days of service and will be prorated for a total of 83 days in the current school year.
- **ASIA SCHROEDER**, Inclusion Consultant, change of salary for completion of a Master+15 credits, effective February 1, 2026. Salary will be based on a Masters+15, Step 3, \$61,240 for 190 days of service and will be prorated for a total of 80 days in the current school year.
- **KYLA SULLIVAN**, Teacher, change of salary for completion of a Master's Degree, effective February 1, 2026. Salary will be based on a Masters, Step 4, \$60,462 for 190 days of service and will be prorated for a total of 80 days in the current school year.

Issuance of Tenure The following temporary professional employees have met all criteria required to obtain tenure and shall be elevated to the status of professional and issued professional contracts, effective January 22, 2026:

- Amy Anderson
- Corinne Bennett
- Megan Hess
- Emily Hunt
- Elizabeth Miriello
- Samantha Woodson

Job Description

First Reading, Revised Position Description First Reading, Revised Position Description - Department Coordinator - Student Services.*

Motion passed with a roll call:

CAIU BOARD MEMBERS	YES	NO
1. Michael Alsher , East Pennsboro Area SD	Y	
2. Sue Bower , Carlisle Area SD	Y	
3. Richard Bradley , Mechanicsburg SD	Y	
4. Gabrielle Brandt , West Perry SD	Y	
5. Joshua Cysyk , Derry Township SD	Y	
6. Jackie Hill , Susquehanna Township SD	Y	
7. Christopher Kamic , West Shore SD	Y	
8. Alison Mellott , Big Spring SD	Y	
9. Marianne Moore , Middletown Area SD	Y	
10. Michelle Nestor , Cumberland Valley SD	Y	
11. Rick Rovegno , South Middleton SD	Y	
	(11)	(0)

Recognition of Departing Board Members The following departing Board Members were recognized for their service:

- Richard Bradley, Mechanicsburg Area S.D.
- Brenda Cox, West Shore S.D.
- Jackie Hill, Susquehanna Township S.D.
- Michelle Nestor, Cumberland Valley S.D.
- Lauren Silvers, Central Dauphin S.D.

Departing Board Members At 9:13 a.m., Board Members Jackie Hill and Richard Bradley departed the meeting.

Statement of Financial Interest - 2025 Board Members that were seated on the CAIU Board in 2025 are required to file a Statement of Financial Interests form. All filers will need to submit a copy of their electronically filed form, or their paper form, to the Board Secretary by May 1, 2026.

Executive Director's Report/All-in! Newsletter – January 2026 Dr. Andria Saia reported that the Executive Director's Report/All-in! Newsletter was available for the Board's review.

President's Report – January 2026 There was no President's Report for January 2026.

Board Member's Report/Sharing of Information Board Member Rick Rovegno, South Middleton SD, continues his work to address the mental health crisis in youth. He intends to put together a work group and may seek additional support.

Topics for Future Discussion Regional Wide Area Network (RWAN) – David Martin, Chief Information Officer and David Walker, CAIU Solicitor, provided an overview of the process and extremely tight timeline. In order to meet the required deadline, we will bring forth for Board approval an action item at our February meeting giving Board President, Dr. Joshua Cysyk, the authority to sign on behalf of the Board. The Board will then ratify this action at the March Board meeting.

Departing Board Member At 9:38 a.m., Board Member, Michelle Nestor departed the Board meeting.

CAIU Information Items Congratulations to the Capital Area Online Learning Association (CAOLA) who was awarded full accreditation in accordance with the National Standards for Quality Online Programs (NSQOP).

**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, February 26, 2026, at 8:00 a.m., Board Room, CAIU Enola Office.

Adjournment **Michael Alsher 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 9:42 a.m., the meeting adjourned.



Rennie Gibson,
Board Secretary