

CAPITAL AREA INTERMEDIATE UNIT

55 Miller Street
Enola, PA 17025

February 26, 2026
MINUTES

The Capital Area Intermediate Unit Board of Directors held its regular monthly meeting on Thursday, February 26, 2026, at the Capital Area Intermediate Unit at the Enola Office.

REGULAR BOARD MEETING At 8:00 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. Dr. Brian Allen , Cumberland Valley SD (<i>voted in during Regular meeting</i>)	X	
2. Mr. Michael Alsher , East Pennsboro SD	X	
3. Ms. Sue Bower , Carlisle Area SD	X	
4. Mrs. Gabrielle Brandt , West Perry SD		X
5. Dr. Joshua Cysyk , Derry Twp SD	X	
6. Ms. Sidney Gray , Millersburg Area SD		X
7. Ms. Tameka Hatcher , Susquehanna Twp SD (<i>voted in during Regular meeting</i>)	X	
8. Mrs. Emily Hoffman , Halifax SD		X
9. Ms. Jaime Johnsen , Harrisburg SD	X	
10. Mr. Chris Kambic , West Shore SD	X	
11. Mr. John Kaschak , Lower Dauphin SD		X
12. Ms. Alison Mellot , Big Spring SD (<i>arrived after roll call</i>)		X
13. Ms. Marianne Moore , Middletown Area SD	X	
14. Mr. Rick Rovegno , South Middleton SD		X
15. Mr. Gerald Schwille , Northern York County SD	X	
16. Mr. Pat Shull , Newport SD	X	
17. Mrs. Marci Walborn , Susquenita SD		X
18. VACANT , Central Dauphin SD		
19. VACANT , Mechanicsburg SD		
	(10)	(7)

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. Kevin Roberts, CAIU; Dr. Andrew McCreia, CAIU; Blake Wise, CAIU David Martin, CAIU; Cassie McCabe, CAIU/CAEA President; Dr. John Thompson, CAIU/KSA Principal; Dr. Linda Brewer, PA Department of Military & Veteran Affairs.

Recognition of the Public/Public Comment The Board welcomed the public and asked if there was any public comment on specific agenda items.

WORK SESSION**Reports/Updates**

Board Presentation	Board Presentation - <i>Keystone State Challenge Academy (KSCA) and CAIU: Partnering to Develop Leaders, Improve Outcomes and Change Lives</i> . Dr. John Thompson, KSCA Principal and Dr. Linda Brewer, KSCA PA Department of Military & Veteran Affairs presented an overview of KSCA, who the program serves, enrollment stats, and program information.
Arriving Board Member	Board Member, Alison Mellot, arrived at the Board meeting at 8:03 a.m.
Announcement of CAIU Retirees	The CAIU Board of Directors and administration recognized the retirement of Vania Jaroch , Business Coordinator, with more than 5 years of dedicated service to the CAIU.
Board Committee Report(s)	There were no Board Committee Reports.
Executive Director's Report/All-in! Newsletter – February 2026	Dr. Andria Saia reported that the Executive Director's Report/All-in! Newsletter was available for the Board's review. She highlighted the cover where CAIU staff members were participating in a service project - an example of CAIU's commitment to service and learning. Congratulations to Dr. Jill Neuhard, CAIU Supervisor, for receiving this year's Making it Happen award at PETE&C.
President's Report – February 2026	There was no President's Report for February 2026.
Board Member's Report/Sharing of Information	Sue Bowers, Carlisle Area SD, reported that she recently enjoyed Dr. Saia's interview on PCN – PAIU, Keystone Education Report.
Discussion of Board Meeting Agenda Items	There was no discussion of Board Meeting agenda items.
Topics for Future Discussion	Next month the Board Presentation will be on Artificial Intelligence. Future topics of interest: entrepreneurial budgets and leases and program and building visits.
CAIU Information Items	PETE&C newsletter was available - highlighting CAIU's support of the PA Educational Technology Expo and Conference (PETE&C) held at Hershey.
Consent Agenda	Patrick Shull moved, seconded by Michael Alsher , "that the following Consent Agenda items be approved:
Approval of Minutes	Approval of Board Meeting Minutes – 1/22/26
Treasurer's Report	
Treasurer's Report – January 2026	Treasurer's Report for January 2026-- a total of \$6,897,999.81 in receipts and \$7,944,895.30 in expenses.
Payment of Bills – January 2026	January 2026 Payment of Bills.

Summary of
Operations –
January 2026

Summary of Operations for January 2026 showing revenues of \$69,242,223.10 and \$59,788,173.70 in expenses.

**Budget
Administration
Items**

Proposed 25-26
Original Budget

Proposed 25-26 Original Budget - Statewide System of Support

Second Reading
Proposed 26-27
General Operating
Budget

Second Reading Proposed 26-27 General Operating Budget

**Other Fiscal
Matters**

No Other Fiscal Matters.

**Other Business
Items**

Appointment of
New Board
Members

Appointment of the following new Board Members:

- **Tameka Hatcher, Susquehanna Twp. SD**, to fill an unexpired term until the CAIU annual election from February 26, 2026 - June 30, 2026. Tameka is filling the vacancy of Jackie Hill (term ends 6/30/28).
- **Dr. Brian Allen, Cumberland Valley SD**, to fill an unexpired term until the CAIU annual election from February 26, 2026 - June 30, 2026. Brian is filling the vacancy of Michelle Nestor (term ends 6/30/27).

Contracts –
February 2026

Contracts – February 2026

Authorization of
Regional Wide Area
Network Agreement

Motion to authorize the Board President to execute the Regional Wide Area Network Agreement prior to the March 26, 2026 meeting of the Board of Directors. The Board President's execution of the Agreement prior to the March Board meeting is necessary for compliance with applicable E-Rate submission deadlines.

**Policies &
Programs**

Second Reading,
Revised Policies

Second Reading and final approval 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

First Reading,
Revised Policies

First Reading of the following revised policies:

- First Reading, Revised Policy #626 - Federal Fiscal Compliance - Procurement (Attachment Only)
- First Reading, Revised Policy #115 - Career and Technical Education
- First Reading, Revised Policy #117 - Homebound Instruction
- First Reading, Revised Policy #118 - Independent Study

Personnel Report & Addendum

Resignations

- **LYNN BARRICK**, Part-time Program Assistant, Early Intervention Program, effective March 6, 2026. Reason: Retirement after more than 8 years of continuous CAIU service.
- **KIRBY HOKE**, Maintenance/Facilities Technician, Administrative Team - Operations, effective June 30, 2026. Reason: Retirement after more than 4 years of continuous CAIU service.
- **KAREN ROBBINS**, Teacher, Diagnostics Program, effective June 6, 2026. Reason: Retirement after 10 years of continuous CAIU service.

Recommended for Employment or Contract

- **IKIKE AKPE**, Temporary Professional, effective date to be determined. Assignment: Floater Teacher, Early Intervention Program 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 Early Intervention budgets.
- **LINDSEY DEIBERT**, Temporary Professional, effective date to be determined. Assignment: Teacher, Emotional Support 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 Emotional Support budget.
- **BILLIE HAMILTON**, 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.
- **MELANIE JOHNS**, Professional, effective date to be determined. Assignment: Occupational Therapist, Early Intervention Program with base salary of Masters+45, Step 7, \$68,530 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.
- **SKYLAR REINHARDT**, Student Cafeteria Worker, Food Services Program, effective February 20, 2026. Hourly rate will be \$7.25 per hour. This is a temporary student worker position funded through the Food Services budget.
- **THOMAS SAMUEL**, Professional, effective date to be determined. Assignment: Floater Teacher, Emotional Support Program with base salary of 80% of Masters, Step 15, \$62,249.60 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 new position funded through the Emotional Support budget.
- **KRISTI TOBER**, Temporary Professional, effective date to be determined. Assignment: Inclusion Consultant, Early Intervention Program with base salary of Bachelors, Step 7, \$61,375 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.

Leave of Absence

- **NATALIE BHUT**, Speech and Language Pathologist, Early Intervention Program, child-rearing leave of absence effective May 5, 2026 – May 29, 2026. This leave is in addition to the use of 60 days under the Family Medical Leave Act (FMLA) and is requested in accordance with Article VI of the Collective Bargaining Agreement (CBA).
- **RYA SMIGEL**, Inclusion Consultant, Early Intervention Program, leave of absence effective February 20, 2026 – March 12, 2026. This leave is in addition to the use of 60 days under the Family Medical Leave Act (FMLA) and is requested in accordance with Article VI of the Collective Bargaining Agreement (CBA).

Job Description

Second Reading, Revised Position Description

Second Reading and approval - Revised Position Description - Department Coordinator - Student Services."

Motion passed with a roll call:

CAIU Board Members	Aye	No
1. Dr. Brian Allen, Cumberland Valley SD	X	
2. Mr. Michael Alsher, East Pennsboro SD	X	
3. Ms. Sue Bower, Carlisle Area SD	X	
4. Dr. Joshua Cysyk, Derry Twp SD	X	
5. Ms. Tameka Hatcher, Susquehanna Twp SD	X	
6. Ms. Jaime Johnsen, Harrisburg SD	X	
7. Mr. Chris Kambic, West Shore SD	X	
8. Ms. Alison Mellot, Big Spring SD	X	
9. Ms. Marianne Moore, Middletown Area SD	X	
10. Mr. Gerald Schwille, Northern York County SD	X	
11. Mr. Pat Shull, Newport SD	X	
	(11)	(0)

Board Presentation – CAIU Strategic Plan Mid-Year Review

Dr. Kevin Roberts, CAIU Assistant Executive Director, provided an overview and a mid-year review of the CAIU Strategic Plan.

Departing Board Members

At 9:09 a.m., Board Member, Jaime Johnsen departed the meeting.

Other Business/ Public Comment on Items Not Specific to

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

Adjournment

Pat Shull moved, seconded by Gerald Schwille, "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 9:21 a.m., the meeting adjourned.

Rennie Gibson,
Board Secretary

