

CAPITAL AREA INTERMEDIATE UNIT

55 Miller Street
Enola, PA 17025

**March 26, 2026
MINUTES**

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

EXECUTIVE SESSION At 8:00 a.m., the Board entered into an Executive Session to discuss personnel and legal matters.

REGULAR BOARD MEETING At 8:13 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	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. Mr. Thomas Garlic , Central Dauphin SD <i>(voted in during Regular meeting)</i>	X	
7. Ms. Sidney Gray , Millersburg Area SD		X
8. Ms. Tameka Hatcher , Susquehanna Twp SD	X	
9. Mrs. Emily Hoffman , Halifax SD		X
10. Ms. Jaime Johnsen , Harrisburg SD		X
11. Mr. Chris Kambic , West Shore SD	X	
12. Mr. John Kaschak , Lower Dauphin SD	X	
13. Ms. Alison Mellot , Big Spring SD	X	
14. Ms. Marianne Moore , Middletown Area SD	X	
15. Mr. Rick Rovegno , South Middleton SD	X	
16. Mr. Gerald Schwille , Northern York County SD	X	
17. Mr. Pat Shull , Newport SD	X	
18. Mrs. Morgan Strehlow , Mechanicsburg SD <i>(voted in during Regular meeting)</i>	X	
19. Mrs. Marci Walborn , Susquenita SD		X
	(15)	(4)

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 McCrea, CAIU; Blake Wise, CAIU; David Martin, CAIU; Cassie McCabe, CAIU/CAEA President; Scott Snyder, CAIU; Deana Raymer and Lauren Whiteko, Cumberland Valley SD.

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>Designing the Future: Roadmap to AI Implementation</i> presented by Dr. Andria Saia.
Announcement of CAIU Retirees	The CAIU Board of Directors and administration recognized the retirement of <i>Lynn Barrick</i> , Program Assistant, retirement with 9 years of dedicated service to the CAIU.
Board Committee Report(s)	
Proposed Revised 25-26 CAIU Board Committees	The proposed revised 25-26 CAIU Board Committees were available for the Board's review.
Executive Director's Report/All-in! Newsletter – March 2026	Dr. Andria Saia reported that the Executive Director's Report/All-in! Newsletter was available for the Board's review.
President's Report – March 2026	There was no President's Report for March 2026.
Board Member's Report/Sharing of Information	There were no Board Member's reports/sharing of information.
Discussion of Board Meeting Agenda Items	There was no discussion of Board Meeting agenda items.
Topics for Future Discussion	There were no topics for future discussion.
CAIU Information Items	CAIU Information Item – Bid for a Better Childhood, online auction for Champions for Children - Auction runs from Sunday, March 22 through March 27.
Consent Agenda	Patrick Shull moved, seconded by Tameka Hatcher , “that the following Consent Agenda items be approved:
Approval of Minutes	Approval of Board Meeting Minutes – 2/26/26.
Treasurer's Report	
Treasurer's Report – February 2026	Treasurer's Report for February 2026– a total of \$7,610,019.25 in receipts and \$8,660,701.91 in expenses.

Payment of Bills – February 2026	February 2026 Payment of Bills.
Summary of Operations – February 2026	Summary of Operations for February 2026 showing revenues of \$75,156,724.26 and \$70,770,931.91 in expenses.
Budget Administration Items	
Proposed 25-26 Original Budget	Proposed 2025-26 Original Budget - Feminine Hygiene Products Grant.
Other Fiscal Matters	No Other Fiscal Matters.
Other Business Items	
Appointment of New Board Members	Appointment of the following new Board Members: <ul style="list-style-type: none"> • Morgan Strehlow, Mechanicsburg SD, to fill an unexpired term until the CAIU annual election from March 26, 2026 - June 30, 2026. Morgan is filling the vacancy of Richard Bradley (term ends 6/30/26). • Thomas Garlic, Central Dauphin SD, to fill an unexpired term until the CAIU annual election from March 26, 2026 - June 30, 2026. Thomas is filling the vacancy of Lauren Silver (term ends 6/30/27).
Contracts – March 2026	Contracts – March 2026.
Ratification of Comcast RWAN Service Agreement	Ratification of Comcast RWAN Service Agreement.
Policies & Programs	
Proposed 26-27 CAIU 12-Month Employee Calendar	Proposed 26-27 CAIU 12-Month Employee Calendar.
Second Reading, Revised Policies	Second Reading and final approval of the following revised policies: <ul style="list-style-type: none"> • Revised Policy #626 - Federal Fiscal Compliance - Procurement (Attachment Only) • Revised Policy #115 - Career and Technical Education • Revised Policy #117 - Homebound Instruction • Revised Policy #118 - Independent Study
First Reading Revised Policy #124 - Alternative Instruction	First Reading Revised Policy #124 - Alternative Instruction.

Retired Policies	<p>Suggest retiring the following CAIU Policies:</p> <ul style="list-style-type: none"> • Policy #125 - Adult Education • Policy # 126 - Class Size
Personnel Report & Addendum	
Resignations	<ul style="list-style-type: none"> • NATALIE BORNE, Long Term Substitute Educational Paraprofessional, Early Intervention Program, effective March 18, 2026. Reason: Employee was a seasonal employee and will not be returning. • KIMBERLY CICERO, Personal Care Assistant/LPN, Multiple Disabilities Support Program, effective March 20, 2026. Reason: Personal. • DEBORAH GENET, Teacher, Deaf and Hard of Hearing Program, effective June 3, 2026. Reason: Retirement after more than 28 years of continuous CAIU service. • SHANNA HYMON, Head Cook, Food Services Program, effective February 27, 2026. Reason: Personal. • RANDALL JOHNSON, Mental Health Worker, Emotional Support Program, effective March 4, 2026. Reason: Personal. • CHERYL PARK, Teacher, Physical Education Program, effective August 14, 2026. Reason: Retirement after 36 years of continuous CAIU service. • THERESA SMITH, Program Assistant, Student Services Team, effective June 30, 2026. Reason: Retirement after 19 years of continuous CAIU service. • PAMELA TOPPER, Teacher, Early Intervention Program, effective June 5, 2026. Reason: Retirement after 29 years of continuous CAIU service.
Recommended for Employment or Contract	<ul style="list-style-type: none"> • LAURA EICHHAMMER, Temporary Professional, effective April 13, 2026. Assignment: Service Coordinator, Early Intervention Program with base salary of Masters, Step 14, \$77,752 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. • SARAH FULLEM, Temporary Professional, effective date to be determined. Assignment: Part-time Speech and Language Pathologist, Early Intervention Program with base salary of Masters+30, Step 5, \$64,347 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. • RACHEL HAAS, Temporary Professional, effective July 1, 2026. Assignment: Speech and Language Pathologist, Early Intervention Program with base salary of Masters+30, Step 1, \$64,277 for 190 days of service with additional new hire days as required. This is a new position funded through the Early Intervention budgets. • BOBBIE HOOVER, Temporary Professional, effective date to be determined. Assignment: Teachers, Early Intervention Program with base salary of Masters, Step 13, \$75,585 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. • DEVANN O'CONNELL, Professional, effective August 12, 2026. Assignment: Behavior Consultant, Autism and Multiple Disabilities Support Programs with base salary of Masters+15, Step 8, \$69,868 for 190 days of service with additional new hire days as required. This is a replacement position funded through the Autism and Multiple Disabilities Support budgets. • DEANA RAYMER, Director of Educational Services, effective April 20, 2026. Base salary of Act 93, Grade 20, \$150,049.58 for 260 days of service will be prorated for a total of 74 days through June 30, 2026. This is a replacement position funded through the General Operating budget.

- **TAYLOR SWEENEY**, Program Assistant, Student Services Team, effective April 14, 2026. Base salary of \$44,307.50 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 Student Services – Core budget. Experience: About 3 years of similar or related experience.

Change of Status

- **RYA SMIGEL**, Inclusion Consultant, change in leave of absence return to work date from March 12, 2026 to May 1, 2026.

MOU Between CAEA & CAIU

MOU Between CAEA & CAIU - Registered Behavior Technician (RBT)

Job Description

First Reading, New Position Description - Registered Behavior Technician (RBT)

First Reading, New Position Description - Registered Behavior Technician (RBT)."

Motion to approve Consent Agenda

Motion to approve Consent Agenda passed with a roll call vote:

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. Mrs. Gabrielle Brandt , West Perry SD	X	
5. Dr. Joshua Cysyk , Derry Twp SD	X	
6. Ms. Tameka Hatcher , Susquehanna Twp SD	X	
7. Mr. Chris Kambic , West Shore SD	X	
8. Mr. John Kaschak , Lower Dauphin SD	X	
9. Ms. Alison Mellot , Big Spring SD	X	
10. Ms. Marianne Moore , Middletown Area SD	X	
11. Mr. Rick Rovegno , South Middleton SD	X	
12. Mr. Gerald Schwille , Northern York County SD	X	
13. Mr. Pat Shull , Newport SD	X	
	(13)	(0)

Other Business/ Public Comment on Items Not Specific to

The Board and CAIU Administration congratulated and welcomed Deana Raymer who was just approved as the new Director of Educational Services.

Next Board Meeting Date


The next regular meeting of the Capital Area Intermediate Unit Board of Directors will be held in person on Thursday, April 23, 2026, at 8:00 a.m., Board Room, CAIU Enola Office.

Adjournment

Patrick Shull moved, seconded by Dr. Brian Allen, "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 9:07 a.m., the meeting adjourned.


Rennie Gibson,
Board Secretary