

CAPITAL AREA INTERMEDIATE UNIT

55 Miller Street, Enola, PA 17025

September 24, 2026**MINUTES**

The Capital Area Intermediate Unit Board of Directors held its regular monthly meeting on Thursday, September 24, 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 Matters.

REGULAR BOARD MEETING At 8:01 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	X	
	7. Ms. Sidney Gray, Millersburg Area SD		X
	8. Ms. Tameka Hatcher, Susquehanna Twp SD (arrived at 8:05am)	X	
	9. Mrs. Emily Hoffman, Halifax SD		X
	10. Ms. Jaime Johnsen, Harrisburg SD (arrived at 8:11am)	X	
	11. Mr. Chris Kambic, West Shore SD	X	
	12. Mr. John Kaschak, Lower Dauphin SD	X	
	13. Dr. Michael Lyman, Shippensburg SD	X	
	14. Ms. Marianne Moore, Middletown Area SD	X	
	15. Mr. Will Sagle, Greenwood SD		X
	16. Mr. Rick Rovegno, South Middleton SD	X	
	17. Mr. Gerald Schwillie, Northern York County SD	X	
	18. Mr. Pat Shull, Newport SD		X
	19. Mrs. Morgan Strehlow, Mechanicsburg SD		X
		(14)	(5)

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; Deana Raymer, CAIU; Cassie McCabe, CAIU CAEA President; Heather Smith, CAIU.
Recognition of the Public/Public Comment	The Board welcomed the public and asked if there was any public comment on specific agenda items. There was no public comment.
WORK SESSION	
Reports/Updates	
Board Presentation – CAIU Strategic Plan	Dr. Kevin Roberts and CAIU Cabinet Members provided a year end update of the 2025-26 plan and an overview of the 2026-27 CAIU Strategic Plan.
Arriving Board Members	At 8:05 a.m., Board Member Tameka Hatcher arrived at the Board Meeting. At 8:11 a.m., Board Member Jaime Johnsen arrived at the Board Meeting.
Announcement of CAIU Retirees	There were no September 2026 CAIU retirees.
Board Committee Report(s)	There were no committee reports.
Executive Director's Report/All-in! Newsletter – September 2026	Dr. Andria Saia reported that the <i>All-in! Newsletter</i> was available for the Board's review and highlighted the <i>Hill Top Pride – Creating a Positive and Engaging School Environment</i> article written by Jason Derr, Hill Top Academy Principal. In addition, Dr. Saia extended an invitation to the CAIU Annual Fall Fest on October 24. This is a free community event.
President's Report – September 2026	There was no President's Report for September 2026.
Board Member's Report/Sharing of Information	• Marianne Moore shared that Middletown Area School District recently opened a new elementary building. • Gabrielle Brandt, West Perry School District, made the Board aware of the Pennsylvania Department of Health Regulation #10-242 proposed regulatory package titled Communicable and Noncommunicable Diseases.

- Rick Rovegno shared that South Middleton School District will hold a curriculum meeting in November to discuss the inclusion of AI development into the curriculum.
- Dr. Kevin Roberts shared that the PA Governor's Office of Homeland Security will be holding a free in-person training with special guest General Dave Sunday on December 3, 2026, 9-3pm at the Best Western Hotel in Harrisburg. The topic is *Protecting Our Kids from Online Dangers*.

Discussion of Board Meeting Agenda Items	There was no discussion of Board Meeting agenda items.
Topics for Future Discussion	There were no topics of interest for future board presentations.
CAIU Information Items	There were no CAIU Information items.
Consent Agenda	Rick Rovegno moved, seconded by Sue Bower, "that the following Consent Agenda items be approved:
Approval of Minutes – August 27, 2026	Approval of the August 27, 2026 CAIU Board Meeting minutes.
Treasurer's Report	
Treasurer's Report – August 2026	Treasurer's Report for August 2026 – a total of \$12,193,239.36 in receipts and \$12,746,255.74 in expenses.
Payment of Bills – August 2026	August 2026 Payment of Bills.
Summary of Operations – June 2026 as of 9/11/26	Summary of Operations for June 2026 as of 9/11/26 showing revenues of \$141,272,108.11 and \$140,033,924.32 in expenses.
Summary of Operations – August 2026	Summary of Operations for August 2026 showing revenues of \$13,851,354.38 and \$16,331,285.47 in expenses.

Budget Administration Items	There were no Budget Administration Items.
Other Fiscal Matters	There were no Other Fiscal Matters.
Other Business Items	
Contracts - September 2026	Contracts - September 2026
Discussion/Vote on 2027 PSBA Officer Candidates	Approval of the following 2026 PSBA Officers: 2027 President-elect (one-year term) - Matt Vannoy, Sharon City School District 2027 Vice President (one-year term) - Kristy Bolte, Northwestern School District 2027-2029 Treasurer (three-year term) - David Hein, Parkland School District PSBA Insurance Trustees (three-year term) (Choose two) - Marianne L. Neel, Dr. Michael Faccinetto
Policies & Programs	There were no policy or program items.
Job Description	
Second Reading, Revised Position Description	Second Reading and approval of Revised Position Description - Creative Services Specialist.
Personnel Report & Addendum	
Resignations	LISA BRITTINGHAM, Speech and Language Pathologist, Early Intervention Program effective February 1, 2027. Reason: Retirement after more than 37 years of continuous CAIU service. JOY FORRY, Account Manager, Technology Team effective January 19, 2027. Reason: Retirement after more than 14 years of continuous CAIU service. VANESSA JIMENEZ-DIAZ, Educational Paraprofessional, Autism Support Program, effective December 4, 2026. Reason: Personal. ROCCO MATRICCINO, Educational Paraprofessional, Emotional Support Program, effective September 16, 2026. Reason: Personal.

GABRIELLE PETERSON, Personal Care Assistant, Autism Support Program, effective September 15, 2026. Reason: Employee accepted a position with another school district.

MICHELLE STRAW, Service Coordinator, Early Intervention Program effective October 2, 2027. Reason: Retirement after more than 23 years of continuous CAIU service.

Recommended for
Employment or
Contract

JOSHUA BAUGHER, Professional, effective date to be determined. Assignment: Sign Language Interpreter, Deaf/Hard of Hearing Program with base salary of Bachelors, Step 15, \$79,291 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 Deaf/Hard of Hearing budget.

VANESSA EVANS, Paraeducator, effective date to be determined. Assignment: Personal Care Assistant, Autism Support Program with base salary of Tier 1, \$28,880 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.

MICHELLE MARTINEZ, Paraeducator, effective October 1, 2026. Assignment: Educational Paraprofessional, Early Intervention Program with base salary of Tier 2, \$31,160 for 190 days of service and will be prorated for a total of 146 days with additional new hire days as required. This is a replacement position funded through the Early Intervention budgets.

ABAGAIL MOYER, Paraeducator, effective September 23, 2026. Assignment: Personal Care Assistant, Autism Support Program with base salary of Tier 2, \$31,160 for 190 days of service and will be prorated for a total of 167 days with additional new hire days as required. This is a replacement position funded through the Autism Support budget.

COREY PARSONS, Maintenance/Facilities Technician, Administrative Team - Operations, effective date to be determined. Base salary of \$45,100 for 260 days of service will be prorated based on the number of days worked through June 30, 2027. This is a replacement position funded through the General Operating – Maintenance budget. Experience: 14 years of similar or related experience.

AMY UNGEMACH-MOORE, Paraeducator, effective date to be determined. Assignment: Educational Paraprofessional, Early Intervention Program with base salary of Tier 2, \$31,160 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 Early Intervention budgets.

Change of Status

BRITTANY ENSIGN from Program Supervisor on the Student Services Team to Teacher in the ELD Program, effective October 13, 2026. Change of status results in a change of salary to \$85,007 which is based on a Masters + 30, Step 15 placement on the current salary scale. This is for 190 days of service and will be prorated for a total of 150 days in the current school year."

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

Retainment/Re-Appointment of Assistant Executive Director **John Kaschak moved, seconded by Thomas Garlic, "that the Board of Directors of the Intermediate Unit approve to retain and re-appointment Dr. Kevin Roberts as CAIU Assistant Executive Director for an additional term beginning on January 30, 2027 and ending on January 29, 2031."**

Motion 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. Mr. Thomas Garlic , Central Dauphin SD	X	
7. Ms. Tameka Hatcher , Susquehanna Twp SD	X	
8. Ms. Jaime Johnsen , Harrisburg SD	X	
9. Mr. Chris Kambic , West Shore SD	X	
10. Mr. John Kaschak , Lower Dauphin SD	X	
11. Dr. Michael Lyman , Shippensburg SD	X	
12. Ms. Marianne Moore , Middletown Area SD	X	
13. Mr. Rick Rovegno , South Middleton SD	X	
14. Mr. Gerald Schville , Northern York County SD	X	
	(14)	(0)

Assistant Executive Director's Contract of Employment Agreement **Rick Rovegno moved, seconded by Gerald Schville, "that the written contract of employment agreement between Dr. Kevin Roberts and the Capital Area Intermediate Unit for the period commencing on January 30, 2027 and ending on January 29, 2031 be approved."**

Motion 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. Mr. Thomas Garlic, Central Dauphin SD	X	
7. Ms. Tameka Hatcher, Susquehanna Twp SD	X	
8. Ms. Jaime Johnsen, Harrisburg SD	X	
9. Mr. Chris Kambic, West Shore SD	X	
10. Mr. John Kaschak, Lower Dauphin SD	X	
11. Dr. Michael Lyman, Shippensburg SD	X	
12. Ms. Marianne Moore, Middletown Area SD	X	
13. Mr. Rick Rovegno, South Middleton SD	X	
14. Mr. Gerald Schwille, Northern York County SD	X	
	(14)	(0)

Other Business/ There were no comments.
Public Comment on
Items Not Specific
to Agenda

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

Adjournment Rick Rovegno moved, seconded by Tameka Hatcher, 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 8:58 a.m., the Regular Meeting adjourned.



Rennie Gibson,

Board Secretary

