

**UNION
SCHOOL
DISTRICT**

BOARD OF DIRECTOR'S

June 13, 2024

**Monthly Meeting
Union High School Library**

UNION SCHOOL DISTRICT
AGENDA
June 13, 2024

- I. Call to Order
- II. Roll Call
- III. Approval of Agenda
- IV. Approval of Minutes: May 3, 2024 Special Board Meeting Minutes, May 9, 2024 Work Session Minutes and the May 16, 2024 Regular Board Meeting Minutes.
- V. Announcements:
- VI. Correspondence
- VII. Visitor/Comments
- VIII. **Administration Report**
School Police Officer
Food Service Director
Technology Department
Maintenance Department
Special Education Director
Elementary Principal
High School Principal
Superintendent's Report
- IX. **Board Reports**
Finance Report
Personnel Report
Curriculum/Instruction & Matters
Buildings, Grounds & Transportation
Athletic Report
Career Center Representative
Riverview IU6 Representative
- X. Old Business
- XI. New Business
Approve the 1st reading of the following policies:
 - a. Policy No. 202: Eligibility of Nonresident Students
 - b. Policy No. 222: Tobacco and Vaping Products (students)
 - c. Policy No. 227: Controlled Substances/Paraphernalia
 - d. Policy No. 249: Bullying/Cyberbullying
 - e. Policy No. 232: Tobacco and Vaping Products (staff)
 - f. Policy No. 351: Controlled Substance Abuse
 - g. Policy No. 707: Use of School Facilities
- XII. Visitors/Comments
- XIII. Adjournment

UNION SCHOOL DISTRICT
Administrative Reports
June 13, 2024

I. School Police Officers

II. Food Service Director

- Student and Staff Cafeteria Survey
 - 94 Student responses
 - 10 Staff responses
 - Compiling all of the responses to help plan the menus for 2024-2025
- Trainings
 - Menu Planning Strategies
 - ServSafe

III. Technology Department

- Support Tickets Status
 - 40 support tickets from May 7th to June 5th
 - 1030 support tickets for the close of the 23-24 School Year
- Programing SES Phone System
- Planning and seeking quotes for the 24-25 School Year
- Calls to every family owing money for Chromebooks/damages which occurred during the 23-24 School Year
- Setting bell schedules for the 24-25 School Year
- Collection of Chromebooks
- Help Finalizing HS Schedules

IV. Maintenance Department

- Had 100 cubic yards of mulch spread on Sligo playground.
- Scheduled Rekortan to resurface the running track. Completed, except for line painting, scheduled for next week.
- Working on the ice machine.
- Started summer cleaning at both buildings.
- Did set ups for awards days, and graduation ceremonies.
- Mounted a new water fountain on the first floor wing.
- Mulched areas at both Sligo and the HS.
- Started my employee evaluations, which will be complete by the end of June.

V. Special Education Director

- SPM Data
- End of Year Special Education Numbers

Number of IEP's	131
Number of 504 Plans	24
GIEP's	7
Out of District Placements	11
Evaluations for the year	70

VI. Elementary Principal's Report

- Reading and Discipline End of Year Data
https://docs.google.com/presentation/d/1fZD160ELi_ZViKWRok58C5RBnqINkT1A0hD8DcX5U/edit#slide=id.p
- STAR Teacher: Ms. Megan Renfrew
- STAR Paraprofessional: Mrs. Tammy Craig and Mrs. Amanda Myers

- STAR Staff Member: Mr. Dick Vasbinder

VII. High School Principal's Report

- 43 Graduates
 - Thanks to Mrs. Magagnotti and Mrs. Hibbard
- Student Effort on Keystone Exams was excellent
 - Attendance again was fantastic for these test
- Field Day
- Summer items started
 - Scheduling
 - MTSS launch
 - Interventions for students displaying a need in Math and ELA
 - Developing methods and systems for identifying
 - Professional Development Planning
 - Planning Next Year's Events
 - Developing plans to send additional students to the career center
- 2023-24 Discipline Report
 - See Handout

VIII. Superintendent's Report

- ACT 44 Report
 - Yearly safety report conducted in executive session in June
- Receipt of Homeless Monitoring Report
 - Areas for improvement
 - Show evidence that Policy 251 and BEC are distributed to staff
 - This will be done during in-service
 - Language changes in the Student Handbook
 - Template/example provided by ECYEH
- Review of staffing needs (paraprofessionals)
 - Placements, numbers, needs, etc.
 - How to facilitate educational needs?
 - Coordination with CCCC to meet placement needs (afternoon students)
- Handbook Review
 - Admin Team to review for first draft changes (completed 6-6-24)
 - Dividing some infractions to better address disparities
 - Substantive vs. Transient Threat
 - Lewd/Obscene Acts vs. Inappropriate Gestures
- Completion of PVAAS Roster Verification
 - Attribution of students to teachers for PSSA/Keystones
 - Part of evaluations
- Policy Review
 - Waiting on solicitor for advice concerning cyber procedures
 - Approval letter for student participation in extracurricular activities
- Tax Increase Notices
 - Comparison of increase in local taxes to increase in cyber costs
- Student Teacher List
 - Scott Kindel
 - Nicole Claypoole
 - Rachel Kindel
 - Mindi Verdill
 - Andrea Shuster (2)
 - Cathy Walzak

UNION SCHOOL DISTRICT

Finance Report

June 13, 2024

Board Action Requested

I. Treasurer's Report

Approve the Treasurer's Report for the month ending May 31, 2024

II. Accounts Payable List

Approve the Accounts Payable List for the month ending June 30, 2024.

III. 2024-2025 Budget

Adopt the 2024-2025 Union School District General Operating Budget as presented in accordance with the School Laws of PA:

- Expenditures.....\$14,723,050
- Revenues.....\$13,928,473
- Needed from Fund Balance.....\$794,577

IV. Prior Payments

Grant prior approval of previously contracted bills, during the 2024-2025 school year, prior to board meetings; and authorize the administration to pay normal bills during the months when board meetings have been canceled or rescheduled and do not allow for payments to be submitted for board approval. This allows the district to avoid late charges or take advantage of discounts for early payments.

UNION SCHOOL DISTRICT

Personnel Report

June 13, 2024

Board Action Requested

- I. Federal Programs Coordinator**
Appoint Tom Minick as the Federal Programs Coordinator for the 2024-2025 school year, with a stipend of \$5,000.00 for the responsibilities of this position.
- II. Federal Programs Liaison Stipend**
Appoint Brenda Greenawalt as Federal Programs Liaison for the 2024-2025 school year, with a stipend of \$5,000.00 for the responsibilities of this position.
- III. Title IX Coordinator/Title IX Decision Maker**
Appoint Andrew Carlson as the Title IX Coordinator and Tom Minick as the Title IX Decision Maker for the 2024-2025 school year.
- IV. 2024-2025 Educational Aides**
Appoint Deanna McGarrity, Alicia Hetrick, Penny Vereb, Erika Tennant, Anne Harbodin, Debra Rudiger, Tammy Craig, Amanda Myers, Carrie Whyte, Amanda Trunzo, Jenny Barger, and Jessica Lukes as potential educational aides for the 2024-2025 school year.
- V. Job Postings/Advertisements**
Authorize the administration to post &/or advertise for any position that becomes available during the 2024-2025 school year.
- VI. Full Time Custodian Appointment**
Appoint Miranda Stewart as a full time custodian, effective July 1, 2024, as per the terms of the Union Education Support Personnel Association Agreement.
- VII. Tenure**
Grant Tenure, as per PA School Code, Section 1121 to Rebecca Dill and Megan Renfrew upon completion of three years satisfactory services.
- VIII. Cross Guard Pay Increase**
Increase the Cross Guard pay from \$30.00 per day to \$35.00 per day, effective the start of the 2024-2025 school year.
- IX. 2024-2025 Supplemental Positions**
Approve the follow 2024-2025 supplemental positions and salaries:

 - Prom Advisor: Nicole Claypoole, \$1,428.00
 - Yearbook Advisor: Nick Rimer, \$1,370.00
 - Play/Musical Director: Emily Ellenberger, \$1,200.00
 - Assistant Band Director: John Zanot, \$1,525.00
 - Assistant Band Director (Color Guard Coach): Caitlin Morgan, \$800.00 (pending receipt of clearances)
- X. Mentor Teachers**
Hire Josh Meeker and Autumn Gallaher as mentor teachers for the 2024-2025 school year at the salary of \$500.00 each.
- XI. Tutors/Detention Monitors**
Approve the following elementary homework helpers and high school tutors/detention

monitors for the 2024-2025 school year at the salary of \$30.00 per hour:

- Elementary Homework Helpers: Jennifer Monnoyner and Erika Tennant
- High School Tutors/Detention Monitors: Nicole Claypoole, Nick Rimer, Steven Petrocy, Katie Hibbard, and Brianna Pennington.

XII. Principal Act 93 Agreement

Approve the Principal Act 93 Agreement, with Tom Minick, effective

XIII. Superintendent Employment Agreement

Approve the Union School District contract for employment of District Superintendent, with Dr. John Kimmel, effective July 1, 2024 through June 30, 2029.

XIV. Paraprofessional Cooperation Agreement

Approve the Paraprofessional Cooperation Agreement between the Union School District and the Clarion County Career Center, effective August 1, 2024 through June 30, 2025.

UNION SCHOOL DISTRICT
Curriculum Report
June 13, 2024

Board Action

I. Conferences

Approval is requested for staff attendance at the following conference/workshop, etc.:

- a. Conference: SAS for School Leaders
Staff: Andy Carlson and Tom Minick
Location: Riverview IU6, Clarion
Date: Retroactive, Monday, June 10, 2024
Approx. Cost: \$0.00
Funding Source: n/a

- b. Conference: 2024 Community of Practice Transition Conference
Staff: Kris Glosser
Location: Virtual
Date: Wed.-Thurs., July 31-August 1, 2024
Approx. Cost: \$75.00
Funding Source: General Fund

- c. Conference: 2024 National Autism Conference
Staff: Kris Glosser
Location: Virtual
Date: Mon.-Thurs., August 5-8, 2024
Approx. Cost: \$0.00
Funding Source: n/a

- d. Conference: eMetric Training
Staff: Andy Carlson and Tom Minick
Location: Riverview IU6, Clarion
Date: Wed., June 26, 2024
Approx. Cost: \$0.00
Funding Source: n/a

- e. Conference: Leading and Learning in the Age of Artificial Intelligence
Staff: Andy Carlson, Tom Minick, and Lindsey Cookson
Location: Riverview IU6, Clarion
Date: Wed., June 19, 2024
Approx. Cost: \$0.00
Funding Source: n/a

- f. Conference: Title IX Training—meets mandate for training
Staff: John Kimmel
Location: Virtual
Date: Retroactive, June 13, 2024
Approx. Cost: \$300.00
Funding Source: General Fund

II. Student Trips

Approval is requested for the following student trips during the school year

- a.** Student Trip: 4th Grade Field Trip
Students: 4th grade students, teachers, and approved chaperones
Location: Clarion County Park
Date: Retroactive–Thurs., May 16, 2024
Approx. Cost: n/a
Funding Source: PTO

III. Elementary Reading Curriculum

Approve the purchase of K-2 reading curriculum from McGraw-Hill Wonders, in the amount of \$34,845.71. This is for the 2024-2025 school year.

IV. Elementary Science Curriculum

Approve the purchase of 3-5 science curriculum from Houghton Mifflin Harcourt, in the amount of \$35,475.78. This is for the 2024-2025 school year.

UNION SCHOOL DISTRICT
Buildings, Grounds, and Transportation Report
June 13, 2024

Board Action Requested

- I. **Disposal of Property**
Approve the request for disposal of school property, from Logan Pistorius, to dispose of old American Government and The American Nation textbooks and Jamey Cyphert to dispose of antiquated technology, chromebooks, PC's, and network gear.

UNION SCHOOL DISTRICT

Athletic Report

June 13, 2024

Board Action Requested

I. Event Worker Pay Increase

Increase the event worker pay from \$28.00 to \$35.00 starting with the 2024-2025 school year.

II. Cooperative Agreements

Approve the following Cooperative Agreements between the Union School District and the Allegheny-Clarion Valley School District, effective the start of the 2024-2025 school year and continuing through the 2025-2026 school year:

- Varsity/Jr. Varsity Football
- Jr. High Football
- Boys Cross Country
- Girls Cross Country
- Boys Golf
- Girls Golf
- Competitive and Sideline Cheer
- Girls Varsity/Jr. Varsity Basketball
- Girls Jr. High Basketball
- Varsity/Jr. Varsity Baseball
- Jr. High Baseball
- Varsity/Jr. Varsity Softball
- Jr. High Softball
- Varsity/Jr. Varsity Track
- Jr. High Track