

**UNION
SCHOOL
DISTRICT**

BOARD OF DIRECTOR'S

August 15, 2024

**Monthly Meeting
Union High School Library**

UNION SCHOOL DISTRICT
AGENDA
August 15, 2024

- I. Call to Order
- II. Moment of Silent Meditation
- III. Pledge to the Flag
- IV. Roll Call
- V. Approval of Agenda
- VI. Approval of Minutes: July 18, 2024 Regular Board Meeting Minutes and July 30, 2024 Special Board Meeting Minutes.
- VII. Announcements:
 - None
- VIII. Correspondence
 - Letter/Business Card From Brenda Clark, Owner of Clark's Grave Site Care LLC
- IX. Visitor/Comments
 - No Prior Notice
- X. **Administration Report**
School Police Officer
Food Service Director
Technology Department
Maintenance Department
Special Education Director
Elementary Principal
High School Principal
Superintendent's Report
- XI. **Board Reports**
Finance Report
Personnel Report
Curriculum/Instruction & Matters
Buildings, Grounds & Transportation
Athletic Report
Career Center Representative
Riverview IU6 Representative
- XII. Old Business
Approve the 2nd reading of the following policies a-h:
 - a. Policy No. 140: Extracurricular Participation by Charter/Cyber Charter Students
 - b. Policy No. 146.1: Trauma-Informed Approach
 - c. Policy No. 218: Student Discipline
 - d. Policy No. 218.1: Weapons

- e. Policy No. 218.2: Terroristic Threats
- f. Policy No. 801: Public Records
- g. Policy No. 803: School Calendar
- h. Policy No. 805: Emergency Preparedness and Response

XIII. New Business

- Approve the Superintendent Goals for the 2024-2025 school year
- Approve the 1st reading of the following Policies a-
- a. Policy No. 815.1: Use of Generative Artificial Intelligence in Education

XIV. Visitors/Comments

XV. Adjournment

UNION SCHOOL DISTRICT
Administrative Reports
August 15, 2024

- I. School Police Officers**
- None
- II. Food Service Director**
- Cafeterias are cleaned and ready to go.
 - The Cafe will open on August 15, 2024 for staff in-service and August 26, 2024 for students and staff.
 - All staff and board members will receive a Lunch/Cafe ID #.
- III. Technology Department**
- Finishing the setup of online applications used by staff and students
 - Hooked up classroom technology
 - Setup of new student accounts
 - Configured new chromebooks
 - Setup POS system for the Cafe
- IV. Maintenance Department**
- Finishing up the summer cleaning.
 - Walk-in freezer at Sligo froze up. Unthawed and restarted it.
 - Installed 2 buddy benches at Sligo Elementary playground.
 - Started ordering some electrical supplies for the new Central office.
 - Installed some equipment purchased by the teaching staff.
 - Removed all the computers and power posts in the first floor computer lab, and moved David Gibson into that space.
- V. Special Education Director**
- 23-24 PSSA & Keystone preliminary data
 - Interviewed Paraprofessional Candidates
- VI. Elementary Principal's Report**
- 23-24 PSSA preliminary data
 - Thank you to Mrs. Vasbinder, Mrs. Stewart, Mr. Brown, Mr. Vensel, Mr. Eaton, Mr. Cyphert, Mrs. Hepler and Mrs. Rankin for their preparation for the 1st day of school.
 - Meet the Teacher 1:00 on August 20, 2024
 - 2nd grade educational aides- small group instruction for reading and math
 - Clarion County PASR School Enhancement Grant: Mrs. Verdill was chosen and received \$300 to purchase books for her classroom.
- VII. High School Principal's Report**
- 23-24 PSSA and Keystone preliminary data
 - Earned Squabbles Intervention Certificate
 - Finished Professional Development Plans
 - Hired two new teachers
 - Completed MTSS plans
 - Adjusted scheduled based upon new hires
 - Math long term substitute set up and in place
- VIII. Superintendent's Report**
- Staffing
 - Teachers - all positions are staffed

- Sub for Math
 - English - anticipated start on first day
 - Paraprofessionals - will be fully staffed
 - Cafeteria - ready to start
 - Custodian/Maintenance - one position open
 - Secretaries - staffed
 - Administration - staffed
 - ISS Monitor - currently searching for a replacement
- Cyber Numbers
 - 37 Traditional
 - 24 regular ed
 - 13 special ed
 - 12 Rockets
 - 10 regular ed
 - 2 special ed
 - Working with the solicitor to refine our approval process as there is no case law/mechanism in place for schools to force cyber schools to pay the fees associated with participation in extracurricular activities
- Resident Letters
 - Families responded
- Extracurricular Transportation
 - Proposed agreement/contract
 - Reviewed by solicitor with suggestions for changes
- Cross Country
 - Not enough students to operate a team (ACV hosted)
 - Students may participate as independent competitors
- Athletic Trainer
 - No candidates currently
 - Contract with Heather Bair through Penn Highlands for individual events at a per hour rate to be determined
- Solar
 - I spoke with both McClure and PA Solar
 - PA Solar meeting virtually on August 15th
 - Set up presentations during a board meeting to ask questions
 - Options for decommissioning panels after the end of the contract
 - Renewing the contract
 - Recycling
 - Budgeting for decommission from savings
 - Purchase and keep in operation
- Title IX Training
 - Admin Team Training
 - PACTA Webinar
 - Solicitor Training
 - Safe Schools

UNION SCHOOL DISTRICT

Finance Report

August 15, 2024

Board Action Requested

I. Treasurer's Report

Approve the Treasurer's Report for the month ending July 31, 2024 and amended cash flow report for month ending June 30, 2024.

II. Accounts Payable List

Approve the Accounts Payable List for the month ending August 31, 2024.

III. Community Donations

Donate \$150.00 each to the Eccles Leshner Library, Rimersburg Hose Co., and Sligo Hose Co.

IV. Service Agreement

Approve the Service Agreement between the Riverview IU 6 and the Union School District for Special Education Services for the 2024-2025 school year.

V. Waste Management Service Agreement

Approve the three year Waste Management Service Agreement for both Union High School and Sligo Elementary School, effective July 1, 2024.

VI. Settlement Agreement

Motion to accept the settlement per the review and approval of the solicitor.

VII. Mars Home For Youth (MHY) Family Services Agreement

Approve the agreement between the Union School District and MHY Family Services for the 2024-2025 school year.

UNION SCHOOL DISTRICT

Personnel Report

August 15, 2024

Board Action Requested

- I. Bus Drivers and Substitute Drivers/Special Transportation List**
Approve the 2024-2025 Bus Driver, Substitute Drivers, and Substitute Special Transportation(van) Drivers.
- II. Suicide Awareness Coordinator**
Appoint Kris Glosser as the Suicide Awareness Coordinator for the 2024-2025 school year.
- III. 2024-2025 Event Workers/Volunteers**
Approve the 2024-2025 event workers/volunteer list.
- IV. Educational Aide Resignation**
Accept the letter of resignation from Educational Aide, Anne Harbodin, effective July 31, 2024 and authorize the administration to advertise for this position.
- V. Educational Aide Hire**
Hire Lesa Byers as Education Aide, effective (retroactive) August 15, 2024, at step one of the Union Education Support Personnel Association Agreement.
- VI. Educational Aide Hire**
Hire Ashley Carr as Educational Aide, effective (retroactive) August 15, 2024, at step two of the Union Education Support Personnel Association Agreement.
- VII. Educational Aide Hire**
Hire Carla Strom as Educational Aide, effective upon receipt of clearances, at step one of the Union Education Support Personnel Association Agreement.
- VIII. Mentor Teachers**
Hire Scott Miller and Emily Ellengerger as mentor teachers for the 2024-2025 school year, at the rate of \$500.00 each.
- IX. Part-time Custodian Hire**
Hire Michael Burt as part-time custodian, effective August 16, 2024, as per the terms of the Union Education Support Personnel Association Agreement.
- X. Substitute Custodian**
Hire Sheila Vasbinder as substitute custodian for the 2024-2025 school year, upon receipt of clearances.
- XI. Educational Aide Resignation**
Accept the letter of resignation from Educational Aide, Jenny Barger, effective August 12, 2024, and authorize the administration to advertise for this position.
- XII. Cafeteria Retirement**
Accept the letter of resignation, for the purpose of retirement, from Cafeteria Manager, Kim Radaker, effective August 14, 2024. Authorize the administration to post for this

position.

XIII. Part-Time Cafeteria Hire

Hire Kelly Fabiszewski as a part-time cafeteria worker, effective August 15, 2024, as per the terms of the Union Education Support Personnel Agreement.

UNION SCHOOL DISTRICT
Curriculum Report
August 15, 2024

Board Action

I. Conferences

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

- a. Conference: Nonviolent Crisis Intervention Training
Staff: Amy Wilson and David Gibson
Location: Sheraton Pittsburgh Airport Hotel, Coraopolis, PA
Date: Thurs., September 19, 2024
Approx. Cost: \$3,104.00
Funding Source: General Fund

- b. Conference: Clarion County Counselor Meeting 2024-2025
Staff: Judy Rupp
Location: TBD
Date: Monthly throughout the 2024-2025 school year
Approx. Cost: \$15.00
Funding Source: General Fund

- c. Conference: IU School Counselor Meetings
Staff: Judy Rupp
Location: Riverview IU 6, Clarion
Date: Sept. 27, Oct. 8, 2024 & Jan. 30, March 25, 2025
Approx. Cost: \$15.00
Funding Source: General Fund

- d. Conference: 2024 PHEAA Counselor Workshop
Staff: Judy Rupp
Location: PennWest Clarion University
Date: Thurs., Sept. 12, 2024
Approx. Cost: \$15.00
Funding Source: General Fund

- e. Conference: Principals Meetings
Staff: Andy Carlson
Location: Riverview IU6, Clarion PA or Keystone School District
Date: Throughout the 2024-2025 school year
Approx. Cost: \$23.00
Funding Source: General Fund

- f. Conference: PRFSD-Regional Monthly Meetings
Staff: Brenda Greenawalt
Location: Various Locations
Date: Throughout the 2024-2025 school year
Approx. Cost: \$1,153.00

Funding Source: Cafeteria Fund

g. Conference: Scenario Based Behavioral Threat Assessment and Management Training
Staff: Dr. John Kimmel
Location: Riverview IU6, Clarion PA
Date: Wed., October 9, 2024
Approx. Cost: \$20.64
Funding Source: General Fund

h. Conference: Pennsylvania Fellowship Program for Special Education Leaders
Staff: Lindsey Cookson
Location: Wyndham Gettysburg, PAttan Central Office, Hershey Lodge, State College
Date: Throughout the 2024-2025 school year
Approx. Cost: \$1,002.00
Funding Source: General Fund

II. Student Trips

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

a. Student Trip: Clarion County Post-Secondary Options Fair
Students: Approx. 60 10th or 11th grade (TBD) Judy Rupp + 2 chaperones
Location: PennWest Clarion University
Date: Wed., November 6, 2024
Approx. Cost: \$460.00
Funding Source: General Fund

b. Student Trip: 9th Grade Career Center Trip
Students: 50 9th grade students, Judy Rupp + 1 chaperone
Location: Clarion County Career Center
Date: TBD
Approx. Cost: \$300.00
Funding Source: General Fund

c. Student Trip: Rotary Luncheon
Students: 2 RYLA Students and Judy Rupp
Location: Clarion YMCA
Date: Mon., October 7, 2024
Approx. Cost: \$20.00
Funding Source: General Fund

III. 2024-2025 Fundraisers

Approve the 2024-2025 fundraiser list.

IV. Material Donation

Accept the donation of \$350.00 worth of material from Champion Modular to the Home Skills Technology Shop Program. Material includes 2x4 studs and 250+ feet of wiring.

V. Revised Student Handbook

Approve the revised Student Handbook for the 2024-2025 school year.

UNION SCHOOL DISTRICT
Buildings, Grounds, and Transportation Report
August 15, 2024

Board Action Requested

- I. Parent/Guardian Transportation Agreements**
Approve the Union School District Parent/Guardian Transportation Agreements for the 2024-2025 fiscal year.
- II. Union High School Football Field Use**
Grant permission to the A-C Valley Youth Football program to use the Union High School Football Field for games on the following days: August 31st, September 14th and October 5, 2024. Cost associated will include custodial, maintenance of the football field, electric usage, etc. Approve upon receipt of proof of insurance.
- III. Extracurricular Transportation/Contracts**
Approve the following bus contractors and contracts for extra hauling during the 2024-2025 school year: Bobbert Busing, Inc., Nancy Steele, Rick Myers Busing, LLC, Rossey Busing, and Shriver Contract Services, Inc.
- IV. Disposal of Property**
Approve the request, from Tom Minick, to dispose of Reading Street 2013 K-2nd Grade teacher manuals and books.

UNION SCHOOL DISTRICT

Athletic Report

August 15, 2024

Board Action Requested

- I. Athletic Volunteer**
Approve Brandy Giles as an athletic volunteer for the 2024-2025 school year. All clearances are on file.
- II. Head Jr. High Girls Basketball Coach**
Hire Lucas Bowser as Head Jr. High Girls Basketball Coach for the 2024-2025 school year, at the salary of \$1,375.00. All clearances are on file.
- III. Assistant Jr. High Girls Basketball Coach**
Hire Tracie Bowser as Assistant Jr. High Girls Basketball Coach for the 2024-2025 school year, at the salary of \$1,153.00. All clearances are on file.