

**UNION
SCHOOL
DISTRICT**

**BOARD OF DIRECTOR'S
September 19, 2024**

**Monthly Meeting
Union High School Library**

UNION SCHOOL DISTRICT
AGENDA
September 19, 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: August 8, 2024 work session minutes and the August 15, 2024 board meeting minutes
- VII. Announcements:
 - Homecoming - October 12, 2024
- VIII. Correspondence
 - Audit Letter
 - PDE Letter: USD has met the Maintenance of Effort compliance standard for 2022-2023 school year.
 - PSBA School Board Member Honor Roll:
 - Recognition to John Creese, Shelly Atzeni, and Tressa Smith for serving on the board for 5 years. Thank you for your service!
- IX. Visitor/Comments
 - Food Services - Mrs. Greenawalt
- 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. Policy No. 815.1: Use of Generative Artificial Intelligence in Education
- XIII. New Business

Approve the 1st reading of the following policies:

- a. Policy No. 103.1: Nondiscrimination–Qualified Students with Disabilities
- b. Policy No. 234: Pregnant/Parenting/Married Students
- c. Policy No. 247: Hazing
- d. Policy No. 805.1: Relations with Law Enforcement Agencies
- e. Policy No. 805.2: Schools Security Personnel
- f. Policy No. 806: Child Abuse
- g. Policy No. 904: Public Attendance at School Events
- h. Policy No. 909: Municipal Government Relations
- i. Policy No. 209.3: Head Lice/Pediculosis Capitis
- j. Policy No. 210: Use of Medications
- k. Policy No. 210.1: Possession/Administration of Asthma Inhalers/Epinephrine Auto-Injectors
- l. Policy No. 828: Criminal History Record Information (CHRI) Proper Access, Use and Dissemination

2025 PSBA Leadership Positions up for Election-

- Nominate the following PSBA Leadership Positions:
 - 2025 President: Sabrina Baker (Franklin Area School District)
 - 2025 Vice President: Matt Vannoy (Sharon City School District)
 - 2025-2026 Western Zone Representative: Kristy Bolte (Northwestern School District)
 - PSBA Insurance Trustees (3 Year term): Nathan Mains, Richard Frerichs, & William LaCoff)

XIV. Visitors/Comments

XV. Adjournment

UNION SCHOOL DISTRICT
Administrative Reports
September 19, 2024

- I. School Police Officers**
- Updated SPO Services Request Form
 - Parking lot checks
 - Ensure sports bags are checked during AM entry before being placed in athletic areas
 - Review of CHRIA procedures and policies
 - Criminal History checks
 - Reminder to staff concerning notification of expected visitors
 - Discussion of RVAT process - scheduling of assessment internally
 - Assessment of facilities concerning possible positioning of bollards
 - Door entrance protection (grant application)
- II. Food Service Director**
- August 2024 compared to August 2023
 - Participation - Breakfast increase of 2.66%, Lunch increase of 1.01%
 - A la carte increase of 25.85%
 - Cafe' sales have increased daily since the opening day, August 26, 2024
 - Thank you to Mark Brown and the custodial staff for needed cafeteria repairs and transporting products between buildings
 - Thank you to Bryan Eaton for his technical support
- III. Technology Department**
- Passed out Chromebooks to HS Students
 - Prepared Chromebooks for Cyber Rockets Students
 - Installed Hudl Camera for Home Football Games
 - Updated local Changes to online Applications
- IV. Maintenance Department**
- Repaired the sneeze guard at Sligo Elementary serving line.
 - Assisted Tech. moving and remounting a J-Touch.
 - Repaired evaporator fan motor for A/C unit for room 213.
 - Replaced faucets in the girls locker room as well as the Life Skills classroom.
 - Purchased and installed a new custom freezer door gasket at the HS.
 - Made adjustments to the temperature control for Sligo's walk-in freezer.
 - Had Stahlman's charge the A/C unit for room 215.
 - Installed 2 DPST bolt-in breakers for the future installation of the Central Office A/C units.
 - Replaced the condensate pump for room 213 A/C unit.
 - Hauled and installed a truck load of top soil at Sligo.
 - Made several trips to the scrap yard to dispose of unused items.
 - Replaced a blown fuse in a heat pump at Sligo.
- V. Special Education Director**
- OVR Update
 - Projected ER/RR
 - 504 Data
- VI. Elementary Principal's Report**
- Buddy Benches - Mrs. Dill, Mrs. Walzak, Mrs. Coradi, Mrs. J. Jordan
 - 9/12/24 Bus safety presentation K-5: Officer Norbert
 - 9/11/24 Moment of Silence: 10:30 a.m. at SES
 - 2 MTSS parent/teacher meetings and letter

- https://docs.google.com/presentation/d/1hbDMB_50ARPbf-cwxDXIERbnppm1R-c9OStsIU Rteo8/edit#slide=id.p

VII. High School Principal's Report

- **Nationwide Testing Data**
 - **PSAT**
 - 38 11th grade students took the exam
 - 15/38 students scored 900 (46 percentile)
 - 4 students scored 1100 (82 percentile)
 - 2 students scored 1200 (87 percentile)
 - 1 student scored 1300 (97 percentile)
 - **SAT School Day**
 - 11 11th grade students participated
 - Union average score: 1086
 - Nationwide average: 1028
 - High score: 1290
 - **ASVAB**
 - 31 is the minimum cut off score
 - 9/25 10th grade test takers met the minimum
- **Benchmark testing is complete**
 - Interventions are up and running
 - See handout for 1st Benchmark Snapshot
- **Homecoming**
 - Game: October 10th, 2024
 - Dance: October 12th, 2024

VIII. Superintendent's Report

- **Solar Presentations**
 - PA Solar/BAI
 - McClure
- **Professional Development**
 - Breakfast provided by the USD Cafeteria Staff
 - Homeless Program
 - District Updates
 - Stay in Your Lane
 - Building Level Training
 - IXL Training
 - Curriculum Training
 - Collaboration (IEPs)
 - CPI
 - Trauma Informed Approaches
 - Run Hide Fight
 - Squabbles
 - Meet Your Teacher/Classroom Visits
 - 6th Grade Orientation
- **School Safety Grant**
 - ~~Currently writing the grant~~ - Submitted the Grant
 - Bollards at both buildings
 - Interior doors at Sligo
 - Original Doors
 - Electronic Door Sets both buildings
 - Reduce need for keys
 - Logging of access
 - Central control in emergencies
 - Large Format Printer

- Directional Signs
 - Window Film
 - Safety Drill Directions
- Coffee Bar
 - Up and running as of August 26, 2024
 - Met with Student Council to make sure the two are not competing
 - Business is doing well
- RVAT
 - Working with USD SPOs to coordinate a new risk, vulnerability, and threat assessment
 - After conducted this will be compared to our last report
 - Items identified in the report may be eligible for grant funding
 - Will be used to create a prioritized list of items to be addressed
- Cyber
 - 40 traditional cyber students
 - (19) Commonwealth Charter
 - 8 special ed (42%)
 - 11 regular ed (58%)
 - (4) Insight PA Cyber (1 family)
 - 1 special ed (25%)
 - 3 regular ed (75%)
 - (9) PA Cyber
 - 1 special ed (14%)
 - 6 regular ed (86%)
 - (7) Reach Cyber
 - 1 special ed (29%)
 - 3 regular ed (71%)
 - (1) 21st Century Cyber
 - 1 regular ed (100%)
 - Performance Rankings for these schools comparatively
 - ELA - (Union - 55.6% proficient)
 - 21st Century CS (1st - 49.2% proficient)
 - PA Cyber (2nd - 31% proficient)
 - Reach Cyber (3rd - 25.9% proficient)
 - Insight PA Cyber (4th - 23% proficient)
 - Commonwealth Charter (5th - 13.8% proficient)
 - Math - (Union - 27.8 % proficient)
 - 21st Century CS (1st - 20.6% proficient)
 - PA Cyber (2nd - 12.8% proficient)
 - Reach Cyber (3rd - 7.8% proficient)
 - Commonwealth Charter (4th - 5.4% proficient)
 - Insight PA Cyber (5th - 4.2 % proficient)
 - Science - (Union - 48.8 % proficient)
 - 21st Century CS (1st - 44.3% proficient)
 - PA Cyber (2nd - 34.9% proficient)
 - Reach Cyber (3rd - 30.7% proficient)
 - Insight PA Cyber (4th - 23.5% proficient)
 - Commonwealth Cyber (5th - 16.5% proficient)
- Booster/Parent Affiliated Groups
 - Working to set a meeting date to review policies, build relationships, and foster positive two-way communication
 - School board approval of donations
 - Approval of fundraisers if affiliated with the school
- Spa Day

- Ms. Elder has offered to provide a spa day for students of multiple ages
 - Focus upon students who may not have the opportunity normally
 - 6 students per nine week period
 - Release of liability
- Technology
 - We must all commend Mr. Eaton for his work and dedication through the start of the school year. He has gone above and beyond in all respects!
- Boosters/UMA/PTO meeting
 - September 12, 2024 at 6 PM
- Student Teacher Program
 - State funding to pay student teachers (up to \$10,000)
 - Schools pay the student teachers
 - The state pays the school
 - State funding to pay cooperating teachers (up to \$2500)
 - The college/university pays the cooperating teacher
 - The state pays the college/university
- Swatting Incidents
 - Regionally there have been several cases in which threats have been issued to schools and other public institutions
 - Social media postings exacerbate the situation by over exaggerating the credibility of such threats and create a panic
 - Good item for discussion among our TAT Team
 - Public messaging

UNION SCHOOL DISTRICT
Finance Report
September 19, 2024

Board Action Requested

- I. Treasurer's Report**
Approve the Treasurer's Report for the month ending August 31, 2024.
- II. Accounts Payable List**
Approve the Accounts Payable List for the month ending September 30, 2024.
- III. 2024 Affordable Care Act Agreement**
Enter into an agreement with The Reschini Group for the required mandated Affordable Care Act Reporting. Annual cost of the agreement is \$500.00.
- IV. Sports First Aid Professional Service Agreement**
Approve the Sports First Aid Professional Service Agreement between Penn Highland Healthcare and the Union School District for Athletic Trainer Services. This agreement is effective August 1, 2024 for a period of one (1) year.
- V. Budget Transfer**
Approve a \$158.00 budget transfer from 10-1210-640-000-30-800 (life skills curriculum/books) to 10-2260-650-000 (special education director).
- VI. U Foundation Financial Statements**
Approve the Union Enhancement Foundation Financial Statements for the year ending June 30, 2024.
- VII. Riverview IU 6-IDEA Agreement**
Approve Sub-grant agreement for implementation of the individuals with Disability Education Act (IDEA) 619 pass-through funding and Part-B through the Riverview Intermediate Unit #6 and Union School District. This agreement is effective July 1, 2024 through June 30, 2025.
- VIII. Shamrock Solutions, Inc. Letter of Agreement**
Approve the non-financial cooperative agreement between the Union School District and Shamrock Solutions' Peer Support Services. This agreement shall be reviewed on an annual basis by the agreement/signature date.

UNION SCHOOL DISTRICT
Personnel Report
September 19, 2024

Board Action Requested

- I. Cafeteria Manager Hire**
Hire Cheryl Kinnan as High School Cafeteria Manager, effective September 19, 2024, as per the terms of the Union Education Support Personnel Association Agreement.
- II. Unpaid Leave of Absence**
Approve an unpaid leave of absence to employee #473 retroactive August 15-August 29, 2024.
- III. Homework Helpers/Detention Monitors**
Approve adding Jessica Lukes and Erin McGinnis to the list of Homework Helpers and Alex Recupero and Brad Kirkwood to the list of Detention Monitors for the 2024-2025 school year at the rate of \$30.00 per hour.
- IV. Tenure**
Grant Tenure, as per PA School Code, Section 1121 to Courtney Gross upon completion of three years satisfactory services.
- V. PTO Volunteer/Chaperone**
Approve Rena Stitt as a PTO volunteer/chaperone. All clearances are on file.
- VI. Color Guard Instructor Resignation**
Accept the letter of resignation of Color Guard Instructor, Caitlin Morgan, effective September 5, 2024.
- VII. Color Guard Volunteers**
Approve Julie Myers and Melinda Hoffman as Color Guard Volunteers for the 2024-2025 school year. All clearances are on file.
- VIII. PTO Volunteer/Chaperone**
Approve Sarah Flower as a PTO Volunteer/Chaperone. All clearances are on file.

UNION SCHOOL DISTRICT
Curriculum Report
September 19, 2024

Board Action

I. Conferences

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

- a. Conference: IXL for School Administrators
Staff: Andy Carlson
Location: Westin, Pittsburgh, PA
Date: Tues., October 29, 2024
Approx. Cost: \$289.60
Funding Source: General Fund

- b. Conference: Building Fact Fluency: Number Sense Strategies for K-5 Educators
Staff: Julie Jordan and Nicole Coradi
Location: Riverview IU6, Clarion
Date: Wed., October 9, 2024
Approx. Cost: \$300.00
Funding Source: General Fund

- c. Conference: Gifted Consortium Meetings
Staff: Nicole Claypoole
Location: Riverview IU6, Clarion
Date: Various dates throughout the 2024-2025 school year
Approx. Cost: \$438.57
Funding Source: General Fund

- d. Conference: PSSA & Keystone Math Open-Ended Task Bootcamp
Staff: Rachel Kindel
Location: Riverview IU6, Clarion
Date: Thurs., November 21, 2024
Approx. Cost: \$146.19
Funding Source: General Fund

- e. Conference: Unleashing the Power of AI for Educators
Staff: Emily Ellenberger
Location: Riverview IU6, Clarion
Date: Tues., Oct. 22, 2024
Approx. Cost: \$146.19
Funding Source: General Fund

- f. Conference: Blues Program Training
Staff: Judy Rupp and Angie Hawk
Location: Clarion–Location TBD
Date: Mon.-Tues., October 28-29, 2024
Approx. Cost: \$90.00
Funding Source: General Fund

- g. Conference: TDA Level II

- Staff:** Alex Recupero
Location: Riverview IU6, Clarion
Date: Tues., October 29, 2024
Approx. Cost: \$116.83
Funding Source: General Fund
- h. Conference:** STEELS for School Leaders
Staff: Andy Carlson
Location: Riverview IU6, Clarion
Date: Wed, October 23, 2024
Approx. Cost: \$24.00
Funding Source: General Fund
- i. Conference:** PSSA & Keystone Math Open-Ended Task Bootcamp
Staff: Harley Bloom
Location: Riverview IU6, Clarion
Date: Thurs., November 21, 2024
Approx. Cost: \$146.19
Funding Source: General Fund
- j. Conference:** STEM Lending Library
Staff: Scott Miller
Location: Riverview IU6, Clarion
Date: Tues., October 1, 2024
Approx. Cost: \$146.19
Funding Source: General Fund
- k. Conference:** SAP Training
Staff: Angie Hawk
Location: Ford City
Date: Tues-Wed., September 24-25, 2024
Approx. Cost: \$0.00
Funding Source: n/a
- l. Conference:** Building Thinking Classrooms in Mathematics: A Comprehensive Guide
Staff: Anthony Beveridge
Location: Riverview IU6, Clarion
Date: Tues., December 3, 2024
Approx. Cost: \$146.19
Funding Source: General Fund
- m. Conference:** PSSA & Keystone Math Open-Ended Task Bootcamp
Staff: Julie Jordan and Staci Jordan
Location: Riverview IU6, Clarion
Date: Thurs., November 21, 2024
Approx. Cost: \$292.38
Funding Source: General Fund
- n. Conference:** CCMEA Conference
Staff: Jack Salter
Location: St. Paul's Lutheran Church
Date: Retroactive–Wed., September 11, 2024
Approx. Cost: \$146.19

Funding Source: General Fund

- o. Conference: PDE Data Summit**
Staff: Brenda Greenawalt
Location: Hershey Lodge
Date: March 23-March 26, 2025
Approx. Cost: \$1,125.00
Funding Source: General Fund

II. Student Trips

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

- a. Student Trip: Chemistry Class Field Trip (watch an open heart surgery)**
Students: Approx. 14 Chemistry students, Nicole Claypoole + 1 Chaperone
Location: Allegheny General Hospital
Date: Tues., February 18, 2025
Approx. Cost: \$516.58
Funding Source: General Fund
- b. Student Trip: Jr. High Academic Scrimmage, Academic Finals, and Academic Bowl**
Students: 4 gifted Students & Nicole Claypoole
Location: Riverview IU6, Clarion
Date: Mon., September 30, 2024, Tues., October 15, 2024 and Fri., January 21, 2025
Approx. Cost: \$543.87
Funding Source: General Fund
- c. Student Trip: Phantom Fall Fest**
Students: Approx. 30 Travel Club Members, Nicole Claypoole + 3 Chaperones
Location: Kennywood Amusement Park
Date: Sat., October 19, 2024
Approx. Cost: \$1,448.00
Funding Source: Travel Club Funds
- d. Student Trip: Bots IQ Student/Teacher/Training**
Students: 9 BotsIQ Students and Brad Kirkwood
Location: Various Locations
Date: Throughout the 2024-2025 School Year
Approx. Cost: \$500.00
Funding Source: General Fund (Mr. Kirkwood is applying for a transportation grant, which will cover travel expenses and substitute costs)
- e. Student Trip: SWPBIS Reward Field Trip**
Students: SES Students and teachers
Location: Elevate Trampoline Park
Date: 3rd 9 weeks, April 4, 2025
Approx. Cost: \$5,260.00
Funding Source: Title IV, Student benefit fund

- f. **Student Trip:** 6th Grade Field Trip
Students: 48–6th grade students, Mrs. Anderson, Mr. Ochs & Ms. Kepple
Location: Clarion County Career Center
Date: Spring 2025
Approx. Cost: \$92.00
Funding Source: General Fund
- g. **Student Trip:** Benjamin Free High School Mathematics Competition
Students: 5 Calculus Students & Mrs. Stewart
Location: Penn West University
Date: Thurs., November 7, 2024
Approx. Cost: \$236.60
Funding Source: General Fund
- h. **Student Trip:** Linguistics Competition
Students: Approx. 9 gifted students and Ms. Claypoole
Location: Riverview IU6, Clarion
Date: Thurs., January 2, 2025
Approx. Cost: \$166.29
Funding Source: General Fund
- i. **Student Trip:** Presidents Competition
Students: Approx. 9 gifted students and Ms. Claypoole
Location: Riverview IU6, Clarion
Date: Tues., February 18, 2025
Approx. Cost: \$166.29
Funding Source: General Fund
- j. **Student Trip:** Equations Competition
Students: Approx. 9 gifted students and Ms. Claypoole
Location: Riverview IU6, Clarion
Date: Thurs., March 13, 2025
Approx. Cost: \$166.29
Funding Source: General Fund
- k. **Student Trip:** Current Events/Propaganda
Students: Approx. 9 gifted students and Ms. Claypoole
Location: Riverview IU6, Clarion
Date: Mon, April 7, 2025
Approx. Cost: \$166.29
Funding Source: General Fund
- l. **Student Trip:** Autumn Leaves Festival Parade
Students: 34 Marching Band Students & Mr. Salter
Location: Clarion PA
Date: Sat., October 5, 2024
Approx. Cost: \$155.00
Funding Source: General Fund

- m. **Student Trip:** Clarion County Marching Festival
Students: 34 Marching Band Students & Mr. Salter
Location: Redbank Valley High School
Date: Tues., October 15, 2024
Approx. Cost: \$98.00
Funding Source: General Fund
- n. **Student Trip:** Clarion County Youth Council
Students: 6-7 select high school students and Mrs. Magagnotti
Location: Trinity Point Church of God, Clarion
Date: Thurs., Oct. 10, 2024, Thurs., Dec. 5, 2024 & Thurs., April 10, 2025
Approx. Cost: \$498.87
Funding Source: General Fund
- o. **Student Trip:** NHS Clairview and Country Springs Visit
Students: 10 NHS Students & Mr. Beveridge
Location: Clairview Nursing Home and Country Springs, Sligo
Date: Tues., October 15, 2024
Approx. Cost: \$75.00
Funding Source: General Fund

III. Student Fundraiser

- **Prom Committee–**
 - **Community Pep Rally Wednesday, October 9, 2024 from 5:00PM-9:00PM. The Prom Committee will auction off pies to pie a coach or player and small concession food will be served.**
- **JV/Varsity Volleyball**
 - **Approve a lip balm sale and a serve-a-thon fundraiser to the volleyball team**
- **Approve a clothing fundraiser where all proceeds are donated to cancer patients**

IV. 2024-2025 Activity Account Officers

Approve the list of 2024-2025 Activity Officers.

UNION SCHOOL DISTRICT
Buildings, Grounds, and Transportation Report
September 19, 2024

Board Action Requested

- I. Union High School Building Use**
Grant permission to Nicole Claypoole and the Prom Committee/Travel Club to host a Christmas Festival & Craft Show Fundraiser at the Union High School on Saturday, November 30, 2024 from 7:00AM-8:00PM. Cost associated will be custodial fees.
- II. Union High School Building Use**
Grant permission to the National Honor Society to host a 3 on 3 basketball tournament fundraiser at the Union High School on Saturday, November 23, 2024. Cost associated will be custodial fees.
- III. Rick Myers Bus Driver**
Approve Jim Gezik as a bus driver for Rick Myers Busing, pending receipt of appropriate paperwork.

UNION SCHOOL DISTRICT
Athletic Report
September 19, 2024

Board Action Requested

I. Girls Basketball Volunteers

Approve the following list of volunteers for Girls Basketball for the 2024-2025 school year: (all clearances are on file)

Jr. High Girls Basketball: Dawn Radaker and Stephani Crissman

Varsity Girls Basketball: Dustin Kifer, Jeff Shirey, Hannah Atzeni, and Rick Atzeni (pending updated clearances)

II. 5th & 6th Grade Girls Basketball Coach

Hire Dustin Kifer as the 5th & 6th Grade Girls Basketball Coach for the 2024-2025 school year at the salary of \$200.00.

III. 5th & 6th Grade Girls Basketball Volunteer

Approve Amanda Myers as the 5th & 6th Grade Girls Basketball Volunteer for the 2024-2025 school year. All clearances are on file.

IV. Assistant Varsity Girls Basketball Coach

Hire Haley Sherman as the Assistant Varsity Girls Basketball Coach for the 2024-2025 school year, at the salary of \$2,125.00. All clearances are on file.