

**UNION
SCHOOL
DISTRICT**

**BOARD OF DIRECTOR'S
October 17, 2024**

**Monthly Meeting
Union High School Library**

UNION SCHOOL DISTRICT
AGENDA
October 17, 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: September 12, 2024 work session minutes and September 19, 2024 regular board meeting minutes.
- VII. Announcements:
 - Office of Attorney General visit on September 25, 2024: all items are in compliance
 - Congratulations to the Falcon/Knights Marching Band for taking 2nd place in the ALF Parade for Marching Units–Bands Class AAA.
- VIII. Correspondence
 -
- IX. Visitor/Comments
 - PA Solar/BAI
- 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
Athletic Report
Career Center Representative
Riverview IU6 Representative
- XII. Old Business
Approve the 2nd 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

XIII. New Business

Approve the 1st reading of the following policies:

- a. Policy No. 113.1: Discipline of Students with Disabilities
- b. Policy No. 113.2: Behavior Support
- c. Policy No. 140.1: Extracurricular Participation by Charter/Cyber Students
- d. Policy No. 209.3: Head Lice/Pediculosis Capitis
- e. Policy No. 236.1: Threat Assessment
- f. Policy No. 249: Bullying/Cyberbullying
- g. Policy No. 252: Dating Violence
- h. Policy No. 254: Educational Opportunity for Military Children
- i. Policy No. 317.1: Educator Misconduct
- j. Policy No. 336: Personal Necessity Leave
- k. Policy No. 339: Uncompensated Leave
- l. Policy No. 607: Tuition Income
- m. Policy No. 807: Opening Exercises/Moment of Silence/Flag Displays
- n. Policy No. 824: Maintaining Professional Adult/Student Boundaries

XIV. Visitors/Comments

XV. Adjournment to executive session for:

- Legal matters
- Personnel

...with no business to follow

UNION SCHOOL DISTRICT
Administrative Reports
October 17, 2024

I. School Police Officers

II. Food Service Director

- Received \$200 scholarship to attend Orientation to Food Service Directors Part 1
- Completed Cafeteria General Worker and Cafeteria Manager Job Descriptions
- September Breakfast Participation - SES - 65.35%, UHS - 40.23%
- September Lunch Participation - SES - 74.07%, UHS - 72.58%

III. Technology Department

- Installed/Setup Football Main Hudl camera
- Installed/Setup Football Sideline Hudl camera
- Replaced Core Infrastructure switches

IV. Maintenance Department

- Scheduled service for intermittent Sligo fire alarm trouble signal.
- Had Stahlmans replace the compressor on room 102 A/C unit.
- Rehung the curtain in the Aux. gym for Phys-Ed archery.
- Ordered a new sink for the boys locker room.
- Had van #2 inspected and van #3 cooling system repaired.
- Started demolition work in the new central office.
- Installed a shelving unit in the Spanish classroom.
- Made repairs to the HS front door closers.

V. Special Education Director

- Paraprofessional interviewed
- 1 student dismissed
- Indicator 13 Review
- Jefferson Clarion Head Start Data

VI. Elementary Principal's Report

- Family Night Bingo - 115 people (62 students and 53 adults pre-registered). Thank you PTO for your support!
- Mrs. Corle - Hygiene talks in the classroom. Broken into each 9 weeks.

Classroom lessons

1. Handwashing
2. Sneezing hygiene
3. Skin
4. Teeth
5. Bathing
6. Bathroom hygiene
7. Brushing teeth
8. Hand hygiene
9. Food Safety
10. Hair

- After School Program - 26 students
SAFE and PASSAGES lessons:

Get to know you

Drugs are dangerous

Stress and relaxation

Healthy Eating

Physical Activity

Games/Holiday

Conflict Resolution

Anger Management

Managing Bullying Situations

- Firefly - PDE's newest benchmark assessment tool.

[Preview attachment Introducing Pennsylvania's New Firefly Assessments.pdf](#)

[Introducing Pennsylvania's New Firefly Assessments.pdf](#)

[1.1 MB](#)

[Preview attachment Pennsylvania Firefly and CDT - How are they different.pdf](#)

 [Pennsylvania Firefly and CDT - How are they different.pdf](#)

[771 KB](#)

[Preview attachment ISR Grade 3 Mathematics.pdf](#)

[ISR Grade 3 Mathematics.pdf](#)

[158 KB](#)

- Unwanted touch - discipline matrix review (recommended suggestion)
Team meeting: 10/10/24 @ 2:45 Mr. Minick, Mrs. Anderson, Mr. Weckerly,

Presenters:

Mrs. Cookson, Mrs. Wilson and Mr. Minick

<https://docs.google.com/document/d/11d4ZyTpAfEKlcU9ViqNh1yCiFTZ1509ACVZ3-SNGhY/edit>

VII. High School Principal's Report

- **Homecoming - Game on 10/10 and Dance on 10/12**
- **Continuing with our Frequent MTSS Meetings**
- **MTSS Interventions are continuing with Fidelity**
 - **Our teachers need applauded for their attention to detail, continued flexibility, and dedication to these efforts**
- **Launched Squabbles**
 - **Tier I**
 - **Mr. Rimer - Grade 6**
 - **Mr. Rimer - Grade 7**
 - **Mrs. Stewart, Mr. Miller, Mr. Kirkwood - Grade 8**
 - **Tier II**
 - **The Guidance Department is beginning social groups**
 - **Frequent check-ins with students who show a need**
- **Observations**
 - **18 Formal Observations Completed**
 - **6 Differentiated Supervision Plans Set Up**
 - **40 Walkthroughs Completed**
 - **21 SPM Beginning of Year Meetings Completed**

VIII. Superintendent's Report

- **Continued drafting of job descriptions**
 - Buildings and Grounds Supervisor
 - Nurse Tech
 - Paraprofessional
 - Cafeteria Manager
 - Cafeteria Worker
- **Congressional Funding Project**
 - Madison Township Meeting
 - Thank you Mr. Creese, Mr. Kriebel, and Mr. Carlson for attending
 - Questions concerning how funding process works
 - Responsibilities of each entity
 - Planning of project
- **Policies**
 - Updated policies through PSBA (PNN Updates) up to date with current revisions
 - Return to 200's for review until the next PNN Update
- **6th Grade Visit**
 - Other local school sending teachers to visit our 6th grade
 - View configuration, procedures, etc.
 - Consideration for moving to a similar configuration
- **Threat Assessment Scenario Training**
 - RIU6 - October 9th
 - Follow up training to the 7 hour training in Spring 24
- **Homeless**
 - 15 students identified so far this year
- **Cyber Response**
 - Letter sent by our solicitor
 - Response received denying obligation to pay for extracurricular participation
 - Recommendation to use representation through PSBA to act legislatively to change CSL
- **Cyber Participation Numbers**
 - 41 Traditional Cyber
 - 12 Special Education
 - 29 Regular Education
 - 13 Rockets
 - 15 Students removed from cyber charter list since 7/1/24
 - Either returned to school or moved
- **Liability Insurance**
 - Checking coverages between Liberty and our current carrier
 - New requirements for coverage
 - Fleet Program
 - MV Records Check (cost per check)
 - Defensive Driver Training
 - Policies
 - Abuse and Molestation Policy
 - Training
 - Policy and administrative regulations
- **339 Plan**
 - Career Advisory Council Meeting
 - Revisions to meet requirements
 - Placing all documents in one plan to make access easy
- **Athletics**
 - Consideration for athletic trainer duties assumed by athletic director(s)
- **Fair Labor Standards Act**
 - Employees making under the threshold will be eligible for overtime

UNION SCHOOL DISTRICT

Finance Report

October 17, 2024

Board Action Requested

I. Treasurer's Report

Approve the Treasurer's Report for the month ending September 30, 2024 .

II. Accounts Payable List

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

III. High School Phone System

Approve a high school phone system purchase through West Haven Tech at the cost not to exceed \$10,000.00.

IV. Arbiter Sports Agreement

Approve the Arbiter Sports Agreement at an annual cost of \$995.00 and a one time setup fee of \$395.00.

V. Donation

Accept a \$2,000.00 donation to the Bots IQ program from Pittsburgh Chapter NTMF.

UNION SCHOOL DISTRICT

Personnel Report

October 17, 2024

Board Action Requested

- I. Intermittent Unpaid Leave of Absence**
Approve an intermittent unpaid leave of absence to employee #95 for the remainder of the 2024-2025 school year.
- II. Unpaid Leave of Absence**
Approve a retroactive unpaid leave of absence to employee #480 from October 14, 2024-October 18, 2024.
- III. PTO Volunteers/Chaperones**
Approve Kayla Brown, Tammy Dell, and Doni Nicholson as PTO Volunteers/Chaperones. All clearances are on file.
- IV. Band Volunteer**
Approve Kristie Shaffer as a band volunteer. All clearances are on file.
- V. Job Descriptions**
Approve the following job descriptions:
 - Cafeteria Manager
 - General Food Service Worker
- VI. Educational Aide Hire**
Hire Melinda Hall as Education Aide upon receipt of the appropriate documentation at step _____ of the Union Education Support Personnel Association Agreement.

UNION SCHOOL DISTRICT
Curriculum Report
October 17, 2024

Board Action

I. Conferences

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

- a. Conference: FYI: Act 1
Staff: Megan Hepler
Location: Virtual
Date: Retroactive, Tues., Oct. 8, 2024
Approx. Cost: \$0.00
Funding Source: n/a

- b. Conference: Best Practices in Budgeting
Staff: Megan Hepler
Location: Virtual
Date: Wed., December 4, 2024
Approx. Cost: \$75.00
Funding Source: General Fund

- c. Conference: Commonwealth Budget Seminar
Staff: Megan Hepler
Location: Virtual
Date: February 7, 2025
Approx. Cost: \$75.00
Funding Source: General Fund

- d. Conference: Title IX Mandated Training
Staff: Andy Carlson, Tom Minick, John Kimmel, 2 of the 3 School Police Officers
Location: Virtual
Date: TBD
Approx. Cost: \$1,646.19
Funding Source: General Fund

II. Student Trips

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

- a. Student Trip: PBIS Trip for the 3rd marking period
Students: 250 students + 15 staff members
Location: Trampoline Park, Zelienople PA
Date: April 11, 2025
Approx. Cost: \$2,890.00
Funding Source: Title IV funds

- b.** **Student Trip:** Removal of the flags for the winter
Students: 29–5th Grade Students, Mrs. Kindel, Mr. Salvo, & Mr. Louder
Location: Rimersburg Cemetery
Date: TBD
Approx. Cost: \$40.00
Funding Source: General Fund
- c.** **Student Trip:** Zacherl’s Farm Corn Maze (Field of Screams)
Students: 10 Outdoor Club Members, Mrs. Lauer + 1 Chaperone (if needed)
Location: Zacherl’s Farm, Shippenville PA
Date: Sat., October 26, 2024
Approx. Cost: \$180.00
Funding Source: Outdoor Club Funds
- d.** **Student Trip:** Clarion County Band and Choir
Students: 14 Band and Choir Students and Mr. Salter
Location: Clarion High School
Date: Thurs., November 21, 2024
Approx. Cost: \$621.19
Funding Source: General Fund
- e.** **Student Trip:** Volleyball Banquet/Volleyball Game
Students: 18 Volleyball team members and coaches
Location: Tippin Gym, PennWest Clarion
Date: Tues., October 22, 2024
Approx. Cost: \$45.56
Funding Source: General Fund

III. Updated Activity Officers

Approve the updated list of Activity Officers for the 2024-2025 school year.

IV. Guidance Plan

Approve Union School District Chapter 339 Guidance Plan.

V. 2024-2025 Student Handbook Revision

Approve the revised 2024-2025 Student Handbook. This revision is for grades K-1 only.

UNION SCHOOL DISTRICT

Athletic Report

October 17, 2024

Board Action Requested

- I. Varsity Boys Basketball Volunteer**
Approve Ronald Pistorius as a volunteer for varsity boys basketball. All clearances are on file.

- II. Head Jr. High Boys Basketball Coach Resignation**
Accept the letter of resignation of Josh Meeker as the Head Jr. High Boys Basketball Coach, effective October 9, 2024.

- III. Assistant Varsity Boys Basketball Coach**
Hire Josh Meeker as the Assistant Varsity Boys Basketball Coach for the 2024-2025 school year at the salary of \$2,526.00.