

**UNION
SCHOOL
DISTRICT**

**BOARD OF DIRECTOR'S
November 21, 2024**

**Monthly Meeting
Union High School Library**

UNION SCHOOL DISTRICT
AGENDA
November 21, 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: October 17, 2024 Regular Board Meeting Minutes
- VII. Announcements:
 - Thank you to Interstate Studio for the donation of school pictures for students qualifying under the McKinney-Vento Act.
 - PSBA Book Donation, *Buddy Bench* by Patty Brozo, illustrated by Mike Deas, in appreciation of our district's commitment to student success.
- VIII. Correspondence
 - Home Skills Technology Program donation acknowledgment
- IX. Visitor/Comments
- 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. 113.1: Discipline of Students with Disabilities
 - b. Policy No. 113.2: Behavior Support
 - c. Policy No. 236.1: Threat Assessment
 - d. Policy No. 249: Bullying/Cyberbullying
 - e. Policy No. 252: Dating Violence
 - f. Policy No. 254: Educational Opportunity for Military Children
 - g. Policy No. 317.1: Educator Misconduct

- h. Policy No. 336: Personal Necessity Leave
- i. Policy No. 339: Uncompensated Leave
- j. Policy No. 607: Tuition Income
- k. Policy No. 807: Opening Exercises/Moment of Silence/Flag Displays
- l. Policy No. 824: Maintaining Professional Adult/Student Boundaries

XIII. New Business

Approve the 1st reading of the following policies:

- a. Policy No. 116: Tutorial Instruction
- b. Policy No. 118: Independent Study
- c. Policy No. 119: Current Events
- d. Policy No. 120: Human Development Program
- e. Policy No. 121: Field Trips
- f. Policy No. 124: Summer School
- g. Policy No. 808.1: School Breakfast/Lunch Program-Charges

XIV. Visitors/Comments

XV. Adjournment

UNION SCHOOL DISTRICT
Administrative Reports
November 21, 2024

I. School Police Officers

- Canine Unit building search at UHS - no illegal substances found
- Incident concerning the dissemination of a photograph of an underage individual
 - PSP contacted and investigated (found to not be a USD student in the photo)
 - Discipline assigned per handbook to those involved
- Code Red drills conducted at both UHS and SES
 - All outlined procedures followed
 - After incident report utilized to enhance future drills
- Incident concerning student possession of ammunition and pocket knife
 - Incident was shared with the Board at the time of incident
- Graffiti found on the exterior door to the auxiliary gymnasium
 - Racial Slurs and drawings of male genitalia found
- Blind spots in the camera system identified to be addressed during our summer projects
- One vape found and addressed according to code of student conduct - repeat offender
- No Safe2Say incidents reported
- One significant threat assessment conducted
 - Incident involving ammunition listed above

II. Food Service Director

- Direct Certification numbers are lower compared to last October due to the COVID Medicaid and SNAP benefits expiring for some families - October 2023 51%, October 2024 45%
- State Reimbursements are down slightly from last October due to decreased enrollment and direct certification numbers - October 2023 - \$51,941.50, October 2024 - \$47,582.29.

III. Technology Department

- 395 Support tickets from 8/1/24 to 11/11/24
- Working to configure and plan new district wide phone system for installation over the Winter Recess
- Pricing and evaluating door locks at Sligo Elementary
- Evaluating NVR solution
- Worked with Maintenance to Install Hudl Camera in Main Gym
- Helped with Report Card Issues at both buildings

IV. Maintenance Department

- Still working on the new Central Office.
- Purchased and installed a new hot water booster tank for Sligo.
- Purchased and installed a new tractor hood.
- Unclogged the main drain line in Sligo's kitchen.
- Had Tremco roofing make some warranty repairs to the HS roof.
- Had Stahlman's repair the upright freezer at Sligo.
- Unclogged the drain in the women's restroom at Sligo.
- Working on HVAC preventative maintenance list.
- Replaced the passenger rear tail light on van #3.
- Reinstalled residents mailbox that broke rear tail light.
- Installed a 120 volt circuit in the main gym for the new Huddle camera.
- Tested water at SES and UHS
 - Lead levels well below limits set by PA
 - >.5ul/l - unmeasurable numbers from drinking fountains

V. Special Education Director

- Special Education Enrollments
- Life Skills Work Program

VI. Elementary Principal's Report

- 23-24 and 24-25 discipline data comparison
<https://docs.google.com/document/d/1DyCmlG5sVsJ4h1H5q7TAgCjWaMM4Vez-Rs0UcxFWgP0/edit?tab=t.0>
- Trooper Norbert - Internet safety discussion with 5th grade 10/22
- Thank you to the PTO and staff for a very successful Trunk or Treat on 10/31.
- Student Performance Measure meetings held and challenge areas identified:
https://docs.google.com/spreadsheets/d/1w0IzmzAaM7DX_W5mIdcwdwhSKFIkq5cZr6_mAKsD7Bk/edit?gid=0#gid=0

VII. High School Principal's Report

- **Disciplinary Actions**
 - ISS - 38
 - OSS - 14
 - Lunch Detention - 18
 - Detention - 24
- **Discipline Incidents**
 - 001 - Assault - 2
 - 012 - Open Lewdness - 1
 - 032 - Institutional Vandalism - 1
 - 038 - Disorderly Conduct - 1
 - 053 - Possession, Use, or Sale of Vaping Materials - 1
 - 1002 - Unauthorized Use of Technology - 7
 - 1003 - Disruptive Behavior - 19
 - 1005 - Misconduct in the Hallway - 4
 - 1006 - Failure to Follow Safety Regulation - 1
 - 1009 - Unauthorized Use of School Property - 1
 - 1013 - Failure to Follow Directions - 6
 - 1022 - Inappropriate Remarks - 8
 - 3202 - Extreme Disrespect - 5
 - 2103 - Skipping Class - 1
 - 2106 - Use of Profanity and Obscenities - 6
 - 2108 - Disrespect - 9
 - 2109 - Possession of Over-the-Counter Meds - 1
 - 2110 - Plagiarism - 1
 - 2101 - Physical Aggression without Injury - 1
 - 2020 - Theft/Stealing - 1
 - 2022 - Major Disruptive Behavior - 8
 - 3103 - Threatening/Intimidation of Others - 1
 - 3112 - Major Safety Violations - 2
 - 4115 - Unauthorized Photography and Recording of Others to Harm - 2
- **Drug Dog Sweeps**
 - UHS has had a Clarion County Drug Dog sweep the school twice in two different methodologies, and we have had no positive indications of drugs
- **Congratulations to our qualifiers for district band**
 - Savanna Libecco, Kylie Klein, Ashlyn Walker, Stephen Hepler, Emily Fabiesweksi and Cienna Morris
- **Congratulations to our qualifiers for district choir**
 - Brynn Cross, Shyann Chadwell, Stephen Hepler and Kylie Klien
- **Danger of Failing Meetings were held at HS**
 - Offered to all students who failed a course
 - 7 meetings were held

- Ms. Cookson also held 6 meetings

VIII. Superintendent's Report

- **Job descriptions**
 - Nearly all core positions are covered
 - Added this month
 - Gifted Coordinator
 - Custodian
 - Health Tech
 - Paraprofessional
 - Buildings and Grounds Supervisor
 - Athletic Trainer
- **Policies**
 - Working our way through the unaddressed 100's (most approved in 1999)
 - Program based policies
- **Waiting for approval of the PCCD grant**
- **Solar follow-up**
 - Letter of intent - next step
 - On the agenda for discussion and approval
 - Recommendation to go with PA Solar/BAI if we are approving a project
- **ACT 35 Civic Knowledge Survey - accepted**
- **Veterans' Day Assemblies**
 - Sligo Elementary School on November 8, 2024
 - Union High School on November 11, 2024
- **Solicitor**
 - Communication prompting a response for several items
 - Cyber Athletics
 - Senator Casey's funding
 - FSLA Overtime Law Application
 - Request from employee to transition from hourly to salary
 - Mandated Title IX Training
- **Revision of calendars for 2025**
 - Committee meeting calendar
 - Reporting calendar
 - Board meeting calendar
 - Rough draft of a school calendar
- **Updated PVAAS Projections Sheet**
 - Using 2024 testing data
- **Request to utilize UHS to conduct a two-day hunter's safety course**

UNION SCHOOL DISTRICT
Finance Report
November 21, 2024

Board Action Requested

- I. Treasurer's Report**
Approve the Treasurer's Report for the month ending October 31, 2024.
- II. Accounts Payable List**
Approve the Accounts Payable List for the month ending November 30, 2024.
- III. WGL Energy Services, Inc. Agreement**
Approve a renewal agreement with WGL Energy Services, Inc., effective December 2024, for electric power supply. This is a 12 month agreement at a rate of \$7.097/KwH.
- IV. Certified Athletic Trainer Compensation Agreement**
Approve the compensation agreement between Certified Athletic Trainer, Heather Bair, and the Union School District effective November 21, 2024 through June 30, 2029.
- V. 2023-2024 Union School District Financial Statement**
Approve the 2023-2024 Union School District Financial Statements.
- VI. Dean Dairy Termination Agreement**
Approve to terminate the agreement with Dean Dairy as of January 6, 2025 due to poor quality of milk, dirty cartons of milk and crates, missed deliveries and lack of communication with the sales representatives.
- VII. Marburger Farm Dairy Agreement**
Approve the Milk Delivery Agreement between Marburger Farm Dairy and Union School District to supply milk products, effective January 6, 2025, and for the remainder of the 2024-2025 school year.
- VIII. Power Purchase Agreement**
Approve the Term Sheet/Letter of Intent for Power Purchase Agreement between Union School District and BAI Group, LLC at Sligo Elementary School. Initial term of 28 years beginning on the commercial operation date with up to three renewal terms of 5 years each beginning on the expiration of the initial term.

UNION SCHOOL DISTRICT

Personnel Report

November 21, 2024

Board Action Requested

I. PTO Volunteer/Chaperone

Approve Makayla Unger as a PTO volunteer/chaperone. All clearances are on file.

II. Job Descriptions

Approve the following job descriptions:

- Custodian
- Gifted Coordinator
- Health Tech
- Paraprofessional (PK-12)
- Buildings and Grounds Supervisor
- Athletic Trainer

III. Educational Aide Hire

Hire Dawn Solida as Education Aide, effective November 25, 2024 at step one of the Union Education Support Personnel Association Agreement.

UNION SCHOOL DISTRICT
Curriculum Report
November 21, 2024

Board Action

I. Conferences

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

- a. Conference: Planning consideration for K-12 rural schools (emergency operations planning)
Staff: Alan Carmichael
Location: Riverview IU6, Clarion
Date: Fri., January 31, 2025
Approx. Cost: \$176.35
Funding Source: General Fund

- b. Conference: Northwest Superintendent Summit
Staff: John Kimmel
Location: Grove City College, Grove City PA
Date: Fri., March 28, 2025
Approx. Cost: \$52.80
Funding Source: General Fund

- c. Conference: Special Education Contact Monthly Meetings
Staff: Lindsey Cookson
Location: Riverview IU6, Clarion
Date: Various dates monthly
Approx. Cost: \$54.14
Funding Source: General Fund

- d. Conference: PennWest President meeting with Superintendents
Staff: Dr. John Kimmel
Location: Penn West University, Clarion PA
Date: Tues., December 3, 2024
Approx. Cost: \$22.65
Funding Source: General Fund

II. Student Trips

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

- a. Student Trip: Choir Fest
Students: 9–Sligo Elementary Students & David Hepler
Location: Hickory Grove Elementary School
Date: Friday, January 17, 2025
Approx. Cost: \$223.00
Funding Source: General Fund

- b. **Student Trip:** **Elementary Student Council Trip**
Students: **9 Sligo Elem. Student Council Students & Melissa Anderson**
Location: **Northwest Bank and Clarion Co. Community Bank, Rimersburg, PA**
Date: **Retroactive, Fri., November 15, 2024**
Approx. Cost: **\$15.00**
Funding Source: **General Fund**

- c. **Student Trip:** **Work Program Outings**
Students: **7 Senior High Lifeskills Students, Emma Fox and a Paraprofessional**
Location: **Goodwill, Clarion**
Date: **Tuesday & Thursday for the remainder of the school year**
Approx. Cost: **\$400.00**
Funding Source: **General Fund**

- d. **Student Trip:** **Painting Windows**
Students: **9 Advanced Art Students and Mrs. Ballas**
Location: **Downtown Shops**
Date: **Tues. or Wed., December 3 or 4, 2024**
Approx. Cost: **\$160.00**
Funding Source: **General Fund**

- e. **Student Trip:** **Life Skills Outings**
Students: **14 Life Skills Program Students, Emma Fox and a Paraprofessional**
Location: **Various local stores in Rimersburg and Clarion**
Date: **Throughout the 2024-2025 school year**
Approx. Cost: **\$600.00**
Funding Source: **General Fund**

III. Revised Elementary Disciplinary Matrix
Approve the revised elementary disciplinary matrix addition.

IV. Musical Cooperative Agreement
Approve the Musical Cooperative Agreement between Allegheny-Clarion Valley School District and Union School District for the 2024-2025 school year.

V. Updated Activity Officer
Approve the updated list of activity officers for the 2024-2025 school year.

UNION SCHOOL DISTRICT
Buildings, Grounds, and Transportation Report
November 21, 2024

Board Action Requested

I. Ball Fields and High School Gym Use

Grant permission to Arthur Goodman, Jr. of the Southern Clarion County Little League, Youth Baseball & Softball League, to use the Sligo Elementary ball field and the Union High School ball fields and gym from January 2025-December 2025. The organization will maintain the field and surrounding area in an appropriate manner, under the direction of the Union School District maintenance supervisor. Use of the field will not be permitted until all high school schedules are completed and will be at the discretion of the District. Union School District may at any time restrict playing on the field due to excessive wear or due to adverse weather conditions. Custodial fees will be associated when custodians are not normally scheduled.

UNION SCHOOL DISTRICT
Athletic Report
November 21, 2024

Board Action Requested

- I. Head Jr. High Boys Basketball Coach**
Hire Tracy Bowser as the Head Jr. High Boys Basketball Coach for the 2024-2025 school year at the salary of \$1,409.00. All clearances are on file.
- II. Jr. High Boys Basketball Volunteer**
Approve Dustin Kifer as a volunteer for Jr. High Boys Basketball for the 2024-2025 school year. All clearances are on file.
- III. Co-Head Track Coach**
Hire Shanna Tharan as the Co-Head Track Coach for the 2024-2025 school year at the salary of \$3,101.00. All clearances are on file.
- IV. Co-Head Track Coach**
Hire Stacy Fox as the Co-Head Track Coach for the 2024-2025 school year at the salary of \$3,921.00. All clearances are on file.
- V. Assistant Track Coach**
Hire Dave Sherman as the Assistant Track Coach for the 2024-2025 school year at the salary of \$2,178.00. All clearances are on file.
- VI. Assistant Track Coach**
Hire Lexis Twentier as the Assistant Track Coach for the 2024-2025 school year at the salary of \$2,178.00. All clearances are on file.
- VII. Assistant Track Coach**
Hire Amy Wilson as the Assistant Track Coach for the 2024-2025 school year at the salary of \$2,178.00. All clearances are on file.
- VIII. Head Jr. High Track Coach**
Hire Brianna Lauer as the Head Jr. High Track Coach for the 2024-2025 school year at the salary of \$1,409.00. All clearances are on file.
- IX. Assistant Jr. High Track Coach**
Hire Emma Fox as the Assistant Jr. High Track Coach for the 2024-2025 school year at the salary of \$1,153.00. All clearances are on file.
- X. Head Jr. High Baseball Coach**
Hire Scott Kindel as the Head Jr. High Baseball Coach for the 2024-2025 school year at the salary of \$1,570.00. All clearances are on file.
- XI. Assistant Jr. High Baseball Coach**
Hire Dustin Kifer as the Assistant Jr. High Baseball Coach for the 2024-2025 school year at the salary of \$1,153.00. All clearances are on file.
- XII. Head Jr. High Softball Coach**
Hire Ann Ramsey as the Head Jr. High Softball Coach for the 2024-2025 school year at the salary of \$1,570.00. All clearances are on file.

XIII. Assistant Jr. High Softball Coach

Hire Meagan Kriebel as the Assistant Jr. High Softball Coach for the 2024-2025 school year at the salary of \$1,153.00. All clearances are on file.

XIV. Head Jr. High Volleyball Coach

Hire Lexis Twentier as the Head Jr. High Volleyball Coach for the 2024-2025 school year at the salary of \$1,409.00. All clearances are on file.

XV. Assistant Jr. High Volleyball Coach

Hire Kelli Kifer as the Assistant Jr. High Volleyball Coach for the 2024-2025 school year at the salary of \$1,153.00.

XVI. Redbank Valley Athletic Cooperative Agreements

Approve the Agreement for Cooperative sponsorship of the following sports with Redbank Valley for the 2024-2025 school year and ending after the 2025-2026 school year: (no cost associated with this agreement)

- Jr. High Boys Wrestling
- Jr. High Girls Wrestling
- Varsity Boys Wrestling
- Varsity Girls Wrestling
- Boys Varsity Soccer
- Girls Varsity Soccer
- Co-ed Jr. High Soccer

XVII. Varsity Baseball Spring Training Trip

Approve the Union - AC Valley Baseball Team to attend a Florida Spring Training Trip from 3/15 - 3/22 in Orlando. Approximately 12 Union students will be attending. Expenses for Union are 4 days of Substitute Coverage for Logan Pistorius for a total of \$584.76.