

**UNION  
SCHOOL  
DISTRICT**

**BOARD OF DIRECTOR'S  
February 20, 2025**

**Monthly Meeting  
Union High School Library**

UNION SCHOOL DISTRICT  
AGENDA  
February 20, 2025

- 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: January 9, 2025 work session minutes and the January 16, 2025 board meeting minutes.
- VII. Announcements:  
Riverview Intermediate Unit's notice of adoption of approved LEA policies, procedures and use of funds by the Union School District.
- VIII. Correspondence
  - Clarion County Board of Elections Letter-4 school directors terms are up
  - Penn West Letter of Support dated January 30, 2025 from Dr. Kimmel
  - Thank you letter from Speech Language Pathologist, Megan Renfrew and Elementary Teacher, Rebecca Dill.
- IX. Visitor/Comments  
  
**Budget Powerpoint Presentation–Megan Hepler**
- 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-g):
  - a. Policy No. 125: Adult Education
  - b. Policy No. 126: Class Size

- c. Policy No. 127: Assessment of Educational Program
- d. Policy No. 130: Homework
- e. Policy No. 610: Purchases Subject to Bid/Quote
- f. Policy No. 611: Purchases Budgeted
- g. Policy No. 213: Assessment of Student Progress

**XIII.** New Business

**XIV.** Visitors/Comments

**XV.** Adjournment

**UNION SCHOOL DISTRICT**  
**Administrative Reports**  
**February 20, 2025**

**I. School Police Officers**

- Upset parent was escorted from a meeting
  - SPO to attend meetings for this individual moving forward
- Elementary level threats of violence
  - Referral to appropriate agencies authorities
  - TAT Team review and intervention
  - Protective measures utilized
- Continued work on RVAT
- Damaged gas line near SES
  - Repaired by Peoples Natural Gas - no disruption to operation
- Hunter Safety Course cancelled due to low enrollment
- Reviewed situations requiring TAT Team intervention at the High School

**II. Food Service Director**

- Started using new melamine plates to reduce the use of styrofoam products
- January Participation Rate Breakfast - 54.45%
- January Participation Rate Lunch - 75.69%

**III. Technology Department**

- Support Tickets
  - 120 support tickets from 12/1/24 to 2/2/25
  - 560 support tickets from 8/1/24 to 2/2/25
- Porting DID numbers from Windstream to West Haven for New PBX/UCM
- Working on budgets for 2025-2026 SY
- Installed and configured new SAN

**IV. Maintenance Department**

- Meeting with Gordian on Sligo doors and bollards at both buildings.
- Working in the new Central Office.
- Replaced a motor on the overhead heating unit in the front entrance.
- Had a stuck contact in the power vent for Sligo's domestic hot water system.
- Setting up an account with Cleveland Brothers for Sligo generator service. It currently has a coolant leak.
- Replaced a motor in a cafeteria unit ventilator.
- Repaired one and replaced 2 faucets in the new side girls restrooms.
- Obtained 3 Costar quotes for a Chrysler Voyager van to replace our #3 Dodge Caravan.

**V. Special Education Director**

- Indicator 13 Review Update
- Mid-Year Numbers

Special Education Mid-Year Numbers

| <u>Move-ins</u>  | <u>Evaluations</u> | <u>Reevaluations</u> | <u>Dismissals</u> | <u>Total</u> |
|------------------|--------------------|----------------------|-------------------|--------------|
| 17 (4 have left) | 8                  | 33                   | 6                 | 135          |

## VI. Elementary Principal's Report

- Reading data  
[https://docs.google.com/presentation/d/1hbDMB\\_50ARPbf-cwxDXIERbnppm1R-c9OStslURteo8/edit#slide=id.p](https://docs.google.com/presentation/d/1hbDMB_50ARPbf-cwxDXIERbnppm1R-c9OStslURteo8/edit#slide=id.p)
- Discipline data  
<https://docs.google.com/document/d/1DyCmlG5sVsJ4h1H5q7TAqCjWaMM4Vez-RsOUcxFWgP0/edit?tab=t.0>
- Teacher feedback - flexible instructional days  
Attentive, engagement, attendance

## VII. High School Principal's Report

- Mid-Year Data Update:  Mid Year Update - Data Analysis
- Discipline: Total for School Year
  - Action Codes (2024-25 vs 2023-24)
    - ISS - 72 vs 51
    - OSS - 22 vs 12
    - Detention - 51 vs 32
    - Lunch Detention - 51 vs 26
  - Infractions (Bold - State Reportable, Italicized Suspension)
    - ***Simple Assault on Student - 3***
    - ***Open Lewdness - 1***
    - ***Harassment - 1***
    - ***Institutional Vandalism -1***
    - ***Disorderly Conduct - 2***
    - ***Possession, Use, or Sale of Vaping Material 5***
    - Unauthorized Use of Technology - 21
    - Disruptive Behavior - 45
    - Misconduct in the Hallways - 7
    - Failure to follow Safety Regulation - 6
    - Tardy to School - 6
    - Unauthorized Use of School Property 1
    - Public Display of Affection - 1
    - Failure to Follow Directions - 21
    - Inappropriate Remarks 28
    - *Insubordination - 9*
    - *Skipping Class - 5*
    - *Use of Profanity and Obscenities - 11*
    - *Defiance/Disrespect - 29*
    - *Poss of Prescribed or Over the Counter Medicine - 1*
    - *Plagiarism - 1*
    - *Photographing without Permission - 1*
    - *Threatening and/or Intimidation of Others - 1*
- Received a grant for an Aquaponics Machine (no costs to the district)
- Received a renewal of Botvin Life Skills Grant - 3 years
- 3 qualifiers for the Region Bands
  - Ashlyn Walker, Savanna Libecco, and Stephen Hepler
- Explored a partnership with Adagio Health
  - Provides health-related information, lessons, and activities free of cost to the district; No district funds would be needed
    - Healthy taste testing
    - Informational Posters
    - Potential for Lessons taught by professionals
- Significant time spent by the Science Department looking at curriculum/textbooks
  - Estimated costs to be 70 thousand for grades 7-12

## VIII. Superintendent's Report

- Safety Projects
  - Meeting with potential contractors through KPN to discuss scope of work
  - Grant funded projects
  - Waiting for pricing
  - Prevailing Wage information shared
- Cheer
  - Congratulations - States
- Athletics
  - Meeting outcomes from 1/30/25
    - ACV FB Field Discussion
    - Worksheet designating the number of coaches per sport
- Career Center - make up dates (Remote Days)
  - March 17th
  - April 17th
  - Recommendation to not send PM students next year
- County Tax Reassessment
  - Meeting on January 30th
  - Messaging for the public
    - Confirmed equalization of taxes (no net profit from assessment)
    - Subtract value of natural growth from date of data until new budget
    - Clean and Green cost is spread across the group
- Budgeting
  - Meeting with departments
  - Reviewing individual budget requests
  - Governor's Proposal
    - Small increases to BEF and SEF
    - Adequacy Funding
- Senator Dush requested information from the IU concerning mandate relief
  - [Senator Dush - Mandate Relief Response](#)
- Athletic Trainer
  - What is our acceptable payment to CHAMPS if that is our decision?
  - Other options
- TAT Team
  - The HS TAT Team met to develop a list of situation in which the TAT Team is assembled to review an incident
    - [Situations Requiring Threat Assessment Team Intervention](#)

UNION SCHOOL DISTRICT

Finance Report

February 20, 2025

**Board Action Requested**

- I. **Treasurer's Report**  
Approve the Treasurer's Report for the month ending January 31, 2025.
- II. **Accounts Payable List**  
Approve the Accounts Payable List for the month ending February 28, 2025.
- III. **Spero Group Agreement**  
Approve the Partnership Agreement between the Union School District and Spero Group LLC for provisions of behavioral health services for the 2025-2026 and 2026-2027 school years. Spero Group will provide 37.5 hours per week at the following monthly rates:
  - 2025-2026: \$5,375.00 billed over 12 month period, not to exceed \$64,500.00
  - 2026-2027: \$5,536.00 billed over 12 month period, not to exceed \$66,432.00
- IV. **Actuarial Service Agreement**  
Approve the Actuarial Service Agreement for Alternative Measurement Method between HUB International Great Plains and Union School District at an amount not to exceed \$2,875.00. This agreement will be effective February 20, 2025 through December 31, 2027.
- V. **Riddell Helmet Purchase**  
Approve the purchase of 10 helmets from Riddell, at a cost not to exceed \$4,162.70. The purchase is to replace retired helmets that failed reconditioning.
- VI. **Arin Cooperative Purchasing Resolution**  
Approve the resolution with ARIN Intermediate Unit 28 for the purchase of school supplies for the 2025-2026 school year and thereafter.

UNION SCHOOL DISTRICT

Personnel Report

February 20, 2025

**Board Action Requested**

- I.       **Substitute Nurse/Health Technicians**  
Approve adding Tabitha Camper and Kayla Brown to the Substitute Nurse/Health Technicians list for the 2024-2025 school year. All clearances are on file.
  
- II.       **Choir Director**  
Hire Jack Salter as the Choir Director for the 2025-2026 school year at the salary of \$1,260.00.
  
- III.       **Band Director**  
Hire Jack Salter as the Band Director for the 2025-2026 school year at the salary of \$2,970.00.
  
- IV.       **Unpaid Family Medical Leave**  
Approve an unpaid Family Medical Leave to employee #180 from approximately February 24, 2025 through the end of the 2024-2025 school year.
  
- V.       **Unpaid Leave of Absence**  
Approve an unpaid leave of absence to employee #480 for Friday, April 11, 2025, and Monday-Tuesday, April 14-15, 2025.



**UNION SCHOOL DISTRICT**  
**Curriculum Report**  
**February 20, 2025**

**Board Action**

**I. Conferences**

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

- a. Conference: Grow the Future: Cultivating Success with Hydroponics  
Staff: Scott Miller and Andy Carlson  
Location: Riverview IU6, Clarion  
Date: Tuesday, March 4, 2025  
Approx. Cost: \$155.00  
Funding Source: General Fund
  
- b. Conference: Orientation to School Food Service Operations-Part 2  
Staff: Brenda Greenawalt  
Location: Harrisburg PaTTAN  
Date: Tues.-Wed., April 29-30, 2025  
Approx. Cost: \$472.50  
Funding Source: Cafeteria Funds
  
- c. Conference: Pennwest Administrators Day  
Staff: Andy Carlson and Judy Rupp  
Location: Pennwest, Clarion  
Date: Thurs., March 13, 2025  
Approx. Cost: \$14.00  
Funding Source: General Fund
  
- d. Conference: PAFPC Conference  
Staff: Tom Minick and Brenda Greenawalt  
Location: Hershey Lodge  
Date: Sun.-Wed., May 11-14, 2025  
Approx. Cost: \$3,209.20  
Funding Source: Title Funds

**II. Student Trips**

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

- a. Student Trip: Westminster Softball Clinic  
Students: 25 Softball team members and coaches  
Location: Westminster  
Date: Saturday, February 22, 2025  
Approx. Cost: \$100.00 (gas only—all other cost paid by boosters/team members)  
Funding Source: General Fund

- b.** Student Trip: PMEA Band Fest  
 Students: 12 middle school band members and Jack Salter  
 Location: Clarion University  
 Date: Friday, March 28, 2025  
 Approx. Cost: \$242.00  
 Funding Source: General Fund
- c.** Student Trip: Music Performance Assessment  
 Students: 20 Concert band members, Jack Salter and 3 chaperones  
 Location: Clarion High School  
 Date: Thurs., February 27, 2025  
 Approx. Cost: \$371.00  
 Funding Source: General Fund
- d.** Student Trip: 1st grade field trip  
 Students: 28-1st grade students, Nicole Coradi, Andrea Shuster, & approved chaperones  
 Location: Pittsburgh Zoo & PPG Aquarium  
 Date: Friday, May 2, 2025  
 Approx. Cost: \$1,306.20  
 Funding Source: PTO
- e.** Student Trip: RL Stein at Clarion University  
 Students: 57-8th grade students, Robert Corrado and Harley Bloom  
 Location: Clarion University  
 Date: Tues., March 25, 2025  
 Approx. Cost: \$267.19  
 Funding Source: General Fund
- f.** Student Trip: Senator for a day  
 Students: 22 High School Students, Logan Pistorius and Nick Rimer  
 Location: Penn West Clarion  
 Date: Fri., March 7, 2025  
 Approx. Cost: \$480.00  
 Funding Source: General Fund
- g.** Student Trip: Prevention Connection Day (Armstrong-Indiana-Clarion Drug and Alcohol Commission)  
 Students: 6 youth council and Lacey Magagnotti  
 Location: TBD  
 Date: Monday, May 12, 2025  
 Approx. Cost: \$148.19  
 Funding Source: Drug and Alcohol Commission will pay for transportation/substitute
- h.** Student Trip: 5th grade field trip  
 Students: 34-5th grade students, Ange Salvo, Rachel Kindel, David Louder & approved chaperones  
 Location: Kennywood Amusement Park, West Mifflin, PA  
 Date: Fri., May 9, 2025  
 Approx. Cost: \$2,332.57  
 Funding Source: PTO

- i.** Student Trip: Kindergarten field trip  
 Students: 43-Kindergarten students, Cathay Walzak, Heather Smith, aides & approved chaperones  
 Location: Children's Museum, Pittsburgh, PA  
 Date: Mon., April 14, 2025  
 Approx. Cost: \$1,002.00  
 Funding Source: PTO
- j.** Student Trip: Region Band  
 Students: 3 Band Members & Jack Salter  
 Location: United High School  
 Date: Thurs.-Sat., March 6-8, 2025  
 Approx. Cost: \$540.00  
 Funding Source: General Fund
- k.** Student Trip: Advanced Manufacturing Pre-Apprenticeship Program  
 Students: 3 Engineering Students  
 Location: Lawrence County Learning Center  
 Date: February 21, March 28, and April 25, 2025  
 Approx. Cost: \$40.00  
 Funding Source: General Fund
- l.** Student Trip: Clear Creek State Park Envirothon  
 Students: 9 outdoor club members and Brianna Lauer  
 Location: Clear Creek State Park  
 Date: Tues., April 29, 2025  
 Approx. Cost: \$156.00  
 Funding Source: Outdoor Club
- m.** Student Trip: Earth Day in Cook Forest  
 Students: 15 Outdoor Club Members, Brianna Lauer + 1 Chaperone  
 Location: Cook Forest  
 Date: Thurs., April 24, 2025  
 Approx. Cost: \$245.00  
 Funding Source: Outdoor Club
- n.** Student Trip: Math 24 Challenge  
 Students: 8 Students (4th-8th grade) and Alan Ochs  
 Location: Riverview IU 6, Clarion  
 Date: Thurs., May 8, 2025  
 Approx. Cost: \$166.19  
 Funding Source: General Fund
- o.** Student Trip: NHS Read Across America  
 Students: 10 NHS Students and Anthony Beveridge  
 Location: Sligo Elementary School  
 Date: Tues., March 4, 2025  
 Approx. Cost: \$20.00  
 Funding Source: General Fund

**III. 2025-2026 School Calendar**

Approve the 2025-2026 school calendar

**IV. Adagio Health Memorandum of Understanding**

Approve the Memorandum of Understanding between Adagio Health and the Union School District for the purpose of educating students on nutrition and physical education.

**UNION SCHOOL DISTRICT**  
**Buildings, Grounds, and Transportation Report**  
**February 20, 2025**

**Board Action Requested**

- I.       Substitute Bus Drivers**
- Approve Barbara Smith as a substitute bus driver for Shriver Busing.
  - Approve Michael Burt as a substitute bus driver for Bobbert Busing.
- All paperwork is on file.

UNION SCHOOL DISTRICT  
Athletic Report  
February 20, 2025

**Board Action Requested**

- I. Head Volleyball Coach**  
Hire Lexis Twentier as Head Volleyball Coach for the 2025-2026 school year at the salary of \$3,126.00. All clearances are on file.
- II. Assistant Volleyball Coach**  
Hire Lauren Forest as Assistant Volleyball Coach for the 2025-2026 school year at the salary of \$2,204.00. All clearances are on file.
- III. Volleyball Volunteer**  
Approve Hannah Atzeni as a volunteer for Volleyball for the 2025-2026 school year. All clearances are on file.
- IV. Jr. High Volleyball Volunteers**  
Approve Hannah Atzeni and Lauren Forrest as volunteers for Jr. High Volleyball for the 2024-2025 school year. All clearances are on file.
- V. Jr. High Baseball Volunteers**  
Approve Chad Burek and Dustin Kifer as volunteers for Jr. High Baseball for the 2024-2025 school year. All clearances are on file.
- VI. Jr. High Football Volunteers**  
Approve Jake Dehart and Paul Murray as volunteers for Jr. High Football for the 2025-2026 school year. (pending receipt of clearances)
- VII. Jr. High Softball Volunteers**  
Approve the following volunteers for Jr. High Softball for the 2024-2025 school year:

  - Natasha Adams
  - Sara Black
  - Derek Black (pending clearances)
  - Jason Kriebel (pending updated clearances)
- VIII. Athletic Director**  
Hire Scott Kindel as the Athletic Director for the 2025-2026 school year at the salary of \$10,140.00.
- IX. Assistant Athletic Director**  
Hire Ange Salvo as the Assistant Athletic Director for the 2025-2026 school year at the salary of \$4,120.00.
- X. Assistant Jr. High Football Coaches**  
Hire the following Jr. High Football Coaches for the 2025-2026 school year.

  - Ricky Long at the salary of \$1,179.00
  - Steve Myers at the salary of \$1,150.00 (all clearances are on file for both)
- XI. Assistant Jr. High Baseball Coach Resignation**  
Accept the resignation of Assistant Jr. High Baseball Coach, Dustin Kifer, for the 2024-2025 school year.

**XII. Assistant Jr. High Baseball Coach**

Hire Ricky Long as the Assistant Jr. High Baseball Coach for the 2024-2025 school year at the salary of \$1,125.00. All clearances are on file.