

UNION SCHOOL DISTRICT

BOARD OF DIRECTOR'S

September 18, 2025

**Monthly Meeting
Union High Central Office**





UNION SCHOOL DISTRICT
AGENDA
September 18, 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: August 14, 2025 special board meeting, August 14, 2025 work session and August 21, 2025 regular board meeting minutes.
- VII.** Announcements:
- VIII.** Correspondence
 - Letter dated 8/27/2025 from PDE-
- 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
- XIII.** New Business
 - Approve the 1st reading of the following policies a-
 - a. Policy No. 102: Academic Standards
 - b. Policy No. 105: Curriculum
 - c. Policy No. 122: Extracurricular Activities
 - d. Policy No. 122.1: Non School Sponsored Student Groups
 - e. Policy No. 123: Interscholastic Athletics
 - f. Policy No. 209.2: Diabetes Management

XIV. Visitors/Comments

XV. Adjournment

UNION SCHOOL DISTRICT
Administrative Reports
September 18, 2025

- I. School Police Officers**
 - Officer Shaftic is currently on leave
 - 4 acts of vandalism
 - (2) Writing on a table
 - Writing on a sign
 - Writing on a door
 - 1 assault - citation filed by SPO
 - Completed disposition of all non-traffic citations for last year
 - Updated IERG
 - Assisted PSP with finding a person of interest
- II. Food Service Director**
 - New tables at Union High School and Sligo Elementary School
 - Not approved for Fresh Fruit and Vegetable Program
- III. Technology Department**
 - 170 Support Tickets from August 1st 2025 to September 4th
 - Working with Vendors on Hypervisor replacement/solutions
 - Network infrastructure planning and traffic monitoring for further improvements
 - In-House Phone System Implementation - Cost Savings and Benefits Report
 -  Grandstream Cost Saving Report
- IV. Maintenance Department**
 - Had Renick Brothers replace and reinsulate the 4" main water supply line in the pump room at the HS.
 - Had Dustin Libecco repair a 4" drain line at Sligo damaged by the installation of a bollard.
 - Made repairs to the HS ice machine. Looking at a possible replacement when funding becomes available due to the age of the existing machine and potential repair costs.
 - Both tractors have been repaired and returned.
 - All scrap has been removed from the HS.
 - Ordered new door gasket for HS walk-in freezer.
 - Ordered new thermostat and power switch for Sligo's holding cabinet.
- V. Special Education Director**
 - Currently on leave
- VI. Elementary Principal's Report**
 -  Fall to Spring
 -  Trooper Norbert Presentation - PSP 9/9 @ 7:00 pm
 - School Bus Safety 9/10 Mr. Norbert
- VII. High School Principal's Report**
 - Homecoming Game 10/3
 - Homecoming Dance 10/4
 - Squabbles Assembly 10/9
 - Interventions are up and running
 - Teachers need commended for their dedication to make these work
 - Nationally Normed Testing Data
 -  SAT School Day 2025.pdf

-  PSAT Fall 2024.pdf
- ASVABS - 38 Testers - 20 met the requirements for the armed forces
- Observations - 5
- Walk Throughs - 21

VIII. Superintendent's Report

- Meetings with Representative Bashline
 - Thank you to the following people for making the meeting very meaningful:
 - Mr. Minick
 - Mr. Weckerly
 - Mr. Creese
 - Mr. Kirkwood
 - Mr. Carlson
 - Mrs. Hepler
 - Mr. Walzak
 - Mr. Cyphert
- TC Energy wrapping up work near the maintenance building at UHS
- Dr. Leckenby is in for Mrs. Cookson one day per week
 - Principals, psychologist, superintendent, special ed secretary covering as much as possible
 - 504 and IEP meeting coverage
- Mr. Weckerly - thank you for covering wheelchair van duty temporarily
- Homeless students
 - 28 students identified by day 12 of the school year
 - Living in motels
 - Doubled-up
 - Displaced by disasters
 - Unaccompanied Youth
 - Kicked out of home
 - Parent incarceration
 - New system for reporting students - learning curve
 - Attempts to connect families with resources
 - Agencies have no funds due to state budget impasse
 - Most help has come from local churches
- Facilities Usage Request
 - Discussed in July
 - Received request 9-7-2025
 - 3 contest dates to include a playoff date
- New Solicitor
 - Responsive - within 24 hours
 - Meetings by phone readily available
 - Return emails same day
- Comprehensive Plan
 - Need to schedule meetings to begin
 - Due in March of 2026
- TAT
 - Working on items
 - Doors at Sligo (interior)
 - ID badges - need to set a start date for mandated display
 - Cameras - summer
 - Bollards - summer
 - Staging areas for large open spaces
- Budget
 - We are working to secure a Tax and Revenue Anticipation Note (loan)

- Still have funding to cover bills for now
 - May cash in investments if needed (upon renewal)
 - May see state release some funds until the budget passes (don't depend on this to happen)
 - Several negative impacts associated with the State Legislature's lack of ability to follow the law mandating the passing of a state budget by July 1st.
- Notice of pending cyber bill
 - PA Leadership Academy claims we owe \$35,620.45
 - Working with attorney
 - Sent to the wrong school - they say we owe \$2,678.64
 - Building tour on Saturday at 12:00 PM

UNION SCHOOL DISTRICT
Finance Report
September 18, 2025

Board Action Requested

- I. Treasurer's Report**
Approve the Treasurer's Report for the month ending August 31, 2025
- II. Accounts Payable List**
Approve the Accounts Payable List for the month ending September 30, 2025.
- III. 2025 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. Activity Sport Club Purchase**
Approve a \$3,000.00 transfer of the donation received from MPLX Corporation to the Union High Activities Sports Club for reimbursement of the run out tunnel for the football program.
- V. PSERS Employer Contribution Delay Resolution**
Approve the resolution to delay the September 2025 quarterly PSERS employer contribution due to the ongoing Commonwealth budget impasse.
- VI. 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, 2025 through June 30, 2026.
- VII. U Foundation Financial Statements**
Approve the Union Enhancement Foundation Financial Statements for the year ending June 30, 2025.
- VIII. Tax and Revenue Anticipation Note**
Grant the Business Manager with the authority to pursue a Tax and Revenue Anticipation Note to borrow money for the purpose of meeting current expenses that will be repaid from anticipated revenues.
- IX. 403(b) Investment Providers**
Approve the revised 403(b) list of Investment Providers
- X. Shamrock Solutions, Inc. Agreement**
Approve the letter of agreement between Shamrock Solutions, Inc. and the Sligo Elementary School for family -based mental health services

UNION SCHOOL DISTRICT

Personnel Report

September 18, 2025

Board Action Requested

I. Custodial Retirement

Accept the letter of retirement from full-time custodian, Jeff Simpson, effective April 3, 2026 and authorize the administration to post &/or advertise for this position.

II. Cafeteria Substitute

Approve Carrie Conner as a substitute for the Cafeteria for the 2025-2026 school year.
All clearances are on file.

UNION SCHOOL DISTRICT
Curriculum Report
September 18, 2025

Board Action

I. Conferences

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

- a.** Conference: CPI–Non Violent Crisis Intervention Training
 Staff: Jaysa Ditty
 Location: Riverview IU 6, Clarion
 Date: Fri., September 26, 2025
 Approx. Cost: \$211.00
 Funding Source: General Fund
- b.** Conference: ECRI
 Staff: Haley Sherman
 Location: Riverview IU 6, Clarion
 Date: Retroactive–Tues., September 9 & 23, 2025
 Approx. Cost: n/a
 Funding Source: n/a
- c.** Conference: Building Stronger Connections (grant requirement)
 Staff: Andy Carlson
 Location: King of Prussia, PA
 Date: March 17-20, 2026
 Approx. Cost: \$1,190.00
 Funding Source: BSC Grant
- d.** Conference: Governmental Procurement and Cooperative Purchasing
 Staff: Megan Hepler
 Location: Webcast
 Date: Thurs., Sept. 25, 2025
 Approx. Cost: \$75.00
 Funding Source: General Fund
- e.** Conference: Business Office Operations: Collective Bargaining
 Staff: Megan Hepler
 Location: Webcast
 Date: Mon., January 12, 2026
 Approx. Cost: \$75.00
 Funding Source: General Fund
- f.** Conference: Business Office Operations: Annual Financial Report
 Staff: Megan Hepler
 Location: Webcast
 Date: Mon., October 6, 2025
 Approx. Cost: \$75.00
 Funding Source: General Fund
- g.** Conference: Request for Bids vs. Request for Proposals

	Staff:	Megan Hepler
	Location:	Webcast
	Date:	Wed., March 4, 2026
	Approx. Cost:	\$75.00
	Funding Source:	General Fund
h.	Conference:	Business Office Operations: Verifications, Reconciliations & Monitoring
	Staff:	Megan Hepler
	Location:	Webcast
	Date:	Retroactive, Mon., Sept. 8, 2025
	Approx. Cost:	\$85.00
	Funding Source:	General Fund
i.	Conference:	Special Education Contact Meetings
	Staff:	Lindsey Cookson
	Location:	Riverview IU 6/Virtual
	Date:	Sept., 25, Oct. 23, Dec. 5, Jan. 21, March 6, April 22nd
	Approx. Cost:	\$127.00
	Funding Source:	General Fund
j.	Conference:	Speech-Language Pathologists' Survival Kit: Essential Tools for School Based SLP's
	Staff:	Megan Renfrew
	Location:	PaTTAN, Pittsburgh, PA
	Date:	Wed., October 8, 2025
	Approx. Cost:	\$81.20
	Funding Source:	General Fund
k.	Conference:	PAFPC Fall Workshop
	Staff:	Tom Minick and Brenda Greenawalt
	Location:	IU 5, Edinboro
	Date:	Fri., October 17, 2025
	Approx. Cost:	\$194.00
	Funding Source:	General Fund
l.	Conference:	Gifted Consortium Meetings
	Staff:	Nicole Bish
	Location:	Riverview IU 6, Clarion
	Date:	(retroactive) Sept. 8, Oct. 27, Feb. 23, May 11
	Approx. Cost:	\$620.00
	Funding Source:	General Fund
m.	Conference:	Penn West Clarion's Community Leaders Luncheon
	Staff:	John Kimmel and Andy Carlson
	Location:	Gemmel Student Complex
	Date:	Thurs., Sept. 25, 2025
	Approx. Cost:	\$24.50
	Funding Source:	General Fund
n.	Conference:	PDE Data Summit
	Staff:	Brenda Greenawalt
	Location:	Hershey Lodge, Harrisburg PA
	Date:	March 29-April 1, 2026
	Approx. Cost:	\$1,225.00

- Funding Source:** Federal Programs
- o.** **Conference:** TDA Boot Camp and TDA Refresh
Staff: Mindi Verdill and Rebecca Dill
Location: Riverview IU6, Clarion
Date: October 9th and November 17, 2025
Approx. Cost: \$620.00
Funding Source: General Fund
- p.** **Conference:** Making Math Stick
Staff: Harley Bloom
Location: Riverview IU6, Clarion
Date: Mon., October 15, 2025
Approx. Cost: \$155.00
Funding Source: General Fund
- q.** **Conference:** Notary Reappointment Seminar
Staff: Megan Hepler
Location: Online
Date: Wed., October 6, 2025
Approx. Cost: \$346.85
Funding Source: General Fund
- r.** **Conference:** PASBO Food Service Director Conference & Commodity Show
Staff: Brenda Greenawalt
Location: Manheim, PA
Date: Tues.-Wed., November 18-19, 2025
Approx. Cost: \$943.00
Funding Source: Cafeteria Funds

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 students (12th grade if space) & 2 teachers
Location: PennWest Clarion University
Date: Wed., November 5, 2025
Approx. Cost: \$500.00
Funding Source: General Fund
- b.** **Student Trip:** BotsIQ teacher training, preliminary battle day, battle day, industry advisor tour
Students: Up to 8 Bots IQ/Engineering/STEM Students & Brad Kirkwood
Location: Commonwealth Charter Academy, WCCC, PennWest California & TBD
Date: TBD
Approx. Cost: \$480.00 (will receive a \$250.00 check for participation & may receive a travel reimbursement)
Funding Source: General Fund

- c.** **Student Trip:** **Sr. High Academic Scrimmage, Academic Finals, & Academic Bowl**
Students: **8 Gifted Students and Nicole Bish**
Location: **Riverview IU 6, Clarion**
Date: **Oct. 22, Jan. 14, and February 2**
Approx. Cost: **\$764.00**
Funding Source: **General Fund**
- d.** **Student Trip:** **Phantom Fall Fest**
Students: **Approx. 30 travel club members, Nicole Bish + chaperones**
Location: **Kennywood**
Date: **Sat., October 18, 2025**
Approx. Cost: **\$1,548.00**
Funding Source: **Travel Club Funds**
- e.** **Student Trip:** **Life Skills Student Work Program**
Students: **5 Life Skills Students & Jaysa Ditty + 1 chaperone**
Location: **Goodwill Store, Clarion PA**
Date: **Weekly on Tuesdays throughout the 2025-2026 school year**
Approx. Cost: **\$771.12**
Funding Source: **General Fund**
- f.** **Student Trip:** **Outdoor Club Field Trip**
Students: **Outdoor Club Members and Biranna Lauer**
Location: **Beartown Rock Trail, Clearcreek State Park**
Date: **Sat., Sept. 20, 2025 (alternate weather date Sun., Sept. 21, 2025)**
Approx. Cost: **\$55.00**
Funding Source: **Outdoor Club**
- g.** **Student Trip:** **Penn State Women's Volleyball Game vs. UCLA (THON Game)**
Students: **17 Union+ AC-Valley JV/Varsity Volleyball players, Coaches & Volunteers**
Location: **Rec Hall on PSU Campus**
Date: **Sunday, September 28, 2025**
Approx. Cost: **\$730.00**
Funding Source: **Union & AC-Valley Boosters Club and Student Contributions**
- h.** **Student Trip:** **Clarion County Youth Council**
Students: **7 Youth Council Students (10-12th grade) & Lacey Magagnotti**
Location: **Trinity Point Church, Clarion PA**
Date: **October 7th, December 4th, and April 19, 2026**
Approx. Cost: **\$530.00**
Funding Source: **General Fund**
- i.** **Student Trip:** **Prevention Connection Day**
Students: **7-8 Youth Council Students & Lacey Magagnotti**
Location: **Trinity Point Church, Clarion PA**
Date: **March 5, 2026**
Approx. Cost: **\$175.00**
Funding Source: **General Fund**

j. **Student Trip:** Benjamin Free High School Mathematics Competition
 Students: 7 Math Students (11th & 12th grade) & Tonya Stewart
 Location: PennWest University, Clarion PA
 Date: Thurs., November 6, 2025
 Approx. Cost: \$322.85
 Funding Source: General Fund

k. **Student Trip:** Bandfest
 Students: 35 Marching Band Students & Paul Brown
 Location: Union High School
 Date: Wed., October 8, 2025
 Approx. Cost: \$300.00
 Funding Source: UMA Funding

III. National Elementary Honor Society

Approve a National Elementary Honor Society (NEHS) Chapter at Sligo Elementary under the direction of Melissa Anderson, Jennifer Monnoyer, Jake Weckerly, Cathy Walzak, and David Hepler.

IV. Activity Account Officers

Approve the list of Union High activity officers for the 2025-2026 school year.

UNION SCHOOL DISTRICT
Buildings, Grounds, and Transportation Report
September 18, 2025

Board Action Requested

- I. Disposal of Property**
Approve the following disposal of property requests: Kaci Rankin to dispose of an old laminator at Sligo Elementary School and Scott Kindel to dispose of a 7 man sled being donated to the youth program.
- II High School Gym Use**
Grant permission to the National Honor Society, under the direction of Anthony Beveridge, to host a blood drive with the Lions on Monday, November 10, 2025 from 12:00PM to 5:00PM.
- III. Substitute Van Drivers**
Approve the following van drivers:
Quintin Weaver, Pam Wiseman, and Pete Wiseman for Rick Myers Busing (upon receipt of the appropriate documentation) and Jake Weckerly for Rossey Busing.+
- IV. 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 Friday, November 21, 2025.

UNION SCHOOL DISTRICT
Athletic Report
September 18, 2025

Board Action Requested

- I. Assistant Jr. High Girls Basketball Coach**
Hire Amy Wilson as the Assistant Jr. High Girls Basketball Coach for the 2025-2026 school year at the salary of \$1,208.00.
- II. Head Jr. High Track Coach**
Hire Brianna Lauer as the Head Jr. High Track Coach for the 2025-2026 school year at the salary of \$1,435.00.
- III. Head Jr. High Baseball Coach**
Hire Kip Babcock as the Head Jr. High Baseball Coach for the 2025-2026 school year at the salary of \$1,400.00. All clearances are on file.