

# **UNION SCHOOL DISTRICT**

**BOARD OF EDUCATION**  
**December 4, 2025**

**Monthly Meeting**  
**Union High School Library**

UNION SCHOOL DISTRICT

**AGENDA**

December 4, 2025

- I. Call to Order
- II. Roll Call
- III. Approval of Agenda
- IV. Approval of Minutes: November 13, 2025 work session minutes and the November 20, 2025 regular board meeting minutes.
- V. Announcements
- VI. Correspondence
- VII. Visitors/Comments
- VIII. **Administration Reports**
  - School Police Officer
  - Food Service Department
  - Technology Department
  - Maintenance Department
  - Special Education Director
  - Elementary Principal
  - High School Principal
  - Superintendent
- IX. **Board Reports**
  - Finance Report
  - Personnel Report
  - Curriculum/Instruction Matters
  - Buildings, Grounds & Transportation
  - Athletic Report
  - Career Center Representative
  - Riverview IU6 Representative
- X. Old Business
- XI. New Business
  - Approve the 1st reading of the following policies:
    - a. Policy No. 105.2: Exemption from Instruction
    - b. Policy No. 204.1: Non School District Sponsored Educational Tours Trip
    - c. Policy No. 206: Assignment Within District
    - d. Policy No. 234: Pregnant Parenting Married Students
- XII. Visitors/Comments
- XIII. Adjournment

UNION SCHOOL DISTRICT  
**ADMINISTRATIVE REPORTS**

December 4, 2025

**I. School Police Officer**

- 1 TAT threat investigation
- Cell phone confiscated at UHS
- Staff member hit a student's vehicle with a school van

**II. Food Service Department**

- Adding new menu items monthly
- Positive feedback from student concerning entree choices changes
- Surveyed students for pizza topping options and specialty pizzas
- High School Participation
  - November 2025 - Lunch - 79.5%, Breakfast - 49%
  - November 2024 - Lunch - 64.5%, Breakfast - 39%
- Elementary Participation
  - November 2025 - Lunch - 82.1%, Breakfast - 67%
  - November 2024 - Lunch - 69.7%, Breakfast - 56.3%

**III. Technology Department**

- 402 Support Tickets from August 1st 2025 to November 24th
  - 67 Support tickets from October 30th to November 24th

**IV. Maintenance Department**

- Had all 4 boilers serviced at the HS.
- Had a service tech from McClure install the DHW boiler control.
- Put the plow and spreader on the truck.
- Replaced the backup batteries on the fire alarm systems.
- Ariaeted and overseeded the football field.
- Ordered a new air dryer and bypass valve for the HS heating system.

**V. Special Education Director**

**VI. Elementary Principal**

- Ornament Painting @ SES December 8
- Muffins for Mom and Donuts for Dad the month of December for families to observe MTSS Tier 2 supports.
- Elementary Christmas Concert December 17, 2025

**VII. High School Principal Report**

- Winter Music Concert - December 10

**VIII. Superintendent's Report**

- Homeless numbers continue to grow
  - Enrollment can be difficult in tracking prior district attendance and sharing of student records
  - 33 Students
- Welcome Mr. Guntrum!!
  - Orientation/induction planning - schedule a time to meet with staff
- Training for Keystone Exams and PSSAs
  - DAC
  - SAC
  - TA

- Continued collaboration with Clarion County Superintendents and Penn West University in building our county-wide in-service program for February
- December 2, 2025 - snow day to be made up on March 13th
- School Code Updates:
  - Teachers with PK-4 certs can teach 5th and 6th grade
  - Content teachers with 7-12 certs can teach 6th grade in the same subject
  - Must provide a cash payment option for school events
  - Renewal of PCCD Safety and Security Grant
  - Reporting of reading curricula to PDE
  - Schools must screen students for reading competency 3 times per year in grades K-3
- Comprehensive Plan
  - Anticipated completion for review in January

UNION SCHOOL DISTRICT

**FINANCE REPORT**

December 4, 2025

**Board Action Requested**

- I. Accounts Payable List**  
Approve the Accounts Payable List for the month ending December 31, 2025.
- II. 2026-2027 Budget Timeline**  
Adopt the 2026-2027 Budget Timeline.
- III. Tax Resolution**  
Adopt the resolution to not increase any school district tax for the 2026-2027 school year, at a rate that exceeds the index as calculated by the Pennsylvania Department of Education. (Rate is 6.2%)
- IV. Settlement Agreement**  
Approve the settlement agreement with Pennsylvania Leadership Charter School pursuant to Docket No.: BBFM-00-2017-549.

UNION SCHOOL DISTRICT

**PERSONNEL REPORT**

December 4, 2025

**Board Action Requested**

**I. Educational Aide Retirement**

Accept the letter of retirement from Educational Aide, Deanna McGarrity, effective May 31, 2026 and authorize the administration to advertise for this position. Dee has been with the district for over 18 years.

**II. Teacher Retirement**

Accept the letter of retirement from Elementary Teacher Angelo Salvo, effective May 26, 2026 and authorize the administration to advertise for this position. Ange has been with the district for 33 years.

UNION SCHOOL DISTRICT

**CURRICULUM REPORT**

December 4, 2025

**Board Action Requested**

**I. Student Trips (a-c)**

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

- a. Student Trip: Art in the Community  
Students: 9 art students & Michelle Ballas  
Location: Rimersburg, PA  
Date: Retroactive, December 3, 2025  
Approx. Cost: \$150.00  
Funding Source: General Fund
  
- b. Student Trip: District Band Rehearsals & Performance  
Students: 4 Band Students and Paul Brown  
Location: Clarion Area High School  
Date: February 5-7, 2026  
Approx. Cost: \$592.00  
Funding Source: General Fund
  
- c. Student Trip: District Chorus Rehearsals & Performance  
Students: 2 Choir Students  
Location: Brockway High School  
Date: January 7-9, 2026  
Approx. Cost: \$701.00  
Funding Source: General Fund

**II. 2026-2027 Course Catalog Changes**

**III. Updated Activity Officers**

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

UNION SCHOOL DISTRICT  
**BUILDINGS, GROUNDS AND TRANSPORTATION REPORT**  
December 4, 2025

**Board Action Requested**

**I. Van Driver**

Approve Joseph Vasbinder as a van driver for Rick Myers Busing, upon receipt of the appropriate documentation.

UNION SCHOOL DISTRICT

**ATHLETIC REPORT**

December 4, 2025

**Board Action Requested**

- I. Head Volleyball Coach**  
Hire Lexis Twentier as the Head Volleyball Coach for the 2026-2027 school year at the salary of \$3,152.00. All clearances are on file.
- II. Head Varsity Football Coach**  
Hire Dan Reed as the Head Varsity Football Coach for the 2026-2027 school year at the salary of \$3,152.00. All clearances are on file.
- III. Assistant Varsity Football Coaches**  
Hire the following Assistant Varsity Football Coaches for the 2026-2027 school year:
  - Ray Fox-\$2,938.00
  - Rick Atzeni-\$2,401.00
  - Robert Corrado-\$2,229.00
  - Caden Rainey-\$2,229.00All clearances are on file.
- IV. Head Jr. High Football Coach**  
Hire William Wiant as the Head Jr. High Football Coach for the 2026-2027 school year at the salary of \$1,810.00. All clearances are on file
- V. Assistant Jr. High Football Coach**  
Hire Kip Babcock as the Assistant Jr. High Football Coach for the 2026-2027 school year at the salary of \$1,204.00. All clearances are on file.
- VI. Varsity Volleyball Volunteers**  
Approve Kelli Kifer, Grace Kindel, and Hannah Atzeni as Varsity Volleyball Volunteers for the 2026-2027 school year. All clearances are on file.
- VII. Varsity Football Volunteers**  
Approve Scott Kindel, Matt Bish, Dustin Kifer, Brad Yori, Ricky Long, and Steve Myers as volunteers for Varsity Football for the 2026-2027 school year. All clearances are on file.
- VIII. Jr. High Football Volunteers**  
Approve Kerry Graham and Paul Murray as Jr. High Football Volunteers for the 2026-2027 school year. All clearances are on file.