

**UNION  
SCHOOL  
DISTRICT**

**BOARD OF DIRECTOR'S  
January 13, 2022**

**WORK SESSION**

**Union High School Library**

UNION SCHOOL DISTRICT  
AGENDA  
January 20, 2022

- 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: December 9, 2022 Reorganization Meeting and Regular Board Meeting Minutes.
- VII. Announcements:
  -
- VIII. Correspondence
  - Pittsburgh Regional Food Service Directors announced that the Union SD Backpack Program has been awarded a \$250.00 holiday donation from PRFSD.
- IX. Visitor/Comments
  - None provided prior to meeting
- X. **Administration Report**  
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:
  - No. 138: Language Instruction Education Program for English Learners
  - No. 137.1: Extracurricular Participation by Home Education Students
  - No. 113.2: Behavior Support
  - No. 208: Withdrawal from School

- No. 103: Discrimination/Title IX Sexual Harassment Affecting Students
- No. 123.1: Concussion Management
- No. 123.2: Sudden Cardiac Arrest
- No. 144: Standards for Victims of Violent Crimes
- No. 143: Standards for Persistently Dangerous Schools
- No. 209.1: Food Allergy Management
- No. 823: Naloxone
- No. 235.1: Surveys
- No. 621: Local Taxpayer Bill of Rights
- No. 146: Student Services

Review of the 2022-2023 School Calendar

**XIV.** Visitors/Comments

**XV.** Adjournment–Executive Session (Personnel Matters)

**UNION SCHOOL DISTRICT**  
**Administrative Reports**  
**January 20, 2022**

**I. Food Service Director**

**II. Technology Department**

- **Support Tickets**
  - 69 Support Tickets from 12/2/21 - 11/13/22
  - 549 Support Tickets for the year

**III. Maintenance Department**

- Installed the new kiln for the art department.
- Replaced the battery in one of the metal detectors.
- Ordered a new motor for SES restroom exhaust fan.

**IV. Special Education Director**

- **Special Education:**
  - The Sensory Room equipment and supplies have been received, and the room is set up - special thanks to Doug Huffman, Isaac Saylor, Carter Terwint, and Aiden Troup, senior Co-Op students who assembled furniture, placed padding on the phone and organized the room. An additional thank you to Dan Gruver, Deputy Administrator at Clarion County Mental Health
- Thank you to Amy Wilson for soliciting Holiday donations for a family in need. Through the generous donations of staff, over \$500 was collected for the family. Amy also needs to be recognized for organizing the Holiday celebration at Sligo.
- **Gifted:**
  - Mr. Louder is taking 18 Gifted students in grades 7-12 to the Linguistik and Academic Challenge Finals held by IU6.
  - January 12, 2022 competition Union placed 2nd out of 4 teams
- **MTSS:**
  - Elementary Intervention & STEAM teachers will be presenting
  - December 9, 2021, UDL Classroom Resources Grant - Site "Visit"
  - January 12, 2022 - UDL Deep Dive #2
  - January 12, 2022 - Meeting with PaTTAN and IU6 on Secondary MTSS
    - Development of Early Warning System - health of our students
      - Attendance, Behavior, Course Completion
      - Curriculum, practices, skill set
      - Reviewing quarterly
    - Fidelity of Instruction - 2.5 hour meeting w/PaTTAN using a fidelity tool
  - Current EWS - met with 11 students in jeopardy of failing a course for the year; discussed secondary transition plans
- **Miscellaneous**
  - USD Work Release Program
  - Facilitating the Purchase of K-12 Math Curriculum

**V. Elementary Principal's Report**

- ELA team Go Wonders presentation
- Programs sponsored by Passages:
  - "Hands are Not for Hitting" presentation to our kindergarten classes.

- Healthy Choices: 8 week program for students in grade 3.
- 10 week program for grade 5 focusing on bullying, decision making, emotion management, and problem solving.

#### **Federal Programs**

- Systematic Training for Effective Parenting (STEP) March 7, March 21, March 28, April 4, April 11
- Partnering with the State Parent Advisory Council to promote a parent and family engagement program titled "Helping Our Children Succeed." The program will show how parental involvement in a child's learning will lead to success in school. Virtual presentation will be March 8, 2022.
- Dr. Seuss Paint Night March 2, 2022.

#### **VI. High School Principal's Report**

- Math department beginning to request math curriculum to review for purchase for next year - Go Math; Simple Solutions, and Illustrative Math samples requested so far. Looking to PaTTAN for recommendations.
- Educational Talent Search (ETS) visited to work with 7th and 8th graders on study skills.
- ETS visit planned for the end of January to work on interviewing techniques with our Juniors prior to their presentation/interviews in February.
- 7th & 8th Grade students worked on career exploration, with Mrs. Rupp, and completed career artifacts in their English classes.
- ASVAB interpretation training, for our Juniors who took the assessment, was held in December.
- Mental Health Job Shadowing Zoom Experience planned for January 11th. Students who signed up for this experience will participate in the Clarion County Human Service Meeting. Agencies will be identified and individuals will explain their career and what this involves. Students will have the opportunity to ask questions and engage. Students will also be expected to interview our SAP liaison and Mrs. Buckley, our therapist from SPERO.
- The National Honor Society will hold a Cancer Awareness week for the student body at the end of January.
- Stop the Bleed training scheduled staff in January
- Dr. Fillman from RIU6 will be working with staff on curriculum writing using the UbD template.
- The NHS will hold a Cancer Awareness week for the student body at the end of January.

#### **VII. Superintendent's Report**

- The Homeless Review binders are finished and are being converted to electronic format for our impending audit
- Our grant has been approved through the ARP Homeless Children and Youth Allocation - reduced to \$13,444 to put toward the purchase of a school van to replace the old blue van
- The High School PA System has failed again. The problem has been isolated to a single room which is likely causing the problem. Since the speaker was changed, the only other issue we can think of is a bare wire which will be replaced.
- Policies - many new policies to approve which are mandated. We are to provide yearly notification of these policies
- Budgets - staff are currently developing their budgets
- Health and Safety Plan - only revision is to allow the district to follow the mandates/guidance of either the DOH or CDC rather than just the DOH

- **Textbook Inventory - Google Doc to keep track of our current text**
  - **Title of Text**
  - **Copyright Date**
  - **Publisher**
  - **Number of Copies**
  - **Course Using the Book**
  - **Teacher Using the Book**
  - **Replacement Cost**
  - **Storage Location**
- **Reminder for new and returning board members to complete training through PSBA - Mandatory New or Returning Member Training**
  - **New members - 5 hours**
  - **Returning members - 3 hours**
- **Request was submitted for a lump sum payment of our ARP Grant to cover the cost of the roof repairs/replacement at the high school as well as monthly allocation for other components of the grant application to equal \$1,052,311.80. We were told that this is allowable and we were given guidance on the process to make it happen.**
  - **Beneficial in that we don't need to wait 3 years to accumulate this funding**
- **As we work with budgets and look at retirements, discussion is needed as to which positions will be filled or left vacant**

**UNION SCHOOL DISTRICT**  
**Finance Report**  
**January 20, 2022**

**Board Action Requested**

- I. December Treasurer's Report**  
Approve the Treasurer's Report for the month ending December 31, 2021.
- II. Accounts Payable List**  
Approve the Accounts Payable List for the month ending January 31, 2022 .
- III. Exonerate Local Tax Collectors**  
Exonerate the local tax collectors from the collection of delinquent 2021 per capita and occupation taxes.
- IV. Clarion County Career Center Agreement**  
Approve the Clarion County Career Center Sixth Amended and Restated Articles of Agreement
- V. Resolution**  
Approve the Resolution to Authorize the Union School District to participate in Arin Intermediate Unit 28 cooperative purchasing program for the 2022-2023 school year and thereafter. Annual cost is \$125.00
- VI. General Supplies Bid**  
Grant permission to advertise bids for General Supplies.

UNION SCHOOL DISTRICT  
Personnel Report  
January 20, 2022

**Board Action Requested**

- I. Homebound Instruction Rate**  
Increase the Homebound Instruction Rate from \$25.00 per hour to \$30.00 per hour effective January 1, 2022.
- II. Homebound Instructor**  
Approve Lisa Hummel as a Homebound Instructor for the 2021-2022 school year, at the rate of \$30.00 per hour.
- III. PTO Volunteers/Chaperones**  
Approve Carrie Whyte and Megan Kriebel as PTO Volunteers/Chaperones. All clearances have been received.
- IV. Homework Helpers**  
Approve Angie Hawk and Heather Marsh as Homework Helpers, at the rate of \$30.00 per hour, retroactive to December 21, 2021.
- V. Teacher Retirements**  
Accept the letter of resignation, for the purpose of retirement, from Sue Dougherty and Karen Raybuck, effective the conclusion of the 2021-2022 school year.
- VI. Family Medical Leave**  
Approve a Family Medical Leave to employee #37, if needed, effective January 27, 2022.
- VII. Assistant Play Director**  
Hire Cindy Culp as the 2021-2022 Assistant Play Director at the salary of \$1,347.00. (Up \$50.00 from last year)



**UNION SCHOOL DISTRICT**  
**Curriculum Report**  
**January 20, 2022**

**Board Action**

**I. Conferences**

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

- a.** Conference:                    **Transportation Contracts**  
Staff:                            **Megan Hepler**  
Location:                       **Virtual**  
Date:                             **Retroactive–Tues., Jan. 18, 2022**  
Approx. Cost:                  **\$80.00**  
Funding Source:               **General Fund**

**II. Student Trips**

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

- a.** Student Trip:                **6th Grade Field Trip**  
Students:                    **50–6th Grade Students, Melissa Anderson, Sue Dougherty & Allyson Kepple**  
Location:                     **Clarion County Career Center**  
Date:                          **Tues., March 22, 2022**  
Approx. Cost:                **\$92.00**  
Funding Source:             **General Fund**
- b.** Student Trip:                **Armstrong, Indiana, Clarion Drug & Alcohol Commission Leadership Conference**  
Students:                    **9 Youth Leadership Students & Ken Gibbs**  
Location:                     **Trinity Church, Clarion PA**  
Date:                          **Wed., March 2, 2022**  
Approx. Cost:                **n/a**  
Funding Source:             **Paid by organizer**
- c.** Student Trip:                **5th Grade Field Trip–Pittsburgh Symphony Free Program**  
Students:                    **55-5th Grade Students, David Helper, + 4 other staff members**  
Location:                     **Heinz Hall, Pittsburgh, PA**  
Date:                          **Thurs., March 17, 2022**  
Approx. Cost:                **\$374.55**  
Funding Source:             **General Fund**
- d.** Student Trip:                **Yearbook Club trip to sell ad spaces for the yearbook**  
Students:                    **14 Yearbook Club members, Nick Rimer, & Jeff Hepler**  
Location:                     **Clarion Area**  
Date:                          **Tues., April 19, 2022**  
Approx. Cost:                **\$28.64**

Funding Source: General Fund

- e.** Student Trip: 4th Annual Sligo Movie Night  
Students: Students in grades 3-6, Melissa Anderson + 3 Teachers  
Location: Sligo Elementary  
Date: Tues., January 25, 2022  
Approx. Cost: \$0.00  
Funding Source: Sligo Student Council
- f.** Student Trip: BotsIQ Field Trip: Career Exploration  
Students: 9 Bots IQ Students and Brad Kirkwood  
Location: Swartfager Welding, Knox, PA  
Date: Wed., February 9, 2022  
Approx. Cost: \$20.00  
Funding Source: Classroom Fund
- g.** Student Trip: Jr. High Snowball Dance  
Students: Grades 6-9  
Location: Union High School  
Date: Friday, February 11, 2022  
Approx. Cost: n/a  
Funding Source: n/a
- h.** Student Trip: Pirates Game  
Students: 12-Travel Club Members, Nicole Claypoole, & board approved chaperone  
Location: PNC Park, Pittsburgh, PA  
Date: Sat., May 21, 2022 (alternate date: Sunday, May 15, 2022)  
Approx. Cost: \$471.00  
Funding Source: Travel Club
- i.** Student Trip: Cedar Point Field Trip  
Students: Approx. 20 Travel Club Members, Nicole Claypoole, Heather Marsh & Susan Murray  
Location: Cedar Point  
Date: Wed.-Fri., June 1-3, 2022  
Approx. Cost: n/a  
Funding Source: Travel Club

**III. Updated Activity Officers**  
Approve the updated 2021-2022 Activity Officers list

**IV. Revised Health and Safety Plan**  
Approve the revised Health & Safety Plan for the Union School District for the 2021-2022 school year.

**V. Agreement for Services**  
Approve the Agreement for Services between Pathways Adolescent Center and Union School District, effective January 18, 2022.

**VI. Work Release Program**  
Approve the Union School District Work Release Program for 12th grade students.

**UNION SCHOOL DISTRICT**  
**Buildings, Grounds, and Transportation Report**  
**January 20, 2022**

**Board Action Requested**

<b>I.</b>	
<b>II.</b>	

**UNION SCHOOL DISTRICT**  
**Athletic Report**  
**January 20, 2022**

**Board Action Requested**

- I. Senior Citizen Athletic Event Price**  
Set the Senior Citizen athletic event price to \$2.00 per event.
- II. Union Alumni Gold Card**  
Approve Union Alumni, who are 62 years of age and non Union School District residents, to be eligible for a gold card.
- III. Softball Volunteer**  
Approve John Stevens as a volunteer for Softball for the 2021-2022 school year. All clearances have been received.
- IV. Varsity Boys Basketball Volunteer**  
Approve Tracy Bowser as a volunteer for Varsity Boys Basketball for the 2021-2022 season. All clearances have been received.