

**UNION  
SCHOOL  
DISTRICT**

**BOARD OF DIRECTOR'S  
March 16, 2023**

**Monthly Meeting  
Union High School Library**

UNION SCHOOL DISTRICT  
AGENDA  
March 16, 2023

- 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: February 15, 2023 board meeting minutes and March 3, 2023 special board meeting minutes
- VII. Announcements:
- VIII. Correspondence
  - PA Department of Education Letter dated February 21, 2023: This letter is official notification that the rate of increase for all proposed tax rates is less than or equal to the school district's index.
  - Commonwealth of PA Dept. of Agriculture Bureau of Food Safety–Retail Food Facility Inspection Report dated 2/16/2023
  - House of Representatives Commonwealth of PA letter dated February 24, 2023 regarding PSERS employer contribution rates
- IX. Visitor/Comments
  - Board Member Appointment: Appoint \_\_\_\_\_ to fill the open seat on the school board.
- X. **Executive Session–Personnel/Contract Matters**  
**Administration Report**  
Food Service Director  
Technology Department  
Maintenance Department  
Special Education Director  
Elementary Principal  
High School Principal  
Superintendent’s Report  
School Police Officer 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 Policy No. 890–Information Protection

**XIII.** New Business

- Approve the 1st reading of the following Policies:
  - a. Policy No. 204–Attendance
  - b. Policy No. 623–Anti-Fraud
  - c. Policy No. 146.1–Trauma Informed Approach
  - d. Policy No. 214–Class Rank
  - e. Policy No. 217–Graduation
  - f. Policy No. 221–Dress and Grooming
  - g. Policy No. 233–Suspension and Expulsion

**XIV.** Visitors/Comments

**XV.** Adjournment to executive session to discuss personnel with no action to follow.

**UNION SCHOOL DISTRICT**  
**Administrative Reports**  
**March 16, 2023**

**I. Food Service Director**

- We had our 2nd Health Inspections for SY 2022-23 at both schools. I will have to replace our dish racks for the dishwasher at the high school for next school year. The inspector thought they appeared “too worn”. They have not been replaced since I have been here, so I will add that to the list for the beginning of 2023-2024.
- I have completed and submitted our USDA allocations for 2023-24 SY.
- I will be attending several courses (mostly virtual) this month towards professional development.

**II. Technology Department**

- Install pixellot in Aux Gym
- Support Tickets Status
  - 104 support tickets from February 3rd through March 9th
  - 890 support tickets for the 22-23 School Year (until March 9th)
- Focus Scheduling Training

**III. Maintenance Department**

- Ran a 20 amp circuit above the ceiling in the new hallway for the pixellot system in the new gym.
- Made repairs to the convection oven at Sligo.
- Mounted 2 new cameras in the Sligo gym.
- Obtained pricing from Blake Brothers for several flooring jobs this summer.
- Made numerous plumbing repairs at the HS.
- Repaired the library projection screen.
- Started setting up for spring sports.
- Started taking inventory in preparation of our summer supply order.
- Placed a second Evac chair in service in the 3rd stairwell.
- Replaced the lights in the garage.
- Myself and Mr. Cyphert picked up 6 cafeteria tables that I procured, for Sligo Elementary from Punxsutawney Elementary saving the district \$9,000- \$15,000 in future expenses.
- Repaired cabinet drawers in Sligo’s kitchen.

**IV. Special Education Director**

- **Gifted:**
  - 02/21/2023 - “11/12th grade division of the Presidents” Tournament - Quinn Grabinski-Potter(10th) and Magen Walzak(11th) and) competed Magen scored the 2nd most points in the division and the Union Team took a First Place trophy beating Brookville, Cranberry, Titusville, and Keystone.
  - 03/15/2023 Grades 7 and 8 Division Tournament
  - 03/16/2023 Grade 6 Division Tournament

**V. Elementary Principal’s Report**

- Federal Program update/report
  - Dr. Seuss Celebration 2/23/2023- 90 participants
- Mr. Louder - MTSS presentation
- Mrs. Kindel, Mrs. J. Jordan, Mrs. S. Jordan presentation (Curriculum Committee)
- February Discipline:
  - Level 0
  - Level 1
  - Level 2
  - Level 3

- Open Lewdness - 0
- Racial and/or Ethnic Intimidation - 0
- Threatening School Official or Student - 6
- Simple Assault on Student - 1
- Safety Violations Physical Aggression with injury - 0
- Threatening/Intimidation of others - 0
- Safety Violations Physical Aggression w/out injury - 0
- Defiance and Disrespect - 0
- Theft and Related Offenses - 3
- Unauthorized use of technology - 0
- Unauthorized Possession/Use of Restricted Items - 0
- Incomplete Work - 1
- Disruptive Behavior - 2
- Inappropriate Remarks - 3
- Elem. Profanity and Gestures - 0
- Elem. Physical Contact Unwanted Touch - 10
- Elem. Defacing Physical Property - 1
- Elem. Minor Verbal Threat - 6
- Inappropriate remarks - 3
- Disruption in Class/Hallway - 8
- Arguing - 0
- Blurting Out - 1
- Inappropriate touching - 3
- Incomplete Work - 24
- Irresponsible Use of School Provided Materials - 4
- Teasing - 2
- Not listening to an Adult - 9
- Talking Back - 0
- Aggressive Play - 3
- Unwanted touch without malicious intent - 3
- Tardy to School - Illegal absence - 4
- Bus Misconduct - 7

## VI. High School Principal's Report

<ul style="list-style-type: none"> <li>• Observations Completed: 10 - includes pre-meeting, observation, and post-meeting</li> <li>• Observations in Process: 3 - includes pre-meeting, observation</li> <li>• February 20, 2023 - 42 Juniors participated in Junior Presentations (Thank you Ms. Hummel for coordinating this.)</li> <li>• Met with Dr. Kimmel, Judy Rupp, Lisa Hummel and Lacey Magagnotti to review graduation plans</li> </ul>	
<ul style="list-style-type: none"> <li>• Upcoming Events:</li> </ul>	
<ul style="list-style-type: none"> <li>• March 4</li> </ul>	Spring Sports Begins: Track, Softball, Baseball, Jr. High Volleyball, Jr. High Track, Jr. Softball, Jr. Baseball
<ul style="list-style-type: none"> <li>• March 23 - 25</li> </ul>	Region Band
<ul style="list-style-type: none"> <li>• March 31</li> </ul>	National Honor Society Induction
<ul style="list-style-type: none"> <li>• April 12</li> </ul>	Jr. High Choir Concert
<ul style="list-style-type: none"> <li>• April 19 - 22</li> </ul>	Carl Elder, All State Choir

<ul style="list-style-type: none"> <li>● April 19 - 20</li> </ul>	Youngstown State University
<ul style="list-style-type: none"> <li>● Travel Club Trip to Washington D.C.</li> </ul>	
<ul style="list-style-type: none"> <li>● Dean of Students Report</li> </ul>	
83	Discipline Infractions
27	Suspensions ISS/OSS
5	Threats received and processed (HSTAT)
1	Drills Completed (Fire)
0	Safe 2 Say Tip

Incident	Jan. 2022	Jan. 2023 Daily Average	Feb. 2022	Feb. 2023 Daily Average
C - Student Code of Conduct (Secondary Offense has been counted)	14	0.64	21	0.00
Defiance/Disrespect	3	0.14	5	0.26
Disorderly Conduct	1	0.05	0	0.00
Disruptive Behavior	10	0.45	6	0.32
Failure to Follow Directions	1	0.05	1	0.05
Failure to Follow Safety Regulations	1	0.05	2	0.00
Fighting	2	0.09	0	0.00
Inappropriate Remarks	2	0.09	0	0.00
Insubordination/Defiance/Extreme Disrespect	3	0.14	0	0.00
Misconduct in the Hallways	3	0.14	3	0.16
Possession, Use, of Sale of Vaping Material	2	0.09	3	0.16
Possession, Use, or under the influence of a Controlled Substance	1	0.05	1	0.00
Public Display of Affection	2	0.09	0	0.00
Racial/Ethnic Intimidation	1	0.05	0	0.00
T - Arguing	2	0.09	2	0.11
T - Blurting Out	0	0.00	2	0.11
T - Disruption in Class/Hallway	3	0.14	6	0.32
T - Inappropriate Remarks	5	0.23	1	0.05
T - Inappropriate Touching	1	0.05	0	0.00
T - Not Listening to an Adult	1	0.05	3	0.16

T - Talking Back	1	0.05	3	0.16
T - Teasing	0	0.00	1	0.05
Theft and Related Offenses	1	0.05	0	0.00
Threatening/Intimidation of Others	1	0.05	8	0.00
Throwing of Non-Injurious Objects	1	0.05	0	0.00
Unauthorized photographing or recording of others	1	0.05	1	0.00
Unauthorized use of Technology (Use of Cell Phones)	3	0.14	4	0.21
Use of Profanity/Obscenities	4	0.18	6	0.32

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

- **Support contract is signed and filed with the solicitor**
- **Scheduled meetings with HS Guidance to review scheduling**
  - **Review course requests**
  - **Set sections, max and min students per section**
  - **Course conflicts**
  - **Rotation patterns**
- **ESSER/ARP reporting**
- **ESSER/ARP monitoring report and response**
- **Budget reviews - department meetings completed**
- **Continued policy updates - all but two PNN Updates completed through 2022**
- **Assembly/celebration on Friday, March 10th. Thank you to Mr. Kindle, Mrs. Norbert, Mrs. Smith, and everyone willing to plan and help make this event happen**
- **Preparing for the 2023-2024 school year**
  - **Personnel - reviewing applications and setting up interviews**
    - **Few applications so far**
    - **May need to re advertise**
- **Continued discussions about cooperative agreements**
  - **Basketball and Volleyball**
- **Included this month - SPO report**
- **Onboarding of Mr. Wagner and division of duties between he and Dr. Steidinger**
- **Discussion concerning student mental health needs**
- **As requested, currently drafting Policy 915 - School-Affiliated Organization**

**UNION SCHOOL DISTRICT**  
**Finance Report**  
**March 16, 2023**

**Board Action Requested**

- I. Treasurer's Report**  
Approve the Treasurer's Report for the month ending February 28, 2023
- II. Accounts Payable List**  
Approve the Accounts Payable List for the month ending March 31, 2023.
- III. 2023-2024 Riverview IU6 Budget**  
Approve the Riverview IU6 2023-2024 General Operating Budget, in the amount of \$1,448,687.00 (Budgeted Expenditures), with Union School District's Projected share of \$ 4,306.00 . (2022-23 budget was \$\$1,446,644.00, with Union School District's share being \$4,535.00)
- IV. Natural Gas Agreement**  
Enter into an agreement with Snyder Brothers, Inc. to supply natural gas for 36 months at \$4.46 per DTH at Union High School and 36 months at \$4.20 per DTH with Columbia Gas of PA at Sligo Elementary School.
- V. Empower Speech, LLC Contract for Services**  
Approve the contract for services between the Union School District and Empower Speech, LLC for speech and language services at the rate of \$80.00 per hour. This agreement is effective for the 2023-2024 school year. (This is the same rate as the 2022-2023 school year)
- VI. Exoneration of Taxes and Fees**  
Grant permission to the Clarion County Tax Claim Bureau to exonerate/delete the taxes and fees against a parcel that has been verified by the Clarion County Assessment Office as removed if the total amount is \$100 or under.



UNION SCHOOL DISTRICT

Personnel Report

March 16, 2023

**Board Action Requested**

- I. **PTO Volunteer/Chaperone**  
Approve Courtney Bowser, Rochelle Cooper, and Amy Burk as PTO Volunteer/Chaperone. All clearances have been received.
- II. **Cafeteria Retirement**  
Accept the letter of resignation, for the purpose of retirement, from cafeteria worker Cheryl Goodman, effective the last day of the 2022-2023 school year. Authorize the cafeteria supervisor to advertise for this position, if needed. Cheryl has been with the District for over 24 years.
- III. **Intermittent Unpaid Leave of Absence**  
Approve an intermittent unpaid leave of absence to employee #141, effective March 16, 2023 through April 20, 2023. This matter will be reviewed at the next board meeting if additional dates are required.
- IV. **Intermittent Unpaid Leave of Absence**  
Approve an intermittent unpaid leave of absence to employee #225, effective March 16, 2023 through April 20, 2023. This matter will be reviewed at the next board meeting if additional dates are required.

**UNION SCHOOL DISTRICT**  
**Curriculum Report**  
**March 16, 2023**

**Board Action**

**I. Conferences**

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

- a. Conference: The Role of the School Psychologist in the Transition Process  
Staff: Kris Glosser  
Location: PaTTAN Online  
Date: Mon., April 3, 2023  
Approx. Cost: \$0.00  
Funding Source: n/a
  
- b. Conference: PASSHE Counselor Information Day  
Staff: Judy Rupp  
Location: Indiana University  
Date: Fri., April 21, 2023  
Approx. Cost: \$53.00  
Funding Source: General Fund

**II. Student Trips**

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

- a. Student Trip: Region II Band  
Students: 3 Region Band Students & Lisa Hummel  
Location: Marion Center High School  
Date: Thurs.-Sat., March 23-25, 2023  
Approx. Cost: \$1,210.00  
Funding Source: General Fund
  
- b. Student Trip: Selling ads to business for the Yearbook  
Students: 15 Yearbook Club Members, Nick Rimer, and Scott Kindel  
Location: Clarion, Sligo, & Rimersburg  
Date: Tues., April 11, 2023  
Approx. Cost: \$300.00  
Funding Source: General Fund
  
- c. Student Trip: STEM Design Challenge  
Students: 4-5th Grade STEM students  
Location: IU6, Clarion  
Date: Fri., April 14, 2023  
Approx. Cost: \$11.67  
Funding Source: General Fund

- d.** Student Trip: Rotary Luncheon  
 Students: 2 RYLA Students & Judy Rupp  
 Location: Clarion YMCA  
 Date: Mon., May 15, 2023  
 Approx. Cost: \$20.00  
 Funding Source: General Fund
- e.** Student Trip: 5th grade field trip  
 Students: 40-5th Grade Students, Rachel Kindel, Ange Salvo, and approved chaperones  
 Location: Kennywood Amusement Park  
 Date: Fri., May 12, 2023  
 Approx. Cost: \$2,247.74  
 Funding Source: PTO
- f.** Student Trip: Outdoor Club Field Trip  
 Students: 15-Outdoor Club Members, Brianna Pennington & Scott Miller  
 Location: Cook Forest  
 Date: Fri., April 21, 2023  
 Approx. Cost: \$240.00  
 Funding Source: Outdoor Club Funds
- g.** Student Trip: PMEA All State Choir  
 Students: 1 student and David Gibson  
 Location: Kalahari Resort  
 Date: Wed.-Sat., April 19-22,2023  
 Approx. Cost: \$1,949.00  
 Funding Source: General Fund
- h.** Student Trip: Kindergarten Field Trip  
 Students: 41 students, Cathay Walzak, Karen Paulden, classroom aides, and board approved chaperones  
 Location: Living Treasures Wild Animal Park, New Castle PA  
 Date: Tues., May 16, 2023  
 Approx. Cost: \$1,824.12  
 Funding Source: PTO
- i.** Student Trip: Gifted Propaganda Competition  
 Students: Elementary Gifted Students 4-6th grade, David Louder  
 Location: Riverview IU6, Clarion  
 Date: Tues., April 4, 2023  
 Approx. Cost: \$22.14  
 Funding Source: General Fund

**III. Revised 2023-2024 School Calendar**

Approve the revised 2023-2024 school calendar, adding the tentative graduation date as May 23, 2024.

**IV. Dual Enrollment Agreement**

Approve the Cooperative Agreement for Dual Enrollment between the Union School District and Mount Aloysius College. This agreement is effective when executed by both parties and will remain effective permanently unless ended by either party officially in writing.

**UNION SCHOOL DISTRICT**  
**Buildings, Grounds, and Transportation Report**  
**March 16, 2023**

**Board Action Requested**

- I. Domestic Booster Pump Replacement**  
Approve the replacement of a Domestic Booster Pump by Rennick Brothers, in the amount of \$42,650.00.
  
- II. Disposal of Property**  
Approve the request from the Buildings and Grounds Supervisor, Mark Brown, to dispose/scrap 6 old cafeteria tables from Sligo Elementary School.

UNION SCHOOL DISTRICT

Athletic Report

March 16, 2023

**Board Action Requested**

**I. 2nd & 3rd Grade Basketball**

Approve Brooke Shirey as a coach for the 2nd & 3rd grade basketball program. All clearances are on file.

**II. Jr. High Track Coach**

Hire Brianna Pennington as the Jr. High Track Coach for the 2022-2023 school year, at the salary of \$700.00. All clearances are on file.