

**UNION
SCHOOL
DISTRICT**

**BOARD OF DIRECTOR'S
June 8, 2023**

**Monthly Meeting
Union High School Library**

UNION SCHOOL DISTRICT
AGENDA
June 8, 2023

- I. Call to Order
- II. Roll Call
- III. Approval of Agenda
- IV. Approval of Minutes: May 11, 2023 board meeting minutes **(all in favor)**
- V. Announcements:
 - None
- VI. Correspondence
 - Clarion County Career Center Class of 2023 Senior Recognition Program
 - Thank you card from Clarview Nursing & Rehabilitation Center
- VII. Visitor/Comments
- VIII. **Administration Report**
School Police Officer
Food Service Director
Technology Department
Maintenance Department
Special Education Director
Elementary Principal
High School Principal
Superintendent's Report
- 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 to retire board policy No. 255–Educational Stability for Children in Foster Care. (the language in Policy 255 has been merged with Policy 251) **(all in favor)**
- XII. Visitors/Comments
- XIII. Adjournment–Executive Session Personnel Matters

UNION SCHOOL DISTRICT
Administrative Reports
June 8, 2023

I. School Police Officers

Significant Incidents

- **May 16, 2023** We had two Vape Detector activations. In one incident, four students were requested to submit to a search and all four refused. All four students were disciplined in accordance with school policy which is the same as if a vape had been found.
- In a separate incident, a student was found in possession of a suspected THC vape during a search. PSP responded for an investigation.
- **May 19, 2023** Several students were removed from the SWIPBS assembly for causing a disturbance.
- **May 23, 2023** A student was found to be in possession of contraband; nicotine gum when she returned from gym class.
- **May 24, 2023** PSP responded after two students became disorderly after they were advised they were in violation of the dress code. Both students attempted to walk out of school but were stopped by the SPO's. Both students became disorderly and started being loud and used obscene language in front of 4th/5th grade students and parents who were present for an awards ceremony.

Threat Assessments

- There were no threat assessments during this time period.

VAPE Incidents

- There were two additional Vape alerts during this reporting period in addition to the events listed under Significant Incidents. In both events, students submitted to a search and both times, the searches were negative.

II. Food Service Director

- The Food Services Department is projected to finish the 2022-2023 school year **"in the black"**, without taking any money that was budgeted from the General Fund.
- I am working on staffing and menus for next school year.
- I will be taking several CEUs throughout the summer for Professional Development.

III. Technology Department

- Preparing for next SY orders
- Planning Sligo PA system installation
- Installation of clocks at SES
- Closed 2022-2023 SY at 1058 Support Tickets
 - 54 support tickets from May 9th through June 4th
 - 1058 support tickets for the 22-23 School Year

IV. Maintenance Department

- Setups for concerts, awards, graduations.
- Repairs to Sligo tractor.
- Repaired warming cabinet at Sligo.
- Mr. Cyphert drilled 2 holes and assisted us in pouring concrete foundations for 2 light poles at Sligo.
- Got quotes for flooring projects at both buildings.

V. Special Education Director

- Dr. Steidinger retired officially on June 2, 2023. We thank her for her service to Union School District.

VI. Elementary Principal's Report

- STAR Teacher recognition June 1 - Mrs. Paulden
- STAR Teacher and STAR Paraprofessional June 8 - Mrs. Rebecca Dill and Mrs. Debbie Rudiger
- Suspension numbers: Restrictive In School Suspension (33 students/247 students 13.3% of the student population) and Out of School Suspensions (3 students /247 students 1.2%)
- Threat team: 37 transient threats
- 31 referrals to school counselor from disciplinary matrix
- 4 blue tickets for immediate assistance in classroom
- Significant impact on changing behavior: Scheduled mandatory parent conferences. At times with student also.
- After school program surveys: 30 students anticipated to participate
- MTSS summer reading and math participation: 29 students

VII. High School Principal's Report

- Academics:
 - On Friday, May 26, 2023 Union High School held its Commencement Exercise in the Gymnasium of the High School. Thirty-six students received their hard-earned diplomas that evening. Special thanks to Commencement speaker Neil Scott, a member of Union High School's Class of 2009 who is now a successful attorney for the law firm Jones Day in Pittsburgh.
 - Congratulations to the Class of 2023's highest academic achievers:
 - Salutatorian – Holly Murray. She plans to attend West Virginia University to Major in Electrical Engineering.
 - Valedictorian – Katie Gezik. She plans to attend PennWest University, Clarion Campus, to major in Biology/Pre-Med.
- Music Program:
 - The Spring Band Concert was held on Wednesday, May 10, 2023 and the Spring Senior High Choral Concert was held on Monday, May 15, 2023. Kudos to Mrs. Hummel and Mr. Gibson for the amazing performances their students shared with the audiences.
 - Special recognition goes out to Mrs. Hummel and the members of the Band who volunteered to perform at Memorial Day ceremonies in both Rimersburg and Sligo.
- Athletics:
 - Varsity Baseball – On May 23rd our Varsity Baseball team entered the District 9 Playoffs as the #5 seed, and won its first round game over Cameron County by a score of 6-0. Two days later we bowed out of the playoffs, losing to DuBois Central Catholic by a score of 13-0. Congratulations to Coaches Norbert and McGarvey, as well as all of the players from both schools, on a very successful season.
 - Varsity Softball team – On May 22nd our Varsity Softball team entered the District 9 Playoffs as the #4 seed, losing to Forest Area by a score of 7-0. Congratulations to Coaches Walzak and Wetzel, and all of the players from both schools, on a successful season.
 - I saved the best for last...the 2023 Track and Field season was truly special. A total of nine student-athletes from the two schools competed at the 2023 PIAA Class AA State Championships in Shippensburg, PA last week. Here are the highlights:
 - Evelyn Bliss – Gold medalist in the Class AA Girls' Javelin Throw, with a state record toss of 170'2". She is currently ranked 2nd in the United States among high school athletes. The previous week she claimed the District 9 Class AA gold medal with a record throw of 155'9".
 - Hayden Smith – Won the gold medal in the Class AA Boys' High Jump by clearing 6'8", with near misses at 6'11". The previous week he claimed the District 9 Class AA gold medal with a record throw of 6'8.25".

- Landon Chalmers, an A-C Valley student, won the Class AA Boys' Discus Throw with a mark of 171'5".

Congratulations to Coaches Tharan, Twentier, and Sherman on a remarkable season and showing at Shippensburg.

- **Misc. Items:**
 - The 2023 Union High School Prom was held on Saturday, May 6, 2023 in the Auxiliary Gym. Holly Murray was crowned Queen and Chase Rumbarger was crowned King. Congratulations to both.
 - The High School Awards Assembly was held on Friday, May 12, 2023.
 - The following Union students were selected as Clarion County Career Center Students of the 4th Quarter in their respective shops:
 - Kira Hetrick – Allied Health
 - Chloe Kriebel – Police Science
 - Owen Saylor – Diesel
 - John Stewart – Automotive
 - Keystone Exam Testing concluded on Thursday, May 18, 2023. A “tip of the hat” to Mrs. Rupp and Mrs. Gallo for all their hard work in organizing the administration of these tests.
 - The following students have been chosen as officers for National Honor Society for School Year 2023-2024:
 - President – Aleia Troup
 - Vice President – Mackenzie Barger
 - Secretary – Ava Strauser
 - Treasurer – Lynnsica Zitzman
 - Thanks to Dr. Kimmel and the Union School District Board of School Directors for the opportunity to serve the District.

VIII. Superintendent's Report

- Evaluation for 2022-2023
- Set goals for 2023-2024
- Contracts after July 1
 - Elementary Principal
 - Superintendent
- Personnel
 - Special Ed Director - contract on the agenda
- Events since the May 11 Board Meeting
 - Awards Assembly - May 12
 - Music Banquet - May 17
 - Mr. Kindle - Retired Teachers' Association Award - May 18
 - Career Center Senior Recognition - May 18
 - Marching Band Party - May 22
 - Senior Banquet - May 23
 - Coaching Interviews - May 23
 - 5th grade graduation - May 24
 - Union Senior Graduation - May 26
- Stocking Testing Kits
 - Marijuana on surfaces or in Vapes - AICDAC
- Review process for expulsion recommendations - chronic violations
- Book disposal process
 - Teachers, local library, students, private schools
- Student Climate Survey
 - Responses to be shared with staff in August
- ACT 44 School Safety and Security Report
 - Thank you SPOs (Officer Shaftic for taking the lead) for gathering the information

and putting it together

- **SPO ability to cite persons for summary level offenses**
 - **Solicitor working on obtaining this capability**
- **Athletic Cooperative Meeting**
 - **Define costs to be shared for cooperative athletic programs**
 - **Superintendents, Business Managers, AD**
 - **Google Spreadsheet - funding codes listed with costs**
 - **Single invoice at the conclusion of the season**
 - **Listed costs minus gate receipts all divided in half**
 - **Excluded costs are transportation for practice and utilities**
 - **Trainer cost - salary/17 programs divided in half = per sport cost**

UNION SCHOOL DISTRICT

Finance Report

June 8, 2023

Board Action Requested

I. Treasurer's Report (Roll Call)

Approve the Treasurer's Report for the month ending May 31, 2023.

II. Accounts Payable List (Roll Call)

Approve the Accounts Payable List for the month ending June 30, 2023.

III. 2023-2024 Budget (Roll Call)

Adopt the 2023-2024 Union School District General Operating Budget as presented in accordance with the School Laws of PA:

● Expenditures.....	\$13,971,427
● Revenues.....	\$13,204,912
● Needed from Fund Balance.....	\$766,515

IV. Prior Payments (Roll Call)

Grant prior approval of previously contracted bills, during the 2023-2024 school year, prior to board meetings; and authorize the administration to pay normal bills during the months when board meetings have been canceled or rescheduled and do not allow for payments to be submitted for board approval. This allows the district to avoid late charges or take advantage of discounts for early payments.

V. 2023-2024 Breakfast/Lunch Prices (Roll Call)

Approve the following breakfast/lunch prices for the 2023-2024 school year:

- Student Breakfast: \$2.95
- Adult Breakfast: \$3.30
- Student Lunch: \$3.20
- Adult Lunch: \$4.85

* All students will continue to receive free breakfast/lunch, this price listed is for a second breakfast or second lunch

VI. Glade Run Day Student Education Agreement (Roll Call)

Approve the agreement between Glade Run Lutheran Services dba St. Stephens Lutheran Academy and St. Stephens Utica and the Union School District for students with educational needs for the 2023-2024 school year.

VII. Extended School Year Agreement (Roll Call)

Approve the agreement between Union School District and MHY Family Services for the extended school year from June 12th through June 28, 2023.

UNION SCHOOL DISTRICT
Personnel Report
June 8, 2023

Board Action Requested

- I. Federal Programs Coordinator (Roll Call)**
Appoint Tom Minick as the Federal Programs Coordinator for the 2023-2024 school year, with a stipend of \$3,000.00 for the responsibilities of this position.
- II. Federal Programs Liaison Stipend (Roll Call)**
Appoint Brenda Greenawalt as Federal Programs Liaison for the 2023-2024 school year, with a stipend of \$5,000.00 for the responsibilities of this position.
- III. Title IX Coordinator/Title IX Decision Maker (all in favor)**
Appoint Andrew Carlson as the Title IX Coordinator and Tom Minick as the Title IX Decision Maker for the 2023-2024 school year.
- IV. Full Time Custodial Hire (Roll Call)**
Hire Fran Culbertson as full-time custodian, effective July 1, 2023 as per the terms of the Union Education Support Personnel Association Agreement.
- V. 2023-2024 Educational Aides (Roll Call)**
Appoint Deanna McGarrity, Alicia Hetrick, Penny Vereb, Heather Marsh, Angie Hawk, Erika Tennant, Anne Harbodin, Debra Rudiger, Tammy Craig, Amanda Myers, and Carrie Whyte as potential educational aides for the 2023-2024 school year.
- VI. Job Postings/Advertisements (Roll Call)**
Authorize the administration to post &/or advertise for any position that becomes available during the 2023-2024 school year.
- VII. Custodian Retirement (all in favor)**
Accept the resignation of custodian Cathy White, for the purpose of retirement, effective June 26, 2023 and authorize the administration to post &/or advertise for this position. Cathy has been with the District for 12 years.
- VIII. PTO Volunteer/Chaperones (all in favor)**
Approve Randi Corle and Amanda Smith as PTO volunteers/chaperones. All clearances are on file.
- IX. Extra Summer Hours (Roll Call)**
Grant up to 28 hours between Katie Hibbard, Stephen Petrocy, and Courtney Gross to work in the summer 2023 to fulfill scheduling needs of the life skills students as well as the learning support students for grades 6-12.
- X. School Counselor Job Description (all in favor)**
Approve the School Counselor Job Description.
- XI. Director of Special Education Contract (Roll Call)**
Approve the Administrative Compensation Plan for the Director of Special Education Services with Lindsey Cookson, effective July 1, 2023 through June 30, 2026.
- XII. Part time Custodian Hire (Roll Call)**
Hire Miranda Stewart as part time custodian, effective July 1, 2023, as per the terms of

the Union Education Support Personnel Association Agreement.

UNION SCHOOL DISTRICT
Curriculum Report
June 8, 2023

Board Action

I. Conferences (Roll Call)

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

- a. Conference: Secondary Transition Council 2023-2024 school year
Staff: Katie Hibbard
Location: Riverview IU6
Date: Oct. 4, Nov. 9, Dec. 7, 2023, Feb. 8, March 14, May 9, 2024
Approx. Cost: \$877.14
Funding Source: General Fund

II. Student Trips (Roll Call)

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

- a. Student Trip: 5th Grade Tour of High School
Students: 39–5th grade students and Teachers
Location: Union High School
Date: Retroactive–May 24, 2023
Approx. Cost: \$100.00
Funding Source: General Fund

III. Student Discipline (Roll Call)

Approve the waiver agreement in lieu of an expulsion hearing for student #9876495909.

IV. Trauma Informed Plan (all in favor)

Approve the Union School District Trauma Informed Plan

V. Algebra I Credit (all in favor)

Approve giving credit to 8th grade students taking Algebra I, starting the 2023-2024 school year.

VI. ARP ESSER Health and Safety Plan (all in favor)

Approve the ARP ESSER Health and Safety Plan Guidance & Template for the Union School District.

VII. 2023-2024 Scheduling Changes (all in favor)

Approve the 2023-2024 scheduling changes.

UNION SCHOOL DISTRICT
Buildings, Grounds, and Transportation Report
June 8, 2023

Board Action Requested

- I. Disposal of Property (all in favor)**
Approve the request for disposal of school property, from Autumn Gallaher, to dispose of old sync workbooks, common core workbooks, the language of literature, and other misc. workbooks. These books will either be donated or thrown away.
- II. Cafeteria Pest Management Proposal (Roll Call)**
Approve the Pest Management proposal for the Union High School and Sligo Elementary School Cafeteria for the 2023-2024 school year.
- III. Disposal of Property (all in favor)**
Approve the request for disposal of 12.5 KW natural gas generator and 2005 chevy express passenger van, from Supervisor of Buildings and Grounds, Mark Brown. Method of disposal will be Municibid.
- IV. Copier Purchase (Roll Call)**
Approve the purchase of a Savin copier from McCleary Business at the cost of \$7,129.00.
- V. Sligo Elementary Furniture Purchase (Roll Call)**
Approve the Sligo Elementary School classroom furniture replacement from Kurtz Bros. at the cost of \$14,435.00.

UNION SCHOOL DISTRICT

Athletic Report

June 8, 2023

Board Action Requested

- I. Assistant Varsity Boys Basketball Coach (Roll Call)**
Hire Jason Johnston as Assistant Varsity Boys Basketball Coach for the 2023-2024 school year at the salary of \$2,340.00. (Up \$60.00 from last year) All clearances are on file.
- II. Varsity Boys Basketball Volunteer (all in favor)**
Approve Matt Bish as a volunteer for Varsity Boys Basketball for the 2023-2024 school year. All clearances are on file.
- III. Golf Coach Resignation (all in favor)**
Accept the letter of resignation from Golf Coach Kolby Montgomery, effective May 16, 2023 and authorize the administration to post &/or advertise for this position if needed.
- IV. Head Jr. High Boys Basketball Coach Resignation (all in favor)**
Accept the letter of resignation from Head Jr. High Boys Basketball Coach Kolby Montgomery, effective May 16, 2023 and authorize the administration to post &/or advertise for this position if needed.
- V. Head Jr. High Boys Basketball Coach (Roll Call)**
Hire Logan Pistorius as the Head Jr. High Boys Basketball Coach for the 2023-2024 school year at the salary of \$1,350.00. All clearances are on file.
- VI. Head Varsity Girls Basketball Coach (Roll Call)**
Hire Josh Meeker as the Head Varsity Girls Basketball Coach for the 2023-2024 school year at the salary of \$3,075.00
- VII. Head Jr. High Girls Basketball Coach (Roll Call)**
Hire Kelli Kifer as the Head Jr. High Girls Basketball Coach for the 2023-2024 school year at the salary of \$1,510.00.
- VIII. Head Varsity Football Coach (Roll Call)**
Hire Dan Reed as the Head Varsity Football Coach for the 2023-2024 school year at the salary of \$3,000.00. All clearances are on file.
- IX. Athletic Director Pay Increase (Roll Call)**
Approve a \$4,625.00 pay increase to the Athletic Director. Total pay for the 2023-2024 school year will be \$10,000.00.
- X. Assistant Athletic Director Pay Increase (Roll Call)**
Approve a \$1,320.00 pay increase to the Assistant Athletic Director. Total pay for the 2023-2024 school year will be \$4,000.00.
- XI. Varsity Baseball Trip (Roll Call)**
Approve the Varsity Baseball trip to the ESPN Sports Complex in Orlando, Florida March 16-23, 2024. There is no cost to the district for this trip.