

**UNION  
SCHOOL  
DISTRICT**

**BOARD OF DIRECTOR'S**

**April 18, 2024**

**Monthly Meeting  
Union High School Library**

UNION SCHOOL DISTRICT  
AGENDA  
April 18, 2024

- 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: March 14, 2024 work session minutes and March 21, 2024 board meeting minutes.
- VII. Announcements:
  -
- VIII. Correspondence
  - Commonwealth of Pennsylvania Department of Agriculture Food Facility Inspection Report for Union High School and Sligo Elementary School.
- IX. Visitor/Comments
  - Board Member Interviews
- X. Motion to relinquish Dustin Kifer from all paid positions with the Union School District contingent and effective upon appointment to the Union School District Board of Education. If not appointed, Dustin will retain current employment status with the District.
- XI. Motion to appoint \_\_\_\_\_ as school director, to fill the open seat of resigned board member Adam Vogle, effective April 18, 2024. Oath of office administered to the newly elected board member.
- XII. **Administration Report**  
School Police Officer  
Food Service Director  
Technology Department  
Maintenance Department  
Special Education Director  
Elementary Principal  
High School Principal  
Superintendent's Report
- XIII. **Board Reports**  
Finance Report  
Personnel Report  
Curriculum/Instruction & Matters  
Buildings, Grounds & Transportation  
Athletic Report  
Career Center Representative

## Riverview IU6 Representative

### **XIV.**

#### **Old Business**

- Approve the 2nd reading of the following policies (a-h):
  - a. Policy No. 200: Enrollment of Students
  - b. Policy No. 202: Eligibility of Nonresident Students
  - c. Policy No. 217: Graduation
  - d. Policy No. 226: Searches
  - e. Policy No. 254: Educational Opportunity for Military Children
  - f. Policy No. 810: Transportation
  - g. Policy No. 903: Public Comment in Board Meetings
  - h. Policy No. 114: Gifted Education

### **XV.**

#### **New Business**

Appoint

as school board vice president to fill the vacancy of

Adam Vogle

### **XVI.**

#### **Visitors/Comments**

### **XVII.**

#### **Adjournment–Executive Session (Personnel)**

**UNION SCHOOL DISTRICT**  
**Administrative Reports**  
**April 18, 2024**

**I. School Police Officers**

**II. Food Service Director**

**III. Technology Department**

- Configuring new UCM & Phones
- Planning event reunification process/procedures
- Email retention/retrieval RTKs
- Support Tickets Status
  - 67 support tickets from March 13th to April 11th
  - 942 support tickets for the 23-24 School Year (until April 11th)

**IV. Maintenance Department**

- Purchased and installed a new blower motor for the weight room heater.
- Doing annual PM's on tractors.
- Sent out quote requests for cleaning supplies.
- Had a service Tech. from the McClure company troubleshoot the Energy Recovery unit at Sligo. (waiting on parts)
- Put together specs. And general conditions forms for bidding parking lot patching and sealcoating.
- Had both new large vans inspected and oil changed and greased.
- Setting out track equipment and working on ball fields.
- Had chain link fence installed down the 1st and 3rd baselines at Sligo softball field.

**V. Special Education Director**

- 22 IEP meetings scheduled
- PASA (Pennsylvania Alternate System of Assessment) testing- complete
- Review of OLSAT Data- Otis-Lennon School Ability Test
- Litigation matters (Executive Session at the end of the meeting)

**VI. Elementary Principal's Report**

- Discipline:  
<https://docs.google.com/document/d/1DyCmlG5sVsJ4h1H5q7TAqCjWaMM4Vez-Rs0UcxFWgP0/edit>
- Montour presentation
  1. Grading scale - teacher feedback  
[https://docs.google.com/document/d/1SPUJM-bLgkm9tv1xih8ZAKyOfZ\\_f\\_vI3TFMHKSia7zk/edit](https://docs.google.com/document/d/1SPUJM-bLgkm9tv1xih8ZAKyOfZ_f_vI3TFMHKSia7zk/edit)
  2. [https://docs.google.com/presentation/d/19hQiC3PRf01phIMTVDkvC6uEIdj-7UOrjp4\\_cBzV7AY/edit#slide=id.p](https://docs.google.com/presentation/d/19hQiC3PRf01phIMTVDkvC6uEIdj-7UOrjp4_cBzV7AY/edit#slide=id.p)
- Mrs. Dill Book Tournament
- Principal/Teacher Partnership Survey Quarter 3: (Executive Session at the end of the meeting)  
Mrs. Cookson and Mr. Minick
- Student Council Art Day
- Deena Croyle from IU 6 visited our Kindergarten classroom after seeing our data to understand how we build small groups, how the students rotate and to learn

more about the programs we use. Deena wanted to visit after seeing the kindergarten data. Deena will take this information and share it with other schools in the IU 6 region. #1 concern the IU encounters is student engagement, poor behavior, poor test scores in kindergarten, and low morale for kindergarten teachers.

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

- **Discipline Report - 3rd Marking Period**
  - **Infractions**
    - 2 - 038 Disorderly Conduct
    - 1 - U1002 Unauthorized use of Cell Phones
    - 17 - U1003 Disruptive Behaviors
    - 1 - U1006 Failure to Follow Safety Regulations
    - 2 - U1009 Unauthorized use of School Property
    - 7 - U1013 Failure to follow directions
    - 8 - U2108 Defiance/Disrespect
    - 1 - U2109 - Poss of Prescribed or Over the Counter Meds
    - 3 - U1022 Inappropriate remarks
    - 3 - U1019 - Unauthorized Presence in halls or rooms w/out teachers
    - 1 - U2013 3 or more failure to follow directions
    - 1 - U2102 Dishonesty
    - 3 - U2103 Skipping Class
    - 4 - U2016 Use of Profanity/Obscenities
    - 1 - U2115 - Use of Cell Phones and Sharing to Others
    - 3 - U3202 - Insubordination/Extreme Disrespect
    - 1 - U3103 - Threatening/Intimidation of Others
    - 1 - U2101 - Physical Aggression w/out Injury
    - 4 - U2022 Major Disruptive Behavior
  - **Disciplinary Action (3rd MP, 2nd MP, 1st MP)**
    - 20, 8, 20 Detention
    - 29, 28, 16 In School Suspension
    - 10, 11, 15 Out of School Suspension
    - 12, 14, 11 Lunch Detentions
    - 2, 2, 0 Bus Suspensions
- **Montour Follow Up Report**

## **VIII. Superintendent's Report**

- **SRSA (Small, Rural School Achievement) Grant - \$17,904**
  - Used to cover costs associated with Renaissance at Sligo Elementary and IXL at UHS
- **Homeless monitoring session**
  - Only item for revision is the homeless section in our student handbook
  - Sample language is available through our regional coordinator
- **Quarterly Survey Results**
  - Very few responses for the third quarter
  - Does this need to be revised or discontinued?
  - Yearly, end of year review?
- **Food Service**
  - **Opening - options to fill**
    - Internal Candidate - Hire in May?
    - Shared Service - Summer Contract for 2024-2025
    - Management Company - Bid Process

- **Interviews and Hiring**
  - **Thank you to everyone who helped with this process**
    - **Mathematics**
    - **English**
    - **Social and Human Services Director**
- **Social and Human Services Director**
  - **If filling the position - Create an agreement to be approved in May or June**
- **3rd quarter cyber letter, calls, visits**
  - **Thank you to the team involved in this process**
  - **46% of all local tax revenue is used to pay for 45 students in traditional cyber programs**
- **Thank you to Officer Norbert and Officer Chewning for visiting and speaking with our students (bullying and cyber safety)**
  - **Continued effort to combat bullying**

UNION SCHOOL DISTRICT

Finance Report

April 18, 2024

**Board Action Requested**

- I. Treasurer's Report**  
Approve the Treasurer's Report for the month ending March 31, 2024.
- II. Accounts Payable List**  
Approve the Accounts Payable List for the month ending April 30, 2024.
- III. Solicitor Services–Rate Adjustment**  
Approve the Maiello Brungo & Maiello, LLP hourly rate adjustment for Solicitor Services to \$150.00 for non-litigation matter and \$175.00 for litigation matters, effective July 1, 2024.
- IV. Spero Group Agreement**  
Approve the Agreement between the Union School District and Spero Group LLC for the 2024-2025 school year. Total cost shall not exceed \$61,425.00.
- V. Titusville Cyber Education Rates**  
Approve the 2024-2025 Titusville Rockets tuition rates for cyber education services at \$3,710.00 for regular education, \$5,710.00 for special education, and \$950.00 for single course alternatives.
- VI. 2024-2025 Clarion County Career Center Budget**  
Approve the 2024-2025 Clarion County Career Center Budget in the amount of \$3,315,531.00 (CCCC \$3,277,543.00 and Adult Education \$37,988.00) with Union School District's projected share being \$476,519.53.  
(2023-2024 budget was \$3,165,786.00 with Union's share being \$451,092.67)
- VII. VelocityEHS Online Agreement**  
Approve the VelocityEHS Online Agreement effective August 3, 2024 through August 2, 2027 at the following rates:
  - Year 1: \$3,999.00
  - Year 2: \$4,198.95
  - Year 3: \$4,408.90

UNION SCHOOL DISTRICT

Personnel Report

April 18, 2024

**Board Action Requested**

- I. Custodian Retirement**  
Accept the letter of resignation, for the purpose of retirement from Custodian, Richard Vasbinder, effective June 30, 2024 and authorize the administration to post and/or advertise for this position, if needed. Dick has been with the district for over 15 years.
- II. High School Teacher Hire**  
Hire as High School Math Teacher, effective August 15, 2024, at masters/bachelor step of Union Education Association Agreement.
- III. High School Teacher Hire**  
Hire as High School English Teacher, effective August 15, 2024, at masters/bachelor step of Union Education Association Agreement.
- IV. Intermittent Unpaid Leave of Absence**  
Approve an intermittent unpaid leave of absence to employee #95, if needed, for the remainder of the 2023-2024 school year.
- V. Rescinded Retirement**  
Accept the request of Cafeteria Manager, Kim Radaker, to rescind her letter of retirement at the conclusion of the 2023-2024 school year.
- VI. PTO Volunteers/Chaperones**  
Approve Zachary Traister, Amanda Gallagher, Daisy Sapien and Danica Watson as PTO Volunteers/Chaperones. All clearances are on file.
- VII. Band Chaperone**  
Approve Sara Hayden as a volunteer for Band. All clearances are on file.
- VIII. Food Service Director Resignation**  
Accept the letter of resignation from Food Service Director, Jessica McCleary, effective May 2, 2024.
- IX. High School Counselor Extra Days**  
Grant up to 105 hours (15 days), to Judy Rupp to work in the summer of 2024 to fulfill all end of the year duties/reports and work on scheduling for the next school year.
- X. Extra Summer Hours**  
Grant up to 28 hours between Katie Hibbard, Stephen Petrocy, Emma Fox, and Courtney Gross to work in the summer 2024 to fulfill scheduling needs of the life skills students as well as the learning support students for grades 6-12.
- XI. Unpaid Leave of Absence**  
Approve an unpaid leave of absence to employee #445 for May 9, 2024.



**UNION SCHOOL DISTRICT**  
**Curriculum Report**  
**April 18, 2024**

**Board Action**

**I. Conferences**

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

- a. Conference: PrimeroEdge–Menu Planning Training  
Staff: Brenda Greenawalt  
Location: Riverview IU6, Clarion PA  
Date: Mon., April 29, 2024  
Approx. Cost: \$15.00  
Funding Source: General Fund

**II. Student Trips**

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

- a. Student Trip: Earth Day Field Trip  
Students: 14+ Outdoor Club Members, Brianna Pennington + another staff member  
Location: Cook Forest State Park  
Date: (Retroactive) Thurs., April 18, 2024 (date/cost revised from last month)  
Approx. Cost: \$375.26  
Funding Source: Outdoor Club
- b. Student Trip: Placing flags on veteran's gravesites and lunch  
Students: 48–5th grade students, Rachel Kindel, Ange Salvo & Lisa Norbert  
Location: Rimersburg Cemetery, Rimersburg Veterans' Park & M & M Pizza  
Date: TBD  
Approx. Cost: \$60.00  
Funding Source: General Fund
- c. Student Trip: Career Exploration Field Trip  
Students: 16 High School Students and Brad Kirkwood  
Location: Champion Modular  
Date: Mon., April 22, 2024  
Approx. Cost: \$267.00  
Funding Source: General Fund
- d. Student Trip: Life Skills Field Trip  
Students: 14-Life Skills Students, Emma Fox and classroom aides  
Location: The Korner Restaurant  
Date: Fri., May 10, 2024  
Approx. Cost: \$400.00  
Funding Source: General Fund

- e.      **Student Trip:**                    5th Grade field trip  
         **Students:**                     45-5th graders, David Hepler and teachers  
         **Location:**                    Pittsburgh Symphony Orchestra, Heinz Hall, Pittsburgh, PA  
         **Date:**                         Tues., May 7, 2024  
         **Approx. Cost:**               \$140.00  
         **Funding Source:**            General Fund

**III.            2024-2025 Tuition Cost**

Establish the tuition rate for domestic (non-international) out-of-district students at \$9,000.00 per year. In the event the student requires special education services above the general education needs, the cost of these services will be added to the above tuition cost. (2023-2024 cost was \$9,000.00)

**IV.            2024-2025 International Student Rate**

Establish the tuition rate, for international students, at \$9,000.00 per student for the 2024-2025 school year, granting the Superintendent authority to adjust the rate as circumstances dictate. (2023-2024 cost was \$9,000.00)

**V.            Cooperative Agreement**

Approve the Cooperative Agreement between the Union School District and Mount Aloysius College for the College in High School Program during the 2024-2025 school year.

**UNION SCHOOL DISTRICT**  
**Buildings, Grounds, and Transportation Report**  
**April 18, 2024**

**Board Action Requested**

- I.       **Disposal of Property**  
Approve the request for disposal of old pieces of weight room equipment from Scott Kindel.

UNION SCHOOL DISTRICT

Athletic Report

April 18, 2024

**Board Action Requested**

- I. **Weight Room Volunteer**  
Approve Brad Wagner as a volunteer for the weight room for the 2024-2025 school year. All clearances are on file.
  
- II. **Head Varsity Boys Basketball Coach**  
Hire Logan Pistorius as the Head Varsity Boys Basketball Coach for the 2024-2025 school year at the salary of \$3,025.00.
  
- III. **Head Varsity Girls Basketball Coach**  
Hire \_\_\_\_\_ as the Head Varsity Girls Basketball Coach for the 2024-2025 school year at the salary of \$ .