

**UNION
SCHOOL
DISTRICT**

BOARD OF DIRECTOR'S

May 16, 2024

**Monthly Meeting
Union High School Library**

UNION SCHOOL DISTRICT
AGENDA
May 16, 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: April 16, 2024 regular board meeting minutes
- VII. Announcements:
 - Graduation - May 23rd
- VIII. Correspondence
 - Thank you card from the National Honor Society
 - Rockets Online Campus Quarter 3 Newsletter
 - Letter from Commonwealth Charter
- IX. Visitor/Comments
- X. **Administration Report**
School Police Officer
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
 - Policy Discussion: Policy No. 202: Eligibility of Nonresident Students
- XIII. New Business
- XIV. Visitors/Comments
- XV. Adjournment to executive session for personnel, student safety, and legal matters with no business to follow

UNION SCHOOL DISTRICT
Administrative Reports
May 16, 2024

- I. School Police Officers**
- Officer Shaftic - completion of the annual ACT 44 School Safety Report/Presentation
- II. Food Service Director**
- Last day was May 2nd
 - All reports are current/up to date
 - Thank you Kelly Best for putting in food orders
 - Thank you everyone who has pitched in during our transition
- III. Technology Department**
- Prepared Chromebooks for Online PSSA Testing
 - Helped Mr. Carlson start the Scheduling Process
 - Sim Lab setup and procurement
 - SES Phone system planning and configuration - Grant money
 - Support Tickets Status
 - 48 support tickets from April 11th to May 7th
 - 990 support tickets for the 23-24 School Year (until May 7th)
- IV. Maintenance Department**
- Held a pre-bid meeting with paving contractors.
 - Spoke to potential track resurfacing contractor about scheduling work pending Board approval.
 - Prom clean up.
 - Removed plow and spreader from truck.
 - Removed plow and installed mower deck on Sligo's tractor.
 - Set up for a concert.
 - Continuing to get ball fields ready for games.
 - Ordered 4 new batteries for HS floor scrubber.
 - Purchased push mower for Sligo.
 - Completed a student employee evaluation.
- V. Special Education Director**
- Extended School Year Update
 - July 8th-July 25th
 - 8:00am-11:00am
 - 13 IEP meetings
- VI. Elementary Principal's Report**
- **Upcoming events:**
 - ❖ K Children's Museum May 7
 - ❖ 5th grade orchestra May 7
 - ❖ 2nd grade Erie Zoo May 8
 - ❖ Elementary band concert May 8
 - ❖ 3rd grade Keystone Safari May 9
 - ❖ 5th grade Kennywood May 10
 - ❖ May 13 Water Blast
 - ❖ 2nd grade Agricultural Day May 14
 - ❖ Principal's Club Trampoline Park May 15
 - ❖ 4th grade Carnegie Science Center May 16
 - ❖ Elementary spring concert May 16

- ❖ Field Day May 17
- ❖ Eccles Lesher Library Summer Reading presentation May 20
- ❖ Water Blast Principal's Club May 20
- ❖ K-2 awards day at UHS May 21
- ❖ 3 and 4 awards day May 22
- ❖ 5th grade graduation May 22 7:00 pm
- **Kindergarten**
35 K students tested: 16 tested above 70 for K readiness
- **LIONS club** - thank you for screening K students vision
- **Preschool Programs:** transition meetings held.
Little Bird Preschool
YMCA
PreK counts
Headstart
Mother Goose
Dancer's Studio
Clarion Christian Preschool
- American Heart Association **Kids Heart Challenge** under the leadership of Julie Jordan raised \$367.17
- **Administrative professionals** recognition on 4/24.
- **Staff Appreciation** on May 6.
- **Penny Wars** : Health and Wellness Committee fundraiser to support Laila Earley and Last Blast at school.
- **2024 PA Prevention Award Winner.** *Embodies Amazing Prevention Award* Recognized May 17, 2024 at St. Vincent's College by the Commonwealth Prevention Alliance. Nominated by the Armstrong, Indiana, Clarion, Drug and Alcohol Commission for partnering with them for an after school program.
- **United Way of Clarion County** purchased recess equipment for SES and the student council purchased a shed to store the equipment.

What a wonderful collaboration! It's heartening to see community organizations like The United Way of Clarion County and Sligo Elementary come together to support students. Providing recess equipment and storage not only adds to the fun and enjoyment of recess but also promotes physical activity and social interaction among the students. Kudos to Mrs. Anderson, the Student Council members, and everyone involved for their generosity and thoughtfulness!

Sligo Elementary student council members:
Trevor Elliott, Milena Norbert, Parker Greenawalt, Delaney McConaughy, Colton Brown, Asher Graham, Brody Bish, Ryder Walker



VII. High School Principal's Report

- Thanks to Ms. Claypoole for putting on a spectacular prom
 - Ms. Claypoole and Mr. Beveridge (NHS) worked together to bring in a speaker about avoiding drunk driving the day before the prom
 - The speaker was very powerful and moving
- PSSA tests are completed and sent back to the state
 - Attendance for testing was very good
 - Teachers report that students were putting in a ton of effort
 - We thank staff and students for the countless hours put into these courses
- Spring Sports are coming to a close
- Lots of teacher meetings coming up this month
 - Student Performance Measures
 - Differentiated Supervision Plans
 - PVAAS Rostering
- Spring Band Concert was held on 5/8
- Spring Choir Concert is on 5/15
- Field Day
- Preparations for Graduation are underway
 - Thanks Ms. Magagnotti and Ms. Hibbard for all their work
- Senior Walk and Awards Day is on May 20th at 1:00
- Graduation on 5/23 @ 7:00

VIII. Superintendent's Report

- Resident vs. non-resident students
 - Policy 202
- Food Services
 - Interviews for internal candidates
 - Contractual Agreement
 - Shared services consideration
 - Need for a shared services agreement
 - Management company consideration
 - Further steps to facilitate
 - Bidding, etc.
 - Job Description

- **Kindergarten Numbers**
 - ~39 students
- **Summer Retreat discussion**
- **Superintendent's Evaluation**
 - Schedule and process
- **Offices**
 - Discussion concerning placement of offices in the high school building
 - Possible restructuring for efficiency and sharing of duties
 - Very little construction/investment required
 - Frees up space for educational opportunities
- **ACT 44 Report**
 - Thank you Officer Shaftic for working on this for June's meeting
- **Personnel**
 - Filling positions for next year
 - Setting up mentors
 - Facilitating moves - rooms/positions/schedules
- **Athletic Committee Meeting**
 - Football staffing
 - Coaches Training
 - Coordination of Pay for Event Workers
 - Transportation
 - Cooperative Agreement Renewal
 - Athletic Trainer Services
- **Please RSVP if you are coming to graduation on May 23rd**

UNION SCHOOL DISTRICT

Finance Report

May 16, 2024

Board Action Requested

- I. Treasurer's Report**
Approve the Treasurer's Report for the month ending April 30, 2024
- II. Accounts Payable List**
Approve the Accounts Payable List for the month ending May 31, 2024.
- III. 2024-2025 Depositories**
Approve the following as depositories for the 2024-2025 fiscal year:
Northwest Savings Bank, Clarion County Community Bank, PA Local Government Investment Trust, and Farmers Bank.
- IV. 2024-2025 Proposed Final General Operating Budget**
Discussion of the 2024-2025 Proposed Final General Operating Budget in the amount of \$14,677,920 in accordance with the School Laws of PA, setting the millage at 60.8821, with the budget being available for public inspection beginning May 17, 2024 in the Union School District Business Office.
- V. 2024 Homestead Resolution**
Approve the 2024-2025 Homestead and Farmstead Exclusion Resolution for the property tax reduction allocation.
- VI. Annual Tax Levy Resolution**
Approve the Annual Tax Levy Resolution to include tax rates for 2024.
- VII. MHY-Extended School Year**
Approve Attachment B to the Agreement between Union School District and MHY Family Services for the 2023-2024 extended school year from June 10, 2024-July 12, 2024.
- VIII. Program Proposal**
Approve the program proposal to address social aggression & conflict resolution between the Union School District and Squabbles. Total annual cost is \$10,000.00.
- IX. Glade Run Lutheran Services Agreement**
Approve the 2024-2025 Attachment A to the agreement with Glade Run Lutheran Services for rates for educational services. Rates have gone up 3% from last year.
- X. Parking Lot Repair Bid Award**
Award the parking lot repair bid to Hiles Excavating, LLC of Chicora, PA, in the amount not to exceed \$100,000.00.

UNION SCHOOL DISTRICT
Personnel Report
May 16, 2024

Board Action Requested

- I. School Board Treasurer**
Appoint Terry Sweeney as School Board Treasurer for the 2024-2025 fiscal year at no cost to the district.
- II. Assistant Board Secretary**
Appoint Kristen Smith as Assistant Board Secretary for the 2024-2025 fiscal year, as per PA School Code, Article IV, Section 434, at no cost to the district.
- III. School Board Secretary Salary**
Set the School Board Secretary salary for the 2024-2025 school year, at \$1,975.00.
(Up \$70.00 from last year)
- IV. Job Description**
Approve the Food Service Director Job Description.
- V. Food Service Director Hire/Agreement**
Hire Brenda Greenawalt as the Food Service Director effective May 16, 2024-June 30, 2027 based upon the non-association compensation agreement.
- VI. Educational Aide Resignation**
Accept the letter of resignation from Educational Aide, Angie Hawk, effective May 24, 2024, pending the school board's decision to hire Angie as the Social and Human Service Assistant. Should the board choose not to hire, Angie will retain current employment status with the Union School District.
- VII. Social and Human Service Assistant Independent Contract**
Approve the Independent Contractor Agreement with Angie Hawk, as the Social and Human Services Assistant effective August 15, 2024-June 15, 2025. The per diem rate will be \$271.00, not to exceed the annual cost of \$50,000.00
- VIII. 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.
- IX. Choir Director**
Hire Jack Salter as the Choir Director for the 2024-2025 school year at the salary of \$1,200.00.
- X. Band Director**
Hire Jack Salter as the Band Director for the 2024-2025 school year at the salary of \$2,900.00
- XI. PTO Volunteers/Chaperones**
Approve Tricia Hepler, Misty Maitland-Stahl, and Andrea Wright as PTO volunteers/chaperones. All clearances are on file.
- XII. School Dentist**
Appoint Dr. Josh Polacek, DDS from Peace Dental Office, Clarion PA as the dentist of

record for the 2024-2025 school year at the rate of \$6.00 per dental exam. (Same rate as last year)

XIII. School Doctor

Appoint Dr. Wilson from Penn Highlands to conduct school physicals for the 2024-2025 school year at the rate of \$15.00 per exam.

XIV. Elementary Teacher Advertisement

Grant permission to post/advertise for an elementary teacher for the 2024-2025 school year.

XV. Cafeteria Account Signature Authorization

Approve the list of cafeteria account signature authorization with Northwest Bank and Pennsylvania Local Government Investment Trust (PLGIT).

UNION SCHOOL DISTRICT
Curriculum Report
May 16, 2024

Board Action

I. Conferences

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

- a. Conference: 2024 PA Prevention Award Winners Recognition
Staff: Tom Minick
Location: St. Vincent's College
Date: Fri., May 17, 2024
Approx. Cost: \$0.00
Funding Source: n/a

- b. Conference: 2024 SNAPA Annual Conference
Staff: Brenda Greenawalt
Location: Kalahari Resorts, Poconos, PA
Date: Mon.-Thurs., July 29-August 1, 2024
Approx. Cost: \$1,615.00
Funding Source: Cafeteria Funds

- c. Conference: ServSafe
Staff: Brenda Greenawalt
Location: Penn State Extension, Armstrong County, Kittanning, PA
Date: Thurs., May 23, 2024 and May 30, 2024
Approx. Cost: \$245.00
Funding Source: Cafeteria Funds

II. Student Trips

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

- a. Student Trip: Memorial Day Parade
Students: 25–Marching band students & Mr. Salter
Location: Rimersburg and Sligo Cemetery
Date: Mon., May 27, 2024
Approx. Cost: \$75.00
Funding Source: General Fund

- b. Student Trip: Football Team Camp at CUP
Students: 50 Falcon Knights Football Team and Coaches
Location: Clarion University
Date: Mon.-Wed., August 5-7, 2024
Approx. Cost: –
Funding Source: Boosters will pay for registration and bus (if needed)

- III. 2024 Graduating Seniors**
Approve the list of 2024 graduating seniors, pending full graduation requirements are met.
- IV. Penny War Fundraiser**
Approve a retroactive Penny War Fundraiser hosted by the School Wellness Committee at Sligo Elementary School May 6-10, 2024.
- V. IXL Learning Purchase**
Approve the purchase of IXL License (K-8 Math) for the 2024-2025 school year at the cost of \$7,145000.
- VI. Social Studies Curriculum Purchase**
Approve the purchase of Social Studies curriculum (grades 6-12) from Houghton Mifflin Harcourt for the 2024-2025 school year at the cost of \$31,185.15.
- VII. Science Curriculum Purchase**
Approve the purchase of Science curriculum (6th grade) from Carolina Curriculum for the 2024-2025 school year at the cost of \$4,203.04..
- VIII. Updated Activity Account Officers**
Approve the updated Union High Activity Account Officers for the 2023-2024 school year.
- IX. Fundraiser**
Approve a Sheetz gift card fundraiser to the 9th grade class of 2027.
- X. 2024 Extended School Year (ESY)**
Approve an extended school year from July 8-July 26, 2024 (15 days) at the Union High School from 8:00AM-11:00AM, at a total cost of \$8,440.23.

UNION SCHOOL DISTRICT
Buildings, Grounds, and Transportation Report
May 16, 2024

Board Action Requested

- I. Summer Maintenance Hours**
Authorize the Maintenance Supervisor to utilize members of the part time and substitute custodial staff, for summer work, up to a maximum of 1,000 hours during the summer of 2024, with additional hours approved if needed.
- II. Ball Fields Use**
Grant permission to Bill Coradi of the Southern Clarion County Little League to use the Sligo Elementary and Union High School ball fields for baseball and softball practices and games, retroactive, April 24, 2024-July 24, 2024.
- III. Substitute Bus Driver**
Approve Marshall McElravy as a substitute bus driver for Shriver. All paperwork is on file.
- IV. Union High School Gym Use**
Approve the use of the High School Auxiliary Gym for the Southern Clarion County Little League pictures, retroactive, Sunday, May 5, 2024 from 11:30AM-5:00PM. Cost associated will be custodial fees.
- V. Track Resurfacing**
Approve the Union High School track resurfacing, in the amount of \$157,465.00 through Rekortan.
- VI. Disposal of Property**
Approve the Disposal of Property request from Allyson Kepple for the disposal of old/outdated dictionary, thesaurus, and PA core coach ELA books.
- VII. Union High School Gym Use**
Grant permission to the VFW/ American Legion to use the High School Gym for the Memorial Day Program, in case of inclement weather, on Monday, May 27, 2024 from 8:30AM to 12:00PM.

UNION SCHOOL DISTRICT

Athletic Report

May 16, 2024

Board Action Requested

- I. Assistant Varsity Football Coach**
Hire Robert Corrado as the 2024-2025 Assistant Varsity Football Coach at the salary of \$2,125.00. All clearances are on file.
- II. Assistant Varsity Football Coach**
Hire Caden Rainey as the 2024-2025 Assistant Varsity Football Coach at the salary of \$2,125.00. All clearances are on file.
- III. Head Jr. High Boys Basketball Coach**
Hire Josh Meeker as the Head Jr. High Boys Basketball Coach for the 2024-2025 school year at the salary of \$1,634.00. (salary includes 20 + years of coaching experience)
- IV. Assistant Jr. High Boys Basketball Coach**
Hire Amy Wilson as the Assistant Jr. High Boys Basketball Coach for the 2024-2025 school year at the salary of \$1,300.00.
- V. Assistant Jr. High Football Coach**
Hire Ricky Long as the Assistant Jr. High Football Coach for the 2024-2025 school year at the salary of \$1,125.00. All clearances are on file.