

**UNION
SCHOOL
DISTRICT**

**BOARD OF DIRECTOR'S
September 16, 2021**

**Monthly Meeting
Union High School Library**

UNION SCHOOL DISTRICT
AGENDA
September 16, 2021

- 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: August 12, 2021 work session and August 19, 2021 board meeting minutes.
- VII. Announcements:
 - None
- VIII. Correspondence
 - Letter from PDE--Union SD temporary provisions are approved for implementation during the period of pandemic response.
 - Retail Food Facility Inspection Report from the Department of Agriculture
- IX. Visitor/Comments
 - Alicia Harris--Parent concerns (dress code)
 - Don Kimball--Mask Mandate
 - Natasha Kirkpatrick--Mask Mandate
 - Anissa Ferringer--Mask Mandate
- 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:

- 903: Public Participation in Board Meetings
- 006: Meetings
- Union School District shall compensate transportation contractors at a rate of _____% of their normal daily transportation rate for each day of remote instruction in which the contractor does not provide services during the 2021-2022 school year.

XIV. Visitors/Comments

XV. Adjournment--Executive Session (Personnel Matters)

UNION SCHOOL DISTRICT
Administrative Reports
September 16, 2021

I. Food Service Director

- Assigned all staff their required assignments to earn credits specific to their roles, to remain in compliance with annual Professional Standards required by the USDA.
- Planned all menus for the High School, Sligo Elementary, Head Start, and Pre-K programs through December 2021.
- Availability of food and supplies has been a huge struggle this year so far. We have to be very flexible as menu options have had to change accordingly. I have been in constant contact with both my inside, and outside sales reps from US Foods, and PRFSD working to make satisfactory substitutions from manufacturers (when possible). This is a current struggle of most K-12 Food Service Directors across the country, due to the covid-19 pandemic.
- Joined with SNA, and SNAPa (School Nutrition Association National, and Pennsylvania) in preparing a letter to the USDA on Critical Supply Chain Disruptions in School Nutrition Programs.
- Personally submitted the letter to the following: Senator Bob Casey, Senator Pat Toomey, Representative Glenn Thompson, Governor Tom Wolfe, Senator Scott Hutchinson, and Representative Donna Oberlander.
- Father's Breakfast events will be held at SES on Thursday 9/23, and Friday 9/24.
- Working with Musser's Fruit Farm to supply us with apples for Apple Crunch Day at SES on 10/7.
- Had our 1st Health Inspections of the 2021-22 school year at both Union High School, and Sligo Elementary School.

II. Technology Department

- 172 Support Tickets from August 1st until September 2nd
- Successful Deployment of Chromebooks to all students slated to receive one
- Distributed green mask exemption cards
- Setup students in HMH / STAR software packages

III. Maintenance Department

- Repairs made to walk in freezer and steamer in HS
- Had carpet replaced in music room at SES due to trip hazard
- Meeting with McClure Co.
- Finished summer painting and cleaning
- Assembled and delivered new student chairs and tables in both HS and SES
- Made repairs to the air compressor at SES
- Installed and relocated several J Touch televisions
- Had new white board material installed over existing

IV. Special Education Director

- Transfer IEPs (number of enrollments/disenrollments)
- Special Education teacher interviews
- Paraprofessional hiring status
- MTSS update
- Study Skills with Ms. Glosser, Ms. Rupp and Ms. Hummel
- Sligo sensory room update

V. Elementary Principal's Report

- Open House September 27 grades 3-5
- Open House September 28 grades K-2
- September 23 K-2 Father's (Male Role Model) Take Your Child to School
- September 24 3-5 Father's (Male Role Model) Take Your Child to School
- SWPBIS: Kick off assembly. Thank you to the SWPBIS team and a special thank you to Mr. Hepler and Mrs. J. Jordan.
- SWPBIS Friday STAR Assembly: K: Saige Jones 1- Meredith Whitmer 2 - Rose Berendt 3- James Smith 4-Abigail Johnston 5-Isaac Cooper Teacher: Mrs. Coradi
- Week 2 K - Easton Hepler 1 - Lilah Myers 2 - Abby Guntrum 3 -Jace Babinsack 4- Skyla Elliot 5 - Adaleigh Harris Paraprofessional : Mrs. Meeker
- Mr. Bordeau word of the week: expectations
- SWPBIS expectations - Hallway and cafeteria
- Quick visits to the classroom to date: 16
- Roundtable discussions: ELA 3-5, Grade 1, Math
- Zones of Regulation staff training Tuesday after school 2:40-3:10 with Joan Sharrow. Training will occur for 18 consecutive Tuesdays.
- 3,800 STAR CARDS week 1
- Total: 264 referrals up to 9/15/2021
Kindergarten: 87
1st grade:88
2nd grade:35
3rd grade:6
4th grade: 26
5th grade: 12

Blue Tickets: total of 18

Bus: 5

VI. High School Principal's Report

- Math Shout Out
- Open House Participation
- New locks and cell phone rule compliance going well
- Dress Code update
- Discipline at Union High School
- Sports- Homecoming is Friday, 9/24/21
- Homecoming dances: grades 6-8 Friday and grades 9-12 Saturday
- Quick visits to classrooms to date: 4

VII. Superintendent's Report

- Engagement Meeting with PSBA Member Service Manager--Jim Summerville
- Professional Development - received well to start the year
 - Built in time for staff team-building
 - Survey to the faculty
 - Positive feedback and suggestions for next year
- Dress Code
 - Issues for the first two weeks have been reduced
 - No suspensions thus far for dress code
 - Suspensions have been for the reaction when addressed
- Mask Mandate
 - Required by threat of law
 - Personal liability for administrators - removal of certifications

- Personal liability for board members
 - Parents threatening to pull students and enroll in cyber
 - Some districts have experienced protests
- Homework Helpers/Tutors
 - Difficulty finding people to staff
 - Implemented in 2005 at \$25 per hour (no change since)
- Safety Committee identified a trip hazard in the music room at SES
 - Replaced carpet to correct the issue
- The High School PA system needs repairs
 - Same issues as last year
 - Not covered by the warranty
 - Recommendation to go with another vendor for repairs
- McClure Company
 - Presentation of the Investment Grade Audit (B&G Committee)

UNION SCHOOL DISTRICT
Finance Report
September 16, 2021

Mrs. Brinker, Mr. Guntrum, Mr. Shirey, Mr. Creese
Board Action Requested

- I. Treasurer's Report**
Approve the Treasurer's Report for the month ending August 31, 2021.
- II. Accounts Payable List**
Approve the Accounts Payable List for the month ending September 30, 2021
- III. Mount Aloysius College Cooperative Agreement**
Approve the Cooperative Agreement between Mount Aloysius College and Union School District, where they provide programs in order to provide courses at the High School for which students may earn college credits. Tuition for the 2021-2022 school year will be \$65.00 per credit and will be paid directly to the College by the High School student.
- IV. 2021 Affordable Care Act Agreement**
Enter into an agreement with The Reschini Group for the required mandated Affordable Care Act Reporting. Annual cost of the agreement is \$500.00.
- V. Horizon Information Services**
Secure the services of Horizon to repair the High School PA System. Cost not to exceed \$6,000.00
- VI. Union Enhancement Foundation Financial Statements**
Approve the Union Enhancement Foundation Financial Statements for the year end June 30, 2021.
- VII. Local Tax Collectors Financial Statements**
Approve the Union School District Local Tax Collectors Financial Statements for the year ending December 31, 2020.

UNION SCHOOL DISTRICT

Personnel Report

September 16, 2021

Board Action Requested

I. Unpaid Leave of Absence

Approve an unpaid leave of absence to Employee #141 for the dates of October 11, 2021-October 14, 2021.

II. Homework Helpers/After School Tutors

Approve the following Homework Helpers/After School Tutors, at the rate of \$25.00 per hour:

Homework Helpers:

After School Tutors: Josh Meeker, Katie Hibbard, Cindy Culp

III. Special Education Teacher Hire

Hire Courtney Gross as Special Education Teacher, effective September 27, 2021, at step 1 of the Bachelor salary scale of the Union Education Association Agreement.

IV. PTO Volunteer/Chaperone

Approve Chelsey Morris as a PTO Volunteer/Chaperone. All clearances have been received.

UNION SCHOOL DISTRICT
Curriculum Report
September 16, 2021

Mrs. Smith, Mrs. Atzeni, Mr. Shirey, Mr. Creese

Board Action

I. Conferences

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

- a.** Conference: ServSafe
Staff: Cheryl Kinnan
Location: Dubois, PA
Date: Mon., November 8, 2021
Approx. Cost: \$61.48
Funding Source: Cafeteria Fund
- b.** Conference: 2021-22 IU6 Principal Meeting Schedule
Staff: Tom Minick and Kris Glosser
Location: RIU #6
Date: Oct. 13, Nov. 17, 2021, Jan. 12, Feb. 16, March 16, April 13, June 15, 2022
Approx. Cost: \$70.00
Funding Source: General Fund
- c.** Conference: Secondary Transition Council
Staff: Michele Elder & Katie Hibbard
Location: 2 dates @ RIU #6, 4 dates Virtual
Date: Oct. 5, Nov. 3, Dec. 8, 2021, Feb. 9, March 9, May 4, 2022
Approx. Cost: \$984.00
Funding Source: General Fund
- d.** Conference: Crisis Intervention Training
Staff: Melissa Anderson
Location: Haskell House, Clarion PA
Date: Sept. 27, Oct. 4, 11, 18, 25, 2021
Approx. Cost: \$0.00
Funding Source: n/a

II. Student Trips

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

- a.** Student Trip: Blessing Bag Field Trip
Students: 8 Blessing Bag 6th Graders and Melissa Anderson
Location: Rimersburg Methodist Church
Date: Fridays
Approx. Cost: \$20.00
Funding Source: General Fund
- b.** Student Trip: Various Universities, Colleges, and Trade School field trip

Students: Up to 7 students with transition goals, & Katie Hibbard
Location: Various locations
Date: TBD--during 2021-2022 school year
Approx. Cost: \$1,178.00
Funding Source: Access Funding

c. Student Trip: Bots IQ Teacher/Student Training Day
Students: 4 Engineering Students and Brad Kirkwood
Location: Commonwealth Charter Academy
Date: Fri., October 22, 2021
Approx. Cost: \$150.00
Funding Source: Class Funds

- III. Pennsylvania Youth Survey (PAYS)**
Approve the Memorandum of Understanding between the Armstrong-Indiana-Clarion Drug and Alcohol Commission and the Union School District, for District participation in the Pennsylvania Youth Survey (PAYS).
- IV. Varsity & Jr. High Cheerleading Fundraiser**
Approve the sale of Power House Subs/Jane Stromboli during the month of September for Varsity & Jr. High Cheerleading.
- V. Student Handbook Revision**
Approve the revisions to the 2021-2022 Student Handbook.

UNION SCHOOL DISTRICT
Buildings, Grounds, and Transportation Report
September 16, 2021

Mr. Kriebel, Mr. Vogle, Mr. Guntrum
Board Action Requested

I. Union High School Building Use

Grant permission to Nicole Claypoole and the Travel Club to host a Vendor & Craft Show Fundraiser at the Union High School on Saturday, December 4, 2021 from 10:00AM-4:00PM. Cost associated will be custodial fees.

II. Disposal of Items

Approve the request for disposal of school property from Tom Minick for the following Sligo Elementary items:

- 2013 Pearson Education Reading Series for grades 3-5
 - 24 Teacher Manuals, 160 Student Handbooks, 120 Student Workbooks

UNION SCHOOL DISTRICT

Athletic Report

September 16, 2021

Mr. Shirey, Mr. Kriebel, Mr. Guntrum, Mrs. Atzeni

Board Action Requested

I. Varsity Cheerleading Volunteer

Approve Amber Socha as a volunteer for Varsity Cheerleading for the 2021-2022 school year. All paperwork has been received.

II. Jr. High Cheerleading Volunteer

Approve Kelly Fabiskewski as a volunteer for Jr. High Cheerleading for the 2021-2022 school year. All paperwork has been received.