

# **UNION SCHOOL DISTRICT**

**BOARD OF DIRECTOR'S**

**April 10, 2025**

**Monthly Meeting  
Union High School Library**

**UNION SCHOOL DISTRICT**  
**AGENDA**  
**April 10, 2025**

- 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:
  - Approve the March 13, 2025 work session minutes and the March 20, 2025 regular board meeting minutes.
- VII.** Announcements:
- VIII.** Correspondence
- IX.** Visitor/Comments
  - Recognition of Ms. Lauer
- 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  
Approve the 2nd reading of the following policies:
  - a. Policy & Attachments No. 103: Discrimination/Harassment Affecting Students
  - b. Policy & Attachments No. 103.1: Nondiscrimination–Qualified Students with Disabilities
  - c. Policy & Attachments No. 104: Discrimination/Harassment Affecting Staff
  - d. Policy No. 336: Personal Necessity Leave
  - e. Policy No. 339: Uncompensated Leave
  - f. Policy No. 824: Maintaining Professional Adult/Student Boundaries.
- XIII.** New Business

Approve the 1st reading of the following policies:

- a. Policy No. 214: Class Rank

Motion to adopt the resolution denouncing the misuse of taxpayer funds in Pennsylvania Cyber Charter School funding and urging legislative reform

**XIV.** Visitors/Comments

**XV.** Adjournment– Executive Session (personnel matters)

**UNION SCHOOL DISTRICT**  
**Administrative Reports**  
**April 10, 2025**

**I. School Police Officers**

- Parent/student visitor for working papers
  - Parent had a pistol magazine in her possession (pistol in vehicle)
  - Instructed to immediately remove the vehicle and weapon from the property
- Three citations were filed for tobacco violations/vaping
- Received an email from a 6th grade student about a suspicious person outside his house
  - SPOs assisted with contacting police
  - Suspect fled when police arrived and was identified as a wanted person for a probation violation

**II. Food Service Director**

- Did not receive equipment grant for dishwashers at SES and UHS
- Awarded the Fresh Fruits and Vegetables Grant for the 2025-2026 school year for Sligo Elementary.

**III. Technology Department**

- Setup Online Course Registration for the students
- Installed Data Runs in the New CO
- Preparing for migration to a new fax system/setup
- Support Tickets
  - 44 support tickets from 3/13/25
  - 689 support tickets from 8/1/24 to 4/4/25

**IV. Maintenance Department**

- Installed new hot water booster on HS dishwasher.
- Ordered and installed 2 gaskets on leaking wash line on Sligo's dishwasher.
- Sent out custodial supplies list to 4 vendors for quotes.
- Working on the new Central Office.
- Started adding corrosion inhibitor to the heating system.
- Repaired the drain line on Sligo's garbage disposal.

**V. Special Education Director**

- Review the Special Education Plan to be submitted to PDE

**VI. Elementary Principal's Report**

- 3rd 9 weeks discipline  
<https://docs.google.com/document/d/1DyCmlG5sVsJ4h1H5q7TAqCjWaMM4Vez-Rs0UcxFWgP0/edit?tab=t.0>
- STAR Math and ELA longitudinal data  
[https://docs.google.com/presentation/d/1hbDMB\\_50ARPbf-cwxDXIERbnppm1R-c9OStslURteo8/edit#slide=id.p](https://docs.google.com/presentation/d/1hbDMB_50ARPbf-cwxDXIERbnppm1R-c9OStslURteo8/edit#slide=id.p)

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

- A thank you is warranted to all the district teachers, staff, and community members for their response to the local tragedy
  - Students also deserve recognition for how they handled the events
  - The Bible Club was instrumental in supporting students
- Discipline Data - 3rd MP
  - Action Code
    - ISS 40
    - OSS 10
    - Detention 19

- Lunch Detention 16
- Infraction
  - U1003 Disruptive behavior: 11
  - U1005 Misconduct in the Hallways: 2
  - U1008 Tardy to School: 1
  - U1012 Dress Code: 1
  - U1013 Failure to Follow Directions: 8
  - U1099 Other - 2
  - U1022 Inappropriate Remarks - 9
  - 001 - Simple Assault on Student: 1
  - 016 - All other forms of harassment: 2
  - 027 - Bullying: 1
  - 053 - Possession, Use, or Sale of Vaping Material: 3
  - 025 - Theft: 1
  - U2003 3 or more disruptive behaviors: 1
  - U2112 Safety Violations: 3
  - U2103 Skipping Class: 2
  - U2106 Use of Profanity: 4
  - U2108 Defiance/Disrespect: 15
  - U2115 Photographing and Sharing without Permission: 1
  - U3202 Insubordination/Defiance/Ex Disrespect: 2
  - U3103 Threatening/Intimidation of Others: 1
  - U3115 Photographing and share with intent to harass: 1
  - U2101 Physical Aggression without Injury: 1
  - U2022 Major Disruptive Behavior: 9
  - U3112 Major Safety Violations: 1
- Two students, Savanna Libecco and Stephen Hepler are participating in the PMEA state band festival this week
- Making preparations for PSSA and Keystone Exams
- National Honor Society Induction is on 4/25. You all are invited.

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

- Recognition of District Staff
  - Exemplary support of students and the community in a time of need
  - Team effort - everyone contributes
- Key Solutions
  - Sub services for Special Education
    - 1 day per week at \$575/day or \$78/hour
- Specialized Van Contracts
  - Two contractors responded
    - Meetings - proposed contracts for each
    - Board interviews
- ACV Football Field
  - Date and time to walk the field
  - We should walk our own field as well
- Homeless
  - 31 students identified as homeless as of 4/1/2025
- Important Dates
  - April 25 - NHS Induction - 10 AM
  - May 5 - Elementary Band Concert at SES - 6:30 PM
  - May 7 - UHS Band Concert - 6 PM
  - May 8 - Jazz Band Concert - 6PM
  - May 14 - Elementary Choir Concert - 7 PM
  - May 18 - Baccalaureate - Sligo Nazarene Church - 3:00 PM

- **May 20 - Elementary Awards - K-2 - 9:00 AM - 11:30 AM**
  - **May 21 - Elementary Awards - 3-5 - 10:00 AM - 11:30 AM and 7:00 PM**
  - **May 22 - Graduation - 7:00 PM**
- **Bible Club**
  - **Trip to RBV - Friday April 4th**
  - **Thank you Ms. Lauer!!!**
- **Resolution Denouncing the Misuse of Taxpayer Funds in Pennsylvania Cyber Charter School Funding and Urging Legislative Reform**

**UNION SCHOOL DISTRICT**

**Finance Report**

**April 10, 2025**

**Board Action Requested**

- I. Treasurer's Report**  
Approve the Treasurer's Report for the month ending March 31, 2025.
- II. Accounts Payable List**  
Approve the Accounts Payable List for the month ending April 30, 2025.
- III. High School Curriculum Purchase**  
Approve the purchase of High School Curriculum from Cengage Learning for the 2025-2026 school year. Total cost is \$30,680.33.
- IV. Central Susquehanna IU Rates**  
Approve the 2025-2026 Central Susquehanna Intermediate Unit (CSIU) Computer Rates not to exceed \$9,00.00. This rate includes the Fund Accounting, Payroll and Personnel Applications.
- V. 2025-2026 Clarion County Career Center Budget**  
Approve the 2025-2026 Clarion County Career Center Budget in the amount of \$3,428,791.40 (CCCC \$3,392,511.40 and Adult Education \$36,280.00) with Union School District's projected share being \$429,218.57.  
(2024-2025 budget was \$3,315,531.00 with Union's share being \$476,519.53)
- VI. Audit Engagement Letter**  
Approve the Brooks & Rhoads Certified Public Accountant Audit Engagement Letter for the Union School District year ending June 30, 2025. Total cost will not exceed \$18,000.00
- VII. Tax Collector Auditor**  
Approve Richard Hawk, CPA to conduct the tax collector audit for the year ending June 30, 2025, at the rate of \$3,000.00.
- VIII. 2025-2026 Volleyball Uniform Purchase**  
Approve the purchase of Volleyball uniforms from BSN Sports in the amount of \$4,987.12. To be paid out of the 2025-2026 budget.
- IX. 2025-2026 Jr. High Softball Jersey Purchase**  
Approve the purchase of Jr. High Softball Jerseys from BSN Sports in the amount of \$984.38. To be paid out of the 2025-2026 budget.
- X. Cafeteria Point of Sale Purchase**  
Approve the purchase of Point of Sale software and equipment from PrimeroEdge for the 2025-2026 school year. Total cost will not exceed \$5,000.

**UNION SCHOOL DISTRICT**

**Personnel Report**

**April 10, 2025**

**Board Action Requested**

- I. Educational Aide Resignation**  
Accept the letter of resignation from Educational Aide, Carla Strom, effective March 27, 2025 and grant permission to post and or advertise, if needed.
- II. High School Teacher Resignation**  
Accept the letter of resignation of High School Band/Choir Teacher, John Salter, effective June 1, 2025 and grant permission to advertise for this position.
- III. Band and Choir Director Resignation**  
Accept the resignation of Band and Choir Director, John Salter, for the 2025-2026 school year.
- IV. PTO Chaperone/Volunteer**  
Approve Courtney Zewe as a PTO chaperone/volunteer. All paperwork is on file.
- V. Assistant Band Director**  
Hire John Zanot as the Assistant Band Director for the 2025-2026 school year at the salary of \$1,585.00.
- VI. Head Custodian Retirement**  
Accept the letter of resignation, for the purpose of retirement from Head Custodian, Karen Vasbinder, effective June 30, 2025. Karen had been with the District for 20 years.
- VII. Educational Aide Hire**  
Hire Heather Harold and Brittany McGuirk as Educational Aides, effective August 14, 2025 and upon receipt of employment clearances, under the Union Education Support Personnel Association Agreement.



**UNION SCHOOL DISTRICT**  
**Curriculum Report**  
**April 10, 2025**

**Board Action**

**I. Conferences**

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

- a.      Conference:            3rd Annual PA Focus Users Conference  
         Staff:                Bryan Eaton and Brenda Greenawalt  
         Location:            Upper St. Clair School District  
         Date:                 Wed.-Thurs., July 9-10, 2025  
         Approx. Cost:        \$742.00  
         Funding Source:    General Fund

**II. Student Trips**

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

- a.      Student Trip:            2nd Grade Field Trip  
         Students:            37–2nd Grade Students, Erin McGinnis, Haley Sherman & chaperones  
         Location:            Olympic Fun Center, Hermitage, PA  
         Date:                 Thurs., May 15, 2025  
         Approx. Cost:        \$2,021.00  
         Funding Source:    PTO
- b.      Student Trip:            Rotary Luncheon  
         Students:            2 RYLA Students and Judy Rupp  
         Location:            Clarion YMCA  
         Date:                 Mon., September 22, 2025  
         Approx. Cost:        \$20.00  
         Funding Source:    General Fund
- c.      Student Trip:            5th Grade Field Trip  
         Students:            30-5th grade students, David Hepler, Rachel Kindel, and Ange Salvo  
         Location:            Pittsburgh Symphony–Heinz Hall, Pittsburgh, PA  
         Date:                 Tues., May 6, 2025  
         Approx. Cost:        \$400.00  
         Funding Source:    General Fund
- d.      Student Trip:            Placing flags on veteran's gravesites and lunch  
         Students:            32–5th grade students, Rachel Kindel, Ange Salvo, & David Louder  
         Location:            Rimersburg Cemetery, Rimersburg Veterans' Park  
         Date:                 TBD  
         Approx. Cost:        \$75.00  
         Funding Source:    General Fund

- e.**      **Student Trip:**                      Faith Over Fear Trip  
         **Students:**                        20 Bible Club Members and Brianna Lauer  
         **Location:**                       Redbank Valley High School  
         **Date:**                             Retroactive–Fri., April 4, 2025  
         **Approx. Cost:**                 \$350.00  
         **Funding Source:**             General Fund
- f.**      **Student Trip:**                      Kayaking and Fishing Field Trip  
         **Students:**                        20 + Outdoor Club members, Brianna Lauer & 1 chaperone  
         **Location:**                        Cook Forest State Park  
         **Date:**                             Sat., May 10, 2025 (rain date is Sun., May 11, 2025)  
         **Approx. Cost:**                 \$940.00  
         **Funding Source:**             Outdoor Club Funds

**III.            2025-2026 Tuition Cost**

Establish the tuition rate for domestic (non-international) out-of-district students at \$3,500.00 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. (same rate as last year)

**IV.            2025-2026 International Student Rate**

Establish the tuition rate, for international students, at \$9,000.00 per student, per year, granting the Superintendent authority to adjust the rate as circumstances dictate. (same rate as last year)

**UNION SCHOOL DISTRICT**  
**Buildings, Grounds, and Transportation Report**  
**April 10, 2025**

**Board Action Requested**

- I.       Substitute Bus Driver**  
Approve Daniel King as a substitute bus driver for Shriver Contracting Service. All paperwork is on file.
- II.       Specialized Transportation Contractor Hire**
- III.      Alternate Van Contractor**  
Authorize the Transportation Director the ability to secure specialized transportation service with an unapproved provider for services which the district's approved specialized transportation contractor cannot fill until such time that either the unapproved provider can be approved by the Board of Directors, or the approved provider can adequately provide such service. This provision shall not infringe upon or otherwise alter current contractual obligations.

**UNION SCHOOL DISTRICT**

**Athletic Report**

**April 10, 2025**

**Board Action Requested**

- I. Varsity Girls Basketball Volunteer**  
Approve Chris Edmonds as a volunteer for Varsity Girls Basketball for the 2025-2026 school year, pending receipts of clearances.