

UNION SCHOOL DISTRICT

BOARD OF DIRECTOR'S

June 5, 2025

**Monthly Meeting
Union High School Library**

UNION SCHOOL DISTRICT
AGENDA
June 5, 2025

- I. Call to Order
- II. Roll Call
- III. Approval of Agenda
- IV. Approval of Minutes: May 8, 2025 work session minutes and May 15, 2025 regular board meeting minutes. **(all in favor)**
- V. Announcements:
- VI. Correspondence
 - PA Department of Education letter dated May 16, 2025. The division of federal programs has determined that Union SD has maintained fiscal effort when comparing the fiscal year ending June 30, 2022 to the fiscal year ending June 30, 2023.
- 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
Approve the 2nd reading of the following policies a-e: **(all in favor)**
 - a. Policy No. 317: Conduct/Discipline Procedures
 - b. Policy No. 317.1: Educator Misconduct
 - c. Policy No. 320: Freedom of Speech by Employees
 - d. Policy No. 718: Service Animals in Schools
 - e. Policy No. 808.1: School Breakfast/Lunch Program—Charges
- XI. New Business
- XII. Visitors/Comments
- XIII. ~~Adjournment: Executive Session (safety and security matters)~~

UNION SCHOOL DISTRICT
Administrative Reports
June 5, 2025

- I. School Police Officers - No June Report**
- II. Food Service Director**
 - Submitted School Nutrition Program annually application
 - Submitted CEP application
- III. Technology Department**
 - Helped with High School Scheduling for 25-26
 - Collected Chromebooks from students
- IV. Maintenance Department**
 - Interviewed 4 potential candidates for a full time custodian position and recommended 1.
 - Unclogged the main drain line in the HS kitchen to the grease trap.
 - Set up for awards days, spring concerts, and three graduations.
 - Sent out 2025-2026 supply orders to vendors to be filled and delivered for summer cleaning.
 - Scheduled the main gym floor recoat.
 - Working on Central Office renovation
- V. Special Education Director**
 - SPM Data
- VI. Elementary Principal's Report**
 - Discipline
<https://docs.google.com/document/d/1DyCmlG5sVsJ4h1H5q7TAqCjWaMM4Vez-Rs0UcxFWgP0/edit?tab=t.0>
 - Brigrance Data: 15% of students ready for kindergarten. 4 students received a score of 70 or higher. Projection is 29 students.
 - Bus contractor meeting: SWPBIS program implemented on school buses. Roll out to drivers at the beginning of the year.
 - Staff surveys discussed with Mr. Weckerly. Sent a thank you and looking ahead letter to the staff.
 - STAR Teacher - Ms. Sherman
 - STAR Para - Mrs. Vereb
 - STAR Staff Member - Mrs. Vasbinder
- VII. High School Principal's Report**
 - [Discipline Data](#)
 - [Retention Report](#)
 - Graduation - Good luck to all our departing seniors!
 - All seniors graduated
 - Field Day
 - Rainy and Wet Day
 - Kids and Staff made the best of it
 - Keystone Exams
 - Students worked very hard
 - Staff members held breakfast for each of their classes
 - Thank you, Mr. Meeker, Ms. Ellenberger, Ms. Recuperero, and Mrs. Lauer
 - 25-26 School Year Planning

VIII.

Superintendent's Report

- **Adjourn to Executive Session to review our yearly ACT 44 Report**
 - Safety report mandated by law
- **Advertisement posted for solicitor proposals**
 - Phone conversation with current solicitor
- **Bus Contracts**
 - Reviewed and revised
 - Insurance coverage changes
 - Camera language
- **Superintendent's Evaluation**
 - Evaluation for 2024-2025
 - **Goals**
 - Cafeteria - a la carte and coffee bar
 - RVAT and prioritized list of needs
 - Academic improvement
 - Setting of goals for 2025-2026
- **Solar**
 - Received the Recommendation for Connection Approval from First Energy
 - I am scheduling a phone call with BAI to review the items of concern with them
 - Still no advice from our solicitor
 - Waiting to secure a new solicitor for any input/advice
- **End of Year**
 - All activities, ceremonies, celebrations, etc. went very well at both buildings
 - Huge testament to the preparation of our building leaders and their staff
 - Thank you to our custodial maintenance department and Mr. Brown
- **Summer Board Retreat?**
 - Possible dates?
- **Substitute Director of Special Education will visit Monday, June 9**
- **Paraprofessionals**
 - Placements and needs reviewed by administration
 - Need for a 1 : 1 for an incoming student in K
 - Savings compared to out-of-district placement
 - 4th grade para
- **Email request concerning bus driver**
- **Request to use the pole-vault mats and apparatus**
 - Volunteer/coach to supervise
- **Consideration to apply for grant funding to install a projector and screen in the gymnasium at the high school on the stage**
- **Phone call concerning soccer**
 - Keystone discussing within their athletic council
 - Any desire from Union to explore dissolution of cooperative agreement with RBV to pursue Keystone
 - D-9 likely to question and possibly not approve this request since a cooperative agreement with Keystone would not provide any additional opportunity as compared with the current cooperative agreement with RBV
- **Administration review of the student handbook**
 - Continuing to revise for July Approval
 - Review of employee handbook for July approval
 - Review of the induction plan
 - Setting up meetings to build our professional development schedule (July 9th)

UNION SCHOOL DISTRICT

Finance Report

June 5, 2025

Board Action Requested

- I. **Accounts Payable List (roll call)**
Approve the Accounts Payable List for the month ending June 30, 2025.
- II. **2025-2026 Budget (roll call)**
Adopt the 2025-2026 Union School District General Operating Budget as presented in accordance with the School Laws of PA:
 - Expenditures.....\$15,005,541
 - Revenues.....\$14,519,674
 - Needed from Fund Balance.....\$485,867
- III. **Prior Payments (roll call)**
Grant prior approval of previously contracted bills, during the 2025-2026 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.
- IV. **2025-2026 Cafeteria Prices (roll call)**
Approve the following cafeteria prices for the 2025-2026 school year:
Student Breakfast—\$3.05
Adult Breakfast—\$3.40
Student Lunch—\$3.30
Adult Lunch—\$4.95
All meals increased by \$0.10 from last year and all students receive free breakfast and lunch
- V. **Budget Transfer (roll call)**
Approve the following budget transfer from Data Processing Services to Regular instruction:
10-2840-766-000-30-800 to 10-1110-766-000-30-800 \$9,170.20
10-2840-766-000-10-200 to 10-1110-766-000-10-200 \$9,170.20
- VI. **Cafeteria Fund Transfer (roll call)**
Approve the interfund transfer of \$82,174.00 from the general fund to the cafeteria fund due to negative balances reported on the Child Nutrition Financial Report (CNFR) in the 2022-2023 school year in the amount of \$32,256.00 and the 2023-2024 school year in the amount of \$49,672.00.
- VII. **PSBA Insurance Agreement (roll call)**
Approve the agreement between PSBA Insurance and the Union School District for the management of unemployment compensation risks and claims and related services for the 2025-2026 school year.
- VIII. **Mars Home For Youth (MHY) Family Services Agreement (roll call)**
Approve the agreement between the Union School District and MHY Family Services for the 2025-2026 school year.

IX. Furniture Purchase (roll call)

Approve the purchase of student desk and chairs from Kurtz Bros. in the amount of \$19,922.75 out of the 2025-2026 budget.

X. ESS Northeast, LLC Addendum to Agreement (roll call)

Approve the addendum to the agreement between Union School District and ESS Northeast, LLC for substitute rates, effective July 1, 2025.

UNION SCHOOL DISTRICT
Personnel Report
June 5, 2025

Board Action Requested

- I. Federal Programs Coordinator (roll call)**
Appoint Tom Minick as the Federal Programs Coordinator for the 2025-2026 school year, with a stipend of \$5,000.00 for the responsibilities of this position.
- II. Federal Programs Liaison Stipend (roll call)**
Appoint Brenda Greenawalt as Federal Programs Liaison for the 2025-2026 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 2025-2026 school year.
- IV. 2025-2026 Educational Aides (roll call)**
Appoint Lesa Byers, Ashley Carr, Tammy Craig, Heather Herold, Alicia Hetrick, Cody Kriebel, Jessica Lukes, Deanna McGarrity, Brittany McGuirk, Amanda Myers, Dawn Solida, Amanda Trunzo, and Carrie Whyte as potential educational aides for the 2025-2026 school year.
- V. Job Postings/Advertisements (roll call)**
Authorize the administration to post &/or advertise for any position that becomes available during the 2025-2026 school year.
- VI. Tenure (roll call)**
Grant Tenure, as per PA School Code, Section 1121 to Brianna Lauer upon completion of three years satisfactory services.
- VII. Substitute Custodian (roll call)**
Hire Karla Kriebel as a substitute custodian, effective June 5, 2025. All paperwork is on file.
- VIII. Substitute Custodian (roll call)**
Hire Ashley Stewart as a substitute custodian upon receipt of the appropriate paperwork.
- IX. Supplemental Positions (roll call)**
Hire the following supplemental positions for the 2025-2026 school year:

 - Emily Ellenberger–Play/Musical Director at the salary of \$1,260.00. (up \$60.00 from last year)
 - Tara Hackwelder–Asst. Play/Musical Director at the salary of \$800.00.
 - Nick Rimer–Yearbook Advisor for the 2025-2026 school year at the salary of \$1,430.00. (up \$60.00 from last year)
 - Nicole Claypoole–Prom Advisor for the 2025-2026 school year at the salary of \$1,488.00. (up \$60.00 from last year)
 - High School Homework Helpers–Alex Recupero, Emily Ellenberger, Katie Hibbard, Brianna Lauer at the rate of \$30.00 per hour
 - Elementary Homework Helpers–Cathy Walzak and Tisha Frederick at the rate of \$30.00 per hour
 - High School Detention Monitors–Alex Recupero, Brianna Lauer, Stephen Petrocy at the

rate of \$30.00 per hour

- Weight Room Supervisors–Robert Corrado, Brianna Lauer at the rate of \$30.00 per hour.

X. Educational Aide Hire (roll call)

Hire Stephanie Corle and Shalee Wensel 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
June 5, 2025

Board Action

I. Conferences (roll call)

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

- a. Conference: SAP Training
 Staff: Robert Corrado and Allyson Kepple
 Location: Ford City, PA
 Date: Wed.-Thurs., October 8-9, 2025
 Approx. Cost: \$655.00
 Funding Source: General Fund

II. Coordination of Bands Agreement (roll call)

Approve the Union School District and the Allegheny-Clarion Valley School District Coordination of Bands Agreement for the 2025-2026 and 2026-2027 school year.

UNION SCHOOL DISTRICT
Buildings, Grounds, and Transportation Report
June 5, 2025

Board Action Requested

- I. Van Drivers (roll call)**
Approve the following van drivers for Rick Myers Busing for the 2024-2025 & 2025-2026 school year: Cindy Carr, Dean Guntrum, Jim Gezik, Karla Kriebel, Fred Vasbinder, Ed Weaver, Sara Weaver, and Joe Montgomery. All paperwork is on file.
- II. Bus Contracts & Rates (roll call)**
Approve the five (5) year bus contracts, effective July 1, 2025 through June 30, 2030 with Bobbert Busing, Inc., Nancy Steele, Rick Myers, LLC, and Shriver Contract Services, Inc. Union School District shall pay contractors a daily rate based on the state formula with a three cent alteration each day they transport pupils. The rate will be calculated based on the data from the tenth student day of each school year.
- III. Extra-Curricular Activity Transportation Contract (roll call)**
Approve the five (5) year extra-curricular transportation contracts, effective July 1, 2025 through June 30, 2030 with Bobbert Busing, Inc., Nancy Steele, Rick Myers, LLC, Rossey Busing, and Shriver Contract Services, Inc. Union School District shall pay the contractors \$3.00 per mile, loaded and \$10.00 for each layover hour after one layover hours in each trip. The minimum trip fee will be \$75.00.
- IV. Disposal of Property (all in favor)**
Approve the request for disposal of property, requested by Andy Carlson, to dispose of old library chairs that are unsafe. Disposal via trash.