

**Union City Area School District**  
**REGULAR SCHOOL BOARD MEETING**  
**Middle School/High School Large Group Instruction Room**  
**May 13, 2021**

President George Trauner called the meeting to order at 6:00 p.m. He welcomed those attending online and gave the following announcement:

- Tonight's meeting is being broadcast as a live YouTube stream via the link in the banner of the home page of the District website. Additionally, Zoom is hosting and being utilized by those providing public comment.
- Some of my fellow Board members and administrators are attending via Zoom remotely. A test was conducted prior to tonight's meeting for technology set-up only and no business was discussed.
- An opportunity for Public Comment will take place tonight during the meeting. Those wishing to comment regarding tonight's meeting need to pre-register no later than 6:10 p.m. tonight by accessing the Zoom registration information located in the link in the banner at the top of the homepage of the District website ([www.ucasd.org](http://www.ucasd.org)).
- Tonight's meeting is being recorded and will be available on the District website by next Monday, May 17, 2021, via a link under the Quick Links box from the home page.

Mr. Trauner then led the salute to the flag followed by a moment of silence.

**Roll Call by the Secretary**

Stephen Gilbert, Douglas Hopson, Lori Lewis, Kimberle Thomas, and George Trauner were physically present. Barbara Miller was present via Zoom. Blain Blakeslee, Brian Gregor, and David Robinson were absent.

**Others Present**

Matthew Bennett, Amy Coleman, Tara Lineman, Ann Sill, Michael Swanson, and Lisa Rosenthal were physically present in the LGI. Mary Ann Mook was physically present watching remotely from the cafeteria.

**Superintendent's Report**

In the heat of discussions relating to abolishing mask and social distancing mandates, Mr. Bennett once again thanked the Board, Faculty, Staff, and Community for making this school year work through less than ideal circumstances. As we near the finish line, he asked for 3½ more weeks of patience in staying with the current protocol to allow the District's seniors and upper classmen participation in well-deserved celebrations and ceremonies. He opened up the floor for questions or concerns. There were none. He then reported as follows:

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1. **Changes regarding indoor and outdoor gathering limits** - Beginning May 17<sup>th</sup> through May 31, 2021, maximum occupancy limits will be increased to 50% for indoor and 75% for outdoor events and gatherings. May 31, 2021 and after, indoor and outdoor gathering limits are fully lifted. Social distancing continues to be mandated. Due to these recent changes, Baccalaureate and the Academic Awards Ceremony will now be held inside. Weather permitting, Commencement will take place outside. This will allow up to eight guests per graduate while still observing social distancing mandates.
  
2. **Future Meeting Formats** - Mr. Bennet recommended that the School Board return to in-person meetings including the public starting June 2021. Mr. Trauner added that the Board meetings will still be broadcast live. However, public comment must be made in person. All Board members were in agreement.

**Approval of Agenda**

Mr. Hopson moved, Mr. Gilbert seconded to approve the agenda as presented.

Roll Call Vote: Stephen Gilbert, Douglas Hopson, Lori Lewis, Barbara Miller, Kimberle Thomas and George Trauner voted yes. Blain Blakeslee, Brian Gregor, David Robinson were absent. Motion carried.

**Approval of Minutes**

Mrs. Lewis moved, Mrs. Thomas seconded to approve the minutes of the April 8, 2021 Committee of the Whole meeting and the April 15, 2021 Regular Board meeting.

Roll Call Vote: Stephen Gilbert, Douglas Hopson, Lori Lewis, Barbara Miller, Kimberle Thomas and George Trauner voted yes. Blain Blakeslee, Brian Gregor, David Robinson were absent. Motion carried.

**Approval of Check List**

Dr. Miller moved, Mr. Gilbert seconded to approve the Checks for Board Approval – May 13, 2021, Checks between Board Meetings – April 2021, Athletic Checks – April 2021, Procurement Card Listing – April 2021, Construction Project Checks for Board Approval – May 13, 2021, and Capital Improvement Checks for Board Approval 2021. [See Supplementals enclosed in the Minutes Book]

Mr. Trauner announced he would be abstaining from Vendor #4053 (Bethesda Lutheran Services).

Roll Call Vote: Stephen Gilbert, Douglas Hopson, Lori Lewis, Barbara Miller, and Kimberle Thomas voted yes. George Trauner voted yes for all items except for Vendor Check 4053, from which he abstained. Blain Blakeslee, Brian Gregor, David Robinson were absent. Motion carried.

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**Approval of Treasurer’s Report**

Mr. Hopson moved, Mrs. Thomas seconded to approve the Treasurer's Report for April 2021. [See Supplemental enclosed in the Minutes Book]

Roll Call Vote: Stephen Gilbert, Douglas Hopson, Lori Lewis, Barbara Miller, Kimberle Thomas and George Trauner voted yes. Blain Blakeslee, Brian Gregor, David Robinson were absent. Motion carried.

**ANNUAL APPOINTMENTS and APPROVALS for 2021-2022 School Year**

Mr. Trauner asked for a motion to approve items 1-7. Mrs. Lewis moved, Dr. Miller seconded to approve the following annual approval items:

1. Bank Accounts:  
Northwest Savings Bank - Cafeteria Fund, General Fund, Activity Fund  
PSDLAF- General Fund  
PLGIT - General Fund
2. PLGIT, PSDLAF and Northwest Bank for investment of School District funds.
3. Janet Gregor as School Board Treasurer.
4. Delta Dental as provider of the School District’s dental plan.
5. Life/Accidental Death and Dismemberment Insurance with Boston Mutual.
6. Short-term disability insurance for employees not taking the District’s Health Insurance through AFLAC.
7. Maintenance/Electrical Supply Bids.

Roll Call Vote: Stephen Gilbert, Douglas Hopson, Lori Lewis, Barbara Miller, Kimberle Thomas and George Trauner voted yes. Blain Blakeslee, Brian Gregor, David Robinson were absent. Motion carried.

**Four-Year Appointment**

**Rosenthal – School  
Board Secretary**

Mr. Hopson moved, Mr. Gilbert seconded to appoint Lisa Rosenthal as School Board Secretary for a four-year period – July 1, 2021 through June 30, 2025. (Pa. School Code 24 PS 4-404)

Roll Call Vote: Stephen Gilbert, Douglas Hopson, Lori Lewis, Barbara Miller, Kimberle Thomas and George Trauner voted yes. Blain Blakeslee, Brian Gregor, David Robinson were absent. Motion carried.

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**Academics**

Mr. Trauner asked for a motion to approve Academic items 1-6 if there were no objections. There were none. Mrs. Thomas moved, Dr. Miller seconded to approve the following Academic items:

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| <b>2021 Graduates</b>                                   | 1. The proposed Union City Area School District Graduating Class of 2021. This approval for each graduating senior is conditioned upon his or her successful completion of all graduation requirements. |
| <b>Flexible Instructional Day Program for 2021/2022</b> | 2. The Union City Area School District Flexible Instructional Day Program for the 2021/2022 School Year and Subsequent Submission to the Pennsylvania Department of Education.                          |
| <b>PA RTK Law Resolution</b>                            | 3. The resolution to reform Pennsylvania’s Right-to-Know Law, as presented.   |
| <b>MS ELA Textbooks</b>                                 | 4. The purchase of Middle School English Language Arts Textbooks (Grades 6-8) from McGraw Hill at a cost of \$42,809.93.  |
| <b>MS SS Textbooks</b>                                  | 5. The purchase of Middle School Social Studies Textbooks (Grades 6-8) from Houghton Mifflin Harcourt at the cost of \$32,930.07.   |
| <b>Elem. Math Curriculum</b>                            | 6. The purchase of Elementary Math Curriculum (Grades K-5) from McGraw Hill at a cost of \$75,063.38.   |

[See Supplementals enclosed in the Minutes Book]

Roll Call Vote: Stephen Gilbert, Douglas Hopson, Lori Lewis, Barbara Miller, Kimberle Thomas and George Trauner voted yes. Blain Blakeslee, Brian Gregor, David Robinson were absent. Motion carried.

**Buildings and Grounds**

Mr. Trauner asked for a motion to approve Buildings and Grounds items 1-3. Mrs. Thomas moved, Mr. Hopson seconded to approve the following Buildings and Grounds items:

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| <b>Pool Ceiling Lights – Musco</b>                              | 1. To approve the purchase of the pool ceiling light replacement supplies from Musco Sports Lighting LLC in the amount of \$44,238.00 to be paid out of Fund 32 - Capital Improvement. |
| <b>Elementary Door Entrance Project – Meadville Plate Glass</b> | 2. To award the Elementary Door Entrance Project Bid to Meadville Plate Glass Co., Inc. in the amount of \$243,480.00 to be paid out of Fund 32 - Capital Improvement.                 |
| <b>Main Gym Sound Equipment – World of Music</b>                | 3. The purchase of sound equipment for the Middle School/High School Main Gymnasium from World of Music in the amount of \$17,757.55 to be paid out of Fund 32 - Capital Improvement.  |

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[See Supplementals enclosed in the Minutes Book]

It was asked if the Elementary Door Entrance Project Bid included just the main door. Mr. Bennett responded that the bid includes all the Elementary building entrances. However, specifications differ depending on the condition of the hardware at each entrance.

Roll Call Vote: Stephen Gilbert, Douglas Hopson, Lori Lewis, Barbara Miller, Kimberle Thomas and George Trauner voted yes. Blain Blakeslee, Brian Gregor, David Robinson were absent. Motion carried.

**Co-Curricular**

Mr. Trauner asked for a motion to approve Co-Curricular items 1-6. Mrs. Thomas moved, Dr. Miller seconded to approve the following Co-Curricular items:

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| <b>GBB Booster Club</b>                                 | 1. Motion to approve Union City Girls Basketball Booster Club. [See Supplemental enclosed in the Minutes Book]   |
| <b>Dawson resignation</b>                               | 2. Motion to accept the resignation of Tyler Dawson, Assistant Varsity Boys Basketball Coach, retroactive to April 15, 2021. [See Supplemental enclosed in the Minutes Book]   |
| <b>Eastman resignation</b>                              | 3. Motion to accept the resignation of Tyler Eastman, Junior High Girls Basketball Coach, effective immediately. [See Supplemental enclosed in the Minutes Book]   |
| <b>UC Sports Complex License and Donation Agreement</b> | 4. RESOLVED that the Board of School Directors of the Union City Area School District hereby approves the License and Donation Agreement with the Union City Sports Complex Committee whereby the Union City Sports Complex Committee agrees to donate the time, labor, and materials and construction related to the athletic complex area to the School District, pending approval by the Union City Area School District Foundation and the Contractor(s) as well as related Agreements, Certificate of Insurance and Indemnification Addendum. |
| <b>McNulty – Asst. Varsity BBB Coach</b>                | 5. Motion to approve Adam McNulty as Assistant Varsity Boys Basketball Coach (stipend amount \$5,516) for the 2021/2022 season.  |
| <b>Drayer – JH GBB Coach</b>                            | 6. Motion to approve Jennifer Drayer as Junior High Girls Basketball Coach (stipend amount \$4,305) for the 2021/2022 season.  |

Roll Call Vote: Stephen Gilbert, Douglas Hopson, Lori Lewis, Barbara Miller, Kimberle Thomas and George Trauner voted yes. Blain Blakeslee, Brian Gregor, David Robinson were absent. Motion carried.

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**Finance**

Mr. Trauner asked for a motion to approve Finance items 1-4. Mr. Hopson moved, Mr. Gilbert seconded to approve the following Finance items:

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| <b>Purchase of Parcel –<br/>Robinson</b>         | 1. To accept the offer of \$250 that was made by Clarence Robinson to purchase parcel #41-013-053.0-002.00, Lot #71 Elm Street, Union City, PA, from the Erie County Repository for Unsold Properties. |
| <b>Bethesda<br/>Alternative Ed<br/>Agreement</b> | 2. The Bethesda Act 48 Program Placement Agreement for Alternative Education for Disruptive Youth Services for the 2021-2022 school year in the amount of \$77,700.00.                                 |
| <b>First National<br/>Insurance</b>              | 3. The First National Insurance Agency proposal to renew coverage with Wright's Specialty Insurance effective July 1, 2021.  |
| <b>Updated Tuition<br/>List</b>                  | 4. The updated list of tuition and out-of-district non-tuition students for the remainder of the 2020/2021 school year.  |

[See Supplemental enclosed in the Minutes Book]

Roll Call Vote: Stephen Gilbert, Douglas Hopson, Lori Lewis, Barbara Miller, Kimberle Thomas and George Trauner voted yes. Blain Blakeslee, Brian Gregor, David Robinson were absent. Motion carried.

**Personnel**

Mr. Trauner asked for a motion to approve Personnel items 1-7. There were none. Mrs. Lewis moved, Mrs. Thomas seconded to approve the following Personnel items:

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| <b>Knapp resignation</b>  | 1. The resignation of Mischeal Knapp, Clerical Technology Integration Support Specialist, effective the end of the work day, May 7, 2021. [See Supplemental enclosed in the Minutes Book]   |
| <b>Zielinski<br/>Termination</b>                                    | 2. Termination of Linda Zielinski from a non-professional position with the District for failure to return to work following expiration of an approved unpaid leave of absence.   |
| <b>Shields- Monark<br/>Driver</b>                                   | 3. Stephen Shields as driver for Monark Student Transportation.   |
| <b>Stipend – Board<br/>Treasurer; Salary –<br/>Payroll combined</b> | 4. Combining the stipend for the School Board Treasurer and the salary for the Payroll Administrative Assistant beginning with the 2021/2022 school year and approving the 2021/2022 salary amount of \$42,000 for this position. |

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**Mlynar –  
Elementary Teacher**

5. Gena M. Mlynar as Elementary Teacher effective with the 2021/2022 school year, Step 2, Master's Degree, \$47,676.00, pending receipt of remaining employment documents.

**Majewski – SLP**

6. Valerie E. Majewski as Speech and Language Pathologist, effective with the 2021/2022 school year, Step 2, Master's Degree, \$47,676.00, pending receipt of remaining employment documents.

**Bennett - volunteer**

7. Kathryn Bennett as volunteer, pending receipt of remaining documents.

Roll Call Vote: Stephen Gilbert, Douglas Hopson, Lori Lewis, Barbara Miller, Kimberle Thomas and George Trauner voted yes. Blain Blakeslee, Brian Gregor, David Robinson were absent. Motion carried.

**Policy**

**Second reading –  
new PSBA policy  
#800.1**

Mr. Trauner presented the second reading of Policy #800.1 “Electronic Signatures/Records”. The Board had no questions or comments. [See Supplemental enclosed in the Minutes Book]

**Approval of new  
PSBA policy #800.1**

Mrs. Lewis moved, Mrs. Thomas seconded to approve the new Policy #800.1 “Electronic signatures/Records.” [See Supplemental enclosed in the Minutes Book]

Roll Call Vote: Stephen Gilbert, Douglas Hopson, Lori Lewis, Barbara Miller, Kimberle Thomas and George Trauner voted yes. Blain Blakeslee, Brian Gregor, David Robinson were absent. Motion carried.

**Financial Reports**

The April 2021 Financial Reports were presented. [See Supplementals enclosed in the Minutes Book]

**Other Business**

No other business was brought before the Board.

**Executive Session**

Mr. Trauner announced that following adjournment an Executive Session would be held for the purpose of personnel discussion with no business taking place afterward.

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**Adjournment**

Mr. Trauner adjourned the meeting at 6:12 p.m.

Respectfully Submitted,

Ann Sill  
School Board Secretary