

Union City Area School District
SCHOOL BOARD COMMITTEE MEETING
Elementary Large Group Instruction Room
May 7, 2020

President George Trauner called the meeting to order at 6:00 p.m. He welcomed those in the room and those attending online. Mr. Trauner then led the salute to the flag and a moment of silence.

Mr. Trauner 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.
- My fellow Board members and the Administrators are attending via Zoom or by phone from their homes to comply with the social distancing requirements. A test was conducted through both mediums prior to tonight's meeting for technology set-up only and no business was discussed.
- As always, an opportunity for Public Comment will take place tonight during the meeting. Due to tonight's format, those wishing to comment to the Board are asked 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).
- Tonight's meeting is being recorded and will be available on the District website by next Monday, May 11, via a link under the Quick Links box from the home page.
- As the May 14 meeting also requires social distancing, the format will be the same as tonight's meeting and will be publicized live on our website.

Roll Call by the Secretary

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

Others Present

Matthew Bennett, Ann Sill, Glenn Shaffer and Michael Swanson were physically present.

Motion to Suspend

Dr. Miller moved, Mr. Hopson seconded to suspend the operation of the provision of Policy 006.1 which states "A majority of Board members shall be physically present at a Board meeting when Board member(s) attend through electronic communication." This suspension shall be in effect until the next meeting of the Board.

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

Union City Area School District
BOARD OF DIRECTORS MINUTES
COMMITTEE MEETING – May 7, 2020

Presentation

Mr. Trauner introduced **Mr. Jerrad Rimel, Operations Director at Bethesda Lutheran Services**, who spoke concerning the Truancy Officer Position. He stated that the attendance issue had improved in the last three years and the truancy has reduced. He gave numbers for all three schools which showed significant improvement in attendance and stated that the Truancy Officer develops rapport with the students and their families, offers reward incentives, and develops improvement plans to assist families in getting their children to school and avoid going before the District Magistrate. Erie County Office and Children and Youth is able to provide funding through a grant for the District to contract with Bethesda for this service which is offered to all school districts in Erie County. In responding to questions from the Board, Mr. Rimel stated that the funding has been around for about 15 years and is stable, we will continue to have our own consistent truancy officer, and the services will be similar as in the past but more creative, streamlined and have additional offerings.

Superintendent's Report

Mr. Bennett reported as follows:

1. **Teacher Appreciation Week** - Mr. Bennett gave a big thank you to all of the District faculty and staff during this teacher appreciation week. He stated that he looks forward to seeing those that can make a picnic that is being planned for over the summer as soon as it is permissible.

2. **COVID-19 Update** – The Continuity of Education Plan has been fluid from the beginning. Our goal is to continue to evolve to best meet our students' needs without adding further stress and anxiety to an already stressful situation.
 - Grades 9-12
 - Currently Planned Instruction - All subjects
 - Starting May 11th
 - Planned Instruction in Math, Language Arts, and Biology
 - All other subjects Enrichment and Review
 - Grades K4-8
 - Currently Enrichment and Review
 - Starting May 11th
 - Planned instruction for Math, Language Arts, and 4th-8th grade Science
 - All other subjects Enrichment and Review

Planned Instruction will confirm that students are making educational progress. After tomorrow's distribution to students in grades 7 and 8, all students in grades 7-12 will have Chromebooks or laptops. Wifi units have been disbursed on an as needed basis. There will be Pass/Fail Grading as a safety net.

Union City Area School District
BOARD OF DIRECTORS MINUTES
COMMITTEE MEETING – May 7, 2020

3. Renovation Update as of May 7th

- The roof has been completed.
- Interior: What is left? Hudson has approximately 2 weeks left. Window Sills, Hydroponic ADA Cabinets, Showers in HS locker rooms, finishing plumbing in main entrance restrooms, completion of one hall gate. There is approximately four weeks left to complete the painting and one week left for carpeting. The Middle School/High School and Administration will be shut down next week.
- Exterior: What is left? Heated walkway planned to be completed by May 15; Exterior Doors, May 20, and Concrete Walk/curbs, catch basins and lawn restoration by the first week of June.
- The goal is for 100% complete by June's regular board meeting.

4. School Policy Update - We are almost there! The 000, 100, 200, 300, 600, and 700 sections have been completed, so we are about three quarters of the way through the drafting process. The 800 Operations and 900 Community sections are the last two sections remaining to be drafted.

5. Representative Sonney – Mr. Bennett, along with three other superintendents, will be doing a Zoom session with Representative Sonney tomorrow morning. We are going to share what we have done and are doing for distance education in the past eight weeks. We will be reinforcing the importance of Charter Reform and expressing our concerns about some of the guidance being given for reopening of schools and explain how far we've come..

6. Senior Update

- The **diploma** company at this time is running behind due to COVID-19. Diplomas will be distributed once received but will not be by the date of graduation.
- **Senior Signs** will be delivered by May 13 to each senior's residence as a surprise by Mrs. Tomcho and Mr. Keefer.
- The **Senior Breakfast** will be changed to brunch from 11:00 a.m. to noon and held on June 3.
- **Awards Night** will be held on June 3 and will be pre-recorded. Athletic Awards goes live at 6:00 p.m. and Academic Awards goes live at 7:00 p.m. Special guests will be giving scholarships.
- **Baccalaureate** will be held on June 4 and it goes live at 7:00 p.m. with a pre-recorded message by Pastor Lynora Rumm who is reaching out to other pastors in the area.
- **Prom** will depend on clearance from health department as well as guidelines. Mr. Bennett has weekly virtual meetings with DOH. Reservations are currently in place for July 24 and for August 14 at the Sheraton.
- **Homecoming** is currently scheduled for Oct. 2.

Union City Area School District
BOARD OF DIRECTORS MINUTES
COMMITTEE MEETING – May 7, 2020

- **Graduation** is currently planned for one day the week of May 18 as follows: Five graduates each having two guests will come to the gym at a pre-set time and called to walk across the stage to receive their “diploma” and then they will be asked to record a 15-second message to their classmates. Mr. Bennett, Mrs. Coleman, Mrs. Tomcho, Mr. Keefer and a Board member will be present and the parents will be seated socially distanced on chairs to observe. (Parking will be in three rows to also keep families socially distanced.) This will be held from approximately 10 a.m. to 8 p.m. on the selected day. Once outside, a family picture will be taken by an administrator. Ten minutes will be given between groups for sanitization of everything touched between groups and once the first group has exited the parking lot, the next group will be invited in to keep the number gathering below the allowed 25 as per legal requirements during the COVID-19. A survey will be sent out for students to select their time slots and any other classmate they would like to participate at the same time which will be honored as much as possible. A virtual ceremony will be held on the night graduation is scheduled, June 5. A survey will be going out to seniors on Monday, May 11, with two graduation options – a drive-through, movie theater type in June or a more traditional walk in July, August or later depending on the Health Department mandates. County Executive Kathy Dalhkemper has announced that there will be no festivals or fairs held this summer.

Administrative Reports [See Supplementals enclosed in the Minutes Book]

Mrs. Lineman was asked if the health insurance rate increase was accounted for in the budget to which she replied that it was. She was also asked if being in the consortium helped insulate us from drastic increases to which she replied that the Highmark projection has not significantly increased.

Representative Reports

Northwest Tri-County Intermediate Unit Board of Directors

Mr. Trauner reported that Dr. Dean Maynard will be retiring approximately October 1. The IU Board will determine how to move forward and he will be reporting more later.

Erie County Technical School Joint Operating Committee

Mr. Gilbert reported that the JOC had a virtual meeting last week. They have been working on concerns brought to their attention. They have no firm graduation plan at this time. There are concerns regarding spending money on the renovation project but it looks like they are leaning toward going full bore rather than the three-phase plan which he is disappointed with. They had already paid the planning fee for the drawings and now additional costly drawings will be needed. They will be discussing it at next week’s meeting. The superintendents are being kept in the loop and it could get ugly.

Union City Area School District
BOARD OF DIRECTORS MINUTES
COMMITTEE MEETING – May 7, 2020

Other Business

Mr. Trauner presented the first reading of the revisions to PSBA policies #323 “Tobacco and Vaping Products” (previously titled “Tobacco/Nicotine”), #335 “Family and Medical Leaves” #621, “Local Taxpayer Bill of Rights,” and #626 “Federal Fiscal Compliance” and the first reading of new PSBA policies 700-718. [See Supplementals enclosed in the Minutes Book]

Mr. Trauner asked the Board if there were any questions on the May 14 draft agenda. There were none.

Executive Session

Mr. Trauner reminded the Board that an Executive Session for the purpose of Personnel and Legal discussion would follow adjournment with no business taking place afterward.

Mr. Gilbert asked if the Motion to Suspend needed to be read at every meeting since we were under a government order to not meet in public. Mr. Trauner replied that because we have a policy in place that addresses the number of Board members that can attend the meeting remotely, it is required.

Adjournment

Mr. Hopson moved to adjourn the meeting, seconded by Dr. Miller.

Roll Call Vote:

Blain Blakeslee, Stephen Gilbert, Douglas Hopson, Lori Lewis, Barbara Miller, David Robinson, Kimberle Thomas and George Trauner voted yes. Brian Gregor was absent.

Mr. Trauner declared the meeting adjourned at 6:41 p.m.

Respectfully Submitted,

Ann Sill
School Board Secretary