

**Union City Area School District**  
**REGULAR SCHOOL BOARD MEETING**  
**Middle School/High School Large Group Instruction Room**  
**March 11, 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 from their homes. 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, March 15, 2021, via a link under the Quick Links box from the home page.

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

**Roll Call by the Secretary**

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

**Others Present**

Matthew Bennett, Amy Coleman, Tara Lineman, Ann Sill, Michael Swanson, Kyle Blakeslee, Dan Burek and Troy Reynolds were physically present. Dr. Melissa Tomcho, Daniel Keefer, Adam Shrout, Stacey Mulson and Steven Thompson were present via Zoom.

**Presentations**

1. **Union City Sports Committee - Athletic Complex Update** - Mr. Bennett welcomed Kyle Blakeslee who introduced Troy Reynolds and Dan Burek. Mr. Blakeslee reviewed his PowerPoint presentation on the update on the plans for the Athletic Complex and Concession Stand and recognized the various donors. They responded to questions from the Board. Mr. Bennett added that he extended the invitation for the UCSC to give an updated presentation to the Board so they can keep up with the progress and give the Board an opportunity to ask questions. All three gentlemen left the meeting following the presentation.

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2. **Financial Update and 2021/2022 UCASD Preliminary Budget** – Mrs. Lineman gave a PowerPoint presentation with the financial updates as well as the 2021/2022 UCASD Preliminary Budget which she reviewed in detail with the Board. She responded to questions from the Board throughout the presentation. She stated that any changes to the Preliminary Budget would be reviewed at the April 8 Committee of the Whole meeting and it would be approved at the April 15 Regular meeting.

### **Superintendent's Report**

Mr. Bennett gave the following report:

1. **Health and Safety Plan** – The District's Health and Safety Plan has been updated to include the Spring Sports and the Behind the Wheel Driver's Education safety requirements. One Board member was surprised to read that PIAA rules don't require the home plate umpire to wear a mask. Mr. Bennett stated that he can't imagine it not being required, that our H&S Plan does have the requirement, and he will investigate.
2. **Vaccine Update** – To date, 82 District employees have received at least the first vaccine; 72 are scheduled for Saturday at the IU with another ten scheduled for March 18<sup>th</sup>. By that date, 164 District employees will have been vaccinated which is approximately 75% of our faculty/contracted employees.
3. **Closing the Gap** - We have 12 teachers interested for the summer sessions so far. The survey runs through tomorrow so there may be additions. The low number is not surprising as it has been a long year. We will make the best of it with what we have to work with. He will meet with the principals next week to plan the programs that can be offered and the Board will be updated in April. Mr. Bennett was asked if he had a number of teachers/staff in mind for the summer sessions. Mr. Bennett replied that he did not, but the more staff who sign up the better it will be as there will be more options and fun events for the kids. They are planning on a 10:1 ratio so the classes are small. Teachers from the Art and Music Departments have already expressed interest.
4. **Vaccine Site** – Mr. Bennett and Mr. Thompson will be meeting with representatives from the Erie County Department of Health tomorrow who are coming to inspect the facility as a possible vaccination site.

### **Approval of Agenda**

Mr. Gregor moved, Dr. Miller seconded to approve the agenda as presented.

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

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**Approval of Minutes**

Mr. Hopson moved, Mr. Gilbert seconded to approve the minutes of the February 4, 2021 Committee of the Whole meeting, the February 4, 2021 Special meeting, and the February 11, 2021 Regular Board meeting.

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

**Approval of Treasurer's Report**

Dr. Miller moved, Mr. Gregor seconded to approve the Treasurer's Report for February 2021. [See Supplemental enclosed in the Minutes Book]

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

**Approval of Check List**

Mr. Hopson moved, Mr. Gilbert seconded to approve the Checks for Board Approval – March 11, 2021, Checks Between Board Meetings – February 2021, Athletic Checks – February 2021, Procurement Card Listing – February 2021, and Construction Project Checks for Board Approval – March 11, 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, Brian Gregor, 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 and David Robinson were absent. Motion carried.

***ITEMS FOR APPROVAL***

**Academics**

Dr. Miller moved, Mrs. Thomas seconded to approve the following Academic items:

UCASD Health and Safety Plan updates

1. The updated Union City Area School District Health and Safety Plan, as presented. [See Supplemental enclosed in the Minutes Book]

Waiver of NOCTI Assessment – Ag Program

2. Motion to approve the waiver of the NOCTI assessment for students in the General Agriculture Program.

(vote, next page)

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

**Buildings and Grounds**

Mr. Trauner asked for a motion to approve Buildings and Grounds items 1-4 if there were no objections. There were none. Mr. Hopson moved, Dr. Miller seconded to approve the following Buildings and Grounds items:

Seek bids for various Elementary needs

1. Going out for bid for the demolition of the canopies at the Elementary School and Repairs to the Roof and demolition of the cement at the Elementary School and cement replacement.

Seek bids for Elem. School Entrance Replacement Project

2. Seeking bids for the Elementary School Entrance Replacement Project.

Move Athletic Field Pole Bark to near Administration Office

3. Removal of the existing 24X40 pole barn building located near the football field to a different location near the administration office by Kauffman Construction LLC in the amount of \$10,600.00 paid out of Fund 32 - Capital Improvement.

Award Elementary Roof Repairs/Replacement bid to Jamestown Roofing

4. To award the Elementary School roof Repairs/Replacement bid to Jamestown Roofing, Inc., in the amount of \$480,000.00 paid out of Fund 21 – Capital Improvement.

Being questioned on Item #1, Mr. Bennett explained that this is just to seek bids for the removal of the canopies. The cement would be replaced but not the canopies. Questioned about #3, Mr. Bennett stated that this is the brown building he had been informing the Board about which will be moved to near the Administration Office and a new roof installed. When complete, items stored on the Union Street property will be moved to this building and the Union Street property will be sold. He added that the Union City Sports Complex Committee is in favor of moving this building from the athletic field.

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

NOTE: Mrs. Lewis later stated that she temporarily lost her Zoom connection and did not vote for the Buildings and Grounds motion. The motion still carried without her vote (6-0).

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**Finance**

Mr. Gregor moved, Dr. Miller seconded to approve the following Finance items:

2021/2022  
Northwest Tri-  
County  
Intermediate Unit  
Budget

1. The 2021-2022 Northwest Tri-County Intermediate Unit Budget in the total amount of \$62,555,592 and further approve the total member districts' contributions to the General Operating Budget (010), School Improvement Services (Fund 020) Budgets or the Intermediate Unit for the 2021-2022 fiscal year in the amount of \$17,094.59 with individual member district contributions as determined by the Pennsylvania Department of Education. [See Supplemental located in a separate binder in the safe]

Seek bids for 21/22  
Maintenance and  
Electrical Supplies

2. Advertising to seek bids for Maintenance and Electrical Supplies for the 2021-2022 school year.

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

**Personnel**

Mr. Trauner asked for a motion to approve Personnel items 1-8 if there were no objections. There were no objections. Mrs. Thomas moved, Dr. Miller seconded to approve the following Personnel items:

Rosenthal,  
Administrative  
Assistant in  
Training

1. Lisa M. Rosenthal as Administrative Assistant (in training) to the Superintendent, effective April 19, 2021 through and including June 30, 2021, pursuant to terms of the employment agreement, as presented, pending receipt of remaining employment documents. [See Supplemental enclosed in the Minutes Book]

Rosenthal, Sec. to  
Supt. and School  
Board – four-year  
term

2. Lisa M. Rosenthal as Secretary to the Superintendent and School Board of the Union City Area School District for a four-year term, effective July 1, 2021 through June 30, 2025, pursuant to the terms of the employment agreement, as presented. [See Supplemental enclosed in the Minutes Book]

Shrout, Dean –  
Elementary Tutors

3. The following Elementary Tutors: Melissa Shrout and Betty Dean (pending receipt of remaining employment documents) for 2 hours per week at an hourly rate of \$27.00.

Wygant – Cub Club  
teacher

4. Ronnie Wygant as teacher for the Cub Club Program for up to 13 hours per week at an hourly rate of \$27.00 paid with 21st-Century Community Learning Centers funds.

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Zielinski – unpaid  
LOA

5. An unpaid medical leave of absence for Linda Zielinski, Cafeteria Employee, retroactive from December 14, 2020 through March 19, 2021. [See Supplemental enclosed in the Minutes Book]

Eastman – unpaid  
LOA

6. An unpaid medical leave of absence for Kelly Eastman, Cafeteria Employee, retroactive from February 17, 2021 through June 3, 2021. [See Supplemental enclosed in the Minutes Book]

Parkin – parental  
leave

7. A parental leave for Tayler Parkin, Speech and Language Pathologist, on or about May 15, 2021. [See Supplemental enclosed in the Minutes Book]

Additional SLP  
position through  
IU5

8. An additional Speech and Language Pathologist position for the remainder of the current school year, contracted through the Northwest Tri-County Intermediate Unit at an estimated cost of \$21,751.00, effective March 17, 2021. [See Supplemental enclosed in the Minutes Book]

Mr. Gregor thanked Ms. Sill for her service.

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

**Policy**  
Various policy  
revisions

Mr. Trauner presented the second reading of the revisions to Policy #006.1 “Attendance at Meetings Via Electronic Communications,” Policy #006 “Meetings,” Policy 137.1 “Extracurricular Participation by Home Education Students,” Policy 150 “Title I - Comparability of Services,” Policy 810.1 “School Bus Drivers and School Commercial Motor Vehicle Drivers,” and Policy 810.3 “School Vehicle Drivers.” [See Supplementals enclosed in the Minutes Book]

The Board had no questions or comments.

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**Various policy  
revisions**

Mr. Gregor moved, Mr. Gilbert seconded to approve the revisions to Policy #006.1 “Attendance at Meetings Via Electronic Communications,” Policy #006 “Meetings,” Policy 137.1 “Extracurricular Participation by Home Education Students,” Policy 150 “Title I - Comparability of Services,” Policy 810.1 “School Bus Drivers and School Commercial Motor Vehicle Drivers,” and Policy 810.3 “School Vehicle Drivers.” [See Supplementals enclosed in the Minutes Book]

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

**Financial Reports**

The 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 legal discussion with no business taking place afterward.

**Adjournment**

Mr. Gilbert moved to adjourn the meeting, seconded by Mr. Hopson.

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

Mr. Trauner adjourned the meeting at 6:53 p.m.

Respectfully Submitted,

Ann Sill  
School Board Secretary