

Union City Area School District
REGULAR SCHOOL BOARD MEETING
Middle School/High School Large Group Instruction Room
August 20, 2020

President George Trauner called the meeting to order at 6:00 p.m. The salute to the flag and a moment of silence were observed.

Roll Call by the Secretary

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

Others Present

Matthew Bennett, Amy Coleman, Tara Lineman, Ann Sill, Attorney George Joseph, Mike Swanson, Maryann Mook, Teresa Pacileo, Racquel Gray and Mischeal Knapp.

Presentation

Mrs. Coleman gave a PowerPoint presentation entitled “**7th and 8th Grade Science Enrichment Elective.**” She read the information from the slides and stated this would be an agenda item tonight for the Board to approve. There were no questions.

Superintendent’s Report

Mr. Bennett gave the following report:

Return to School Updates:

- Mask Update – Mr. Bennett distributed a handout of Frequently Asked Questions regarding Universal Face Coverings Order. [See Supplemental enclosed in the Minutes Book] He referred the Board to question #2 on page 2 which is the question he has been asked the most from parents and the community – “Under what circumstances are students permitted to remove their face coverings (e.g. masks or face shields)?” He added that either are appropriate. Mr. Bennett read the three bulleted items and explained that bullet #2 “...an unsafe condition in which to operate equipment or execute a task” would be, for example, in wood shop class. He stated that the final bullet is a big change that was released to the superintendents, the public and media simultaneously this week (regarding face covering which now must be worn at all times with the exception of allowed 10-minute breaks). Mr. Bennett stated that we have contact our insurance company as well as the Department of Health for clarification. Here is the plan: Face coverings must be worn on the bus and in the halls. For breakfast students will be spaced six-feet apart and will be able to unmask. There will be frequent 10-minute face mask breaks throughout the day. Teachers are being asked to give breaks to every other row. There is no protocol at this point for the frequency of the 10-minute breaks. DOH relayed if they can be kept six feet apart during recess

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they can be unmasked. There were about a dozen calls following the order and 2-3 families deciding to go another route rather than sending their children to school. It was asked if the Board would be voting on this, but Mr. Bennett replied that even though they are called guidelines, they are actually mandates which must be followed or the District would be open for litigation. Mr. Bennett introduced the Board's new Solicitor, George Joseph. There was discussion regarding masks left at home and the 14th amendment which Attorney Joseph explained. Mr. Bennett stated that there are lots of opinions but bottom line is to support and education the kids. Like it or not, the mandate has to be followed and we have to do what we can to get the kids back in school.

- New Dashboard

Mr. Bennett distributed a new early Warning Monitoring System Dashboard. [See Supplemental enclosed in the Minutes Book] Erie County falls in the moderate range at this time. Classes are set up spaced out at six feet; some students will be distance learners and some will take the UC Cyber Academy. If all students returned at one time, we would not be able to maintain the six-foot spacing. Over a two-week trend confirmed cases and the percent of positive cases have dropped which is good news. A new chart charts zip codes. The UC zip code shows green (low risk) as well as zip codes to the south of Union City which we hope will allow LEAs to make their own decisions for some local control.

- Technology Update

Mr. Bennett thanked the hard work of our Technology Department. One-to-one technology is available for each student and cameras are set up. We will be ready for all students on Tuesday.

- Erie County Health Department

Mr. Bennett distributed two assessment reports from the Erie County Department of Health. [See Supplementals enclosed in the Minutes Book] Every Elementary room in the Elementary School was examined. At the Middle School/High School, the inspectors were especially interested in the cafeteria, band and chorus. After the thorough investigation, a few suggestions for safety were made, but we got the green light. Mr. Bennett received an email from John McEnroe, the head of the DOH, commending the team. After a full District inspection, there is very little that has to be adjusted to be ready for the students to return on Tuesday. Globals will go out tomorrow; one for elementary and one for secondary inviting parents to watch

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several 30-60 second video clips that will explain various topics about returning to school which will be available on the District website so any questions can be answered over the weekend.

- PIAA

There was a two-week delay in starting fall sports. The rumor mill has been hot. There is a meeting tomorrow to hopefully make a decision. They contacted our District to find out our stand – if we'd be willing to play local teams if PIAA approves fall sports. Mr. Bennett replied that the last he spoke with the Board as long as the procedures meet our safety for student athletes, we are still in, but the safety procedures have to be reviewed. There was a rumor that sports might be postponed another two weeks with the rationale that school starts with students all on their own campus. Then sports start and if there are any positive COVID results, we will know that we can keep kids in school but stop athletics. He stated he would send the Board an email as soon as the decision is made.

- Pool

The pool has been closed all spring and summer due to COVID-19. The news wants to come in and do a full story but Mr. Bennett informed them that they cannot – only essential personnel are permitted in the school buildings. He plans to allow the news person to come in before students come, take a few photos of the room and film from outside. Even if the pool is opened, the community still cannot come in due to the Health and Safety Plan. His recommendation is to monitor the situation and update the Board when it would be appropriate to open the pool back up.

There were questions from the Board as follows:

1. What if the computer system crashes? Mr. Bennett replied that they have prepared for this and had asked the Board a couple of meetings ago to use some of the grant money to be used for connectivity hubs. Bandwidth could be handled from getting the information out but not from different portions of the buildings so the buildings have been updated throughout to handle the data internally. A back-up plan has been developed to use jump drives to record and distribute to families who have difficulty getting sufficient internet connectivity.
2. Has it been considered to have one teacher from each grade do the Zoom for the students at home rather than each teacher teaching the class and zooming for those at home? Mr. Bennett responded that for first grade, there is a large number of students doing distance learning so Mr. Shroul has set one teacher in charge of that group.

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3. There is talk that students who attend Erie County Technical School are not permitted back in their home school. Mr. Bennett replied that this is false. There may have been ECTS personnel strongly suggesting that, but the school districts own ECTS and something like that would require the school districts to approve that and there was no approval. Students are permitted to do distance learning with UC and then attend ECTS in person. ECTS is going to a hybrid (A/B) schedule to allow for more spacing and all schools will be practicing social distancing. A couple of the districts did make such a decision but not here. They may attend UC physically, do distance learning or cyber academy.

Finally, Mr. Bennett stated that Attorney George Joseph came on Board at a horrible time and has been very valuable to him as a superintendent and has been working with our team deciphering the law and legal aspects and has help them work with the Association as they work together to try to make sense of everything as it comes. He thanked Attorney Joseph and welcomed him. Attorney Joseph thanked the Board for welcoming him and allowing him to step into the position of Solicitor. It is not an easy time to step into the role but we're getting through it.

Executive Session

At 6:37 p.m. Mr. Trauner announced that the Board would recess into Executive Session for Legal and Personnel Discussion. Attorney Joseph left the meeting following Executive Session. The Board meeting reconvened at 7:21 p.m.

Approval of Agenda

Mr. Hopson moved, Mrs. Thomas seconded to approve the agenda with the following additional motions as read by Mr. Trauner:

Under Finance - Motion to approve the Families First Coronavirus Response Act (FFCRA) resolution, as presented.

Under Personnel - Motion to approve Reghan McChesney as full-time School Building Aide in the Middle School/High School for the 2020/2021 school year, 7 hours per day at an hourly rate of \$ 10.75, pending receipt of remaining employment documents, and motion to approve Stephanie M. McNulty as Biology 7-12 teacher/Elementary and Secondary School Counselor effective with the 2020-2021 school year, Step 3, Master's Degree, \$47,039.00, pending receipt of Biology Emergency Permit and remaining employment documents.

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

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Approval of Minutes

Mr. Hopson moved, seconded to approve the minutes of the June 4, 2020 Committee of the Whole meeting, the June 11, 2020 Regular Board meeting, the June 23, 2020 Special meeting, and the July 9, 2020 Special meeting.

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

Approval of Treasurer's Reports

Mr. Hopson moved, Mrs. Thomas seconded to approve the Treasurer's Reports for June 2020 and July 2020. [See Supplemental enclosed in the Minutes Book]

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

Approval of Check List

Dr. Miller moved, Mr. Hopson seconded to approve the Checks for Board Approval – August 20, 2020, Checks Between Board Meetings – June 2020 and July 2020, Athletic Checks – July 2020, Procurement Card Listing – June 2020 and July 2020, Construction Project Checks – July 2020, Construction Project Checks for Board Approval – August 20, 2020m and Allanigue Scholarship Fund Checks – June 2020. [See Supplementals enclosed in the Minutes Book]

Mr. Trauner announced he would be abstaining from Vendor Check 4053 to Bethesda Lutheran Services.

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

ITEMS FOR APPROVAL

Academics

Mr. Trauner asked for motion for Academic items 1-7 if there were no objections. There were no objections.

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

20/21 Grade Level
& Dept. Chairs

1. The 2020/2021 Grade-Level and Department Chairs at a stipend of \$250.00 each, as presented. [See Supplemental enclosed in the Minutes Book]

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|---|---|
| Remote Learning Plan/Emergency Instructional Time Plan | 2. The Remote Learning Plan/Emergency Instructional Time Plan, as presented. [See Supplemental enclosed in the Minutes Book] |
| Purchase of My Math Lab. | 3. The purchase of “My Math Lab - Elementary Statistics: Picturing the World” from SAVVAS publishing at a cost of \$1,274.70. |
| Amended UCASD Health and Safety Plan | 4. The amended Union City Area School District Health and Safety Plan, as presented. [See Supplemental enclosed in the Minutes Book] |
| Mentor Teachers | 5. The following Mentor Teachers for the 2020-2021 school year: Jennifer Pitrone for Tayler Parkin and Zachary Hale for Mallory Brannon, both receiving a stipend of \$245.00. |
| MS Electives | 6. The changes to the Middle School electives for the 2020-21 school year. [See Supplemental enclosed in the Minutes Book under Presentation] |
| High School Credits adjusted | 7. The adjustment of High School credits for the 2020-2021 school year, as presented at the August 6, 2020 School Board Committee of the Whole meeting. [See Supplemental enclosed in the Minutes Book] |

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

Co-Curricular

Mr. Trauner asked for a motion to approve Co-Curricular items 1-3.

Mrs. Thomas moved, Mr. Hopson seconded to approve the following Co-Curricular items:

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| 20/21 Non-Athletic Supplementals | 1. The 2020-2021 Non-Athletic Supplemental Contracts, as presented. [See Supplemental enclosed in the Minutes Book] |
| Take from Table – GBB Asst. Coaches | 2. To take from the table the motion to approve the remaining Girls Basketball Assistant Coaches. |

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GBB Asst. Coaches

3. The following Girls Basketball Assistant Coaches: Tom McCall (\$4,823.00, pending receipt of remaining employment documents), and John Murphy (\$5,357.00).

It was asked if the vote to approve the coaches should be delayed until PIAA responds whether sports would be held. There was a response that a previous motion had included the phrase that sports would be prorated if needed which Mr. Bennett confirmed.

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

Finance

Mr. Trauner asked for a motion to approve Finance items 1-8.

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

Tuition Assistance for NPRC

1. Tuition assistance for all Union City Area School District students up to \$100 for participation in the Northwest PA Regional College.

Perseus House agreement

2. The agreement between the Union City Area School District and Perseus House, Inc. from August 1, 2020 through July 31, 2021, as presented. [See Supplemental enclosed in the Minutes Book]

List of tuition students and out-of-district non-tuition students

3. The list of tuition students and out-of-district non-tuition students for the 2020-2021 school year. [See Supplemental enclosed in the Minutes Book]

20/21 District Tuition Rates

4. The 2020-21 District Tuition Rates. [See Supplemental enclosed in the Minutes Book]

Philadelphia Insurance Co for accident insurance

5. The Union City Area School District Accident Insurance Coverage with Philadelphia Insurance Co. provided by First National Insurance Agency.

Bethesda contract - SBBH and Truancy Service

6. The School Based Behavioral Health and Truancy Service contract with Bethesda Lutheran Services in the amount of \$28,210.00, effective July 1, 2020 through June 30, 2021. [See Supplemental enclosed in the Minutes Book]

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**Reimbursement of
Internet Services**

7. The following resolution:

WHEREAS, the District reopening plan for the 2020-2021 school year gives students and parents the option of remote instruction, requiring internet service connectivity; and

WHEREAS, the District will also offer the Union City Cyber Academy as a District-provided option for online cyber learning which also requires internet service connectivity; and

WHEREAS, the Board desires to reimburse families for a portion of the cost of internet service for those students who will be educated using District-provided online learning options and intends to establish the procedures for families to be reimbursed.

NOW, THEREFORE, the Board of School Directors hereby establishes an internet service reimbursement program, as follows:

1. The District agrees to reimburse a family an amount of up to \$40.00 per month, per household, regardless of the number of students in the household participating in a District-provided online learning option. In the event of a split family, only one reimbursement will be provided.

2. To claim the reimbursement, a parent/guardian of the student(s) enrolled in a District-provided online learning option must submit a request for payment on a monthly basis, as follows:

(a) The request for reimbursement shall be made by the parent/guardian directly to the District Administration Office, 107 Concord Street, Union City, PA 16438.

(b) An original, itemized bill, which clearly includes internet service to the household, shall be required. A photocopy or scanned electronic copy will not be acceptable.

(c) The request for reimbursement must be made within 30 days on the due date indicated for internet service bill.

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(d) The District will reimburse the family only for the cost of the internet service, up to \$40.00 per month per household, without regard to any other bundled services, such as cable or telephone service that may appear on the bill of the internet service provider.

(e) Reimbursement requests must be made for each internet service bill for which the family seeks a District contribution. Students and families shall not be enrolled to receive recurring payment of the District's contribution.

(f) Payment of the District's contribution shall require proof of a continuing internet service connection during the time of the student(s) enrollment in a District-provided online learning option.

(g) The administration shall confirm that, at the time for which the District payment contribution is sought by the family, the student(s) are/were, in fact, enrolled in a District-provided online learning option and a resident of the Union City Area School District.

(h) The District reimbursement as provided herein shall continue until the remote instruction option(s) being offered is discontinued.

FFCRA

8. The Families First Coronavirus Response Act (FFCRA) resolution, as presented. [See Supplemental enclosed in the Minutes Book]

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

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Personnel

Mr. Trauner asked for a motion to approve Personnel items 1-11

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

**Support Staff
Substitutes for
2020/2021**

1. The list of District Support Staff Substitutes for the 2020-2021 school year, as presented. [See Supplemental enclosed in the Minutes Book]

**Bus Routes and
Drivers for
2020/2021**

2. The list of school bus routes and drivers for the 2020-2021 school year, as presented. [See Supplemental enclosed in the Minutes Book]

**IDEA Aides for
2020/2021**

3. The following IDEA Aides for the 2020-2021 school year: Karin Blakeslee, Nancy Cole, Elizabeth Ferringer, Cynthia Hunter, Melissa Roscinski, Jean Stepnowski, Jennifer Thompson and Leora Weilacher.

Drivers for Monark

4. Robb Reynolds, Mark Frontera and Eric Latshaw as drivers for Monark Student Transportation Corporation, all pending receipt of remaining employment documents.

**Shaffer – Head
Cook**

5. Susan Shaffer as the Head Cook at a pay rate of \$15.15 per hour, effective immediately.

**Vosburgh –
Crossing Guard**

6. Curtis Vosburgh as Crossing Guard, 4 hours per day at a pay rate of \$9.00 per hour, pending receipt of remaining employment documents.

**Full-time School
Building Aides**

7. The following full-time School Building Aides for the 2020/2021 school year, each 7 hours per day: Elementary - Jenna Gregor (\$9.00) and Amy Allen (\$9.38) and Middle School/High School - Mason Elias (\$10.75 - pending receipt of remaining employment documents).

**Conner – FT Special
Ed Aide**

8. Anna Conner as full-time Special Education Aide, at (current assignment - Middle School/High School), 7 hours per day at an hourly rate of \$10.25.

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Rupert resignation

9. To accept the resignation of T. Alex Rupert, Elementary Music Teacher, for the purpose of retirement, effective immediately. [See Supplemental enclosed in the Minutes Book]

**McChesney - FT
School Building
Aide**

10. Reghan McChesney as full-time School Building Aide in the Middle School/High School for the 2020/2021 school year, 7 hours per day at an hourly rate of \$ 10.25, pending receipt of remaining employment documents.

**McNulty –
Biology/School
Counselor**

11. Stephanie M. McNulty as Biology 7-12 teacher/Elementary and Secondary School Counselor effective with the 2020-2021 school year, Step 3, Master’s Degree, \$47,039.00, pending receipt of Biology Emergency Permit and remaining employment documents.

Mr. Gregor stated he would abstain from item #7 as a relative is listed (although not living in the same household).

Roll Call Vote: Blain Blakeslee, Brian Gregor, Douglas Hopson, Barbara Miller, David Robinson, Kimberle Thomas, and George Trauner voted yes. (Mr. Gregor abstained from item #7 only.) Stephen Gilbert and Lori Lewis were absent. Motion carried.

**Policy
Various PSBA
policies**

Mr. Robinson moved, Mrs. Thomas seconded to waive the first and second readings and to approve PSBA policies as follows: New policy 146.1 “Trauma-Informed Approach,” and the revisions to the following previously approved PSBA policies: 103 “Discrimination/Title IX Sexual Harassment Affecting Students” (previously titled “Non-discrimination in School and Classroom Practices”), 104 “Discrimination/Title IX Sexual Harassment Affecting Staff” (previously titled “Nondiscrimination in Employment Practices”). 247 “Hazing,” 249 “Bullying/Cyberbullying,” 252 “Dating Violence,” and 705 “Facilities and Workplace Safety.” [See Supplementals enclosed in the Minutes Book]

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

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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 will be held for the purpose of Personnel discussion with no business following.

Adjournment

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

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

Mr. Trauner adjourned the meeting at 7:29 p.m.

Respectfully Submitted,

Ann Sill
School Board Secretary