

**MINUTES
CANTON AREA SCHOOL DISTRICT
AUGUST 10, 2017**

The regular meeting of the Canton Area School District Board of Education was held on Thursday, August 10, 2017 at 6:00 p.m. in the Canton Jr/Sr High School Cafeteria.

MEETING CALLED TO ORDER

Our President, Mrs. Judy Sourbeer, called the meeting to order, welcomed all in attendance, and reminded the audience to please sign in if they had not done so.

All stood and recited the Pledge to the Flag.

BOARD MEMBERS PRESENT

Mrs. Judy Sourbeer, President; Mr. Ryan Allen, Mr. Bill Holland, Mr. Mike Herman, Mr. Scott May, Mrs. Krista Jennings, Mr. Denny Sourbeer, and Mr. Jared Wilcox.

OTHERS PRESENT

Mr. Eric Briggs, Superintendent; Mr. Mark Jannone, Business Manager/Board Secretary; Mr. Michael Wells, Elementary School Principal; Mr. Craig Coleman, High School Principal; Attorney Richard Sheetz, District Solicitor; Mr. Dan Coran, Support Services Director; Mr. John Shaffer and Ms. Brianne Ostrander, Newspaper Reporters; Ms. Deb Fitzwater, District Teacher; Mrs. Tanya Route, Mrs. Katrina Doud, Ms. Caitlin Barr.

MINUTES

A motion was made by Mr. Mike Herman and seconded by Mr. Denny Sourbeer to approve the minutes of the regular meeting of June 8, 2017 and special meeting of June 21, 2017.

Voice Vote: All eight members present voted yea.
Mr. Eric Anderson was absent.
Motion carried.

REPORTS

Superintendent

Mr. Eric Briggs, Superintendent, reported on the following items:

- Secretary Rivera will be the keystone speaker for teacher opening day.
- August 28th is the first day of school for students.
- Congratulated Alana Castle on being chosen Miss Teen Pennsylvania.
- Kinder Camp will be next week.
- Updated the board on Student Learning Leaders development of PD for the year (PBIS, Technology Integration, and Professional Learning.)
- PSSA and Keystone data was released by the state at the end of July and will be shared in the upcoming Warrior Weekly.
- Pre-K Counts Grant - partnership with IU #17.
- The following students placed in the 2017 United Way Poster Contest: Mara Driscoll - 3rd place, Hannah Kendall - 9th place, Dane Wooster - 10th runner up.
- Invited the public to attend the September 25th public informational session on the implementation and development of the Comprehensive Plan for the district.
- In the last week of June, Mr. Briggs spent time with three incoming 9th grade students at they participated in the Mansfield University Summer Leadership Academy. We will be looking to participate in the program next year.
- Caitlin Barr is being recommended for the High School Learning Support position. The item is on tonight's agenda.
- The district administrative team attended a one hour presentation on Navigate. Navigate is a safety system purchased by the Bradford County Commissioners to assist emergency responders

on campus if an emergency should occur.

- Thanked all the staff for assistance with the yard sale and teachers for their effort on the Sneaker Drive.

Business Manager

Mr. Mark Jannone, Business Manager/Board Secretary, reported on the following:

- The walking path project will be put on hold until spring. We will not be receiving a Penn DOT grant.
- The district will be offering a \$50 All Home Event Pass for 2017/2018.
- Katrina Doud, The Nutrition Group, spoke to the board.
- The district did not start a new cycle for CEP. With the addition of the Head Start program and potentially the Pre-K Counts program to our application, our reimbursement calculation should be even higher next year. Therefore, there is no need to take a loss for one year. We will start a new cycle next year.
- Updated the board on various buildings and grounds projects.
- Updated the board on technology projects: several switches and routers were updated, the e-rate funded WIFI upgrade is ongoing. Several new digital cameras are replacing old analog cameras or being added in new locations. Year one of being on our own RWAN went magnificently and saved thousands of dollars over being in the IU 17 consortium.

Food Service Director

Mrs. Shawna Lee, Food Service Director, updated the board on cafeteria activities.

Board Committee Chairpersons

- **Personnel Committee:** Chairperson, Mr. Eric Anderson, was absent.
- **Finance/Policy Review Committee:** Chairperson, Mr. Ryan Allen, had nothing to report.
- **Athletic Committee:** Chairperson, Mr. Mike Herman, reported that the drug policy changes will benefit the district and the students.
- **Buildings and Grounds Committee:** Chairperson, Mr. Jared Wilcox, reported that the maintenance crew has completed many small projects throughout the district and the custodians have the buildings looking terrific and ready for the start of school.
- **Northern Tier Career Representative:** Mr. Scott May had nothing to report.
- **PSBA Representative:** Mr. Bill Holland had nothing to report.
- **BLaST Representative:** Mr. Jared Wilcox reported that House Bill 295 is gaining momentum. The bill, if passed, allows districts to furlough employees for economic reasons.

CITIZEN RECOGNITION - AGENDA RELATED

There were no comments.

BUSINESS

Walking Path

A motion was made by Mr. Jared Wilcox and seconded by Mr. Denny Sourbeer to table the AFE entitled Walking Path not to exceed \$17,000.

Roll Call Vote: All eight members present voted yea.
Mr. Eric Anderson was absent.
Motion carried.

Treasurer's Report

A motion was made by Mr. Denny Sourbeer and seconded by Mr. Mike Herman to approve the Treasurer's Report as presented for June 30, 2017 and July 31, 2017. (A copy is in the supplemental file.)

Roll Call Vote: All eight members present voted yea.
Mr. Eric Anderson was absent.
Motion carried.

Bills

A motion was made by Mr. Denny Sourbeer and seconded by Mr. Mike Herman to approve the bills for June, 2017 and July, 2017.

Roll Call Vote: All eight members present voted yea.
Mr. Eric Anderson was absent.
Motion carried.

Tax Additions, Exemptions and Exonerations

A motion was made by Mr. Denny Sourbeer and seconded by Mr. Mike Herman to approve the tax additions, exemptions and exonerations.

Roll Call Vote: All eight members present voted yea.
Mr. Eric Anderson was absent.
Motion carried.

Transportation Changes

A motion was made by Mr. Denny Sourbeer and seconded by Mr. Mike Herman to approve the transportation changes.

Roll Call Vote: All eight members present voted yea.
Mr. Eric Anderson was absent.
Motion carried.

Transportation Drivers List

A motion was made by Mr. Denny Sourbeer and seconded by Mr. Mike Herman to approve the transportation drivers list for 2017/2018.

Roll Call Vote: All eight members present voted yea.
Mr. Eric Anderson was absent.
Motion carried.

Transportation Contracts, Agreement, Daily Rates

A motion was made by Mr. Denny Sourbeer and seconded by Mr. Mike Herman to approve new transportation contracts, agreement, and daily rates for 2017/2018.

Roll Call Vote: All eight members present voted yea.
Mr. Eric Anderson was absent.
Motion carried.

Occupational Therapy Services

A motion was made by Mr. Denny Sourbeer and seconded by Mr. Mike Herman to approve the Occupational Therapy Services Agreement between Canton Area School District and Lisa Inman, effective July 1, 2017 through June 30, 2018.

Roll Call Vote: All eight members present voted yea.

Mr. Eric Anderson was absent.
Motion carried.

Letter of Agreement

A motion was made by Mr. Denny Sourbeer and seconded by Mr. Mike Herman to approve the Letter of Agreement between NHS Human Services and Canton Area School District regarding the Student Assistance Program.

Roll Call Vote: All eight members present voted yea.
Mr. Eric Anderson was absent.
Motion carried.

Memorandum of Understanding

A motion was made by Mr. Denny Sourbeer and seconded by Mr. Mike Herman to approve the Memorandum of Understanding between Canton Area School District and BLAST IU 17 relating to the provision of Transition Coaching/Work-Based Learning Experience (WBLE) through IU 17's EXPLORE and EXPLORE-More programs and the Office of Vocational Rehabilitation (OVR).

Roll Call Vote: All eight members present voted yea.
Mr. Eric Anderson was absent.
Motion carried.

IDEA

A motion was made by Mr. Denny Sourbeer and seconded by Mr. Mike Herman to approve the 2017/2018 IDEA Agreement.

Roll Call Vote: All eight members present voted yea.
Mr. Eric Anderson was absent.
Motion carried.

Affiliation Agreement

A motion was made by Mr. Denny Sourbeer and seconded by Mr. Mike Herman to approve the Affiliation Agreement between Canton Area School District and Nova Southeastern University, Inc. on behalf of its program in Speech Language Pathology commencing August 1, 2017 and expiring July 31, 2018.

Roll Call Vote: All eight members present voted yea.
Mr. Eric Anderson was absent.
Motion carried.

PERSONNEL

Learning Support Teacher

A motion was made by Mr. Denny Sourbeer and seconded by Mr. Jared Wilcox to approve the hiring of Caitlin Lares Barr, High School Learning Support Teacher, M+12 step 1, \$59,949, effective August 22, 2017, pending completion of all required paperwork.

Roll Call Vote: Mr. Ryan Allen, Mr. Mike Herman, Mrs. Krista Jennings, Mr. Scott May, Mr. Denny Sourbeer, Mrs. Judy Sourbeer, and Mr. Jared Wilcox voted yea.
Mr. Bill Holland abstained.
Mr. Eric Anderson was absent.
Motion carried.

Sports Coaches

A motion was made by Mr. Denny Sourbeer and seconded by Mr. Jared Wilcox to approve the hiring

of the following sports coaches:

- a. Ryan VanNoy, Junior High Girls Basketball Coach, step 4, \$4,305.40
- b. Jackie Thompson, Junior High Volleyball Coach, step 2, \$3,874.86

Roll Call Vote: All eight members present voted yea.
Mr. Eric Anderson was absent.
Motion carried.

2017/2018 Co-Curricular Non-Sports List

A motion was made by Mr. Denny Sourbeer and seconded by Mr. Jared Wilcox to approve the 2017/2018 Co-Curricular Non-Sports List as presented.

Roll Call Vote: All eight members present voted yea.
Mr. Eric Anderson was absent.
Motion carried.

Additions to Substitute List

A motion as made by Mr. Denny Sourbeer and seconded by Mr. Jared Wilcox to approve the following additions to the substitute list, pending completion of all paperwork:

- a. Shania Stone, custodian
- b. Karen Schrader, cafeteria
- c. LaRisa Hobczuk, teacher

Roll Call Vote: All eight members present voted yea.
Mr. Eric Anderson was absent.
Motion carried.

Volunteers

A motion was made by Mr. Denny Sourbeer and seconded by Mr. Jared Wilcox to approve the following coach/classroom volunteers as all required paperwork has been submitted:

- a. Lucas Bailey, football coach
- b. Becca Jennings, competitive cheerleading
- c. Jason Foust, football coach
- d. Shane Wilber, football coach
- e. David Machmer, football coach
- f. Melody Kitchen, elementary classroom/field trip
- g. Teresa Allen, backpack program

Roll Call Vote: All eight members present voted yea.
Mr. Eric Anderson was absent.
Motion carried.

Salary Adjustment

A motion was made by Mr. Denny Sourbeer and seconded by Mr. Jared Wilcox to approve the salary adjustment for Brock Kitchen, Kindergarten Teacher, M+12 step 1, \$59,949.00.

Roll Call Vote: All eight members present voted yea.
Mr. Eric Anderson was absent.
Motion carried.

OTHER ITEMS

Handbooks

A motion was made by Mr. Mike Herman and seconded by Mr. Scott May to approve the Canton Area

Elementary School and Canton Jr./Sr. High School student and teacher handbooks, Canton Jr./Sr. High School Academic Planner, and the Canton Area School District Employee Handbook.

Roll Call Vote: All eight members present voted yea.
Mr. Eric Anderson was absent.
Motion carried.

Athletic Handbook

A motion was made by Mr. Mike Herman and seconded by Mr. Scott May to approve the Canton Area School District Athletic Handbook.

Roll Call Vote: All eight members present voted yea.
Mr. Eric Anderson was absent.
Motion carried.

Central Treasury Reports

A motion was made by Mr. Mike Herman and seconded by Mr. Scott May to approve the Canton Area Elementary School and Canton Jr./Sr. High School 4th Quarter Central Treasury Reports.

Roll Call Vote: All eight members present voted yea.
Mr. Eric Anderson was absent.
Motion carried.

Booster Club Personnel

A motion was made by Mr. Mike Herman and seconded by Mr. Scott May to recognize Level 1 and 2 booster club personnel as volunteers working on behalf of the students of Canton Area School District.

Roll Call Vote: All eight members present voted yea.
Mr. Eric Anderson was absent.
Motion carried.

Surplus Items

A motion was made by Mr. Mike Herman and seconded by Mr. Scott May to approve the list of surplus items for sale on August 7, 2017.

Roll Call Vote: All eight members present voted yea.
Mr. Eric Anderson was absent.
Motion carried.

Annual Sports Pass

A motion was made by Mr. Mike Herman and seconded by Mr. Scott May to approve the sale of an annual sports pass at \$50.00 per person.

Roll Call Vote: All eight members present voted yea.
Mr. Eric Anderson was absent.
Motion carried.

CITIZEN RECOGNITION – NON-AGENDA RELATED

There were no comments.

Announcements

An Executive Session was held prior to the Board Meeting, at 5:30 p.m.

The next Board Meeting will be held Thursday, September 14, 2017, at 6:00 p.m. in the Canton Jr/Sr High School Cafeteria, Canton, PA.

Meeting Adjourned

Mrs. Sourbeer adjourned the meeting at approximately 6:45 p.m. on a unanimous voice vote.

Respectfully submitted,

Mark S. Jannone
Business Manager/Board Secretary