

**MINUTES  
CANTON AREA SCHOOL DISTRICT  
JUNE 8, 2017**

The regular meeting of the Canton Area School District Board of Education was held on Thursday, June 8, 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. Eric Anderson, 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, Newspaper Reporter; Ms. Deb Fitzwater, Mrs. Maryann Mannick, Mr. Tom Hojnowski, Ms. Claire Waldmeyer, District Teachers; Ms. Kristin Pepper, Ms. Jennifer Brown, Ms. Savannah Bastian-Brown, Ms. Tabby Metzger, Mr. Josh Filling, and Mr. Mak Gleckner.

**MINUTES**

A motion was made by Mr. Bill Holland and seconded by Mr. Denny Sourbeer to approve the minutes of the regular meeting of May 4, 2017 and Athletic Committee meeting of May 31, 2017.

Voice Vote: All eight members present voted yea.  
Mr. Ryan Allen was absent.  
Motion carried.

**REPORTS**

**Superintendent**

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

- Spoke about the progress of Senate Bill 1 which affects the PSERS system. Three choices would be made available to replace the current defined benefit plan for future employees. There would be two different types of side-by-side hybrid plans along with a defined contribution plan which is similar to a 401k option. It is expected the governor will sign off on the bill next week.
- The district graduated 53 students last Friday as part of the Class of 2017.
- Publicly congratulated the senior and junior high choruses and bands. The junior high band and chorus took first place in Music in the Parks at Dorney Park. The senior high band took fourth place and the senior high chorus took first in Music in the Parks at Hershey. Both the bands and choruses were commended for great spring concerts.
- The student learning leaders are working hard toward leading the professional learning communities being developed for the 2017/2018 school year. These initiatives include: Technology Integration, PBIS, Action Learning Projects, and Instructional Rounds.
- On May 17<sup>th</sup> and 18<sup>th</sup> the elementary school had a successful Career Day. Over 20 workers met with elementary students to discuss their careers. The elementary school will continue this process as part of the Chapter 339 plan.
- The application for the Pre K Counts program has been submitted to PDE for approval. We expect approval in the beginning of July. We expect to open a class for 17-18 students that will work together and collaborate with our current Head Start program.
- Highlighted events that occurred in school during the month of May: the FFA banquet on May

22<sup>nd</sup>, the kindergarten play on May 23<sup>rd</sup>, the All Sports Banquet on May 23<sup>rd</sup>, and the Alumni Banquet on May 27<sup>th</sup>.

- The Canton Area School District will be completing the special education compliance monitoring process during the 2017/2018 school year. The dates have yet to be determined by PDE.
- Reported that the Safe Schools report will be submitted to the state by the end of July. Parts of the plan have already been submitted. The school board will see the entire report at some point over the summer.
- This summer the administrative team will be working on a board policy review, professional development planning, and PBIS.
- Mr. Briggs thanked the board, faculty, staff, and community for a successful first year. He appreciated the cooperation and commitment the community has towards the school.

### **Business Manager**

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

- Indicated that, in his opinion, Senate Bill 1 would not have a significant short-term effect on the financial burden of the employer contribution towards PSERS. To put it in perspective, he cited that a recent article indicated that this legislation would reduce the unfunded PSERS liability by \$420 million but that it would still leave an unfunded liability of \$75 billion.
- Indicated that later on the agenda he would recommend passing the final 2017/2018 General Fund Budget with a deficit of \$735,000 which will be covered by fund balance.

### **Board Committee Chairpersons**

- **Personnel Committee:** Chairperson, Mr. Eric Anderson, attended graduation and baccalaureate ceremonies and was impressed with both.
- **Finance/Policy Review Committee:** Chairperson, Mr. Ryan Allen, was absent.
- **Athletic Committee:** Chairperson, Mr. Mike Herman, the committee met and discussed reinstating a cut policy and the implementation of a drug testing policy for student athletes.
- **Buildings and Grounds Committee:** Chairperson, Mr. Jared Wilcox, had nothing to report.
- **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 had nothing to report.

### **CITIZEN RECOGNITION – AGENDA RELATED**

There were no comments.

### **BUSINESS**

#### **Treasurer's Report**

A motion was made by Mr. Jared Wilcox and seconded by Mr. Denny Sourbeer to approve the Treasurer's Report as presented for May 31, 2017. (A copy is in the supplemental file.)

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

#### **Bills**

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

Roll Call Vote: All eight members present voted yea.

Mr. Ryan Allen was absent.  
Motion carried.

### **Transportation Changes**

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

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

### **Consulting Agreement**

A motion was made by Mr. Jared Wilcox and seconded by Mr. Denny Sourbeer to approve the consulting agreement between TKA Consulting and Canton Area School District effective the 2017/2018 school year.

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

### **Dual Enrollment**

A motion was made by Mr. Jared Wilcox and seconded by Mr. Denny Sourbeer to approve the dual enrollment proposal between Lackawanna College and Canton Area School District effective July 1, 2017 through June 30, 2018.

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

### **Letter of Agreement**

A motion was made by Mr. Jared Wilcox and seconded by Mr. Denny Sourbeer to approve the Letter of Agreement between The Meadows and Canton Area School District effective 2017/2018 and 2018/2019 school years.

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

### **New Central Treasury Account**

A motion was made by Mr. Jared Wilcox and seconded by Mr. Denny Sourbeer to approve the addition of a new Canton Jr/Sr High School Central Treasury account entitled Battle of the Books.

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

### **Reactivate Central Treasury Account**

A motion was made by Mr. Jared Wilcox and seconded by Mr. Denny Sourbeer to approve the reactivation of the Canton Jr/Sr High School Central Treasury Account entitled Drama Club.

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

### **Inter-Governmental Agreement**

A motion was made by Mr. Jared Wilcox and seconded by Mr. Denny Sourbeer to approve the Inter-Governmental Agreement for Shared Special Education Services between BLAST IU 17 and Canton Area School District effective July 1, 2017.

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

**Final Budget**

A motion was made by Mr. Eric Anderson and seconded by Mr. Mike Herman to approve the 2017/2018 Canton Area School District final budget with revenues equaling \$15,643,394, with the deficit coming from the fund balance. The final budget would set taxes at the following rates:

Real Estate:

	<u>2016/2017</u>	<u>2017/2018</u>	<u>Change</u>
Bradford County	32.2557	32.9284	+.6727
Lycoming County	14.4257	14.9418	+.5161
Tioga County	16.7307	16.9358	+.2051

The following tax levies remain the same as last year:

Occupation Assessment Tax: 200 mills (Bradford County System)

Category 1 = \$0                      Category 2 = \$15  
Category 3 = \$30                     Category 4 = \$60

Earned Income Tax: 1% levy (.5% effective rate due to sharing)

Real Estate Transfer Tax: 1% (.5% effective rate due to sharing)

Per Capita Tax per School Code 679: \$5 per person

Per Capita Tax Act 511: \$10 per person levy (\$5 effective rate due to sharing)

Discounts and penalties: Occupation, Per Capita, and Real Estate taxes will be subject to a 2% discount if paid within two months of bill date and a 10% penalty if paid after four months of the bill date.

There will be no discount or penalty for payments made between two months and four months of the bill date.

A three (3) month installment plan is available. Payments will be due on August 31<sup>st</sup>, September 30<sup>th</sup>, and October 31<sup>st</sup>.

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

**PERSONNEL**

**Retirement Letter**

At this time, Mr. Anderson and Mr. Wilcox thanked the two retirees (as well as Jackie Matthews, approved at a prior meeting) for their service to the district.

A motion was made by Mr. Bill Holland and seconded by Mr. Eric Anderson to accept the retirement letter from Ronda Ayres, special education teacher, with 26 years of service, effective June 5, 2017.

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

### **Retirement Letter**

A motion was made by Mr. Bill Holland and seconded by Mr. Eric Anderson to accept the retirement letter from Angela Kirby, cafeteria worker, with 19 years of service, effective June 2, 2017.

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

### **Coaching Resignations**

A motion was made by Mr. Bill Holland and seconded by Mr. Eric Anderson to accept the following coaching resignations, effective at the end of the 2016/2017 sport season:

- a. Allen Westerbaan, Cross Country Head Coach
- b. Michaela Gaiotti, Junior High Volleyball Coach
- c. John Bowman, Assistant Varsity Football Coach

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

### **Tenure**

A motion was made by Mr. Bill Holland and seconded by Mr. Eric Anderson to approve tenure for the following Canton Area School District professional personnel:

- a. Katie Foust
- b. Ashley Pkelnicky
- c. Devon Weed
- d. Callie Gensel

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

### **Additions to Substitute List**

A motion was made by Mr. Bill Holland and seconded by Mr. Eric Anderson to approve the following additions to the substitute list, pending completion of required paperwork:

- a. Kylee Mills, cafeteria, paraprofessional, custodian
- b. Tom Blackburn, cafeteria
- c. Kevin Choate, teacher

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

### **Additions to Volunteer List**

A motion was made by Mr. Bill Holland and seconded by Mr. Eric Anderson to approve the following additions to the volunteer list; all required paperwork has been completed:

- a. Lisa Yaeger, high school field trip chaperone, retroactive to 5/5/17
- b. Kelly Davis, high school field trip chaperone, retroactive to 5/5/17
- c. Dana Vermilya, elementary classroom/field trip chaperone, retroactive to 5/8/17

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

### **Health Room Assistant**

A motion was made by Mr. Bill Holland and seconded by Mr. Eric Anderson to approve the updated job description for Health Room Assistant.

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

### **FINANCE/POLICY**

#### **Policy**

A motion was made by Mr. Mike Herman and seconded by Mr. Denny Sourbeer to approve the second reading of the following policy:

1. (revised) 246 - School Wellness

Voice Vote: All eight members present voted yea.  
Mr. Ryan Allen was absent.  
Motion carried.

### **OTHER ITEMS**

#### **Pennsylvania Youth Survey**

A motion was made by Mr. Eric Anderson and seconded by Mr. Jared Wilcox to approve the 2017/2018 school year administration of the Pennsylvania Youth Survey to Canton Area School District students in grades 6, 8, 10, and 12 at no cost to the district.

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

#### **2017 Final Class List**

A motion was made by Mr. Eric Anderson and seconded by Mr. Jared Wilcox to approve the Canton Jr/Sr High School final class list of 2017.

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

#### **Library Reports**

A motion was made by Mr. Eric Anderson and seconded by Mr. Jared Wilcox to approve the 4<sup>th</sup> quarter Canton Area School District library reports.

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

#### **Summer Clinic**

A motion was made by Mr. Eric Anderson and seconded by Mr. Jared Wilcox to approve the basketball summer clinic for Canton Elementary students only, to be held at the Canton Elementary School, tentative dates of June 19-22, 2017.

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

**CITIZEN RECOGNITION - NON-AGENDA RELATED**

There were no comments.

**Announcements**

An Athletic Committee meeting was held at 3:00 p.m. on May 31, 2017.

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

The next Board Meeting will be held Thursday, June 21, 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 6:57 p.m. on a unanimous voice vote.

Respectfully submitted,

Mark S. Jannone  
Business Manager/Board Secretary