

**MINUTES
CANTON AREA SCHOOL DISTRICT
MARCH 8, 2018**

The regular meeting of the Canton Area School District Board of Education was held on Thursday, March 8, 2018 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. Neal Palmer, and Mr. Denny Sourbeer.

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 and Mrs. Jenna Boyce, District Teachers; Pastor Nancy Beahm.

MINUTES

A motion was made by Mr. Mike Herman and seconded by Mr. Neal Palmer to approve the minutes of the regular meeting of February 8, 2018.

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:

- In looking at current happenings at the state level, school safety continues to be a top priority for PDE. Specific areas of discussion by legislatures include questions about arming teachers, increased level of support by adding more guidance counselors, and an increased collaboration and use of resources to address safety concerns.
- On March 6th, the Secretary of Education met with the Senate Appropriations Committee to discuss the governor's upcoming budget. Highlighted items included: investing money in students to prepare them for the workforce upon high school graduation, early childhood education, basic education funding, special education, expanding measures of progress through the Future Ready PA Index, science, technology, engineering, and math (STEM and computer science education, career and technical education, post-secondary education, public libraries, and PASmart.
- Deputy Secretary for Elementary and Secondary Education, Matthew Stem, reminded school districts last week about protocols for parental decisions to opt their children out of PSSA and Keystone assessments.
- This past Monday springs sports teams began practicing for the spring sports season.
- This past week Jenna Boyce, who is currently in an administration certification program, reached out to the local ministerium to see if any churches wanted to partner with the school district to provide homework and tutoring services. The goal is to have a program or partnership ready for the start of the 2018/2019 school year.
- We completed over 16 classroom visits at the elementary school with our 7th and 8th grade teachers. We will be spending next week debriefing the visits and providing all the teachers with

no-evaluative feedback.

- On March 16th, the elementary school will be completing the PBIS Benchmark of Quality evaluation tool.
- On March 29th, the district will be part of the Federal Programs Monitoring. This process explores the systems the district has in place for compliance reasons for such programs as Title, ESL, and other federal funding sources. Mr. Wells has spent quite a bit of time gathering artifacts for this process. The team will be meeting over the coming weeks to gather data.

Business Manager

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

- A Finance Committee meeting has been scheduled for March 20th at 4:00 p.m.
- Informed the board that the district would be upgrading its HVAC software to the Niagra Software Platform. Preliminary quote is \$25,000.
- Spring sports have started practicing and work will begin on the ball fields.
- Thanked our plowing contractor, Cuz Excavating, as well as our municipalities/borough for the winter road maintenance.

Board Committee Chairpersons

- **Personnel Committee:** Chairperson, Mr. Eric Anderson, had nothing to report.
- **Finance/Policy Review Committee:** Chairperson, Mr. Ryan Allen, was absent.
- **Athletic Committee:** Chairperson, Mr. Mike Herman, had nothing to report.
- **Buildings and Grounds Committee:** Chairperson, Mr. Scott May, 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. Neal Palmer had nothing to report.

CITIZEN RECOGNITION – AGENDA RELATED

There were no comments.

BUSINESS

Treasurer's Report

A motion was made by Mr. Eric Anderson and seconded by Mr. Mike Herman to approve the Treasurer's Report as presented for February 28, 2018. (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. Eric Anderson and seconded by Mr. Mike Herman to approve the bills for February.

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

Tax Additions, Exemptions and Exonerations

A motion was made by Mr. Eric Anderson and seconded by Mr. Mike Herman to approve the tax

additions, exemptions and exonerations.

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

Transportation Changes

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

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

Memorandum of Understanding

A motion was made by Mr. Eric Anderson and seconded by Mr. Mike Herman to approve the Memorandum of Understanding between Bradford-Tioga Head Start, Inc. and Canton Area School District for the purpose of meeting both federal and state requirements.

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

Memorandum of Understanding

A motion was made by Mr. Eric Anderson and seconded by Mr. Mike Herman to approve the Memorandum of Understanding between Canton Area Education Association and Canton Area School District for the purpose of adding the position of Safety Coordinator with a point value of five which equals \$1,076.35, to the co-curricular pay schedule.

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

HVAC Maintenance Proposals

A motion was made by Mr. Eric Anderson and seconded by Mr. Mike Herman to approve the HVAC Maintenance Proposals between McClure Company and Canton Area School District effective January 1, 2018 through June 30, 2018 at \$2,998 and July 1, 2018 to June 30, 2019 at \$5,996.

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

PERSONNEL

Retirement

A motion was made by Mrs. Krista Jennings and seconded by Mr. Neal Palmer to accept the retirement letter from Denis Manotti, Industrial Arts teacher, with 33 years of service, effective at the end of the 2017/2018 school year.

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 Mrs. Krista Jennings and seconded by Mr. Neal Palmer to approve the following additions to the substitute list, pending completion of all paperwork:

- a. Pamela Mobley, custodian and cafeteria
- b. Bridget Fleet, custodian and cafeteria
- c. Mary Capilitan-Pulanco, teacher
- d. Amber Fitzwater, van driver

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

FINANCE/POLICY

Policy Second Reading

A motion was made by Mr. Neal Palmer and seconded by Mr. Eric Anderson to approve the second reading of the following revised/new board policies:

- a. (revised) 314 - Physical Examination
- b. (revised) 314.1 HIV Infection
- c. (new) 314.1 Attachment - Body Fluid Exposure Incident Form
- d. (new) 314.1 Attachment - School Personnel Health Record
- e. (revised) 319 - Outside Activities
- f. (revised) 320 - Freedom of Speech in Non-School Settings
- g. (revised) 322 - Gifts
- h. (revised) 323 - Tobacco Use
- i. (revised) 816.1 - Use of Video Surveillance Cameras

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

OTHER ITEMS

Field Trip Requests

A motion was made by Mr. Mike Herman and seconded by Mr. Denny Sourbeer to approve the following overnight field trip requests:

- a. Sr. High Band and Chorus, May 18th-20th, 2018 to Cleveland, OH, Sandusky, OH, and Pittsburgh, PA.
- b. FCCLA State Officer Orientation, April 20th - 22nd, 2018 to Breezewood, PA.

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

Library Board Reports

A motion was made by Mr. Mike Herman and seconded by Mr. Denny Sourbeer to approve the Canton Jr/Sr High School and Canton Area Elementary School Library Board Reports for the second quarter of the 2017/2018 school year.

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

The next Board Meeting will be held Thursday, April 12, 2018, at 6:00 p.m. in the Canton Jr/Sr High School Cafeteria, Canton, PA.

Meeting Adjourned

Mrs. Sourbeer adjourned the meeting at approximately 6:25 p.m. on a unanimous voice vote.

Respectfully submitted,

Mark S. Jannone
Business Manager/Board Secretary