

**MINUTES  
CANTON AREA SCHOOL DISTRICT  
NOVEMBER 9, 2017**

The regular meeting of the Canton Area School District Board of Education was held on Thursday, November 9, 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, 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; Mr. Wyatt Karpinski and Mr. Leonard Karpinski.

**MINUTES**

A motion was made by Mr. Bill Holland and seconded by Mr. Jared Wilcox to approve the minutes of the regular meeting of October 12, 2017.

Voice Vote: All seven members present voted yea.  
Mr. Eric Anderson and Mr. Denny Sourbeer were absent.  
Motion carried.

**REPORTS**

**Superintendent**

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

- Congratulated Jared Wilcox for his many years of service on the school board and for the many lives he touched as a teacher in the Canton Area School District.
- High School had their Veteran's Day assembly today. The students and staff did a great job showing patriotism and appreciation for our veterans.
- The state has passed House Bill 178 and a summary was provided on the following:
  - Mandatory online training for all school board members and PDE is currently developing online courses for the district.
  - The PLANCON money is still in moratorium,
  - Changes in the procedures for renewing the superintendent's contract.
  - Increased mandatory reporting requirements to PDE for all fire drills, bus evacuations, and other safety requirements.
  - The Block Grant Funding received by the district stays the same.
  - Concerns were shared about implementing truancy provisions in cyber schools. It continues to be the district's responsibility to report, however, cyber schools are reluctant to give the data to the district so they can file truancy charges.
  - The six indicators of the Future Ready Index were discussed. The index will replace the School Performance Profile (SPP). The indicators include percent proficient and advanced in state-wide assessments, academic growth, graduation rate, English Language proficiency, chronic absenteeism, and career readiness.
- The district's comprehensive plan is complete and will be board approved this evening.

- The teachers will be conducting parent-teacher conferences this evening and all day tomorrow.
- The high school will continue the Instructional Rounds Initiative on December 8, 2017 titled Defining Student Engagement Using Common Vocabulary.
- Our Technology Integration Committee is currently preparing lessons to teach other teachers how to integrate technology into their daily lessons.
- Staff working with the computer science standards has met and we will be updating our computer technology courses. We are currently developing a plan to teach computer science skills to elementary students.
- We had our first meeting to discuss our homework issue in the district. We used the Designed Thinking approach. However, Mr. Briggs forgot to invite the most important people to the meeting, which are the students.
- Congratulated Tamara Hess for her state representation in cross country. Also congratulated the volleyball team for making state playoffs.
- We currently have 15 students in our Pre-K Counts program.
- In special education, we are preparing the data for our 12/1 Count and we are in the beginning stages of preparing for our special education audit in March.

### **Business Manager**

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

- Asked the board members to remember to fill in a new travel insurance beneficiary form since the underwriting company has changed over the past year.
- Thanked McMurray Transportation for donating an activity trip for the band to play at the Apple and Cheese Festival.
- Explained to the board that the voter referendum that passed increased the allowable tax abatement from 50% of the median assessment to 100% of the median assessment through a Homestead/Farmstead deduction. However, this would have no effect to district taxpayers unless the state provides additional pass-thru funds.
- Explained to the board that the district is in its final year of a contract with Nutrition, Inc. and that it is mandatory that the district solicit bids for next year. As a result, we need to have two mandatory meetings, one for a pre-bid meeting and one for a bid opening. These meetings are scheduled for 10:30 a.m. on January 3<sup>rd</sup> and 18<sup>th</sup> respectively. He asked for volunteers to sit on the bid committee. Mrs. Sourbeer and Mr. Allen volunteered to sit on the committee.

### **Board Committee Chairpersons**

- **Personnel Committee:** Chairperson, Mr. Eric Anderson, had nothing to report.
- **Finance/Policy Review Committee:** Chairperson, Mr. Ryan Allen, had nothing to report.
- **Athletic Committee:** Chairperson, Mr. Mike Herman, had nothing to report.
- **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.

At this time, Mr. Holland thanked Mr. Wilcox for his years of friendship and for serving on the board after his retirement.

### **CITIZEN RECOGNITION - AGENDA RELATED**

There were no comments.

### **BUSINESS**

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

A motion was made by Mr. Ryan Allen and seconded Mr. Mike Herman by to approve the Treasurer's Report as presented for October 31, 2017. (A copy is in the supplemental file.)

Roll Call Vote: All seven members present voted yea.  
Mr. Eric Anderson and Mr. Denny Sourbeer were absent.  
Motion carried.

### **Bills**

A motion was made by Mr. Ryan Allen and seconded by Mr. Mike Herman to approve the bills for

Roll Call Vote: All seven members present voted yea.  
Mr. Eric Anderson and Mr. Denny Sourbeer were absent.  
Motion carried.

### **Tax Additions, Exemptions and Exonerations**

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

Roll Call Vote: All seven members present voted yea.  
Mr. Eric Anderson and Mr. Denny Sourbeer were absent.  
Motion carried.

### **Transportation Changes**

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

Roll Call Vote: All seven members present voted yea.  
Mr. Eric Anderson and Mr. Denny Sourbeer were absent.  
Motion carried.

### **Lawn Care Agreement**

A motion was made by Mr. Ryan Allen and seconded by Mr. Mike Herman to accept the lawn care agreement between Canton Area School District and Doug's Landscaping effective April 1, 2018 and renewing annually.

Roll Call Vote: All seven members present voted yea.  
Mr. Eric Anderson and Mr. Denny Sourbeer were absent.  
Motion carried.

### **Field Trip Request**

A motion was made by Mr. Ryan Allen and seconded by Mr. Mike Herman to approve the field trip request from Tom Hojnowski and 4-6 FFA students to go to the Pennsylvania Farm Show in Harrisburg, PA January 5<sup>th</sup>-7<sup>th</sup>, 2018.

Roll Call Vote: All seven members present voted yea.  
Mr. Eric Anderson and Mr. Denny Sourbeer were absent.  
Motion carried.

### **District Level Plan**

A motion was made by Mr. Ryan Allen and seconded by Mr. Mike Herman to approve the Canton Area School District 'District Level Plan' dated 7/1/18 - 6/30/21.

Roll Call Vote: All seven members present voted yea.  
Mr. Eric Anderson and Mr. Denny Sourbeer were absent.  
Motion carried.

## **Letter of Collaborative Agreement**

A motion was made by Mr. Ryan Allen and seconded by Mr. Mike Herman to accept the Letter of Collaborative Agreement between Canton Area School District and NHS Human Services and Therapeutic Family Care Program for the 2017/2018 school year.

Roll Call Vote: All seven members present voted yea.  
Mr. Eric Anderson and Mr. Denny Sourbeer were absent.  
Motion carried.

### **PERSONNEL**

#### **Resignation**

A motion was made by Mr. Scott May and seconded by Mr. Mike Herman to accept the resignation of Tim Ward, Boys Track Head Coach, effective immediately.

Roll Call Vote: All seven members present voted yea.  
Mr. Eric Anderson and Mr. Denny Sourbeer were absent.  
Motion carried.

#### **Retirement**

A motion was made by Mr. Scott May and seconded by Mr. Mike Herman to accept the retirement of Dann Lepper, Buildings and Grounds Supervisor, effective June 30, 2018, with 21 years of service.

Roll Call Vote: All seven members present voted yea.  
Mr. Eric Anderson and Mr. Denny Sourbeer were absent.  
Motion carried.

#### **Additions to Substitute List**

A motion was made by Mr. Scott May and seconded by Mr. Mike Herman to approve the following additions to the substitute list, pending completion of all required paperwork:

- a. Angela Kilbourn, cafeteria worker
- b. Sarah Bruno, van driver

Roll Call Vote: All seven members present voted yea.  
Mr. Eric Anderson and Mr. Denny Sourbeer were absent.  
Motion carried.

#### **Additions to Volunteer List**

A motion was made by Mr. Scott May and seconded by Mr. Mike Herman to approve the following additions to the volunteer list as all paperwork has been satisfactorily completed:

- a. Abby Williams, basketball coach
- b. Byron Matthews, basketball coach

Roll Call Vote: All seven members present voted yea.  
Mr. Eric Anderson and Mr. Denny Sourbeer were absent.  
Motion carried.

#### **Addition to 2017/2018 Co-curricular - Non-sports List**

A motion was made by Mr. Scott May and seconded by Mr. Mike Herman to approve the following addition to the 2017/2018 co-curricular - non-sports list:

- a. Sherry Stiner, mentor to Jennifer Wesneski, \$861.08

Roll Call Vote: All seven members present voted yea.

Mr. Eric Anderson and Mr. Denny Sourbeer were absent.  
Motion carried.

## **FINANCE/POLICY**

### **Policy First Reading**

A motion was made by Mr. Bill Holland and seconded by Mr. Jared Wilcox to approve the first reading of the following board policies:

- a. (revised) No. 002 - Authority and Powers
- b. (revised) no. 003 - Functions
- c. (new) No. 004-BOG-7 - Board of School Directors of the Canton Area School District Oath of Office as School Director
- d. (revised) No. 102 - Academic Standards
- e. (revised) No. 103- Nondiscrimination in School and Classroom Practices
- f. (revised) No. 104 - Nondiscrimination in Employment Contract Practices
- g. (revised) No. 125 - Adult Education
- h. (revised) No. 126 - Class Size
- i. (revised) No. 203 - Immunizations and Communicable Disease
- j. (revised) No. 718 - Service Animals in Schools
- k. (revised) No. 901 - Public Relations Objectives
- l. (revised) No. 902 - Publications Program
- m. (revised) No. 904 - Public Attendance at School Events
- n. (revised) No. 905 - Citizen's Advisory Committees
- o. (revised) No. 906 - Public Complaints
- p. (new) No. 908 - Relations with Parents/Guardians
- q. (revised) No. 910 - Community Engagement

Roll Call Vote: All seven members present voted yea.  
Mr. Eric Anderson and Mr. Denny Sourbeer were absent.  
Motion carried.

### **Policy Deletion**

A motion was made by Mr. Bill Holland and seconded by Mr. Jared Wilcox to approve the deletion of the following board policies:

- a. No. 248 - Unlawful Harassment
- b. No. 348 - Unlawful Harassment
- c. No. 908.1 - Chapter I Notification

Roll Call Vote: All seven members present voted yea.  
Mr. Eric Anderson and Mr. Denny Sourbeer were absent.  
Motion carried.

### **Policy Second Reading**

A motion was made by Mr. Bill Holland and seconded by Mr. Jared Wilcox to approve the second reading of the following board policy:

- a. No. 615 - Payroll Deductions

Roll Call Vote: All seven members present voted yea.  
Mr. Eric Anderson and Mr. Denny Sourbeer were absent.  
Motion carried.

## **CITIZEN RECOGNITION - NON-AGENDA RELATED**

There were no comments.

At this time, Mrs. Sourbeer thanked Mr. Wilcox for his service and never missing a meeting.

Mr. Wilcox thanked all and stated that Canton has been and always will be his school.

### **Announcements**

An Executive Session was held following the Board Meeting to discuss personnel matters.

The next Board Meeting will be held Thursday, December 7, 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 6:20 p.m. on a unanimous voice vote.

Respectfully submitted,

Mark S. Jannone  
Business Manager/Board Secretary