

**MINUTES
CANTON AREA SCHOOL DISTRICT
APRIL 11, 2019**

The regular meeting of the Canton Area School District Board of Education was held on Thursday, April 11, 2019 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. 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; Mrs. Nichole Ambruch, Mr. John Ambruch, Mrs. Michele Kern, and Mr. Donald Jacopetti.

MINUTES

A motion was made by Mr. Denny Sourbeer and seconded by Mr. Ryan Allen to approve the minutes of the regular meeting of March 14, 2019 and the Finance/Policy Review Committee meeting of March 25, 2019.

Voice Vote: All six members present voted yea.
Mr. Eric Anderson, Mr. Mike Herman, and Mr. Bill Holland were absent.
Motion carried.

REPORTS

Superintendent

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

- Thanked the following individuals for participating in a tour of our elementary school and attend a presentation on how the Canton Area School District and the Friendship House are collaborating to meet the social and emotional needs of the students in the Canton Area School District through the Community and School-based Behavioral Health Services:
 - State Representative Clint Owlett
 - State Representative Tina Pickett
 - Dave Gabaello, Department of Human Services Regional Representative
 - Jim Martin, Chief Operating Officer, Friendship House
 - Mayme Carter, MHID County Administrator
 - Felicia Stehley, Community Care Behavioral Health
- From Tuesday, April 23rd, - Thursday, April 25th, the Canton Area School District will be participating in our Risk and Vulnerability Assessment Training conducted by the Pennsylvania State Police. This training will require the PSP to be on campus the evening of April 23rd and April 24th. An "all call" has been scheduled to go out to all families in the community so they are aware the PSP will be conducting this training on school property after school hours. My administrative team will meet with the PSP on April 25th to review all safety procedures and protocols we have developed and we will then receive recommendations from the PSP as a result of their work on campus. It should be made clear that they will offer recommendation to the school.

- Thanked Colleen Kinney for all the hard work and dedication she put into hosting the 2019 Pennsylvania Music Educators Association Regional Chorus Competition. In my three years serving as superintendent, this is one of the largest events I believe we have hosted. Mrs. Kinney did an excellent job with the planning and preparation phase, organization of key stakeholders to implement the plan, and finally produced a phenomenal production for parents and our community to see. I am proud of her efforts, and want you as our school board to know she made us Warrior Proud on this day! Thanks you for everything Mrs. Kinney.
- Recognized four members of the FCCLA who have qualified for the FCCLA Nationals to be held later this summer in Anaheim, CA.
- The elementary school teaching staff in grades kindergarten and first continue to do the curriculum work in the area of ELA. The teachers in both grade levels have worked very diligently with each other to refine our current curriculum to assist in growing students academically so they can be prepared for the statewide assessments and other learning opportunities provided to them in later educational years.
- On April 23, 2019, our elementary school will be hosting the Our Farms to Your Arms program.
- On April 25, 2019, nine of our learning support students will participate in the annual Work with Me Day sponsored by the Bradford County Transition Council. Mrs. Michelle Harkness, Special Education Teacher and Transition Coordinator, is facilitating the event. Joining other school districts in the county, our students will be visiting six job sites pertaining to their career choice, and then meet for lunch at the Troy Veterans Club to hear a guest speaker. This event is in conjunction with the National Disability Mentoring Day which began in Washington DC, in 1999, to promote opportunities for employing students with disabilities.
- May 8, 2019, will mark the annual Special Olympics Day to be held in Athens. Schools from Bradford and Sullivan Counties will be participating. The Canton School District will be represented by ten elementary students and seven high school students as they compete in the various track and field events. Learning Support Teachers, Callie Gensel and Shirley Alberts are coordinating the trip for our athletes. The opening ceremonies will begin at 9:00 am. The rain/snow date for the event will be May 9th.
- Informed the school board that they received a copy of the proposed changes to Policy No. 201 – Admission of Beginners. The policy is noted on this evening’s agenda under the Finance/Policy portion of the agenda. He informed the board of the three core changes proposed to the policy: adding a date for parents to request early admission to kindergarten, opening a window for students to apply for early admission (September 1st – September 30th), and the addition of the assessment/screening tool to determine eligibility. He also informed the board, should a discussion occur tonight, that he was prepared to offer them a draft copy of the proposed administration regulation for the policy titled Early Admission Screening Criteria.
- Announced that Ms. Amanda Connell is a finalist for the 2020 PA Teacher of the Year. Ms. Connell is the culinary arts instructor at the Northern Tier Career Center.
- Thanked Blaise Alexander Auto Dealership and Cuz Excavating for their \$800 donations to the Canton Area School District sports page which is developed by Circle W Sports and can be found on the district webpage.
- Thanked Welch Insurance for their Warrior Membership Donation of \$3,000 to the Live Stream Club making them a lifetime member; The Dunn Group for their Annual Membership Donation of \$1,000; First Citizens Bank, Warrior Wash, and Lepley, Engelman, Yaw, and Wilk for their Season Donations of \$500 each.
- Thanked the Canton Chamber of Commerce for their \$400 donation to the students who will be participating in the national FCCLA competition.
- Welcomed, pending board approval, Mr. Donald Jacopetti as the new high school principal effective July 1st.

Business Manager

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

- Updated the board on agenda item F-8 noting that it was changed from a one-year to a three-year agreement.
- Shared with the board that we will be scheduling a Finance/Policy Review committee meeting.

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. Scott May, had nothing to report.
- **Northern Tier Career Representative:** Mr. Neal Palmer 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

Mrs. Nichole Ambruch thanked the board for considering a change of board policy for admissions. However, she asked that the standard for entry be fair and not initially too high.

BUSINESS

Treasurer's Report

A motion was made by Mr. Neal Palmer and seconded by Mr. Ryan Allen to approve the Treasurer's Report as presented for March 31, 2019. (A copy is in the supplemental file.)

Roll Call Vote: All six members present voted yea.
Mr. Eric Anderson, Mr. Mike Herman, and Mr. Bill Holland were absent.
Motion carried.

Bills

A motion was made by Mr. Neal Palmer and seconded by Mr. Ryan Allen to approve the bills for March.

Roll Call Vote: All six members present voted yea.
Mr. Eric Anderson, Mr. Mike Herman, and Mr. Bill Holland were absent.
Motion carried.

Tax Additions, Exemptions and Exonerations

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

Roll Call Vote: All six members present voted yea.
Mr. Eric Anderson, Mr. Mike Herman, and Mr. Bill Holland were absent.
Motion carried.

Transportation Changes

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

Roll Call Vote: All six members present voted yea.
Mr. Eric Anderson, Mr. Mike Herman, and Mr. Bill Holland were absent.

Motion carried.

2019/2020 Bids

A motion was made by Mr. Neal Palmer and seconded by Mr. Ryan Allen to approve the General Business, Art, Shop, Science, Custodial and Fall Athletic bids for the 2019/2020 school year, not to exceed the combined threshold of \$32,533.92.

Roll Call Vote: All six members present voted yea.
Mr. Eric Anderson, Mr. Mike Herman, and Mr. Bill Holland were absent.
Motion carried.

Legal Retainer

A motion was made by Mr. Neal Palmer and seconded by Mr. Ryan Allen to approve the retainer for legal counsel in the amount of \$5,000 plus the discounted rate of \$100 per hour for additional professional services, as necessary, between Canton Area School District and Brann, Williams, Caldwell, Sheetz and Blaney for the 2019/2020 school year.

Roll Call Vote: All six members present voted yea.
Mr. Eric Anderson, Mr. Mike Herman, and Mr. Bill Holland were absent.
Motion carried.

2019/2020 Northern Tier Career Center Budget

A motion was made by Mr. Neal Palmer and seconded by Mr. Ryan Allen to approve the Northern Tier Career Center 2019/2020 Final Budget.

Roll Call Vote: All six members present voted yea.
Mr. Eric Anderson, Mr. Mike Herman, and Mr. Bill Holland were absent.
Motion carried.

EFPR Group, LLP Engagement Letter

A motion was made by Mr. Neal Palmer and seconded by Mr. Ryan Allen to approve the Engagement Letter from EFPR Group, LLP to perform our financial audits of the fiscal years 2018/2019, 2019/2020, and 2020/2021 in the amounts of \$24,000, \$24,750, and \$25,500 respectively.

Roll Call Vote: All six members present voted yea.
Mr. Eric Anderson, Mr. Mike Herman, and Mr. Bill Holland were absent.
Motion carried.

PERSONNEL

New Hire

A motion was made by Mr. Ryan Allen and seconded by Mr. Neal Palmer to approve the hiring of Mr. Donald W. Jacopetti, Jr. as Canton Jr/Sr High School Principal, at \$95,000 with full benefits, effective July 1, 2019, pending completion of required paperwork.

Roll Call Vote: All six members present voted yea.
Mr. Eric Anderson, Mr. Mike Herman, and Mr. Bill Holland were absent.
Motion carried.

Addition to Substitute List

A motion was made by Mr. Ryan Allen and seconded by Mr. Neal Palmer to approve the following

addition to the substitute list, pending completion of all required paperwork:

- a. Susan Saxton, teacher

Roll Call Vote: All six members present voted yea.
Mr. Eric Anderson, Mr. Mike Herman, and Mr. Bill Holland
were absent.
Motion carried.

Volunteer

A motion was made by Mr. Ryan Allen and seconded by Mr. Neal Palmer to approve the following classroom volunteer; all required paperwork has been submitted:

- a. Rebecca Spencer, band field trip chaperone

FINANCE/POLICY

First Reading

A motion was made by Mr. Ryan Allen and seconded by Mr. Scott May to approve the first reading of the following revised board policy:

- a. No. 201 - Admission of Students

Roll Call Vote: Mr. Ryan Allen and Mr. Scott May voted yea.
Mr. Denny Sourbeer, Mr. Neal Palmer, Mrs. Krista Jennings,
And Mrs. Judy Sourbeer voted nay.
Mr. Eric Anderson, Mr. Mike Herman, and Mr. Bill Holland
were absent.
Motion failed.

OTHER ITEMS

Treasury Reports

A motion was made by Mr. Denny Sourbeer and seconded by Mr. Neal Palmer to approve the third quarter central treasury reports for Canton Elementary School and Canton Jr/Sr High School

Roll Call Vote: All six members present voted yea.
Mr. Eric Anderson, Mr. Mike Herman, and Mr. Bill Holland
were absent.
Motion carried.

Field Trip Request

A motion was made by Mr. Denny Sourbeer and seconded by Mr. Neal Palmer to approve the field trip request for FCCLA National in Anaheim, CA from June 28th to July 5th for four students and three adults.

Roll Call Vote: All six members present voted yea.
Mr. Eric Anderson, Mr. Mike Herman, and Mr. Bill Holland
were absent.
Motion carried.

Field Trip Request

A motion was made by Mr. Denny Sourbeer and seconded by Mr. Neal Palmer to approve the field trip request for FCCLA State Officer Training in State College, PA from September 22nd to September 24th for two students and one adult.

Roll Call Vote: All six members present voted yea.
Mr. Eric Anderson, Mr. Mike Herman, and Mr. Bill Holland
were absent.
Motion carried.

CITIZEN RECOGNITION - NON-AGENDA RELATED

There were no comments.

Attorney Sheetz thanked the board for re-appointing the firm of Brann, Williams, Caldwell, Sheetz and Blaney as District Solicitor. They are honored.

Announcements

There was a Finance/Policy Review Committee meeting, at 4:00 p.m., on March 25, 2019.

An Executive Session was held prior to the Board Meeting, at 5:45 p.m., to discuss a personnel matter.

The next Board Meeting will be held Thursday, May 9, 2019, at 6:00 p.m. in the Canton Jr/Sr High School Cafeteria, Canton, PA.

Meeting Adjourned

Mrs. Sourbeer adjourned the meeting at approximately 6:23 p.m. on a unanimous voice vote.

Respectfully submitted,

Mark S. Jannone
Business Manager/Board Secretary