

**MINUTES
CANTON AREA SCHOOL DISTRICT
MAY 9, 2019**

The regular meeting of the Canton Area School District Board of Education was held on Thursday, May 9, 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. Mike Herman, Mr. Scott May, Mrs. Krista Jennings, Mr. Neal Palmer, and Mr. Denny Sourbeer.

OTHERS PRESENT

Dr. Eric Briggs, Superintendent; Mr. Mark Jannone, Business Manager/Board Secretary; Mr. Michael Wells, Elementary School Principal; Mr. Craig Coleman, High School Principal; Attorney David Brann, District Solicitor; Mr. Dan Coran, Support Services Director; and Ms. Brianne Ostrander, Newspaper Reporter.

MINUTES

A motion was made by and seconded by to approve the minutes of the regular meeting of April 11, 2019, the Personnel Committee meeting of April 24, 2019, and the Finance/Policy Review Committee meeting of May 8, 2019.

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

APPOINTMENT OF OFFICER

A motion was made by Mr. Neal Palmer and seconded by Mr. Denny Sourbeer to appoint Mr. Ryan Allen as Board Treasurer effective July 1, 2019 - June 30, 2020.

Roll Call Vote: All Six members present voted yea.
Mr. Ryan Allen, Mr. Eric Anderson, and Mr. Bill Holland were absent.
Motion carried.

REPORTS

Superintendent

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

- SB 440: Flexible Instruction Days: passed by the Senate, 48-0. The bill codifies the pilot Flexible Instructional Days (FID) program into law, allowing school districts to continue to receive approval from PDE to utilize FIDs and get credit for cancelled school days. Such days would be used for students to “attend schools virtually” rather than using “snow days” and lost instructional days.
- HB 305: Broadband Access: the bill directs the Department of General Services (DGS) to conduct an inventory of all state department, agency, commission or institution owned communication towers, poles, buildings, and facilities to leverage existing state-owned assets for the provisioning of high speed broad-band internet to unserved and underserved areas.

- Sen. Gene Yaw has introduced SB 573. The bill would separate boundary schools from non-boundary schools for state athletic playoffs and championships, creating one playoff track for traditional public schools and another for private and charter schools.
- This morning, Dr. Briggs had the opportunity to have a legislative breakfast with representatives Pickett, Owlett, and Everett. One of the main topics discussed was Senate Bill 34. This bill would provide financial relief to public school districts by amending the cyber school funding for public schools. It was disappointing to learn that the local legislators did not believe this bill or the house bill had a chance to pass; however, they expect a few cyber charter reform bills to be passed with the budget bill this summer.
- On Tuesday, April 23rd - Thursday, April 25th, the Canton Area School District participated in our Risk and Vulnerability Assessment Training conducted by the Pennsylvania State Police. Our safety Coordinator and administrative team spent over four hours answering questions and walking the entire facility to show the Pennsylvania State Police the safety measures we have in place and are continuing to work on within the buildings and exterior of the district.
- Publicly congratulated the students in our Agriculture Education Program who placed 1st and 3rd in the Envirothon contest held last week at Mount Pisgah State Park. Team members include: 1st Place: Cheyenne Bastion-Brown, Alexis Zeigler, Hunter Ostrander, Joshua Filling, and Curtis Lammy; 3rd place: Christian Ward, Garrett Storch, Gracie Mead, Reagan Kelly, and Ethan Engel.
- Saturday, 5/25/19 - Alumni in HS Gym at 6:30 p.m.
- Sunday, 6/2/19 - Baccalaureate in HS Auditorium at 6:00 p.m.
- Monday, 6/3/19 - FCCLA Banquet in HS Café.
- Friday, 6/7/19 - 2019 Commencement in HS Auditorium at 6:00 p.m.
- The elementary school spent a few weeks in April participating in the statewide assessments. I want to thank the students and staff for a very smooth testing season and I want our students to know we are proud of the effort they put in as they looked to show their academic strengths through this process.
- Tuesday, 5/14/19 - 7:00 p.m. band concert at the High School
- Tuesday, 6/4/19 - 6th grade graduation
- On Thursday, May 30th, the Canton Area School District will have their annual Gifted Open House from 4:00 - 6:00 p.m., at the elementary Gym Lobby. Activities will include Sphero Dark Tag, Brain Games, Technology Play with an "Osmo," and a Sphero Snack Shack will be set up serving Computer Chips, Programming Pretzels, an "apple a day that will keep the hackers away," and Battery Juice.
- I would like to commend the Special Olympic athletes who participated in the county-wide Special Olympics event held yesterday at Athens Area School District. They represented the Canton Area School District very well.

Business Manager

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

- Gym floor refinishing has begun and is on track to finish on schedule.
- FEMA is still ongoing. Our project has been approved and we are still waiting for the reimbursement check.
- Today we received the projected Basic Ed Funding showing an increase of about \$85,000.
- Thanked Camden Route for working as our student worker throughout the school year.
- Recommendations to hire two custodians is later on tonight's agenda.
- Technology update: we had a major server meltdown a few weeks ago which crippled email and access to certain files. There was very little disruption for the students as it was actually during PSSAs.

Board Committee Chairpersons

- **Personnel Committee:** Chairperson, Mr. Eric Anderson, was absent.
- **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. Neal Palmer had nothing to report.

- **PSBA Representative:** Mr. Bill Holland was absent.
- **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. Denny Sourbeer and seconded by Mr. Mike Herman to approve the Treasurer's Report as presented for April 30, 2019. (A copy is in the supplemental file.)

Roll Call Vote: All Six members present voted yea.
Mr. Ryan Allen, Mr. Eric Anderson, and Mr. Bill Holland were absent.
Motion carried.

Bills

A motion was made by Mr. Denny Sourbeer and seconded by Mr. Mike Herman to approve the bills for April.

Roll Call Vote: All Six members present voted yea.
Mr. Ryan Allen, Mr. Eric Anderson, and Mr. Bill Holland were 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 Six members present voted yea.
Mr. Ryan Allen, Mr. Eric Anderson, and Mr. Bill Holland were 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 Six members present voted yea.
Mr. Ryan Allen, Mr. Eric Anderson, and Mr. Bill Holland were absent.
Motion carried.

Daily Depositories

A motion was made by Mr. Denny Sourbeer and seconded by Mr. Mike Herman to approve Chemung Canal Trust Company and First Citizens Community Bank as daily depositories for the 2019/2020 fiscal year.

Roll Call Vote: All Six members present voted yea.
Mr. Ryan Allen, Mr. Eric Anderson, and Mr. Bill Holland were absent.
Motion carried.

Funds Distribution

A motion was made by Mr. Denny Sourbeer and seconded by Mr. Mike Herman to accept the state's distribution of gaming funds to provide homestead/farmstead relief per Act 1 of 2006 in the amount of \$298,538.43.

Roll Call Vote: All Six members present voted yea.
Mr. Ryan Allen, Mr. Eric Anderson, and Mr. Bill Holland were absent.
Motion carried.

Homestead/Farmstead Exclusion

A motion was made by Mr. Denny Sourbeer and seconded by Mr. Mike Herman to resolve that the Canton Area School District Board of Directors approve the homestead and farmstead exclusion real estate tax assessment reductions in the amount of \$206.00 as authorized for the school year beginning July 1, 2019 under the provision of the Homestead Property Exclusion Program Act (Part of Act 50 of 1998) and the Taxpayer Relief Act (Act 1 of 2006).

Roll Call Vote: All Six members present voted yea.
Mr. Ryan Allen, Mr. Eric Anderson, and Mr. Bill Holland were absent.
Motion carried.

Authorization for Expenditure

A motion was made by Mr. Denny Sourbeer and seconded by Mr. Mike Herman to approve the Authorization for Expenditure AFE #18/19-06 in the amount of \$7,055 for an emergency replacement of a physical server with increased RAM.

Roll Call Vote: All Six members present voted yea.
Mr. Ryan Allen, Mr. Eric Anderson, and Mr. Bill Holland were absent.
Motion carried.

Memorandum of Understanding

A motion was made by Mr. Denny Sourbeer and seconded by Mr. Mike Herman to accept the Memorandum of Understanding between Canton Borough Police Department and Canton Area School District which has been reviewed and re-executed.

Roll Call Vote: All Six members present voted yea.
Mr. Ryan Allen, Mr. Eric Anderson, and Mr. Bill Holland were absent.
Motion carried.

Contract

A motion was made by Mr. Denny Sourbeer and seconded by Mr. Mike Herman to accept the contract between TKA Consulting and Canton Area School district effective July 1, 2019 through June 30, 2020.

Roll Call Vote: All Six members present voted yea.
Mr. Ryan Allen, Mr. Eric Anderson, and Mr. Bill Holland were absent.
Motion carried.

Meal Agreement/Addendum/Memorandum of Understanding

A motion was made by Mr. Denny Sourbeer and seconded by Mr. Mike Herman to approve the Agreement to Sell or Purchase Meals from Sponsor to Sponsor (PDE_3086), the Addendum to PDE 3086 Sponsor to Sponsor Agreement Adult Meals, and the Memorandum of Understanding for the provision of meals to the Canton 2 classroom between Bradford-Tioga Head Start, Inc. and Canton Area School District effective July 1, 2019 through June 30, 2020.

Roll Call Vote: All Six members present voted yea.
Mr. Ryan Allen, Mr. Eric Anderson, and Mr. Bill Holland were absent.
Motion carried.

Preliminary Budget

A motion was made by Mr. Denny Sourbeer and seconded by Mr. Neal Palmer to approve the Canton Area School District 2019/2020 General Fund Preliminary Budget with projected revenues of \$15,325,804 and projected expenditures of \$16,268,054.

Roll Call Vote: All Six members present voted yea.
Mr. Ryan Allen, Mr. Eric Anderson, and Mr. Bill Holland were absent.
Motion carried.

PERSONNEL

Letter of Resignation

A motion was made by Mrs. Krista Jennings and seconded by Mr. Denny Sourbeer to accept the letter of resignation from Melody Barnes, evening custodian, with four years of service, effective April 25, 2019.

Roll Call Vote: All Six members present voted yea.
Mr. Ryan Allen, Mr. Eric Anderson, and Mr. Bill Holland were absent.
Motion carried.

Letter of Resignation

A motion was made by Mrs. Krista Jennings and seconded by Mr. Denny Sourbeer to accept the letter of resignation from Timothy Ross, evening custodian, with six years of service, effective May 6, 2019.

Roll Call Vote: All Six members present voted yea.
Mr. Ryan Allen, Mr. Eric Anderson, and Mr. Bill Holland were absent.
Motion carried.

New Employees

A motion was made by Mrs. Krista Jennings and seconded by Mr. Denny Sourbeer to approve the hiring of the following new employees:

- a. Brant Buchanan, full-time custodian, at \$9.00 per hour with full benefits, effective May 13, 2019, pending completion of required paperwork.
- b. Connie Boyd, full-time custodian, at \$9.00 per hour with full benefits, effective May 28, 2019, pending completion of required paperwork.

Roll Call Vote: All Six members present voted yea.
Mr. Ryan Allen, Mr. Eric Anderson, and Mr. Bill Holland were absent.
Motion carried.

Addition to Substitute List

A motion was made by Mrs. Krista Jennings and seconded by Mr. Denny Sourbeer to approve the following addition to the substitute list, pending completion of all required paperwork:

- a. Rebecca Bobb, nurse

Roll Call Vote: All Six members present voted yea.
Mr. Ryan Allen, Mr. Eric Anderson, and Mr. Bill Holland were absent.
Motion carried.

Volunteers

A motion was made by Mrs. Krista Jennings and seconded by Mr. Denny Sourbeer to approve the following coach/classroom volunteers, all required paperwork has been submitted:

- a. Wendy Mosher, FCCLA field trip chaperone, retroactive to 4/11/19 as all of her paperwork has been completed.
- b. Lucy Chamberlain, FCCLA field trip chaperone, retroactive to 4/11/19 as all of her paperwork has been completed.
- c. Kelli Wesneski, field trip chaperone.

Roll Call Vote: All Six members present voted yea.
Mr. Ryan Allen, Mr. Eric Anderson, and Mr. Bill Holland were absent.
Motion carried.

Hiring Process Protocols

A motion was made by Mrs. Krista Jennings and seconded by Mr. Denny Sourbeer to approve the following new hiring process protocols:

- a. Professional Staff Vacancies
- b. Administrative Staff Vacancies
- c. Classified/Coaching Staff Vacancies

Roll Call Vote: All Six members present voted yea.
Mr. Ryan Allen, Mr. Eric Anderson, and Mr. Bill Holland were absent.
Motion carried.

Act 93 Compensation Plan

A motion was made by Mrs. Krista Jennings and seconded by Mr. Denny Sourbeer to approve the updated Act 93 Compensation Plan.

Roll Call Vote: All Six members present voted yea.
Mr. Ryan Allen, Mr. Eric Anderson, and Mr. Bill Holland were absent.
Motion carried.

FINANCE/POLICY

First Reading

A motion was made by Mr. Neal Palmer and seconded by Mr. Scott May to approve the first reading of the following revised board policies:

- a. No. 304 - Employment of District Staff
- b. No. 818 - Contracted Services Personnel

Roll Call Vote: All Six members present voted yea.
Mr. Ryan Allen, Mr. Eric Anderson, and Mr. Bill Holland were absent.
Motion carried.

OTHER ITEMS

PA Youth Survey

A motion was made by Mr. Neal Palmer and seconded by Mr. Scott May to approve the administration of the PA Youth Survey to 6th, 8th, 10th, and 12th grade students between September 9, 2019 and November 20, 2019, at no charge to the district.

Roll Call Vote: All Six members present voted yea.
Mr. Ryan Allen, Mr. Eric Anderson, and Mr. Bill Holland were absent.
Motion carried.

2019 Tentative Class List

A motion was made by Mr. Neal Palmer and seconded by Mr. Scott May to accept the Canton Area School District Jr/Sr High School tentative class list of 2019.

Roll Call Vote: All Six members present voted yea.
Mr. Ryan Allen, Mr. Eric Anderson, and Mr. Bill Holland were absent.
Motion carried.

Meeting Minutes

A motion was made by Mr. Neal Palmer and seconded by Mr. Scott May to accept the Local Advisory Committee and Occupational Advisory Committee minutes from their meetings held on March 26, 2019.

Roll Call Vote: All Six members present voted yea.
Mr. Ryan Allen, Mr. Eric Anderson, and Mr. Bill Holland were absent.
Motion carried.

Field Trip

A motion was made by Mr. Neal Palmer and seconded by Mr. Scott May to approve the overnight field trip to Johnstown, PA on May 21-22, 2019 for the State Envirothon.

Roll Call Vote: All Six members present voted yea.
Mr. Ryan Allen, Mr. Eric Anderson, and Mr. Bill Holland were absent.
Motion carried.

Academic Planner

A motion was made by Mr. Neal Palmer and seconded by Mr. Scott May to approve the Canton Jr/Sr High School 2019/2020 Academic Planner.

Roll Call Vote: All Six members present voted yea.
Mr. Ryan Allen, Mr. Eric Anderson, and Mr. Bill Holland were absent.
Motion carried.

CITIZEN RECOGNITION – NON-AGENDA RELATED

Josie Kelley and Dayme Wolfrom gave a brief description of the activities that the FCCLA has been involved in over the past year as well as presented displays of some of their projects.

Announcements

An Executive Session was held prior to the Board Meeting, at 5:45 p.m., to discuss legal matters.

There was a Personnel Committee meeting held at 4:00 p.m. on April 24, 2019.

There was a Finance/Policy Review Committee meeting held at 4:30 p.m. on May 8, 2019.

The next Board Meeting will be held Thursday, June 13, 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 6:31 p.m. on a unanimous voice vote.

Respectfully submitted,

Mark S. Jannone
Business Manager/Board Secretary