

**MINUTES
CANTON AREA SCHOOL DISTRICT
SEPTEMBER 12, 2019**

The regular meeting of the Canton Area School District Board of Education was held on Thursday, September 12, 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. Eric Anderson, Mr. Bill Holland, 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. Donald Jacopetti, High School Principal; Attorney Richard Sheetz, District Solicitor; Mr. Dan Coran, Support Services Director; Ms. Brianne Ostrander and Ms. Lois Jea, Newspaper Reporters; Mr. Michael Shultz.

MINUTES

A motion was made by Mr. Neal Palmer and seconded by Mr. Eric Anderson to approve the minutes of the regular meeting of August 8, 2019.

Voice Vote: All nine members present voted yea.
Motion carried.

REPORTS

Superintendent

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

- Thanked the faculty, staff, and students for a great start to the 2019-2020 school year. Our students and staff have picked up right where they left off at the end of last year, and the excitement and Warrior Pride are evidenced all throughout our school community.
- The newly created Special Education Funding Commission, established through legislation passed with the budget in July (Act 16 of 2019), held its organizational meeting last week. The chairman of the commission stated that he expects the commission to hold meetings and hearings in September and October, with a final report issued in November. He also stated that the commission's focus will be examining how the current method for distributing special education dollars is working, and indicated that input from school district leaders will be part of that process.
- For Fiscal Year 2019-2020, two separate funding announcements for School Safety and Security Grant Program funding were released on September 9, 2019 and can be found on PCCD's website. The first application, the "2019/2020 School Safety and Security - Meritorious" funding announcement, is available for school districts only (total of more than \$33.7 million available); the second application, the "2019/2020 School Safety and Security - Competitive" funding announcement, is available for all other school entities eligible to apply (i.e., a school district, intermediate unit, area career and technical school, charter school, cyber charter school, regional charter school, approved private school, chartered school for the education of the deaf or blind or private residential rehabilitation institution; more than \$18.7 million available). Due dates for grant applications is November 4.
- During the month of October, the Canton Area School District will be administering the PA Youth Survey (PAYS). Parents will be required to give the district permission to administer the assessments. We want to encourage all parents to give the district permission as we use this data

to inform the decisions we make to address student social, emotional, and mental health concerns of our students. This survey is given every two years to 6th, 8th, 10th, and 12th grade students.

- The high school has successfully launched our PBIS program during the first couple of weeks of school. I want to thank the PBIS Tier I team, administrators, and students for a successful launch to this program. This is a work in progress, but I was very pleased with the progress we have made so far!
- We have begun an initiative to align our Career Readiness curriculum with the state guidelines and standards. With the use of faculty meeting time and various collaborative opportunities throughout 2019, our goal is to have a completed curriculum map by the first of the year. This alignment and mapping will ensure that we have 100% of our students earn the artifacts required for graduation.
- Our student council is now back in action thanks to some enthusiastic seniors, as well as their advisor, Rich Harstead. They have since started a student section that is specifically designated for students at football games and they call themselves “The Tribe”. In addition, they are in the process of planning a “Powder Puff” game and other exciting things to continue the Warrior Pride in our school and community.
- The PBIS program is off to a good start and our staff is committed to the success of the program. Students continue to earn points which turn into exciting rewards as they accumulate. We have added the announcement of staff and student birthdays each morning and on Fridays, announce the Warriors of the Week. These warriors are the five students in the high school that earn the most reward points from staff for their performance in school.
- This week the elementary school finished their DIBEL’s assessments for students. This assessment assists the staff in finding baseline data in order to know where to begin with each student instructionally.
- We are excited to begin the implementation of the Friendship House level system that will be introduced to new students who use this level of support to meet their needs. This program outlines and provides timelines of the steps students must complete as they progress through our CSBBH program.
- Our Warrior Backpack program will begin September 12th. We are excited to announce a new partnership with the Children’s House Outreach Partnership (CHOP). CHOP will take over the program and order the food, pack the backpacks, and bring them to the school. Our students will continue to distribute the backpacks to each of the students.
- On September 20, 2019, the paraprofessionals will receive CPR and First Aid recertification training in the afternoon. Several teachers will also participate in the training.

At this time, Dr. Briggs introduced Shane Pagnotti, of PSBA, who presented awards to a few board members.

Business Manager

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

- The new traffic pattern in the student parking lot is working well. We actually received some compliments.
- Audit field work was done over the past six work days.
- Recommended upgrading four major sounds systems in the district including the elementary gym, high school gym, high school football field, and the high school auditorium. It was estimated that the combined cost for upgrading all of them would be approximately \$18,000. He asked that the board act on an Authorization for Expenditure to commit \$9,000 towards these upgrades with the rest coming from booster money.
- The scoreboard lights have been fixed.
- Explained to the board that the district has chosen to light four lights, one on each set of football lights, for an extended period of time. He thought they were scheduled to come on at dusk through midnight. Because these bulbs deviate from the standard usage, the warranty is voided. At this time, all four of those designated bulbs are burned out and need replaced. Musco Lighting, the installation contractor, has provided a quote to re-lamp all four of these specific lights at a total cost of \$3,700. We have since found out that we can purchase the bulbs for \$70 apiece and are in the process of trying to find local resources to help us change the bulbs.
- We are installing several additional external cameras around the district, including the track and parking lots. Funding for these cameras came from a safe schools grant.

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

There were no comments.

BUSINESS

Treasurer's Report

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

Roll Call Vote: All nine members present voted yea.
Motion carried.

Bills

A motion was made by Mrs. Krista Jennings and seconded by Mr. Neal Palmer to approve the bills for August.

Roll Call Vote: All nine members present voted yea.
Motion carried.

Tax Additions, Exemptions and Exonerations

A motion was made by Mrs. Krista Jennings and seconded by Mr. Neal Palmer to approve the tax additions, exemptions and exonerations.

Roll Call Vote: All nine members present voted yea.
Motion carried.

Transportation Rates

A motion was made by Mrs. Krista Jennings and seconded by Mr. Neal Palmer to approve the updated transportation rates for the 2019/2020 school year.

Roll Call Vote: All nine members present voted yea.
Motion carried.

Scholarship

A motion was made by Mrs. Krista Jennings and seconded by Mr. Neal Palmer to approve the Mary Harrison Reading Award Scholarship application.

Roll Call Vote: All nine members present voted yea.
Motion carried.

Backpack Program Account Transfer

A motion was made by Mrs. Krista Jennings and seconded by Mr. Neal Palmer to approve the elementary principal to transfer the full amount from the Backpack Program account to the Children Outreach Partner's and close the account being held in the elementary central treasury.

Roll Call Vote: All nine members present voted yea.
Motion carried.

Concession Stand

A motion was made by Mrs. Krista Jennings and seconded by Mr. Neal Palmer to approve the Warrior Booster Club to continue running the outside concession stand for the 2019/2020 school year for a fee of \$1,000 paid to the school.

Roll Call Vote: All nine members present voted yea.
Motion carried.

Memorandum of Understanding

A motion was made by Mrs. Krista Jennings and seconded by Mr. Neal Palmer to approve the Memorandum of Understanding between Canton Area School District and Northern Tier Regional Planning and Development Commission to provide the high school guidance department with assistance in services to high school students with transition planning for life after high school, at no charge to the district, effective September 1, 2019 through August 31, 2020.

Roll Call Vote: All nine members present voted yea.
Motion carried.

Dentist

A motion was made by Mrs. Krista Jennings and seconded by Mr. Neal Palmer to approve Dr. Andrew Mack as the Canton Area School District dentist for the 2019/2020 school year.

Roll Call Vote: All nine members present voted yea.
Motion carried.

Fee Waiver

A motion was made by Mrs. Krista Jennings and seconded by Mr. Neal Palmer to approve the request to waive the fee for concession stand use by the Mat Men and Youth Football during youth and junior high football games.

Roll Call Vote: All nine members present voted yea.
Motion carried.

PERSONNEL

New Hire

A motion was made by Mr. Eric Anderson and seconded by Mr. Ryan Allen to approve the hiring of Tanya Route, Paraprofessional II, at \$9.00 per hour with full benefits, retroactive to August 29, 2019, as all required paperwork has been completed.

Roll Call Vote: All nine members present voted yea.
Motion carried.

Additions to Substitute List

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

- a. Talia Roupp, teacher, retroactive to 8/30/19 as all required paperwork is complete
- b. Elizabeth Foulkrod, teacher, retroactive to 9/5/19 as all required paperwork is complete
- c. Melony Canterbury, paraprofessional, retroactive to 9/5/19 as all required paperwork is complete
- d. Lauren Dewolf, paraprofessional
- e. Patsy Baxter, teacher
- f. Jessica Pennella, teacher
- g. Stephanie Williams, cafeteria worker
- h. Lynette Roloson, approved bus driver

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

Additions to Co-Curricular Non-Sports List

A motion was made by Mr. Eric Anderson and seconded by Mr. Ryan Allen to approve the following additions to the 2019/2020 co-curricular non-sports list:

- a. Pam Larcom, Class Advisor - Senior Class 1, \$455.20
- b. Pam Larcom, Class Advisor - Senior Class 2, \$455.20
- c. Rich Harstead, Student Council (Sr. High), \$341.40
- d. Rich Harstead, Student Council (Jr. High), \$227.60

Roll Call Vote: All nine members present voted yea.
Motion carried.

FINANCE/POLICY

Policy Second Reading

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

- a. No. 006 - Meetings
- b. No. 108 - Adoption of Textbooks
- c. No. 215 - Promotion and Retention
- d. No. 311 - Reduction of Staff
- e. No. 343 - Paid Holidays
- f. No. 704 - Maintenance
- g. No. 808 - Food Service

Roll Call Vote: All nine members present voted yea.
Motion carried.

OTHER ITEMS

Athletic Handbook

A motion was made by Mr. Ryan Allen and seconded by Mr. Scott May to approve the 2019/2020 Canton Athletic Handbook.

Roll Call Vote: All nine members present voted yea.
Motion carried.

Survey

A motion was made by Mr. Ryan Allen and seconded by Mr. Scott May to approve the Student Assistance Program Needs Assessment Survey to be administered to all 7 - 12 grade students.

Roll Call Vote: All nine members present voted yea.
Motion carried.

Sound Upgrades

A motion was made by Mr. Neal Palmer and seconded by Mr. Ryan Allen to approve an Authorization for Expenditure for sound upgrades in both gyms, football field, and the high school auditorium not to exceed \$9,000.

Roll Call Vote: All nine members present voted yea.
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 safety issues.

An Executive Session was held at the adjournment of tonight's meeting for legal reasons.

The next Board Meeting will be held Thursday, October 10, 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 6:55 p.m. on a unanimous voice vote.

Respectfully submitted,

Mark S. Jannone
Business Manager/Board Secretary