

**MINUTES
CANTON AREA SCHOOL DISTRICT
OCTOBER 10, 2019**

The regular meeting of the Canton Area School District Board of Education was held on Thursday, October 10, 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, and Mr. Neal Palmer.

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. Deb Fitzwater, District Teacher; Ms. Angie Schoonover, Mr. Craig Stage, and Ms. Tracey Weldy.

MINUTES

A motion was made by Mr. Neal Palmer and seconded by Mr. Eric Anderson to approve the minutes of the regular meeting of September 12, 2019.

Voice Vote: All eight members present voted yea.
Mr. Denny Sourbeer was absent.
Motion carried.

REPORTS

Superintendent

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

- There has not been a whole lot of movement at the state level this month as both the House and the Senate are on recess until October 21st.
- Last week, the Canton Area School District installed vaping detectors in each bathroom at the Junior/Senior High School. These devices will detect the use of vaping devices, high noise levels, and detect if a substance containing THG is burned while in our restrooms. A letter was sent out to all families reminding the parents of the potential serious health concerns around vaping, and they were also reminded of how the use of such substances is against the Canton Area School District policies. Because this has become a very popular activity with high school students across the country, the district is taking a very serious stance on this health related issue. Any students caught vaping on school property will be subject to a suspension from school and the district is currently looking at research-based methods to educate students on this potentially very unhealthy habit. In an anonymous survey conducted by Mr. Rubert, our health and physical education teacher, last week, we were able to gather the following statistics from our 7th, 8th, and 10th grade students: Roughly 32 percent of students admitted to using and/or trying a vape and or Juul product (57 students surveyed). Thirteen 7th and 8th graders admitted to experimenting with vaping/Juuling
- This past week, the administration team began work on coming up with a Threat Assessment Flowchart. Although we have always had a process in place on how we handle threats presented to us by students, this flowchart provides clear guidance to administrators, teachers, and parents on

how we deal with students who we believe are, or could be, threats to our school environment. Upon completion of the tool, we will share it with the board.

- The Warrior Mentors are a group of five junior and senior students that have been selected by our Guidance Department. The mentors will meet weekly with 7th grade students that may be having a difficult time transitioning from the elementary to the high school. This mentorship will help to build connections with the school and lead to a more positive outlook regarding school.
- The senior class officers along with Ms. Larcom lead the high school in homecoming week. They were instrumental in developing numerous school spirit activities including our first pep rally of the year. The cheerleaders, band, teachers and seniors participated while Shane from Wiggle 100 kept the student section entertained and loud. In addition, they organized and planned the parade on Friday and homecoming dance on Saturday to conclude an exciting homecoming week.
- Thanked the Bradford County Sheriff's department on their generous donation of bicycle helmets. The Sheriff's department has fitted all kindergarten students with helmets to ensure their safety as they navigate around the community here in Canton.
- On Monday, October 21st, the Canton Elementary School will be administering the PA Youth Survey to all 4th and 6th grade students. This survey provides the district with valuable information around drug and alcohol issues our students currently face in our community.
- On October 25th, during the half day in-service, the paraprofessionals will receive training entitled "Positive Praise and Effective Feedback", as presented by Jim Rhinehimer from IU 17.
- We will be implementing our Canton School to Work Program very soon. Our students in Mrs. Barr's Supplemental Learning Support Classroom will participate at local businesses several afternoons each week. Several of our paraprofessionals will coach the students enabling them to learn work skills. Nine local businesses are lined up for this opportunity for the students.
- Thanked Tracy Weldy, Michelle Ward, Hope Thompson, and everybody else who was involved in making the Gold Out game with Athens a great success. It is always great to see small, rural communities come together to support students in need when those students are dealing with medical issues. I had the opportunity to meet with both students during the halftime of the game, and in the short time I met with them, I could tell they were both true fighters, and I pray that both students can make a full recovery. Here are the final numbers for the money raised by this event: Canton School District was counted together - \$1,125.45, SRU - \$878.30, Lynch-Bustin Elementary- \$1533.38, Harlem Rowe Middle School - \$711.61, Athens High School - \$691.11, Dandy 20 Ulster - \$409.94. Grand total: \$5,371.15. Not only are our communities close together in this fight, but I think it is important for the board and our community to understand how closely knit the superintendents of this region are.
- At this time, Dr. Briggs introduced Mr. Craig Stage, Superintendent of Athens Area School District, and turned the floor over to him to address the board. Mr. Stage thanked the board and the Canton football team for combining efforts with Athens to raise a substantial amount of money to be donated to two families who have children battling cancer. He indicated that the "Gold Out" game held between Canton and Athens was a great success.

Business Manager

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

- Received a request to forgive rollback taxes for a purchase made by Union Township. He recommended that our board table this item until the Tioga County Commissioners have acted upon the same request.
- Request to waive the \$1,000 payment from the Warrior Booster Club. Reminded the board that Mr. Holland suggested waiving the \$1,000 fee for the Warrior Booster Club to run the concessions in acknowledgement for the upwards of \$15,000 that they've donated to the school for various projects.
- The track lights have been replaced.
- Pending board approval, we are looking to purchase a new portable floor covering system for the gym floors. The floor covering system consists of rolls of heavy duty vinyl that cover the floor, a rack to store them, and an electric device to roll them up.
- Vape detectors have been installed in all high school restrooms; funding came from a safe schools grant. The detectors cannot hear or record.

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

Exoneration of Roll Back Taxes

A motion was made by Mr. Neal Palmer and seconded by Mr. Scott May to table the request for exoneration of roll back taxes from Union Township.

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

Treasurer's Report

A motion was made by Mr. Eric Anderson and seconded by Mr. Neal Palmer to approve the Treasurer's Report as presented for September 30, 2019. (A copy is in the supplemental file.)

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

Bills

A motion was made by Mr. Eric Anderson and seconded by Mr. Neal Palmer to approve the bills for September.

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

Tax Additions, Exemptions and Exonerations

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

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

Transportation Changes

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

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

Quarterly Treasury Reports

A motion was made by Mr. Eric Anderson and seconded by Mr. Neal Palmer to approve the 2019/2020 first quarter Central Treasury Reports for Canton Jr/Sr High School and Canton Area Elementary School.

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

Resolution

A motion was made by Mr. Eric Anderson and seconded by Mr. Neal Palmer to approve the following:

Based upon the request of the Joint Operating Committee ("JOC") of Northern Tier Career Center ("Career Center"), for all of its participating districts ("Participating School Districts"), including Canton Area School District ("School District"), to participate in a refunding of existing bonds, the Board hereby adopts a resolution ("Resolution"), the full text of said Resolution having been provided to each member of the Board, and the full text of which is incorporated into this Motion by specific reference to the Resolution, authorizing the incurring of debt ("Financing") by the issuance of a new series of School Lease Revenue Bonds in the maximum amount of \$4,525,000 (the "Bonds"), with the School District's maximum share of the Bonds being \$430,327.50 to be issued through the State Public School Building Authority for the purpose of the current refunding (the Refunding Program") of the Troy Borough Municipal Authority's Northern Tier Career Center Board Revenue Bonds, Series of 2011 (the "2011 Bonds"); directing the financing team as defined in the JOC Resolution to complete the sale of the Bonds under a bond purchase agreement or bank loan proposal and any addendum thereto provided that the aggregate net savings is a minimum of 2% of the refunded par amount; authorizing the School District to enter into an appropriate lease and to assist and cooperate with Career Center to accomplish the Financing and the Refunding Program; and authorizing and directing the execution of all necessary and appropriate documentation.

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

Memorandum of Understanding

A motion was made by Mr. Eric Anderson and seconded by Mr. Neal Palmer to approve the 2019/2020 Unified Champion Schools Memorandum of Understanding between Canton Area School District and Special Olympics PA effective October 10, 2019 through June 30, 2020.

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

Engagement Letter

A motion was made by Mr. Eric Anderson and seconded by Mr. Neal Palmer to approve the Engagement Letter between Levin Legal Group and Canton Area School District.

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

Dual Enrollment

A motion was made by Mr. Eric Anderson and seconded by Mr. Neal Palmer to approve the Dual Enrollment Agreement between Keystone College and Canton Area School District.

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

Payment Waiver

A motion was made by Mr. Eric Anderson and seconded by Mr. Neal Palmer to waive the 2019/2020 \$1,000 payment to Canton Area School District from the Warrior Booster Club.

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

Authorization for Expenditure

A motion was made by Mr. Eric Anderson and seconded by Mr. Neal Palmer to approve the Authorization for Expenditure for gym floor covering in the amount of \$9,180.00.

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

PERSONNEL

Resignations

A motion was made by Mr. Ryan Allen and seconded by Mr. Mike Herman to approve the following resignations:

- a. Rebecca Hamilton, social studies teacher, with 17 years of service, effective 10/2/19
- b. Renee Mead, part-time cafeteria worker, with 1.5 years of service, effective 10/11/19

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

Additions to Substitute List

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

- a. Nicholas Porter, custodian
- b. Marsha Weaver, paraprofessional
- c. Amber Barrett, paraprofessional, custodian, cafeteria worker
- d. Mariha Hartford, paraprofessional
- e. Nicole Watkins, paraprofessional
- f. Bryan Satterly, Math
- g. Amanda Duran-Kellar, bus driver

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

Volunteers

A motion was made by Mr. Ryan Allen and seconded by Mr. Mike Herman to approve the following volunteers as all of the required paperwork has been completed:

- a. Lianne Landis, elementary, high school, and cross country
- b. Becca Jennings, competitive cheerleading

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

Job Description

A motion was made by Mr. Ryan Allen and seconded by Mr. Mike Herman to approve the updated teacher job description.

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

Memorandum of Understanding

A motion was made by Mr. Ryan Allen and seconded by Mr. Mike Herman to approve the Memorandum of Understanding entitled Unified Champion Schools Supervisor's Stipend between the Canton Area Education Association and Canton Area School District.

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

2019/2020 Co-Curricular – Non-Sports Coaches

A motion was made by Mr. Ryan Allen and seconded by Mr. Neal Herman to approve the following 2019/2020 co-curricular – non-sports coaches:

- a. Helen Kilbourn and Bonnie DeFelice, Unified Champion Schools Supervisor, \$500 each

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

FINANCE/POLICY

Policy First Reading

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

- a. No. 004 – Local Board Procedures, BOG-0 and BOG-2
- b. No. 201 – Admission of Beginners
- c. No. 208 – Withdrawal of Students
- d. No. 210.1 – Possession/Administration of Asthma Inhalers/Epinephrine Auto-Injectors

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

CITIZEN RECOGNITION – NON-AGENDA RELATED

There were no comments.

Announcements

An Executive Session was held after the September 12, 2019 Board Meeting to discuss legal matters.

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

The next Board Meeting will be held Thursday, November 14 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 6:30 p.m. on a unanimous voice vote.

Respectfully submitted,

Mark S. Jannone
Business Manager/Board Secretary