

**FINANCE/POLICY REVIEW COMMITTEE MEETING
MINUTES
CANTON AREA SCHOOL DISTRICT
JANUARY 7, 2020**

The Canton Area School District Board of Education held a Finance Committee meeting on, January 7, 2020 at 4:30 p.m. in the Administration Conference Room.

BOARD MEMBERS PRESENT

Mr. Ryan Allen, Mr. Gary Black, Mrs. Krista Jennings, and Mr. Bill Holland were present.

OTHERS PRESENT

Mr. Eric Briggs, Superintendent, and Mr. Mark Jannone, Business Manager were present.

SESSION CALLED TO ORDER

Mr. Allen called the meeting to order.

COMMITTEE DISCUSSION

At this time, Dr. Briggs reviewed the agenda with those present and the following items were discussed:

- Policy 229 - Student Fundraising:
 - Dr. Briggs reviewed the policy with the group
 - Mr. Holland expressed a concern to have two individuals counting money for various events/fundraisers in the school. He shared that he thought that should be considered in the new policy.
 - Dr. Briggs shared that such a process was more a procedure and could be added in the procedure developed by each building administrator and not within the policy.
 - Mr. Allen thought having two people account for monies may be considered a “best practice” but acknowledged that it really may not stop anything.
 - Mr. Jannone shared a scenario where this idea may not stop people from stealing money as they could take it prior to it “being counted in the presence of another individual.”
 - Mr. Black asked if the district considered cameras (real or fake). It was determined that this may not be a cost effective measure to address this concern and potential legal issues could arise by placing cameras in certain places.
 - It was determined that the policy will stay the same as presented in the meeting and the principals will set up steps in their procedures where they will “randomly” introduce the “two staff members present” when counting funds for fundraisers. This will not be required for such events as sporting event ticket collection and drama productions as they already have built in accountability systems in place.
- Policy 707 - Use of Facilities:
 - Dr. Briggs reviewed the current and updated policies. He shared with the committee that the only change made to the policy was originally sent to the board at the December board meeting; it was the addition of the line where the superintendent “and or” school board would have the right to adjust/waive fees” according to the fee schedule outlined in the table outlined in the policy.
- Policy 810.1 School Bus Drivers and School Commercial Vehicle Drivers, Policy 818 - Contracted Services Personnel, Policy 810.1 - Drug and Alcohol Testing- Covered Drivers:
 - Mr. Jannone explained the change in federal legislation that led to changes in how the district will handle specific transportation policies.
 - Policy 810.1 - Mr. Briggs stated this policy is being replaced by the updated policy which addresses how the district will handle the drug and alcohol testing of drivers through contracted employee’s drivers. It will be the responsibility of the contracted service provider, not the district to conduct said tests.
 - Policy 810.3 - This policy was eliminated as the district does not employ its own bus drivers.
 - Policy 818 - This policy was updated to address contracted bus drivers and new D&A testing for drivers.

MEETING ADJOURNED

The meeting was adjourned at approximately 5:17 p.m.

Respectfully submitted,

Mark Jannone
Business Manager / Board Secretary