

**MINUTES
CANTON AREA SCHOOL DISTRICT
MAY 14, 2020**

The regular meeting of the Canton Area School District Board of Education was held virtually on Thursday, May 14, 2020 at 5:00 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. Gary Black, Mr. Scott May, Mrs. Krista Jennings, 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 Cassie Blaney, District Solicitor; Mr. Dan Coran, Support Services Director; Ms. Kayla Parker and Ms. Brianne Ostrander, Newspaper Reporters; Ms. Deb Fitzwater, District Teacher; Mrs. Rosemary Fitzwater.

MINUTES

A motion was made by Mr. Denny Sourbeer and seconded by Mr. Gary Black to approve the minutes of the virtual meeting of April 9, 2020.

Voice Vote: All seven members present voted yea.
Mr. Bill Holland and Mr. Neal Palmer were absent.
Motion carried.

Mr. Bill Holland arrived at the meeting at 5:05 p.m.

BOARD TREASURER APPOINTMENT

A motion was made by Mr. Gary Black and seconded by Mr. Bill Holland to appoint Mr. Ryan Allen as Board Treasurer effective July 1, 2020 - June 30, 2021.

Roll Call: All eight members present voted yea.
Mr. Neal Palmer was absent.
Motion carried.

REPORTS

Superintendent

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

- Thanked all the school board members for their continued trust in our administrative team and teaching staff as we continue to implement our Continuity of Education Plan through Planned Instruction. My hope is you are able to appreciate the many accomplishments we have made throughout this process through the weekly slide shows I share with the entire Canton community.
- Thanked all the parents and guardians who have been critical partners to our teachers and students throughout this past month and a half as we implemented our Continuity of Education plan. Without their continued support, we would not have been able to support our students to the best of our ability during these unprecedented times.
- Congratulated the 78 seniors who will be graduating on May 29th in our virtual graduation ceremony. Although we have encountered many barriers as we planned out this process (and who

knows, there may be a few more), they have been patient, innovative, and supportive of how the district is moving forward. Seniors, this is your ceremony, and I appreciate the class officers spending countless hours over the last month meeting with Mr. Jacopetti and the senior class advisor, Ms. Pam Larcom, to make this happen. I want to personally wish you all well in your future endeavors in whatever they may hold, and place make Canton proud as you show your Warrior Pride!

- I know many on the board and in the community are wondering what school will look like in the fall. I wish I could provide the community with clear answers. In the near future, the Pennsylvania Department of Education will be providing district re-entry guidance in the following four areas: Safety, Teaching and Learning, Equity and Access, and Student Wellness. Our district will use these guidelines, and guidelines established by the PA Department of Health and the Centers for Disease Control to determine what school will look like in the fall. I can almost assure you that our school's "new normal" will not be the same normal that we experienced when we left on March 13, 2020. Things that we will have to consider include: How will we transport students safely through our transportation system? How will educational services be delivered if we are unable to bring all 917 students on campus at one time? What will lunch and recess look like? Will students be able to transition to different classrooms during the school day? These are just a few of the many decisions we will have to make as we move forward in our planning in this area. We are expecting more specific guidance from the state by mid-June.
- Graduation continues to be a top priority as we plan to provide the most memorable experience possible under the guidelines that have been imposed. There have been many hours spent by our administrative team, senior students, class officers, class advisors and many parents to develop a detailed ceremony. We plan to publish our "Class of 2020 Guide to Graduation" document that includes the details either prior to or the day of this report.
- Athletic and Academic Awards will be livestreamed on 5/20 and 5/28, respectively, at 6 p.m. via our school district website. Mr. Rockwell and Mr. Jacopetti will host the Athletic ceremony while Mrs. Watson, Dr. Briggs and Mr. Jacopetti will host the Academic awards. We hope you can join us live on these dates!
- During the Planned Instruction phase of our Continuity of Education Plan, the elementary school implemented some PBIS activities during online learning- mailing home gift cards to engaged students. Congratulations to those students who have earned those rewards.
- The elementary school is continuing to analyze how online learning is taking place and finding ways for continuous improvement to take place as we finish out this year and potentially look at what that may mean for us in the fall of 2020.
- We are continuing to investigate how Kindergarten registration will take place on June 17th and 18th. As we finalize these plans, we will be sure to share them with the public.
- Individual Education Plan and Gifted Individual Education Plan meetings have not stopped due to COVID 19; instead, they continue to be conducted via phone conferences in order to keep these documents in compliance.
- Due to the school closing, the ESY program will be conducted via virtual and/or packets. The program will begin June 15, 2020 to July 3, 2020, Mondays through Thursdays, from 8:30 a.m. to 11:30 a.m.
- In some cases, interruptions in the school schedule such as summer breaks will result in children with disabilities losing many of their basic skills which will result in taking a long time to regain those skills once school begins again. ESY services are provided during breaks in the educational schedule to prevent such loss. Students who meet the criteria for ESY participate in the program if their parents are in agreement.
- It is with great sadness that we honor the retirement of Mrs. Sherry Stiner this evening. Sherry has been a teacher in the Canton Area School District for 32 years. Sherry has impacted the lives of thousands of students over that 32-year span, and most importantly, she provided support to some of Canton's neediest students. Sherry was the consummate professional. Not only has Sherry positively influenced so many students in her classroom, but she was a role model professionally for her fellow teachers. Her leadership, compassion, and great work ethic will be missed in our elementary school. The 2020-2021 school year will not be the same when we open in the fall without her presence. Sherry, on behalf of the students and their families, thank you for being a part of our educational lives. I wish you great health, well deserved time off, and quality time with your friends and family. You deserve it.

- We will also be formally approving the retirement of one of our paraprofessionals this evening. Aneta Anderson has been employed by the district in multiple roles over her 19 years in the Canton Area School District. Aneta, too, has supported many of our students that needed additional support in the educational setting. She has been instrumental in supporting Mrs. Stiner as they provided what I would consider one of the best Title I Math programs in our state. If you look at the growth data of the students in our district who are receiving Title Math services, the data support my opinion. Aneta, thank you for all your dedication to the students and staff in our district. Your work ethic, commitment to student learning, and the support you have given our teachers over the years will never be forgotten. I would like to also wish you great health, time to rest and relax, and enjoy your friends and family over the coming years. You deserve it!

Business Manager

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

- Reminded the board that the next meeting would be June 15th and held using the Zoom platform.
- Informed the board that there is an item on the agenda to approve a bid for kitchen appliances totaling \$48,000 which will be purchased from a National School Lunch equipment grant.
- Reminded the board that the district will be bringing on a full-time substitute worker for buildings and grounds and for technology over the summer.

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. Denny Sourbeer, had nothing to report.
- **Buildings and Grounds Committee:** Chairperson, Mrs. Krista Jennings, had nothing to report.
- **Northern Tier Career Representative:** Mr. Neal Palmer was absent.
- **PSBA Representative:** Mr. Bill Holland had nothing to report.
- **BLaST Representative:** Mr. Neal Palmer was absent.

CITIZEN RECOGNITION – AGENDA RELATED

There were no comments.

BUSINESS

Treasurer's Report

Will be approved at the June board meeting.

Bills

A motion was made by Mr. Denny Sourbeer and seconded by Mrs. Krista Jennings to approve the bills for April.

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

Tax Additions, Exemptions and Exonerations

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

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

Daily Depositories

A motion was made by Mr. Denny Sourbeer and seconded by Mrs. Krista Jennings to approve Chemung Canal Trust Company and First Citizens Community Bank as daily depositories for the 2020/20201 fiscal year.

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

Homestead/Farmstead Relief

A motion was made by Mr. Denny Sourbeer and seconded by Mrs. Krista Jennings to accept the state's distribution of gaming funds to provide homestead/farmstead relief per Act 1 of 2006 in the amount of \$298,154.16.

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

Homestead/Farmstead Exclusion

A motion was made by Mr. Denny Sourbeer and seconded by Mrs. Krista Jennings 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 \$204.70 as authorized for the school year beginning July 1, 2020 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 eight members present voted yea.
Mr. Neal Palmer was absent
Motion carried.

Contract

A motion was made by Mr. Denny Sourbeer and seconded by Mrs. Krista Jennings to approve the contract between TKA Consulting and Canton Area School District effective July 1, 2020 through June 30, 2021.

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

Bid

A motion was made by Mr. Denny Sourbeer and seconded by Mrs. Krista Jennings to accept the bid f From Central Restaurant Products and the AFE in the amount of \$47,774.50 for kitchen equipment being Obtained from a National School Lunch equipment grant.

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

Mats

A motion was made by Mr. Denny Sourbeer and seconded by Mrs. Krista Jennings to approve the 2020/2021 quote from Resilite for \$30,661.55 for the mat room mats.

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

Memorandum of Understanding

A motion was made by Mr. Denny Sourbeer and seconded by Mrs. Krista Jennings to approve the Memorandum of Understanding between the Canton Area Education Association and Canton Area School District to include the co-curricular position of Career Coach with a 5.0-point stipend, effective July 1, 2020.

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

Preliminary Budget

A motion was made by Mr. Gary Black and seconded by Mr. Denny Sourbeer to approve the Canton Area School District 2020/2021 General Fund Preliminary Budget with projected revenues of \$15,507,338 and projected expenditures of \$16,796,331.

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

PERSONNEL

Evaluation Form

A motion was made by Mr. Eric Anderson and seconded by Mr. Ryan Allen to approve the updated Classified Staff Evaluation Form.

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

Job Description

A motion was made by Mr. Eric Anderson and seconded by Mr. Ryan Allen to approve the Canton Area School District Job Description for High School Career Coach.

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

Retirement

A motion was made by Mr. Eric Anderson and seconded by Mr. Ryan Allen to accept the retirement letter from Sherry Stiner, Elementary Teacher, effective at the end of the 2019/2020 school year, with 32 years of service.

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

Resignation

A motion was made by Mr. Eric Anderson and seconded by Mr. Ryan Allen to accept the letter of resignation from Aneta Anderson, Paraprofessional, effective June 5, 2020, with 19 years of service.

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

Co-Curricular Non-Sport List

A motion was made by Mr. Eric Anderson and seconded by Mr. Ryan Allen to add Cindy Reed to the 2019/2020 Co-Curricular Non-Sports list as Student Assistance Program with a stipend of 2.0 points, \$455.20.

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

OTHER ITEMS

Tentative Class List

A motion was made by Mr. Ryan Allen and seconded by Mr. Denny Sourbeer to accept the Canton Area School District Jr/Sr High School tentative class list of 2020.

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

2020/2021 Academic Planner

A motion was made by Mr. Ryan Allen and seconded by Mr. Denny Sourbeer to approve the Canton Jr/Sr High School 2020/2021 Academic Planner.

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

Civics Assessment

A motion was made by Mr. Ryan Allen and seconded by Mr. Denny Sourbeer to approve the Civics Assessment to be administered to 11th grade students beginning in the 2020/2021 school year.

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

Calendars

A motion was made by Mr. Ryan Allen and seconded by Mr. Denny Sourbeer to approve the 2019/2020 and 2020/2021 district calendars.

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

Agreement

A motion was made by Mr. Ryan Allen and seconded by Mr. Denny Sourbeer to approve the CACFP Head Start Child and Adult Care Food Program Agreement.

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

Club

A motion was made by Mr. Ryan Allen and seconded by Mr. Denny Sourbeer to authorize the creation of the Youth and Government Club in the high school Central Treasury.

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

CITIZEN RECOGNITION - NON-AGENDA RELATED

There were no comments.

Announcements

The next Board Meeting will be a virtual meeting held on Monday, June 15, 2020, at 5:00 p.m. in the Canton Jr/Sr High School Cafeteria, Canton, PA.

Meeting Adjourned

Mrs. Sourbeer adjourned the meeting at approximately 5:44 p.m. on a unanimous voice vote.

Respectfully submitted,

Mark S. Jannone
Business Manager/Board Secretary