

**MINUTES  
CANTON AREA SCHOOL DISTRICT  
AUGUST 13, 2020**

The regular meeting of the Canton Area School District Board of Education was held on Thursday, August 13, 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. Bill Holland, 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 Cassie Blaney, District Solicitor; Mr. Dan Coran, Support Services Director; Mr. Mark McMurray, bus contractor; Mr. Jerome Wynne, and Mrs. June Wynne. (Virtual attendee: Mrs. Audrey Bear)

**MINUTES**

A motion was made by Mr. Neal Palmer and seconded by Mr. Bill Holland to approve the minutes of the regular meeting of June 15, 2020 and the special meeting of June 25, 2020.

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

**REPORTS**

**Superintendent**

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

- This week we learned that Colleen Kinney, our high school music instructor, has resigned after 14 years of service in the district. Colleen was a mentor, a role model, and true professional in our school. Colleen has many strengths as a teacher but probably her greatest strength was her ability to build relationships with the students in her classroom as she always found a way to “meet kids where they were” and get to their level. Over her 14 years of service, many students used Mrs. Kinney as a sounding board whether it was issues they were dealing with academically or personal matters that they thought she could support them through. Our high school will not be the same without her. We wish her the best of luck as she plans to move her professional career in a different direction. On behalf of the thousands of students you inspired, thank you Mrs. Kinney for supporting students academically, behaviorally, and through many difficult times they had in their personal lives.
- Acknowledged Mr. Jerome Wynne. Mr. Wynne has decided, after 60 years of service, to call it a career as a bus driver in our school district. As I reflect, I bet Mr. Wynne can say he has spanned the lives of multiple generations within a single family. I am sure Mr. Wynne could write a book about how times have changed from the perspective of a bus driver from the time he began the work (in the 1960’s) to today. I am sure he would also acknowledge that although the times have changed, the challenges that bus drivers face remain the same, but how he would have handled those issues in the 1960’s looks much differently than how he could handle them today. Nonetheless, 60 years of dedication to anything is quite the accomplishment. I know we will be having a presentation for you shortly, but please know on behalf of the school board, staff, students, and 1000’s of families you brought to school on your bus each day, I thank you for making sure they safely arrived at school and were able to return home safely each day!

- Tonight, you will be voting to approve the use of Flexible Instruction Days for our school district should an emergency arise and the need warrants to use these days. Flexible Instructional Days will only be used in the case of extreme emergencies, and there is a chance we may never have to use these days, however, I believe it is in our best interest to approve these days through the application, and I have also attached the six model lessons that will be shared with the Department of Education to seek approval. Once the lessons and application are approved, I will then forward the August Board minutes (once they are approved at our September board meeting) and the Department of Education will then give us a ruling on whether or not we are approved for Flexible Instruction Days. We cannot use these days until final approval is granted by PDE.
- Over the past few weeks, as you have already heard, the issue around high school athletics has been a very hot topic for school districts throughout the state. Over the past few weeks, you have observed comments specifically coming from the Governor's office and from PIAA. Last Thursday, I attended the District IV meeting with Mr. Jacopetti and Mr. Rockwell. At this meeting, Dr. Lombardi, the Executive Director of PIAA shared that he believed the sports season could move forward safely through the athletic health and safety plan developed by the individual school districts. It is obvious that this decision has become political in nature, and that our statewide departments, including the PIAA, DOH, PDE, and the Governor's Office are not on the same page with this decision. In Canton, we will continue to move forward with our sports for the fall. However, I think it is important to understand that should the "orders" coming from the Governor's Office or any state agency change, we will administratively look at what the orders mean for our student athletes and re-evaluate the situation based on said orders. I want to thank the student athletes, band members, and coaches who have begun voluntary workouts since the passage of our athletic health and safety plan. For many of our students, these workouts have been one of the most structured aspects of their lives since the COVID-19 Pandemic began. As you know, PIAA has pushed back the start of fall sports (in response to the Governor's recommendation) for two additional weeks and they plan on meeting to discuss the direction PIAA will go with sports during the next two weeks.
- The CASD Health and Safety Reopening Plan and the Athletic Health and Safety Reopening Plan was distributed to the board. Our administrative team and Pandemic Team have worked diligently to fine tune these documents so our students can safely return on August 31<sup>st</sup>. Assuming we get school board approval tonight, these plans will be the guiding documents for our staff and students to return to school. You will notice that within our plan we have not developed a hybrid option to our plan. The purpose for doing this was based off the community input we received early in the data gathering process where our community was split between the four hybrid options of 25% of each option. We want the community to understand we see the obstacles that hybrid plans create around planning for you as parents and guardians of students in our district.
- Last month the Department of Health announced that, in response to the impact of the COVID-19 disaster emergency on the availability of immunizations before the start of the school year, it was temporarily suspending immunization requirements for school entry with Governor Wolf's authorization as conferred in the March 6, 2020 Proclamation of Disaster Emergency. Specifically, the Department is temporarily suspending the regulations at 28 Pa. Code § 23.83, which provides the list of immunizations a child must have and the grades for which the child must have them; 28 Pa. Code § 23.85, which states that children who do not meet the requirements should be excluded and places certain duties on schools to verify that children with medical exceptions who are on a plan to get their immunizations actually obtain the vaccinations; and 28 Pa. Code § 23.86, which requires schools to report to the Department the numbers of vaccinations and children taking exceptions; and 28 Pa. Code § 27.77(b), which requires that a child currently enrolled in a child care program maintain updated immunizations in accordance with federal guidelines. The regulations are suspended for a two-month period after the beginning of the school year or the beginning of enrollment in an early childhood education program.
- After much consideration, the school district has decided that until further notice, we believe it is in the best interest from a health and safety standpoint to no longer allow outside groups to use our indoor facilities. We will be monitoring the pandemic situation weekly, and when we feel it is safe to allow outside groups to use our facilities, we will communicate this intention to the public.
- This week, our district received Title IX training for 6 hours through the Levin and Beard Law Firms to ensure we follow the new Title IX regulatory changes that went into effect today. You will notice on this evening's board agenda, I am asking that you pass a resolution saying that should we have any Title IX issues, we will follow the new regulatory requirements. You will also note that many of the policy updates on this evening's agenda are around making our policies compliant with the new Title IX regulations.
- As we move closer to the upcoming school year, you may notice some new things in the high school including a Career Coach to help with student career planning, a Crisis Management team to aid in

the safety of staff and students, a portable device in each student's hands and a warrior zone where students learn how to gain a positive outlook on life choices. You will also notice the hard work of our custodial and maintenance staff when you look at the hallways, classroom floors, hanging protective screens, touchless water fountains and quarantine area along with their normal annual preparation duties. I'd like to thank all of their staff for an amazing job this summer getting ready for the most unusual return to school ever!

- The CHS staff has a full week of preparation prior to student arrival. Much of the first three days will involve preparation for a socially distanced environment wherever possible. Due to the number of students (50) choosing either CAVE or the Warrior Academy, we are able to provide a socially distanced homeroom, as well as, many other classrooms and areas of the school. The creation of smaller home rooms will allow us to implement school-wide mask breaks if necessary. It will be important that we find the fine line between wasting instructional time and creating valuable mental and emotional breaks for students and staff.
- The elementary school is still diligently working toward the reopening of school and looking at ways to address student learning needs through our Warrior Academy. I also want to commend our administrative team for the development of the new Warrior Academy. Without this development, our 121 students, at minimum, would have cost the district \$423,500. This is assuming all 121 students did not have this option and went to our CAVE schools. I want to be very clear. We want all 121 students back in our brick and mortar setting once this pandemic concludes. Although we have that savings, it creates many challenges for feeding these students through our breakfast and lunch programs. We are currently looking at how we will feed these 121 students.
- On September 4, our 6<sup>th</sup> grade culminating activity will occur at the Canton Community Pool.
- The Special Education Department utilizes Quality Behavioral Solutions (QBS) which entails de-escalation strategies as well as restraints as a last resort. Devon Weed, elementary learning support teacher and a trained QBS instructor, will provide the annual recertification for some staff members on August 18, 2020.
- Beginning this school year, we will have 188 students with Individual Education Plans (IEP). In addition to this, 9 IEP students will be starting kindergarten from Early Intervention Services. Gifted students total 40 students, and we will have 39 students with 504 Service Plans.

### **Business Manager**

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

- Presented Jerome Wynne with a token of appreciation for 60 years of providing transportation services to Canton Area School District.
- Introduced Audrey Bear, Financial Advisor with Piper Sandler, to discuss the results of the recent refinance and consolidation, which resulted in the district saving a minimum of \$140,000 over the remaining five years of the debt.

### **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 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 Mr. Ryan Allen and seconded by Mr. Gary Black to approve the Treasurer's Report as presented for June 30, 2020 and July 31, 2020. (A copy is in the supplemental file.)

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

## **Bills**

A motion was made by Mr. Ryan Allen and seconded by Mr. Gary Black to approve the bills for June and July.

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

## **Tax Additions, Exemptions and Exonerations**

A motion was made by Mr. Ryan Allen and seconded by Mr. Gary Black to approve the tax additions, exemptions and exonerations.

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

## **2020/2021 Driver List**

A motion was made by Mr. Ryan Allen and seconded by Mr. Gary Black to approve the transportation driver list for 2020/2021.

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

## **2020/2021 Contracts, Agreements, Daily Rates**

A motion was made by Mr. Ryan Allen and seconded by Mr. Gary Black to approve the new transportation contracts, agreements, and daily rates for 2020/2021.

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

## **Title I Building Level Plan**

A motion was made by Mr. Ryan Allen and seconded by Mr. Gary Black to approve the Title I Building Level Plan.

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

## **Implementation Guide**

A motion was made by Mr. Ryan Allen and seconded by Mr. Gary Black to approve the Canton Jr/Sr High School Teaching and Learning in a Virtual World 2020/2021 Implementation Guide.

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

## **Agreement**

A motion was made by Mr. Ryan Allen and seconded by Mr. Gary Black to accept the Agreement between Bradford/Sullivan Drug & Alcohol, Single County Authority (SCA) and Canton Area School

District for the purpose of providing a Drug & Alcohol Student Assistant Program Liaison.

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

### **Referral Agreement**

A motion was made by Mr. Ryan Allen and seconded by Mr. Gary Black to accept the Referral Agreement between Northern Tier Counseling, Inc. and Canton Area School District effective July 1, 2020 through June 30, 2025.

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

### **Collection Services**

A motion was made by Mr. Ryan Allen and seconded by Mr. Gary Black to approve the Proposal for Delinquent School Debt Collection Services with G.H. Harris Associates, Inc.

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

### **Memorandum of Understanding**

A motion was made by Mr. Ryan Allen and seconded by Mr. Gary Black to accept the Virtual Learning Memorandum of Understanding extension between Canton Area School District and Canton Area Education Association through the 2020/2021 school year.

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

### **Memorandum of Understanding**

A motion was made by Mr. Ryan Allen and seconded by Mr. Gary Black to accept the Memorandum of Understanding between Canton Area School District and the Canton Area Education Association titled: Amendment to the Memorandum of Understanding that addresses the co-curricular pay schedule specific to the Stream Team Advisor - amend to 6.5 points/\$1,525.29.

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

### **Flexible Instructional Days**

A motion was made by Mr. Ryan Allen and seconded by Mr. Gary Black to approve the 2020/2023 Flexible Instructional Days (FID) Application and Lesson Plans.

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

### **Health and Safety Plan**

A motion was made by Mr. Ryan Allen and seconded by Mr. Gary Black to accept the Canton Area School District Phased School Reopening Health and Safety Plan.

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

### **Health and Safety Plan**

A motion was made by Mr. Ryan Allen and seconded by Mr. Gary Black to accept the Canton Area School District Athletics Health and Safety Plan.

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

### **Pandemic Resolution**

A motion was made by Mr. Ryan Allen and seconded by Mr. Gary Black to accept the COVID-19 Pandemic Resolution.

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

### **Emergency Instructional Time Application**

A motion was made by Mr. Ryan Allen and seconded by Mr. Gary Black to accept the Emergency Instructional Time Application.

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

### **Title IX Regulations**

A motion was made by Mr. Ryan Allen and seconded by Mr. Gary Black to adopt and Interim Motion the Canton Area School District's guidelines and procedures with reference to Title IX regulations.

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

## **PERSONNEL**

### **Letters of Resignation**

A motion was made by Mr. Bill Holland and seconded by Mr. Neal Palmer to accept the following letters of resignation:

- a. Joan Anderson, part-time cafeteria worker, effective June 22, 2020.
- b. Sierra Moyer, part-time cafeteria worker, effective August 1, 2020.
- c. Colleen Kinney, 7-12 vocal music teacher, effective August 9, 2020.

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

### **New Hire**

A motion was made by Mr. Bill Holland and seconded by Mr. Neal Palmer to approve the hiring of Jamie Huffman, part-time cafeteria worker, at \$8.00 per hour with no benefits, effective August 5, 2020.

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

### **Employee Temporary Transfers**

A motion was made by Mr. Bill Holland and seconded by Mr. Neal Palmer to approve the following employee temporary transfers, effective 2020/2021 school year until the position is no longer necessary, then reassume their paraprofessional role/salary:

- a. Karen Nelson, from full-time paraprofessional to temporary personal health care aide at \$100.00/day.
- b. Gabrielle McNett, from full-time paraprofessional to temporary personal health care aide at \$100.00/day.

Roll Call Vote: All nine members present voted yea.

Motion carried.

### **Additions to Substitute List**

A motion was made by Mr. Bill Holland and seconded by Mr. Neal Palmer to approve the following additions to the substitute list, pending completion of all paperwork:

- a. Joan Anderson, cafeteria
- b. Tina Brokaw, paraprofessional

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

### **Additions to Volunteer List**

A motion was made by Mr. Bill Holland and seconded by Mr. Neal Palmer to approve the following additions to the volunteer list; all paperwork has been completed:

- a. Ryan VanNoy, football
- b. John Peters, football
- c. Jeff Morse, football
- d. Sheldon Castle, boys basketball
- e. David Machmer, football
- f. John Thompson, boys basketball
- g. Tom Evans, boys basketball
- h. Jimmy Pepper, football
- i. Ellianna Binford, girls basketball

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

### **Paraprofessional Hourly Rate**

A motion was made by Mr. Bill Holland and seconded by Mr. Neal Palmer to approve the updated hourly rate for paraprofessionals as follows:

- a. \$12.00 per hour for full-time new hires.
- b. \$12.00 per hour for existing full-time paraprofessionals currently making less than \$12.00 per hour.
- c. Increase of \$1.00 per hour for existing full-time paraprofessionals currently making more than \$12.00 per hour.
- d. \$17.00 per hour for part-time (5.75 hours/day with no benefits) new hires.

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

### **Substitute Hourly Rate**

A motion was made by Mr. Bill Holland and seconded by Mr. Neal Palmer to approve substitute hourly rate be set at the employee's current hourly rate for a CASD classified employee to substitute in another support position.

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

### **Special Sick Leave**

A motion was made by Mr. Bill Holland and seconded by Mr. Neal Palmer to approve that any and all emergency sick and or emergency extended FMLA leave taken by a CASD employee, which was granted through the Families First Corona Response Act, be approved as a special sick Leave as it pertains to the Public School Employee's Retirement System.

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

### **2020/2021 Co-Curricular Non-Sports List**

A motion was made by Mr. Bill Holland and seconded by Mr. Neal Palmer to approve the 2020/2021 co-curricular non-sports list as presented.

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

### **FINANCE/POLICY**

#### **Policy First Reading**

A motion was made by Mr. Eric Anderson and seconded by Mr. Ryan Allen to approve the first reading of the following new/revised board policies:

- a. (updated) 247 - Hazing
- b. (updated) 249 - Bullying/cyberbullying
- c. (new) 252 - Dating Violence
- d. (updated) 317.1 - Educator Misconduct
- e. (updated) 824 - Maintaining Professional Adult/Student Boundaries
- f. (new) 830 - Breach of Computerized Personal Information

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

### **OTHER ITEMS**

#### **Central Treasury Reports**

A motion was made by Mr. Denny Sourbeer and seconded by Mr. Neal Palmer to approve the third and fourth quarter Canton Elementary and High School Central Treasury reports.

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

#### **Library Reports**

A motion was made by Mr. Denny Sourbeer and seconded by Mr. Neal Palmer to approve the third quarter Canton Elementary and High School Library reports.

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

#### **Handbooks**

A motion was made by Mr. Denny Sourbeer and seconded by Mr. Neal Palmer to approve the 2020/2021 Canton Area Elementary School Student and Faculty Handbooks, Canton Jr/Sr High School Student and Faculty Handbooks, and Canton Area School District Employee General Handbook.

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

#### **Booster Club Personnel**

A motion was made by Mr. Denny Sourbeer and seconded by Mr. Neal Palmer to recognize Level 1 and 2 Booster Club Personnel as volunteers working on behalf of the students of Canton Area School District.

Roll Call Vote: All nine members present voted yea.



Motion carried.

**CITIZEN RECOGNITION - NON-AGENDA RELATED**

There were no comments.

**Announcements**

An Executive Session of the Personnel Committee was held on July 21, 2020 at 3:00 p.m.

An Executive Session was held prior to the Board Meeting, at 4:45 p.m., to discuss personnel matters.

The next Board Meeting will be held Thursday, September 10, 2020, at 5:00 p.m.

**Meeting Adjourned**

Mrs. Sourbeer adjourned the meeting at approximately 5:46 p.m. on a unanimous voice vote.

Respectfully submitted,

Mark S. Jannone  
Business Manager/Board Secretary