

**MINUTES  
CANTON AREA SCHOOL DISTRICT  
DECEMBER 3, 2020**

The regular meeting of the Canton Area School District Board of Education was held virtually on Thursday, December 3, 2020 at 5:00 p.m.

**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; Ms. Kayla Parker and Ms. Brianne Ostrander, Newspaper Reporters.

**QUALIFIED BOARD MEMBERS**

All board members are qualified.

**TEMPORARY BOARD PRESIDENT**

Mr. Denny Sourbeer nominated Mrs. Judy Sourbeer for temporary board president.

A motion was made by Mr. Denny Sourbeer and seconded by Mr. Neal Palmer to nominate Mrs. Judy Sourbeer for temporary board president.

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

**NOMINATIONS FOR BOARD PRESIDENT**

Mr. Gary Black nominated Mrs. Judy Sourbeer for board president.

A motion was made by Mr. Gary Black and seconded by Mr. Denny Sourbeer to nominate Mrs. Judy Sourbeer as board president.

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

**NOMINATIONS FOR BOARD VICE PRESIDENT**

Mr. Denny Sourbeer nominated Mr. Bill Holland for board vice-president.

A motion was made by Mr. Denny Sourbeer and seconded by Mr. Neal Palmer to nominate Mr. Bill Holland as board vice-president.

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

**DELEGATES FOR BRADFORD COUNTY TAX COLLECTION**

A motion was made by Mr. Neal Palmer and seconded by Mr. Gary Black to re-appoint the delegates for the Bradford County Tax Collection and approve the Bradford County TCC Voting Delegate Appointment Resolution:

1. Mark Jannone
2. Eric Briggs, First Alternate
3. Ryan Allen, Second Alternate

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

### **2021 BOARD MEETING DATES, TIME, AND PLACE**

A motion was made by Mr. Neal Palmer and seconded by Mr. Gary Black to set the 2021 board meetings: second Thursday of each month with the following exceptions: 1) no meeting in July, 2) the first Thursday in December. All meetings will be held in the Canton Jr/Sr High School cafeteria at 5:00 p.m. Meetings will be conducted virtually when Bradford County is deemed to be in the substantial COVID-19 transmission rate.

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

### **MINUTES**

A motion was made by Mr. Neal Palmer and seconded by Mr. Gary Black to approve the minutes of the regular meeting of November 12, 2020.

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

### **REPORTS**

#### **Superintendent**

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

- It is with great sadness that I report to you this evening the passing of Mr. James McNaull. Jim taught business and accounting and in 1983 he became the Director of Guidance where he proudly mentored students until 1993. He was a member of Canton Area School District Board of Directors for eight years. He officiated football and wrestling in the Northern Tier for over 20 years. For those that knew Jim, he was a very active person during his personal life and throughout his community. Please know that the district's thoughts and prayers are with Jim's family at this time.
- As you may have heard the PDE has required school districts to sign an Attestation Form where superintendents and board presidents were required to attest to agreement with following all of the Department of Health and PDE health and safety recommendations, the newest mask order, and the school closure matrix. This was a requirement from the state in order for schools to be allowed to provide in-person instruction. Mrs. Sourbeer and I completed the attestation form and I submitted the document prior to its deadline which was Monday along with 99% of schools across the Commonwealth. It's important to understand that as a result of the attestation, Canton is agreeing to all of the Department of Health guidelines. Additionally, information that was previously promoted as Department of Health recommendations has now become requirements. As I navigate this challenging landscape, it is important to note that the information I receive from the Department of Health or PDE is continually changing. By signing the attestation form, future changes from the state will need to be implemented immediately. The state requirements establish the minimum expectation, sort of the foundation or base level for pandemic mitigation efforts. However, there are circumstances that may dictate the need for me to respond quickly to circumstances including the possibility of enacting a school closure even before meeting the minimum requirements. The attestation form requirements seem to have lessened the flexibility and decreased the amount of local control associated with school operations. As a result, it is clear to me that pivoting between remote-instruction and in-person instruction may become more frequent.

- On November 17, 2020, the Department of Health updated the order on wearing face coverings at indoor and outdoor public places and maintaining social distancing. Also see the PDE's updated FAQ on face coverings in schools and during athletic events.
- The Department of Health updated the maximum capacity calculator for both indoor and outdoor events maximum occupancy calculator for indoor and outdoor events:
  - Allowable Indoor Rate by Maximum Occupancy -
    - ELE -  $108 \times 6 = 648 = 65$ ; HS -  $87 \times 6 = 522 = 53$
    - $28 \times 6 = 168 = 17$
  - 0 - 2,000 people: 10% of Maximum occupancy
  - Allowable Outdoor Rate by Maximum Occupancy
    - 0 - 2,000 people: 15% of Maximum Occupancy
- From December 1<sup>st</sup> through December 3<sup>rd</sup>, the district has had to quarantine 15 students and staff and has had four confirmed cases (two staff/two student).
- Congratulations to our Volleyball team for winning their fourth straight District IV title and winning their first round state playoff game to eventually fall in the state quarterfinals. Congratulations to our football team for an undefeated season and a tough loss in the District IV football championship game against Muncy. Congratulations to those who were able to participate in the District IV Cross Country meet and to those that could have but were prevented due to quarantine. All three teams had to endure the loss of teammates due to quarantine multiple times throughout the season and deserve recognition for how they handled tough situations the Warrior Way!
- While Covid-19 prevented us from holding our annual Veteran's Day assembly as normal, we were able to improvise and pay tribute to our community veterans with a virtual ceremony. The ceremony was developed and lead by our student government group, along with their advisor, Brandy McRoberts, and included students speaking, the playing of our national anthem sung by our chorus class, Taps played by Curtis Lammy and ending with the presentation of our customary Veteran's Day wreath in the front of the school memorial.
- Our annual National Honor Society induction ceremony was taped and "aired" on our website on November 20, 2020 at 6 p.m. Four of our current seniors, along with 18 current juniors, were inducted during a ceremony designed and implemented by both the NHS officers and Mrs. Segur. The ceremony is archived on our district website and can be viewed for the next twelve months.
- We are working through online learning with students, parents, and staff through December 4, 2020. Every student was assigned a Chromebook to take home and use for remote learning.
- Due to the school closure from March 13, 2020, to the end of the 2019/2020 school year, the students' IEP goals/skills have been assessed to determine if there was a regression with aforementioned goals/skills. We have found 28 learning support students who have regressed on their goals during the above time period. The Learning Support teachers have worked hard in assisting the students the last several months in recovering their regression. Out of 28 students, we now only have one student who still requires extra services (CCS) to regain lost skills (this is in the area of physical therapy). The CCS will take place for the student during school hours in accordance with the schedule of the physical therapist.

At this time, Dr. Briggs introduced Autumn Alleman, PSBA Member Services Manager, who presented Mr. Ryan Allen with a Certificate of Appreciation for his years of service.

### **Business Manager**

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

- Transportation Funding - The bill provides some clarity regarding pupil transportation payments to be made during the 2021/2022 fiscal year. In 2021/2022, the language provides that school entities will receive the greater of either 1) what this year's formula data would drive out to them (i.e. the normal process) or 2) what they were allocated for this fiscal year (2020/2021). To receive what they received in the prior fiscal year (again - the amount allocated for this fiscal year), the school entity must continue paying school bus transportation contractors, even when transportation is not provided. The amount to be paid to them will be calculated based on what they would have received had the pandemic not occurred minus variable costs, which will be defined and determined by PDE in consultation with PASBO, PSBA, and the Pennsylvania School Bus Association. This guidance will be provided with 30 days of the effective date and school bus contractors must certify the amount of the variable cost reduction to school entities.
- Thanked Tops Market for donating the bags for our meal distribution.

## **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. Bill Holland and seconded by Mr. Neal Palmer to approve the Treasurer's Report as presented for November 30, 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. Bill Holland and seconded by Mr. Neal Palmer to approve the bills for November, 2020.

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

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

A motion was made by Mr. Bill Holland 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 Changes**

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

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

### **Attestation Ensuring Implementation of Mitigation Efforts**

A motion was made by Mr. Bill Holland and seconded by Mr. Neal Palmer to approve the following Attestation Ensuring Implementation of Mitigation Efforts:

- a. Remote Learning, signed on 11/24/20
- b. In-Person Learning, signed on 12/04/20

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

### **Auditor's Report**

A motion was made by Mr. Bill Holland and seconded by Mr. Neal Palmer to accept the auditor's report from the financial audit of fiscal year ending June 30, 2020. No findings and no recommendations.

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

### **PERSONNEL**

#### **Letter of Resignation**

A motion was made by Mr. Eric Anderson and seconded by Mr. Neal Palmer to accept the letter of resignation from Luke Duceman, 7-12 Vocal Music Teacher, effective November 20, 2020.

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

#### **Letter of Resignation**

A motion was made by Mr. Eric Anderson and seconded by Mr. Neal Palmer to accept the letter of resignation from Bonnie DeFelice, 2020/2021 Unified Sports Supervisor Co-Coach effective November 23, 2020.

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

#### **Emergency Sick/Emergency Extended FMLA Leave**

A motion was made by Mr. Eric Anderson and seconded by Mr. Neal Palmer to approve the following Canton Area School District employees using emergency sick and/or emergency extended FMLA leave 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:

- a. Employee #1742 - 11/23/20, 11/24/20, 11/25/20
- b. Employee #1743 - 11/19/20, 11/20/20, 11/23/20, 11/24/20, 11/25/20, 12/02/20
- c. Employee #1625 - 11/23/20, 11/24/20, 11/25/20, 12/02/20
- d. Employee #1797 - 11/23/20, 11/24/20, 11/25/20, 12/02/20
- e. Employee #1325 - 11/23/20, 11/24/20, 11/25/20, 12/02/20
- f. Employee #1043 - 11/23/20, 11/24/20, 11/25/20, 12/02/20
- g. Employee #1051 - 11/23/20, 11/24/20, 11/25/20, 12/02/20
- h. Employee #1808 - 11/23/20, 11/24/20, 11/25/20, 12/02/20
- i. Employee #1811 - 11/23/20, 11/24/20, 11/25/20, 12/02/20
- j. Employee #1226 - 11/23/20, 11/24/20, 11/25/20, 12/02/20, 12/03/20, 12/04/20
- k. Employee #1714 - 11/23/20, 11/24/20, 11/25/20, 12/02/20

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

### **Contract**

A motion was made by Mr. Denny Sourbeer and seconded by Mr. Ryan Allen to approve the contract between Canton Area School District Board of Education and Canton Area Education Association dated July 1, 2021 - June 30, 2023.

Roll Call Vote: Mr. Eric Anderson, Mr. Ryan Allen, Mr. Bill Holland, Mrs. Krista Jennings, Mr. Scott May, Mr. Neal Palmer, Mr. Denny

Sourbeer, and Mrs. Judy Sourbeer voted yea.  
Mr. Gary Black voted nay.  
Motion carried.

#### **OTHER ITEMS**

#### **Health and Safety Plan**

A motion was made by Mr. Neal Palmer and seconded by Mr. Eric Anderson to approve the updated Canton Area School District Health and Safety Plan for Athletics, Extra & Co-Curricular Activities.

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

#### **Minutes**

A motion was made by Mr. Neal Palmer and seconded by Mr. Eric Anderson to accept the Occupational Advisory Meeting and Local Advisory Meeting Minutes dated June 25, 2020.

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

#### **Minutes**

A motion was made by Mr. Neal Palmer and seconded by Mr. Eric Anderson to accept the Occupational Advisory Meeting and Local Advisory Meeting Minutes dated November 11, 2020.

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

#### **CITIZEN RECOGNITION - NON-AGENDA RELATED**

There were no comments.

#### **Announcements**

A virtual Executive Session was held on November 18, 2020 at 6:00 p.m. to discuss health and safety.

A virtual Executive Session was held prior to the Board Meeting, at 4:30 p.m., to discuss personnel matters.

The next Board Meeting will be held Thursday, January 14, 2021, at 5:00 p.m.

#### **Meeting Adjourned**

Mrs. Sourbeer adjourned the meeting at approximately 5:55 p.m. on a unanimous voice vote.

Respectfully submitted,

Mark S. Jannone  
Business Manager/Board Secretary