

**MINUTES
CANTON AREA SCHOOL DISTRICT
JANUARY 14, 2021**

The regular meeting of the Canton Area School District Board of Education was held virtually on Thursday, January 14, 2021 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 (arrived at 5:10 p.m.), 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 reorganization meeting of December 3, 2020.

Voice Vote: All seven members present voted yea.
Mrs. Krista Jennings and Mr. Neal Palmer were absent.
Motion carried.

REPORTS

Superintendent

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

- January is board appreciation month. We are fortunate to have such a dedicated group of people leading our school district. I want to thank them for their leadership, their commitment to our students and our community, and their support of our mission to continually improve the education system for our students. Thank you all who dedicate your personal time to ensure the needs of our community are met by our school. Our district is without a doubt better because we have them on OUR team!
- The Pennsylvania Departments of Health (DOH) and Education (PDE) last week provided school administrators and school boards with a FAQ update and updates to instructional model recommendations concerning which instructional models they should consider using based on the changing levels of community transmission of COVID-19 in their counties. Until now, the county designations aligned to three recommended instructional models: fully in-person, blended/hybrid, and fully remote. Starting January 25th, the departments are providing a second recommendation for elementary schools in “substantial level” counties. In addition to remote learning, now there is an option for blended/hybrid learning for elementary students. Fully remote learning remains recommended for middle and high schools in the “substantial level” counties. K-12 schools may also consider bringing back targeted student populations for in-person instruction, regardless of what general instructional model they are utilizing. This update will not impact how we move forward as an educational community here in the Canton Area School District.
- The superintendents of Bradford County are currently collaborating with Guthrie Medical Center to set up a vaccination site for the staff, bus drivers, and school board members of the Canton Area School District. All individuals have been sent a survey to determine if they are interested in

the vaccine. At this point, Guthrie Medical Center is awaiting the approval of the Governor's Office to distribute the vaccine to individuals in the 1b. category of the PA Vaccination Plan. Our hope is to have the site set up over the next couple of weeks so we can begin this process. How fast we move through this process is heavily dependent on the permissions from the state officials and our local medical center.

- After a long holiday break and a week of virtual learning, we are excited to be back in the building to resume both academics and extracurricular activities. Wrestling and basketball have now begun regular season competitions and will continue throughout the months of January and February. Clubs such as FFA, FCCLA, and Student Council have resumed their work within the school. The Drama Club has begun work on a spring musical titled *Godspell* and hopes to have the opportunity to perform later in the spring. The excitement of returning to school and activities is in the air and we hope to continue that through the cold stretch.
- Graduation will be upon us before we know it. A commencement calendar has been provided to the seniors and their parents to use as a guide of events that are tentatively scheduled. This calendar of events is displayed on our CHS webpage and updated frequently as things change.
- At our upcoming in-service days tomorrow and Monday, the elementary staff will complete a Design Thinking activity with Mr. Briggs and Laura Klym from IU #17 will be providing professional learning on Trauma Informed Practices with PBIS.
- Our elementary teaching staff did an excellent job engaging our students in learning with various lessons this past week.
- On February 4, 2021, Mr. Coran, Special Education Director, will be participating in the annual Early Intervention Transition Meeting which will involve the Early Intervention teachers, therapists, and the parents of nine students with IEPs (Individual Education Plans) who are transitioning into kindergarten next year. The law requires that a transition meeting take place without interruption in program and with appropriate procedural protections.
- Recognized Mrs. Maryann Mannick for her 23.5 years of service to the Canton Area School District. Mrs. Mannick was instrumental in providing thousands of students with skills in the area of computer applications and served as a yearbook advisor for many years. She will be missed by our staff and we wish her the best of luck in her retirement.
- Recognized Ernie Turner. Ernie was a member of our maintenance staff for three years and was a great support to Freddie Richter and the crew as he was always looking for more work to do. Ernie was often tasked with making sure our buses safely entered and exited the high school building each day, among other tasks. Ernie will be missed by our team.

Business Manager

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

- The district received guidance on the calculation for determining the appropriate rate to pay the transportation contractors for days that transportation was not provided due to COVID interruptions. Consequently, we will be making a retroactive payment to pay the difference of what is owed to the contractors by the end of January.
- Informed the board that the district is losing between approximately \$125,000 - \$200,000 due to the quantity of students who are electing to participate in our virtual learning platform. The loss is due to the reduction of reimbursement related to the National School Lunch Program and transportation.
- Also informed the board that the district will be receiving a second wave of federal stimulus funding in the amount of approximately \$1.2 million. This money can be used, among other things, to fund expenses related to the general operation of the educational system.
- Notified the board that in an effort to increase food service subsidy we will be starting to implement Saturday meals. We can do this because we have been approved as a Summer Seamless Option under the National School Lunch Program. This opportunity only exists due to the limitations of COVID.

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

A motion was made by Mr. Eric Anderson and seconded by Mr. Denny Sourbeer to approve the Treasurer’s Report as presented for December 31, 2020. (A copy is in the supplemental file.)

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

Bills

A motion was made by Mr. Eric Anderson and seconded by Mr. Denny Sourbeer to approve the bills for December, 2020.

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. Eric Anderson and seconded by Mr. Denny Sourbeer to approve the tax additions, exemptions and exonerations.

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

Transportation Changes

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

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

Bid Advertising

A motion was made by Mr. Eric Anderson and seconded by Mr. Denny Sourbeer to authorize the advertising of bids related to the 2021/2022 school year.

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

Tax Collection Commission Rate

A motion was made by Mr. Eric Anderson and seconded by Mr. Denny Sourbeer to reset the tax

collection commission rate to \$0.65 per bill collected for the four-year cycle of January 1, 2022 - December 31, 2025.

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

Act 1 Resolution

A motion was made by Mr. Eric Anderson and seconded by Mr. Denny Sourbeer to accept the Act 1 Resolution which certifies that the Board will not raise any school district tax for the 2021/2022 budget at a rate that exceeds the 4.3% index.

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

Agreement

A motion was made by Mr. Eric Anderson and seconded by Mr. Denny Sourbeer to approve the School Based Outreach Services Student Assistance Services Letter of Agreement between Bradford County Human Services Agency and Canton Area School District.

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

PERSONNEL

Retirement

A motion was made by Mr. Denny Sourbeer and seconded by Mrs. Krista Jennings to accept the retirement letter from Maryann Mannick, Jr/Sr High School Business Teacher, with 23.5 years of service to Canton Area School District, effective December 14, 2020.

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

New Employee

A motion was made by Mr. Denny Sourbeer and seconded by Mrs. Krista Jennings to approve the hiring of Camden Route, part-time Maintenance III, at \$15.00 per hour with no benefits, retroactive to December 28, 2020, pending completion of required paperwork.

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

Addition to Substitute List

A motion was made by Mr. Denny Sourbeer and seconded by Mrs. Krista Jennings to approve the following addition to the substitute list; all paperwork has been completed:

- a. Nikki Marshall, cafeteria, retroactive to December 10, 2020

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

Addition to Volunteer List

A motion was made by Mr. Denny Sourbeer and seconded by Mrs. Krista Jennings to approve the following addition to the volunteer list; all paperwork has been completed:

- a. Kasey Lyon, wrestling

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

Employee Leave

A motion was made by Mr. Denny Sourbeer and seconded by Mrs. Krista Jennings 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 Employees' Retirement System:

- a. Employee #1815 - 12/21/20
- b. Employee #1811 - 12/7/20, 12/8/20, 12/9/20, 12/10/20, 12/11/20, 12/14/20
- c. Employee #1123 - 12/7/20
- d. Employee #1139 - 12/17/20, 12/18/20, 12/21/20, 12/22/20
- e. Employee #1157 - 12/2/20, 12/3/20, 12/4/20, 12/7/20, 12/8/20, 12/9/20, 12/10/20, 12/11/20
- f. Employee #1670 - 12/1/20, 12/2/20, 12/3/20, 12/4/20
- g. Employee #1714 - 12/7/20
- h. Employee #1216 - 12/7/20, 12/8/20, 12/9/20, 12/10/20
- i. Employee #1507 - 12/7/20
- j. Employee #1762 - 12/14/20, 12/15/20, 12/16/20, 12/21/20, 12/22/20
- k. Employee #1615 - 12/14/20, 12/15/20
- l. Employee #1275 - 12/21/20, 12/22/20
- m. Employee #1655 - 12/21/20, 12/22/20

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

Addition to Co-Curricular Non-Sports List

A motion was made by Mr. Denny Sourbeer and seconded by Mrs. Krista Jennings to approve the following addition to the 2020/2021 Co-Curricular Non-Sports list:

- a. John Peters, Yearbook Club, prorated stipend \$2,111.94

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

Revised Contract

A motion was made by Mr. Denny Sourbeer and seconded by Mrs. Krista Jennings to approve the revised Contract Between Canton Area School District Board of Education and Canton Area Education Association dated July 1, 2021 - June 30, 2023.

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

FINANCE/POLICY

Revised Policies

A motion was made by Mr. Denny Sourbeer and seconded by Mr. Eric Anderson to approve the first

reading of the following revised/new policies:

- a. No. 122 - Extracurricular Activities (revised)
- b. No. 122-AR 9 - Athlete/Parent/Guardian Sudden Cardiac Arrest Information and Receipt/Review Acknowledgement (new)
- c. No. 123 - Interscholastic Athletics (revised)
- d. No. 123-AR 9 - Athlete/Parent/Guardian Sudden Cardiac Arrest Information and Receipt/Review Acknowledgement (new)
- e. No. 123.2 - Sudden Cardiac Arrest (revised)
- f. No. 123.2-AR 0 - Athlete/Parent/Guardian Sudden Cardiac Arrest Information and Receipt/Review Acknowledgement (new)
- g. No. 113.1 - Discipline of Students with Disabilities (revised)
- h. No. 113.2 - Behavior Support (revised)
- i. No. 113.4 - Confidentiality of Special Education Student Information (revised)

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

OTHER ITEMS

2021/2022 Calendar

A motion was made by Mr. Eric Anderson and seconded by Mr. Denny Sourbeer to approve the 2021/2022 Canton Area School District Calendar.

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

Quarterly Reports

A motion was made by Mr. Eric Anderson and seconded by Mr. Denny Sourbeer to approve the Canton Jr/Sr High School and Canton Area Elementary School Central Treasury reports for the second quarter of the 2020/2021 fiscal year.

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

Library Board Reports

A motion was made by Mr. Eric Anderson and seconded by Mr. Denny Sourbeer to approve the Canton Jr/Sr High School and Canton Area Elementary School Library Board Reports for the first quarter of the 2020/2021 school year.

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

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

The next Board Meeting will be held Thursday, February 11, 2021, at 5:00 p.m.

Meeting Adjourned

Mrs. Sourbeer adjourned the meeting at approximately 5:30 p.m. on a unanimous voice vote.

Respectfully submitted,

Mark S. Jannone
Business Manager/Board Secretary