

**MINUTES  
CANTON AREA SCHOOL DISTRICT  
MAY 13, 2021**

The regular meeting of the Canton Area School District Board of Education was held virtually on Thursday, May 13, 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. Scott May, 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. Rachel Heitzenrater, Newspaper Reporter; Mr. Randy Frye and Ms. Tessa Whitmoyer.

**MINUTES**

A motion was made by Mr. Denny Sourbeer and seconded by Mr. Eric Anderson to approve the minutes of the regular meeting of April 8, 2021.

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

**APPOINTMENT OF OFFICER**

A motion was made by Mr. Gary Black and seconded by Mr. Scott May to appoint Mr. Ryan Allen as Board Treasurer effective July 1, 2021 through June 30, 2022.

Roll Call Vote: All six members present voted yea.  
Mr. Bill Holland, Mrs. Krista Jennings, and Mr. Neal Palmer were absent.  
Motion carried.

**REPORTS**

**Superintendent**

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

- This past weekend, the Canton education community lost an educational leader that impacted the lives of thousands of students and adults within the walls of our school and the local community, Dr. Robert Jannone. As I have spent a little bit of time visiting with him many months ago and learning about him through some of our current staff and his family, I began to understand how he was a leader ahead of his time. One of the stories Dr. Jannone shared with me involved a dance that he wanted to host at the school but concerns had arisen due to the behavior of some of the students and fear for what they may do if this dance moved forward. Through his leadership lens, he quickly realized how important it was for these students to have an active role (and to feel like they were needed and important in this situation) in order for this event to be successful. He was able to support this group of students and pull the dance off without a hitch (utilizing his resources

to support those students who needed them the most). We will be forever grateful for the work he did for our school and community. As I learned this week, when Dr. Jannone's name is brought up in conversation, one of the first thing everybody thinks about is his belief (and start of) Warrior Pride! Dr. Jannone, your family is in our thoughts and prayers, and thank you for exemplifying through your leadership, the Warrior Way!

- Last week the Wolf administration, in coordination with the COVID-19 Vaccine Joint Task Force, announced that mitigation orders, except masking, will be lifted on Memorial Day. The current order requiring Pennsylvanians to wear masks will be lifted when 70% of Pennsylvanians age 18 and older are fully vaccinated. Face coverings are required to be worn indoors and outdoors if you are away from your home. In accordance with the latest Centers for Disease Control and Prevention (CDC) guidance, fully vaccinated Pennsylvanians are not required to wear a mask during certain activities. Requirements such as testing and reporting new cases will remain in place for hospitals and long-term care facilities. The Department of Health recommends that Pennsylvanians refer to CDC guidance and recommendations regarding ongoing COVID-19 safety measures and procedures. The governor's Proclamation of Disaster Emergency for the COVID-19 pandemic remains in place. As of May 6<sup>th</sup>, about 51.2% of Pennsylvanians had received their first vaccine dose.
- Graduation is currently scheduled for June 4<sup>th</sup> at 6 p.m. on the football field with rain dates scheduled on June 5<sup>th</sup> or June 7<sup>th</sup>, if necessary. The senior parade will follow the ceremony and proceed through town. The parade route, as well as details regarding graduation, are described in the Guide to Graduation documents.
- The CHS Senior Athletic and Academic Awards ceremonies are scheduled for May 18<sup>th</sup> and May 25<sup>th</sup>, 2021, respectively. We will be recognizing our top senior athletic and academic award winners. The events will be held in the CHS auditorium and allow for students, presenters, and two parents to attend in-person. The events will also be live streamed for those without tickets to view.
- Our Guidance Department has been working hard to help students register for their 2021/2022 courses. We are on track to have the student schedules completed and available to students and parents before we leave for summer vacation.
- The PSSA examinations are currently being conducted for all 7<sup>th</sup> and 8<sup>th</sup> graders. On our first day of PSSA testing (5/10/21), 98% of the 7<sup>th</sup> and 8<sup>th</sup> graders were present to complete the exams. As a side note, we did have eight students quarantined and unable to complete the exams which reduced our actual participation to 92%.
- 6<sup>th</sup> grade graduation will occur outdoors this year on June 1<sup>st</sup>.
- The awards assembly for our elementary students will also occur on June 2<sup>nd</sup> with the final PBIS Assembly on June 3<sup>rd</sup>.
- 6<sup>th</sup> and 7<sup>th</sup> grade transition meetings will occur May 19<sup>th</sup> and 20<sup>th</sup>.
- Thanked the parents who donated a popcorn bar for our students during the PSSA testing week. We appreciate this thoughtful gesture and it shows another way our parents stay engaged with our student learning.
- Eight learning support students will receive their high school diplomas this year. We extend our sincere appreciation to all of our wonderful learning support teachers and paraprofessionals who have assisted these students through the years to reach their goal of graduation.
- Two students from our Supplemental Learning Support classroom are involved with Canton's School to Work program through the auspices of OVR (Office of Vocational Rehabilitation), and three students from that classroom that work in the school's cafeteria each day. The purpose of the work program is to provide the students with work experience and to aid in their work ethics development. This fall we hope to get more students back in the community for their work experiences.
- Recognized the professional staff who will be retiring at the end of the 2020/2021 school year:
  - Becky Roof has served as a special education teacher in the district for the last 25 years. She has been a critical part of our special education department at the elementary school. Some of the most critical years of a child's life, from an educational perspective, are in the kindergarten through 6<sup>th</sup> grade years. Becky has spent about 33,000 hours in our elementary school providing services to our neediest children. She has spent countless hours outside of the classroom supporting these same students through the Special Olympics program. Becky came in every day, gave 100% each and every day, and was a model professional each and every year. Every school district wishes they had a Becky Roof. We were fortunate to be part of her professional life for 25 years.
  - Another great asset of the Canton Area School District has been Claire Waldmeyer. We've had the pleasure of working with Claire for 17 years, and she spent an additional 10 years prior to that as a substitute for the district. Claire would be described by her peers as a professional who was diligent with her work, always considered the needs of the students first, and would

always do her best to embrace change. As the superintendent, one of my favorite characteristics that Claire has is the way she tackled the technology challenges teachers have faced over the past few years. Claire was not always the most technology savvy teacher, but she was always willing to grow professionally and learn as much as she could to become a better teacher through technology integration. I applaud her for this work, specifically during a time that was late in her career. Claire will be greatly missed by the students and staff.

- Danielle Gallagher has been the Spanish teacher for Canton Area School District for the past 11 years. One of Danielle's greatest strengths is her ability to build relationships with students and provide them challenging content in a way that students could struggle through the learning process but become more affluent speakers of the Spanish language through her daily lessons and activities. Danielle was always seeking ways to improve her teaching craft and was very supportive of all learners who entered her classroom. It is unfortunate that we were only able to be part of her professional career for 11 years, but we will cherish those years.

### **Business Manager**

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

- The final budget is expected to be passed at the June 10<sup>th</sup> board meeting and it's anticipated to contain the following expenses that were not previously discussed:
  - Instead of entering into a five year lease we will do an outright purchase of all new copiers and printers for approximately \$121,000 which is expected to save the district approximately \$105,000 over five years.
  - Purchase of a new maintenance/lunch truck - approximately \$50,000.
  - Pavement milling and refinishing, mainly around the elementary school - approximately \$145,000.
  - A recommended transfer of \$750,000 to a newly established Capital Reserve account.

### **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, was absent.
- **Northern Tier Career Representative:** Mr. Neal Palmer was absent.
- **PSBA Representative:** Mr. Bill Holland was absent.
- **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. Gary Black to approve the Treasurer's Report as presented for April 30, 2021. (A copy is in the supplemental file.)

Roll Call Vote: All six members present voted yea.  
Mr. Bill Holland, Mrs. Krista Jennings, and Mr. Neal Palmer were absent.  
Motion carried.

### **Bills**

A motion was made by Mr. Eric Anderson and seconded by Mr. Gary Black to approve the bills for April, 2021.

Roll Call Vote: All six members present voted yea.  
Mr. Bill Holland, Mrs. Krista Jennings, and Mr. Neal Palmer  
were absent.  
Motion carried.

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

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

Roll Call Vote: All six members present voted yea.  
Mr. Bill Holland, Mrs. Krista Jennings, and Mr. Neal Palmer  
were absent.  
Motion carried.

### **Transportation Changes**

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

Roll Call Vote: All six members present voted yea.  
Mr. Bill Holland, Mrs. Krista Jennings, and Mr. Neal Palmer  
were absent.  
Motion carried.

### **Bids**

A motion was made by Mr. Eric Anderson and seconded by Mr. Gary Black to approve the General Business, Art, Shop, Science, Custodial, and Fall Athletic bids for the 2021/2022 school year, not to exceed the combined threshold of \$27,738.61.

Roll Call Vote: All six members present voted yea.  
Mr. Bill Holland, Mrs. Krista Jennings, and Mr. Neal Palmer  
were absent.  
Motion carried.

### **Contracts Related to Budgeted Items**

A motion was made by Mr. Eric Anderson and seconded by Mr. Gary Black to approve the Superintendent and/or Business Manager to sign contracts related to budgeted items for the 2021/2022 school year.

Roll Call Vote: All six members present voted yea.  
Mr. Bill Holland, Mrs. Krista Jennings, and Mr. Neal Palmer  
were absent.  
Motion carried.

### **Revised Signature Cards**

A motion was made by Mr. Eric Anderson and seconded by Mr. Gary Black to approve the revised bank signatures cards.

Roll Call Vote: All six members present voted yea.  
Mr. Bill Holland, Mrs. Krista Jennings, and Mr. Neal Palmer  
were absent.  
Motion carried.

### **Daily Depositories**

A motion was made by Mr. Eric Anderson and seconded by Mr. Gary Black to approve the Chemung Canal Trust Company and First Citizens Community Bank as daily depositories for the 2021/2022 fiscal year.

Roll Call Vote: All six members present voted yea.  
Mr. Bill Holland, Mrs. Krista Jennings, and Mr. Neal Palmer were absent.  
Motion carried.

### **Gaming Funds Distribution**

A motion was made by Mr. Eric Anderson and seconded by Mr. Gary Black to accept the state's distribution of gaming funds to provide homestead/farmstead relief per Act of 2006 in the amount of \$298,147.07.

Roll Call Vote: All six members present voted yea.  
Mr. Bill Holland, Mrs. Krista Jennings, and Mr. Neal Palmer were absent.  
Motion carried.

### **Homestead/Farmstead Exclusion**

A motion was made by Mr. Eric Anderson and seconded by Mr. Gary Black 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 \$205.61 as authorized for the school year beginning July 1, 2021 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 six members present voted yea.  
Mr. Bill Holland, Mrs. Krista Jennings, and Mr. Neal Palmer were absent.  
Motion carried.

### **Authorization for Expenditure**

A motion was made by Mr. Eric Anderson and seconded by Mr. Gary Black to approve the Asset Appraisal Authorization for Expenditure in the amount of \$10,500 to Duff and Phelps.

Roll Call Vote: All six members present voted yea.  
Mr. Bill Holland, Mrs. Krista Jennings, and Mr. Neal Palmer were absent.  
Motion carried.

### **Dual Enrollment Agreement**

A motion was made by Mr. Eric Anderson and seconded by Mr. Gary Black to approve the Dual Enrollment Agreement between Canton Area School District and Lackawanna College effective July 1, 2021 through June 30, 2022.

Roll Call Vote: All six members present voted yea.  
Mr. Bill Holland, Mrs. Krista Jennings, and Mr. Neal Palmer were absent.  
Motion carried.

### **Memorandum of Understanding**

A motion was made by Mr. Eric Anderson and seconded by Mr. Gary Black to approve the Memorandum of Understanding between Canton Area School District and Bradford County Human Services Agency for the purpose of the Caseworker Outreach Program and Student Assistance Program effective the 2021/2022 school year.

Roll Call Vote: All six members present voted yea.

Mr. Bill Holland, Mrs. Krista Jennings, and Mr. Neal Palmer were absent.  
Motion carried.

## **PERSONNEL**

### **Updated Job Description**

A motion was made by Mr. Denny Sourbeer and seconded by Mr. Eric Anderson to approve the updated job description for School Psychologist.

Roll Call Vote: All six members present voted yea.  
Mr. Bill Holland, Mrs. Krista Jennings, and Mr. Neal Palmer were absent.  
Motion carried.

### **Updated Plan**

A motion was made by Mr. Denny Sourbeer and seconded by Mr. Eric Anderson to approve the updated Act 93 Compensation Plan.

Roll Call Vote: All six members present voted yea.  
Mr. Bill Holland, Mrs. Krista Jennings, and Mr. Neal Palmer were absent.  
Motion carried.

### **Retirement**

A motion was made by Mr. Denny Sourbeer and seconded by Mr. Eric Anderson to accept the retirement letter from Rebecca Roof, Special Education teacher with 25 years of full-time service at Canton Area School District, effective June 7, 2021.

Roll Call Vote: All six members present voted yea.  
Mr. Bill Holland, Mrs. Krista Jennings, and Mr. Neal Palmer were absent.  
Motion carried.

### **Retirement**

A motion was made by Mr. Denny Sourbeer and seconded by Mr. Eric Anderson to accept the retirement letter from Claire Waldmeyer, Elementary teacher with 17 years of full-time service at Canton Area School District, effective June 7, 2021.

Roll Call Vote: All six members present voted yea.  
Mr. Bill Holland, Mrs. Krista Jennings, and Mr. Neal Palmer were absent.  
Motion carried.

### **Disability Retirement**

A motion was made by Mr. Denny Sourbeer and seconded by Mr. Eric Anderson to accept the disability retirement letter from Danielle Gallagher, Spanish teacher with 11 years of full-time service at Canton Area School District, effective June 7, 2021.

Roll Call Vote: All six members present voted yea.  
Mr. Bill Holland, Mrs. Krista Jennings, and Mr. Neal Palmer were absent.  
Motion carried.

### **New Employees**

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

following new employees, pending completion of all required paperwork:

- a. Randall Frye, 7-12 vocal music teacher, M step 1 \$62,807.00, with full benefits, effective August 23, 2021.
- b. Tessa Whitmoyer, 7-12 math teacher, B step 1 \$59,107.00, with full benefits, effective August 23, 2021.
- c. David Loomis, school psychologist, Act 93 at \$58,023.00 with full benefits, effective July 1, 2021.

Roll Call Vote: All six members present voted yea.  
Mr. Bill Holland, Mrs. Krista Jennings, and Mr. Neal Palmer  
were absent.  
Motion carried.

#### **Substitute List Additions**

A motion was made by Mr. Denny Sourbeer and seconded by Mr. Eric Anderson to approve the following additions to the substitute list, pending completion of all required paperwork:

- a. Logan Huffman, cafeteria
- b. Tiffany Pauling, nurse
- c. Jennifer Wile, teacher

Roll Call Vote: All six members present voted yea.  
Mr. Bill Holland, Mrs. Krista Jennings, and Mr. Neal Palmer  
were absent.  
Motion carried.

#### **Volunteer List Additions**

A motion was made by Mr. Denny Sourbeer and seconded by Mr. Eric Anderson to approve the following additions to the volunteer list as all paperwork has been completed:

- a. Bryan Graham, softball, retroactive to 4/16/21
- b. Mariah Smith, band/chorus field trip chaperone
- c. Jennifer Thursby, band/chorus field trip chaperone
- d. Evelyn Katona, band/chorus field trip chaperone
- e. Amanda Frazee, band/chorus field trip chaperone
- f. Amber Fitzwater, band/chorus field trip chaperone

Roll Call Vote: All six members present voted yea.  
Mr. Bill Holland, Mrs. Krista Jennings, and Mr. Neal Palmer  
were absent.  
Motion carried.

#### **FINANCY/POLICY**

##### **Policy First Reading**

A motion was made by Mr. Gary Black and seconded by Mr. Denny Sourbeer to approve the first reading of the following revised board policies:

- a. No. 004 BOG 7 - Oath of Office as School Director
- b. No. 246 - School Wellness
- c. No. 622 - GASB Statement 34

Roll Call Vote: All six members present voted yea.  
Mr. Bill Holland, Mrs. Krista Jennings, and Mr. Neal Palmer  
were absent.  
Motion carried.

##### **Policy Second Reading**

A motion was made by Mr. Gary Black and seconded by Mr. Denny Sourbeer to approve the second reading of the following revised policy:

a. No. 150 – Title I – Comparability of Services

Roll Call Vote: All six members present voted yea.  
Mr. Bill Holland, Mrs. Krista Jennings, and Mr. Neal Palmer  
were absent.  
Motion carried.

**Policy Deletion**

A motion was made by Mr. Gary Black and seconded by Mr. Denny Sourbeer to delete the following outdated board policy:

a. No. 216.1 – Student Records – Exceptional Students

Roll Call Vote: All six members present voted yea.  
Mr. Bill Holland, Mrs. Krista Jennings, and Mr. Neal Palmer  
were absent.  
Motion carried.

**OTHER ITEMS**

**Tentative Class List**

A motion was made by Mr. Denny Sourbeer and seconded by Mr. Gary Black to accept the Canton Area School District Jr/Sr High School tentative class list of 2021.

Roll Call Vote: All six members present voted yea.  
Mr. Bill Holland, Mrs. Krista Jennings, and Mr. Neal Palmer  
were absent.  
Motion carried.

**CITIZEN RECOGNITION – NON-AGENDA RELATED**

There were no comments.

**Announcements**

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

The next Board Meeting will be held Thursday, June 10, 2021, at 5:00 p.m. in the Canton Jr/Sr High School Cafeteria, Canton, PA.

**Meeting Adjourned**

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

Respectfully submitted,

Mark S. Jannone  
Business Manager/Board Secretary