

FIELD TRIP REQUEST

Destination(s): Pennsylvania Choral Director's Association
@ Messiah University

How many subs
are needed:

0

Date of Trip 7/31 - 8/2/22 Day of Week Sunday - Tues Leave Time 9 am Return to School 10 pm
 Number of Students/Adults 4/1 Circle One (VAN) BUS -- If you want a VAN, who will drive? Randy Frye

Where will the bus load for the trip?

Students will: (check one) Ride their regular bus home after the field trip.
X Arrange their own transportation home after the field trip.

Class or Grade Description Choir
 Other Chaperones going: N/A

Person in Charge Randy Frye

Objective of Trip: Choral enrichment + PD
Choral Honor Choir

Estimated Cost
Of Trip -
Including Subs

Additional Information, if any: Housing is provided thru Messiah University
(Dorms)

\$322.20
+ Hotel ≈ \$522.20 →

REGULATIONS

1. Persons in charge will submit a final list of persons riding the bus (including adults) to the Principal before leaving school grounds.
2. Parental permission slips will be obtained by person in charge. These will also be turned in to the Principal before leaving school grounds.
3. Students will observe the riding rules of the school. Buses are supposed to have copies of riding rules posted. Driver distractions from within the bus are to be avoided.
4. No students are to be let off the bus at any location other than the school when returning from the field trip, unless prior arrangements have been approved by the Principal or Business Manager.
5. Any irregularities of the trip (including bus and driver problems) will be reported to the Principal immediately.
6. When students have to make other arrangements to get home, the person in charge and chaperones will stay with the students until all have left the school grounds.

Randy Frye
SIGNATURE OF PERSON IN CHARGE

ROUTING INSTRUCTIONS

Forward completed form to your Principal. If approved, Principal will forward to Business Office. Business Office will return original request to Principal after busing arrangements. Principal will keep the original form in their office and will send a copy of the form to the person in charge.

APPROVALS

Principal: Approved [Signature] Date 4/12/22
 Business Manager: Approved [Signature] Date 4/13/22

THIS SPACE FOR BUSINESS
OFFICE USE ONLY

EB

MT 4/29/22

WW 4/22/22
Bd App 5/12/22

PHYSICAL THERAPY SERVICES AGREEMENT

This agreement, made as of the 1st day of August 2022 by and between Canton Area School District of 509 E. Main Street Canton, PA 17724 (hereinafter referred to as CASD),

and

Pivot Physical Therapy of Pennsylvania, LLC d/b/a Pivot Physical Therapy of 2122 York Road, Suite 300, Oak Brook, IL 60523 (hereinafter referred to as Pivot) or its agents or successors.

Witnesseth:

Whereas, CASD desires to obtain the services of a Physical Therapist and Physical Therapist Assistant as hereinafter defined;

and,

Whereas, Pivot, in the ordinary course of business, provides physical therapy services;

and,

Whereas, CASD desires Pivot to perform physical therapy services and Pivot agrees to perform such services in accordance with the terms and conditions set forth in this Agreement,

Now Thereof, the parties intending to be legally bound agree as follows:

1. Pivot shall provide CASD physical therapy services (hereinafter "physical therapy services") to be performed by one (1) Pivot employee, who shall be a licensed physical therapist or licensed physical therapist assistant duly licensed in accordance with Pennsylvania law (hereinafter the "PT"), Monday through Friday between the hours of 8:00 o'clock AM until 4:00 o'clock PM, or as otherwise determined by mutual agreement between Pivot and CASD. Using the guidelines established hereinabove: Pivot will provide an agreed upon number of hours/week of Physical Therapy Services starting August 2022 and continuing through the end of the 2022/2023 school year. The location of the performance of the PT Services shall be in a designated place on the campus of CASD as may be designated, from time to time, by an authorized representative of CASD.
2. The PT Services shall be as follows:

The performance of all duties normally considered critical to effectiveness including, but not limited to:

 - i. The evaluation, treatment, and/or as deemed appropriate, referral of all CASD students.
 - ii. The maintenance of all records, data and reports needed to insure proper functions of the office.
3. The parties agree that the PT and all other Pivot employees providing PT Services under this Agreement shall be employees of Pivot and, as to CASD, independent contractors, and not employees of CASD. Pivot shall accordingly be solely liable for all wages, wage taxes, income and withholding taxes, unemployment taxes, FICA taxes, workers compensation payment and premiums attributable to the performance of the Agreement by Pivot and by the employees of Pivot. Further, Pivot shall and does hereby indemnify and hold harmless CASD from and against any and all loss, liability, damage suits and claims, costs and/or expenses (including reasonable attorney's fees and expenses) resulting from

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and/or relating to such wages, taxes, benefits and sums, including but not limited to the imposition and collection thereof.

4. CASD shall provide physical therapy facilities on its campus at the school or other appropriate location, for use by the PT and other Pivot employees rendering Physical Therapy Services. The facilities provided shall contain all equipment and supplies that are hereby deemed to be sufficient by Pivot for its purposes so as to fulfill the terms and provisions of this Agreement.
5. Pivot shall maintain complete and accurate records for all PT Services provided under this Agreement. Such records shall remain at CASD's location but be controlled by, and the property of Pivot. Subject to Health Insurance Portability & Accountability Act of 1996 (HIPAA) and the HIPAA HITECH ACT, and related state laws and their accompanying regulations copies of such records shall be provided to CASD on a regular basis, or as requested by designated staff members of CASD.
6. The parties agree to comply with the Health Insurance Portability and Accountability Act of 1996, as codified at 42 U.S.C. Section 1320d ("HIPAA") and any current and future regulations promulgated thereunder, including, without limitation, the federal privacy regulations contained in 45 C.F.R. Parts 160 and 164 ("Federal Privacy Regulations"), the federal security standards contained in 45 C.F.R. Part 142 ("Federal Security Regulations"), and the federal standards for electronic transactions contained in 45 C.F.R. Parts 16() and 162, all collectively referred to herein as "HIPAA Requirements". The parties agree not to use or further disclose any Protected Health Information (as defined in 45 C.F.R. Section 164.5(1)) or individually Identifiable Health Information (as defined in 42 U.S.C. Section 132(d)), other than as permitted by the HIPAA Requirements and the terms of this Agreement. The parties agree to make their internal practices, books and records relating to the use and disclosure of Protected Health Information available to the Secretary of Health and Human Services to the extent required for determining compliance with the Federal Privacy Regulations. In addition, the parties agree to comply with any state laws and regulations that govern or pertain to the confidentiality, privacy, security of, and electronic and transaction code sets pertaining to, information related to patients.
7. It is understood and agreed that each Party will maintain at its own expense liability insurance in the amount of not less than \$1,000,000.00, providing coverage for damages and/or injuries which may be suffered as a result of this Agreement as are required under this Agreement whether by negligence or otherwise. Each Party will provide to the other Party, upon written request, documentary evidence of such liability insurance coverage.
8. In consideration of, and in exchange for, services rendered under this agreement, Pivot shall be paid \$95.00 per hour for services delivered by a physical therapist and \$80.00 per hour for a physical therapist assistant, billed time shall include travel time to/from CASD students. An invoice shall be prepared by Pivot on a monthly basis for any services provided. CASD shall pay such invoice within thirty (30) days' from the invoice date.
9. This Agreement shall be effective as the date of the execution hereof and shall remain in effect through July 2023. However, either CASD or Pivot may terminate this Agreement at any time during the current term by providing the other party with ninety (90) days prior written notice of its intent to so terminate this Agreement. In the event that there has been continued neglect by Pivot or its employees (i) engage in any time of dishonesty,

fraud, unlawful activity, act involving moral turpitude or other misconduct, or (ii) materially breaches any of its obligations under this Agreement, CASD may terminate this Agreement immediately and without prior notice.

10. This Agreement supersedes any and all other agreements, either oral or in writing, between Pivot and CASD with respect to its subject matter. No other agreement, statement or promise relating to the subject matter of this Agreement that is not contained in it shall be valid or binding unless in writing and signed by both parties.
11. Neither this Agreement, nor any duties or obligations under this Agreement shall be assignable by CASD without the prior written consent of the other party.
12. Subject to provisions regarding this assignment, this Agreement shall be binding upon the successors and assigns of the parties.
13. Notices required under this Agreement shall be provided to the parties noted below and the addresses shown for those parties:

To: Canton Area School District
Superintendent
Mr. Eric Briggs
509 E. Main Street
Canton, PA 17724

To: Pivot Physical Therapy of Pennsylvania, LLC
2122 York Road, Suite 300
Oak Brook, IL 60523
Attention: Legal Department

14. The validity of this Agreement and of any of the terms hereunto set their hands and seals the day and year first above written.

BY _____
Canton Area School District Superintendent

DATE _____

BY _____
Pivot Physical Therapy of Pennsylvania, LLC.

DATE _____

BY _____
Canton Area School Board President

DATE _____

WW 4/22/22
BA App 5/12/22

**MINUTES
CANTON AREA SCHOOL DISTRICT
APRIL 14, 2022**

The regular meeting of the Canton Area School District Board of Education was held in the Canton Jr/Sr High School Library on Thursday, April 14, 2022 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. Arica Jennings, Mr. Tom Resavage, 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; Mrs. Amy Repard, Special Education Supervisor; Mr. Matt Jennings, Mrs. Pamela Denlinger, Mr. Zeke Downey, Mrs. Trina Beers, Mr. Joseph Wynne, Miss Mya Allen, Mr. Will Gowin, Miss Theresa Beers, Mrs. Chelsie Swartz, Dr. Angela Resavage, Mr. Hunter Resavage, and Mr. Dale Keltz.

MINUTES

A motion was made by Mrs. Arica Jennings and seconded by Mr. Ryan Allen to approve the minutes of the regular meeting of March 10, 2022

Voice Vote:

Mr. Ryan Allen, Mr. Eric Anderson, Mr. Scott May, Mr. Gary Black, Mr. Denny Sourbeer, Mr. Bill Holland, Mrs. Arica Jennings, and Mrs. Judy Sourbeer voted yea.
Mr. Tom Resavage voted nay.
Motion carried.

REPORTS

Superintendent

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

- A tip line set up to detect threats of violence and intimidation in schools has unexpectedly turned up a majority of reports about students suffering from mental health issues. A report released Wednesday by the Pennsylvania attorney general's office said nearly three out of every four calls to Safe2Say Something PA, an anonymous reporting system for schools, were focused on mental illness, self-harm, discrimination and harassment, or instances of bullying. We as a school district are seeing this same trend with calls we have been receiving as a district.
- School districts across the country are trying to shore up their cybersecurity after the federal government's warning about potential Russian cyber-threats against America's critical infrastructure, which includes our public education system. Dr. Briggs acknowledged the work that Jeff Karpinski, Mark Jannone, and Zack West have done to continue to monitor our cybersecurity. No system is "100% hacker proof," but we continue to take steps to be safer as a district through various levels of password protections for our staff.
- The HB 2169: Voucher Program Bill is on Second Consideration in the House. The outcome of today's Caucus meetings could determine whether the bill comes up for a floor vote this week. The bill establishes the "Lifeline Scholarship" to give parents of any student in grades 1-12 residing within the attendance areas of the lowest-achieving public schools with vouchers to pay for tuition in an "alternative academic setting." Eligible students must have attended a public school in the preceding school year, received funds from the program in the preceding school year, would be

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attending first grade for the first time in the next school year, are in foster care, were recently adopted, or whose parent is full-time military. Both special needs and regular ed. students meeting the criteria would be eligible.

- Explained to the board the criteria for a school building to be eligible for the new voucher program bill. Under the current criteria, every high school in Bradford County, except one, has been identified as a "low performing high school." Dr. Briggs shared he would be reaching out to the I.U. to seek additional curriculum support and develop a plan for the 2022/2023 school year. That plan will be shared with the board later.
- Our junior high and high school athletics have begun competition and are braving the weather as we head into the spring season. Our baseball, softball, and track teams continue to dodge the rain, cold, and sleet to begin successful seasons.
- The CHS Guide to Graduation and Calendar has been updated and is published on our CHS webpage. This guide provides all of the details that lead up to and include the commencement ceremony at 6 p.m. on June 3, 2022, outside on the football field.
- In an attempt to better prepare for the upcoming PSSAs, our 7th and 8th grade teachers have created a PSSA Boot Camp. As a team, we evaluated past PSSA scores from individual students to identify their areas of weakness to work on those particular skills. The PSSA Boot Camp is designed around the state standards, including best practice teaching strategies, which allows students to "stress less" for the upcoming assessments.
- The CHS Teacher of the Marking Period was Mr. Randy Frye. Congratulations to Mr. Frye for his dedication and commitment to CHS!
- The elementary staff is diligently working to prepare our students for the upcoming statewide assessments.
- The elementary school teachers are preparing for the grade level field trips that will be occurring throughout the month of May.
- The students in our elementary exceptionality programs are currently working on plants to sell for the spring to support greenhouse crew.
- The high school special education students have completed their transition council meetings. These meetings occur with our 11th and 12th grade students and outside agency individuals so they can learn how to use supports upon their graduation from high school.
- We are currently planning our ESY program. The program will run from June 13 -June 30. We are hoping to have an instructor and support staff in place in the near future.

CITIZEN RECOGNITION – AGENDA RELATED

Mr. Dale Keltz requested that the board remove the Pledge of Allegiance from the agenda.

Mrs. Pamela Denlinger addressed the board concerning the agreement that is on the agenda between Canton Area School District and CONCERN. She specifically pointed out that the agreement allows for children over the age of 14 to seek counseling without the need of parental consent. She asked that it be changed to 18 years of age to preserve parental rights. Dr. Briggs indicated that law supported the age limit of 14. Attorney Blaney agreed with Dr. Briggs but suggested that she would look into it further to confirm.

Mrs. Arica Jennings requested feedback from the board regarding the naming of parts of buildings. She indicated that she has a personal interest in this agenda item and wanted to give the students a final answer. Mr. Bill Holland commented that Jefferey Wynne gave his entire life to teaching and established very strong bonds with the students he worked with. Mr. Ryan Allen expressed his concern about naming parts of the district however felt that this was different given the fact that it was being proposed by a group of students. He said that he would be okay with dedicating a plaque in memory of Mr. Wynne but that he supports the naming of the library. Mrs. Judy Sourbeer expressed her concern with naming the library due to the potential ripple effect from public regarding other parts of the district. Mr. Scott May asked if the students had a "back-up plan." To which Mr. Will Gowin, class president, responded that the class would support a memorial plaque if not granted the right to name the library but their first choice was to name the library.

BUSINESS

Referral Agreement

A motion was made by Mrs. Arica Jennings and seconded by Mr. Ryan Allen to table the Linkage Letter/Referral Agreement between CONCERN and Canton Area School District, effective 2022/2023 and

2023/2024 school years.

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

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 March 31, 2022. (A copy is in the supplemental file.)

Roll Call Vote: Mr. Gary Black, Mr. Bill Holland, Mr. Denny Sourbeer, Mrs. Arica Jennings, Mr. Scott May, Mr. Eric Anderson, Mr. Ryan Allen, and Mrs. Judy Sourbeer voted yea.
Mr. Tom Resavage voted nay.
Motion carried.

Bills

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

Roll Call Vote: Mr. Gary Black, Mr. Bill Holland, Mr. Denny Sourbeer, Mrs. Arica Jennings, Mr. Scott May, Mr. Eric Anderson, Mr. Ryan Allen, and Mrs. Judy Sourbeer voted yea.
Mr. Tom Resavage voted nay.
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: Mr. Gary Black, Mr. Bill Holland, Mr. Denny Sourbeer, Mrs. Arica Jennings, Mr. Scott May, Mr. Eric Anderson, Mr. Ryan Allen, and Mrs. Judy Sourbeer voted yea.
Mr. Tom Resavage voted nay.
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: Mr. Gary Black, Mr. Bill Holland, Mr. Denny Sourbeer, Mrs. Arica Jennings, Mr. Scott May, Mr. Eric Anderson, Mr. Ryan Allen, and Mrs. Judy Sourbeer voted yea.
Mr. Tom Resavage voted nay.
Motion carried.

Activity Run Rates

A motion was made by Mr. Eric Anderson and seconded by Mr. Denny Sourbeer to approve the Activity Run Rates, effective July 1, 2022.

Roll Call Vote: Mr. Gary Black, Mr. Bill Holland, Mr. Denny Sourbeer, Mrs. Arica Jennings, Mr. Scott May, Mr. Eric Anderson, Mr. Ryan Allen, and Mrs. Judy Sourbeer voted yea.
Mr. Tom Resavage voted nay.
Motion carried.

Central Treasury Reports

A motion was made by Mr. Eric Anderson and seconded by Mr. Denny Sourbeer to approve the third quarter (January through March) central treasury reports for Canton Area Elementary School and Canton Jr./Sr. High School.

Roll Call Vote: Mr. Gary Black, Mr. Bill Holland, Mr. Denny Sourbeer, Mrs. Arica Jennings, Mr. Scott May, Mr. Eric Anderson, Mr. Ryan Allen, and Mrs. Judy Sourbeer voted yea.
Mr. Tom Resavage voted nay.
Motion carried.

Scholarship Applications

A motion was made by Mr. Eric Anderson and seconded by Mr. Denny Sourbeer to approve the following scholarship applications:

- a. Chesapeake Energy Scholarship Award
- b. Stormy Horton Bell '88 Award

Roll Call Vote: Mr. Gary Black, Mr. Bill Holland, Mr. Denny Sourbeer, Mrs. Arica Jennings, Mr. Scott May, Mr. Eric Anderson, Mr. Ryan Allen, and Mrs. Judy Sourbeer voted yea.
Mr. Tom Resavage voted nay.
Motion carried.

Legal Retainer

A motion was made by Mr. Eric Anderson and seconded by Mr. Denny Sourbeer to approve the retainer for legal counsel in the amount of \$5,000 plus discounted rate of \$100 per hour for additional professional services, as necessary, between Canton Area School District and Brann, Williams, Caldwell & Blaney for the 2022/2023 school year.

Roll Call Vote: Mr. Gary Black, Mr. Bill Holland, Mr. Denny Sourbeer, Mrs. Arica Jennings, Mr. Scott May, Mr. Eric Anderson, Mr. Ryan Allen, and Mrs. Judy Sourbeer voted yea.
Mr. Tom Resavage voted nay.
Motion carried.

Proposal

A motion was made by Mr. Eric Anderson and seconded by Mr. Denny Sourbeer to approve the proposal from The Nutrition Group with a guarantee loss of no more than \$28,060 for Canton Area School District cafeteria operations for the 2022/2023 school year.

Roll Call Vote: Mr. Gary Black, Mr. Bill Holland, Mr. Denny Sourbeer, Mrs. Arica Jennings, Mr. Scott May, Mr. Eric Anderson, Mr. Ryan Allen, and Mrs. Judy Sourbeer voted yea.
Mr. Tom Resavage voted nay.
Motion carried.

Act 93 Compensation Plan

A motion was made by Mr. Denny Sourbeer and seconded by Mr. Eric Anderson to approve the Act 93 Compensation Plan, effective July 1, 2022 through June 30, 2025.

Roll Call Vote: Mr. Bill Holland, Mr. Denny Sourbeer, Mrs. Arica Jennings, Mr. Scott May, Mr. Eric Anderson, Mr. Ryan Allen, and Mrs. Judy Sourbeer voted yea.
Mr. Tom Resavage voted nay.
Mr. Gary Black abstained.
Motion carried.

Proposed Preliminary Budget

A motion was made by Mr. Gary Black and seconded by Mr. Ryan Allen to approve the Canton Area School District 2022/2023 proposed preliminary budget with revenues of \$18,443,212 and expenditures of \$20,273,223.

Roll Call Vote: Mr. Gary Black, Mr. Bill Holland, Mr. Denny Sourbeer, Mrs. Arica Jennings, Mr. Scott May, Mr. Eric Anderson, Mr. Ryan Allen, and Mrs. Judy Sourbeer voted yea.
Mr. Tom Resavage voted nay.
Motion carried.

PERSONNEL

Hire Date

A motion was made by Mr. Ryan Allen and seconded by Mrs. Arica Jennings to accept the hire date of May 11, 2022 for Carolann Ward-Spencer, English/Special Education Teacher, at B+12 \$60,507 (prorated), with full benefits, pending completion of required paperwork.

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

Resignation

A motion was made by Mr. Ryan Allen and seconded by Mrs. Arica Jennings to accept the resignation letter from JoAnne Tarbox, part-time paraprofessional, effective April 8, 2022.

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

Retirement

A motion was made by Mr. Ryan Allen and seconded by Mrs. Arica Jennings to accept the retirement letter from Sarah Brown, custodian, with 20 years of service, effective June 3, 2022.

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

Transfer

A motion was made by Mr. Ryan Allen and seconded by Mrs. Arica Jennings to approve the transfer of Bethany Fulmer, from part-time cafeteria worker to part-time paraprofessional, \$17.00/hour with no benefits, effective April 11, 2022.

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

Stipend Payments

A motion was made by Mr. Ryan Allen and seconded by Mrs. Arica Jennings to approve the request to make the following stipend payments to musicians who performed in the 2021/2022 musical, "Into the Woods":

- a. Kristin Ivers - \$1,040
- b. Jonathan Barrett - \$250
- c. Jim Johnson - \$250
- d. Robert Oldroyd - \$250
- e. Zackary Smith - \$250
- f. Dave Loomis - \$300
- g. Karen Mariano - \$300

Roll Call Vote: Mr. Bill Holland, Mr. Eric Anderson, Mrs. Arica Jennings, Mr.

Gary Black, Mr. Tom Resavage, Mr. Denny Sourbeer, Mr. Ryan Allen, and Mrs. Judy Sourbeer voted yea.
Mr. Scott May voted nay.
Motion carried.

Substitute List Additions

A motion was made by Mr. Ryan Allen and seconded by Mrs. Arica Jennings to approve the following additions to the substitute list, pending completion of all required paperwork:

- a. Alec Hess, custodian
- b. Amber Girardi, nurse
- c. JoAnne Tarbox, paraprofessional, retroactive to 4/11/22 as all paperwork is complete

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

Volunteer List Additions

A motion was made by Mr. Ryan Allen and seconded by Mrs. Arica Jennings to approve the following additions to the volunteer list; all required paperwork has been completed:

- a. Greg Bellows, baseball, retroactive to 3/16/22
- b. Jenna Boyce, softball, retroactive to 3/18/22
- c. Darryl Jannone, softball, retroactive to 3/17/22
- d. Hannah Gilliland, softball, retroactive to 3/14/22
- e. Seth Robbins, baseball, retroactive to 3/16/22
- f. Ben Rubert, baseball, retroactive to 3/18/22
- g. Austin Hartford, baseball, retroactive to 3/19/22
- h. Maddy Schucker, softball, retroactive to 3/30/22
- i. Lydia Leiby, softball, retroactive to 4/1/22
- j. Tina Brackman Ross, band trip chaperone, retroactive to 4/4/22
- k. Nick Colton, baseball, retroactive to 4/8/22

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

Unpaid Days

A motion was made by Mr. Ryan Allen and seconded by Mrs. Arica Jennings to approve unpaid days for the month of February, for the following employee:

- a. Employee #1829, two days

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

OTHER ITEMS

Athletic Handbook

A motion was made by Mr. Eric Anderson and seconded by Mr. Denny Sourbeer to approve the 2022/2023 Canton Athletic Handbook.

Roll Call Vote: Mr. Gary Black, Mr. Bill Holland, Mr. Denny Sourbeer, Mrs. Arica Jennings, Mr. Scott May, Mr. Eric Anderson, Mr. Ryan Allen, and Mrs. Judy Sourbeer voted yea.
Mr. Tom Resavage voted nay.
Motion carried.

Academic Planner

A motion was made by Mr. Eric Anderson and seconded by Mr. Denny Sourbeer to approve the 2022/2023 Canton Jr./Sr. High School Academic Planner.

Roll Call Vote: Mr. Gary Black, Mr. Bill Holland, Mr. Denny Sourbeer, Mrs. Arica Jennings, Mr. Scott May, Mr. Eric Anderson, Mr. Ryan Allen, and Mrs. Judy Sourbeer voted yea.
Mr. Tom Resavage voted nay.
Motion carried.

Health and Safety Plan

A motion was made by Mr. Eric Anderson and seconded by Mr. Denny Sourbeer to approve the updated ARP ESSER Health and Safety Plan.

Roll Call Vote: Mr. Gary Black, Mr. Bill Holland, Mr. Denny Sourbeer, Mrs. Arica Jennings, Mr. Scott May, Mr. Eric Anderson, Mr. Ryan Allen, and Mrs. Judy Sourbeer voted yea.
Mr. Tom Resavage voted nay.
Motion carried.

Field Trip Request

A motion was made by Mr. Eric Anderson and seconded by Mr. Denny Sourbeer to approve the overnight field trip request from Maureen Martz for FCCLA National Leadership Conference in San Diego, CA, on June 28, 2022 through July 4, 2022.

Roll Call Vote: Mr. Gary Black, Mr. Bill Holland, Mr. Denny Sourbeer, Mrs. Arica Jennings, Mr. Scott May, Mr. Eric Anderson, Mr. Ryan Allen, and Mrs. Judy Sourbeer voted yea.
Mr. Tom Resavage voted nay.
Motion carried.

Library Naming

A motion was made by Mr. Bill Holland and seconded by Mr. Gary Black to approve the naming of the Canton Jr./Sr. High School Library to The Jefferey J. Wynne Memorial Library.

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

CITIZEN RECOGNITION – NON-AGENDA RELATED

Mr. Dale Keltz reminded the board that they represent the taxpayers of the district and oversee the superintendent.

Mrs. Pamela Denlinger approached the board questioning the district's policy on academic transparency. She indicated that 20 states already have legislation either being passed or passed that requires districts to post their curriculum online for parents and taxpayers to review. She said that in light of the recent actions of Disney and others she felt that our students are being introduced to gender related issues that they should not be facing. She asked that the board pass a resolution removing any gender inclusion and identity curriculum from the district. Mrs. Arica Jennings commented that she supports our administration and teachers and said that they are very transparent through her personal involvement with the school. Mr. Ryan Allen agreed with Mrs. Jennings' comments but also wanted to point out that they have to stay within the confines of multiple laws. Dr. Briggs shared that the district would have the ability to post their curriculum online but this would be a very time intensive task. Mr. Matt Jennings indicated that he supports LGBTQ+ curriculum and education in school districts. He added that he is aware of several alumni who have moved out of the area because they were not accepted.

Mrs. Judy Sourbeer publicly commended Remy Blaney on his fundraiser that he coordinated for the Ukraine soldiers.

Announcements

An 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, May 12, 2022, at 5:00 p.m. in the Canton Jr/Sr High School Library, Canton, PA.

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



Canton Area
School District
"Warrior Pride"

WW 4/29/22
1st rdg 5/12/22
2nd rdg 6/9/22

Book	Policy Manual
Section	100 Programs
Title	Comprehensive Planning
Code	100 <i>Updated Policy</i>
Status	First Reading
Adopted	June 21, 2007
Last Reviewed	August 9, 2017

Purpose

The Board recognizes the importance of comprehensive planning in developing and guiding the district's goals, and the educational programs and operation of the schools. Participation by educational stakeholders is a critical element of such planning.

Authority

The Board shall provide guidance in the district's comprehensive planning process, and shall ensure active participation by Board members, administrators, teachers, other district personnel, students, parents/guardians and representatives from local businesses and the community.

As part of the comprehensive planning process, the Board directs that the district develop and implement individual plans and components as required by law, regulations, and funding and program requirements.[1]

The Board directs that the goals and action plans developed through comprehensive planning shall be continuously monitored and reviewed to ensure students are achieving at high levels.

Professional Education

The district shall develop and submit a professional education plan to the Secretary of Education for approval every three (3) years, as required by law and regulations. Prior to approval by the Board and submission to the Secretary of Education, the professional education plan shall be made available for public inspection and comment in the district's administrative offices.[1][2][3][4]

Induction

The district shall develop and submit an induction plan to the Department of Education for approval every six (6) years, as required by law and regulations. Prior to approval by the Board and submission to the Department of Education, the induction plan shall be made available for public inspection and comment in the district's administrative offices and the nearest public library for a minimum of twenty-eight (28) days.[1][4][5]

Student Services

The district shall develop and implement a written plan every six (6) years for providing a comprehensive and integrated K-12 program of student services, as required by law and regulations. Prior to approval by the Board, the student services plan shall be made available for public inspection and comment in the district's administrative offices and the nearest public library for a minimum of twenty-eight (28) days.[1][6][7]

Special Education

The district shall develop and submit a special education plan to the Department of Education for approval every three (3) years, and shall implement such plan as required by law and regulations. Prior to approval by the Board and submission to the Department of Education, the special education plan shall be made available for public inspection and comment in the district's administrative offices and the nearest public library for a minimum of twenty-eight (28) days.[1][8][9]

Gifted Education

The district shall develop and implement a gifted education plan every six (6) years, as required by law and regulations. Prior to approval by the Board, the gifted education plan shall be made available for public inspection and comment in the district's administrative offices and the nearest public library for a minimum of twenty-eight (28) days.[1][10][11]

Delegation of Responsibility

The Superintendent shall be responsible for organizing the comprehensive planning process, ensuring participation in accordance with Board policy and submitting the required plans to the Department of Education.

The Superintendent or designee shall be responsible for implementing the goals and action plans developed through comprehensive planning and providing written quarterly progress reports to the Board.

NOTE:

Language on making the plans available at "the nearest public library" is included in the official sign-off sheet for PDE's comprehensive planning tool. Chapter 4 Regulations only require the plans to be made available for public inspection and comment, generally.

Legal

1. 22 PA Code 4.13
2. 22 PA Code 49.17
3. 24 P.S. 1205.1
4. Pol. 333
5. 22 PA Code 49.16
6. 22 PA Code 12.41
7. Pol. 146
8. 22 PA Code 14.104
9. Pol. 113
10. 22 PA Code 16.4
11. Pol. 114
12. 22 PA Code 4.20
- 22 PA Code 4.4
- Pol. 002
- Pol. 004
- Pol. 101
- Pol. 105
- Pol. 107
- Pol. 109
- Pol. 701



Canton Area
School District
"Warrior Pride"

NW 4/29/22
1st Rdg 5/12/22
2nd Rdg 6/9/22

Book Policy Manual

Section 200 Pupils

Title Academic Acceleration

New Policy

Code 215.1

Status First Reading

Purpose

The Canton Area School District is committed to academic and personal success for every student; therefore, the Board ensures that the academic needs for all students shall be met to the fullest extent possible. This includes providing education with high academic standards and rigor, which will promote the maximum academic, social-emotional, and physical development of each student. The district supports academic acceleration as an appropriate and the best practice for students who meet the criteria for such placements.

Definitions

Acceleration, in the world of gifted education, refers to educational strategies which provide opportunities for students to more rapidly achieve their education goals. It means matching the level, complexity, and pace of the curriculum to the readiness and motivation of the student. Different options for acceleration include: Acceleration by Grade, Acceleration by Subject, and Curriculum Compacting.

I. Acceleration by Grade is the advancement of a student to the next grade depending on diagnostic assessments at a 95% mastery and the decision of the GIEP (Gifted Individual Education Plan) team (including the parent). An example of such a "skip" would be a fourth grade student who is accelerated to sixth grade. These strategies typically shorten the number of years a student spends in the K-12 system. In practice, a student is placed on a full-time basis in a higher-grade level than is typical given the student's age for the purpose of providing consistent access to appropriately challenging learning opportunities. Grade-based acceleration is commonly known as "grade skipping," but it can include other means to shorten the number of years a student remains in the K-12 school system. The exception is early entrance to kindergarten, which does not shorten the number of years the student spends in the K-12 system but shortens the wait time to start school.

II. Content-Based Acceleration or Acceleration by Subject is the advancement of a student who meets the criterion of a 95% mastery of the subject (i.e. a 6th grader enrolled in a 7th grade Algebra class). Content-based acceleration includes a variety of strategies. These strategies provide students with advanced content, skills, or understandings before the expected age or grade level. Students typically remain with peers of the same age and grade for most of the school day but receive higher-grade-level instruction in an advanced grade. Content-based acceleration can also refer to allowing students to work on higher grade-level instruction in their regular classrooms in lieu of grade-level instruction.

An example is A third-grade student performing above grade level in reading and math goes to a fourth-grade classroom every morning for instruction in these subjects and returns to the third-grade classroom for instruction in other subject areas.

III. Curriculum Compacting is a technique allows teachers to pre-assess students to determine whether they have achieved grade-level proficiency in a specific academic area. Teachers then adjust curriculum by providing replacement instruction or activities, which enables a more challenging and productive use of the students' time. The time gained may be used for more advanced content instruction or to participate in enrichment activities. Basically, standard curriculum is compressed into a shorter period of time, allowing the student to study related material while his/her classmates master standard content.

Guidelines

To promote this policy, the district shall offer and support accelerated and advanced academic programs for students both outside of and within the regular classroom, and support the appropriate placement of students with identified needs for an accelerated or advanced academic program.

To qualify for admission to an accelerated or advanced academic program, students must have national achievement test scores in the ninety-third (93rd) percentile or higher in the content area targeted for acceleration; must have achieved a score of Advanced on state required test scores; must have maintained a ninety-three percent (93%) academic average; and must earn a ninety-three percent (93%) or better on any pretest or course waiver test, related to the specific content area, that may be administered as part of the acceleration criteria.

To be considered for Acceleration by Grade, the following criteria must be reviewed by the building level team:

1. Two written teacher recommendations.
2. Written parent consent.
3. Maintain straight A's in content area classes.
4. Achieve a score of Advanced in all areas of most recent PSSA test.
5. Achieve a score of 95% or above on the local assessment for the grade which will be accelerated.

The building level team will consist of the building principal, the school psychologist, guidance counselor, a current grade level teacher, gifted teacher, and the Supervisor of Support Services. The team will review the data and make a recommendation for acceleration to the GIEP (Gifted Individual Education Plan) Team.

Disclaimer: The Acceleration Policy and recommendations for acceleration are not intended to take the place of enrichment opportunities.

It shall be the responsibility of the Supervisor of Special Education or designee to inform all staff members affected by the decision; this includes the building principal, the building guidance counselor, and classroom and special areas teachers.

Acceleration will not be completed without receipt of written parent permission.

Delegation of Responsibility

The Supervisor of Special Education or designee shall compile an ongoing list of all academically accelerated or advanced students and their current and projected course of study, and submit a monthly report to the Superintendent and the administration team.

Best Practices

Specific recommended elements of a policy to meet accessibility, equity, and openness criteria include the following:

1. Access to referral for consideration of acceleration is open to all students. The policy shall be applied equitably and systematically to students referred for acceleration.
2. All student populations are served. The acceleration policy will be comprehensive in addressing acceleration for all grades, K-12, and all students who demonstrate advanced academic ability in

one or more

3. content areas.

4. Student evaluation is fair, objective, and systematic. A fair, objective, and systematic evaluation of the student should be conducted using the appropriate instruments for the type of acceleration being considered.

Parents and guardians are allowed open communication about the policy and procedures. Written consent is required from parents or legal guardian(s) to evaluate the referred student for possible acceleration placement.

Legal

1. 24 P.S. 1531

2. 24 P.S. 1532

3. 22 PA Code 4.12

4. 22 PA Code 4.42

5. Pol. 212

6. Pol. 217

24 P.S. 1533



Canton Area
School District
"Warrior Pride"

WW 4/29/22

1st Rdg 5/12/22

2nd Rdg 6/9/22

Book	Policy Manual
Section	200 Pupils
Title	Student Discipline
Code	218
Status	First Reading <i>Updated</i>
Adopted	May 12, 1994
Last Revised	October 12, 2006

Purpose

The Board **recognizes** that student conduct is closely related to learning. An effective educational program requires a safe and orderly school environment.

Authority

The Board shall establish fair, reasonable and nondiscriminatory rules and regulations regarding the conduct of all students in the district.[1][2][3][4][5]

The Board shall adopt a Code of Student Conduct to govern student discipline, and students shall not be subject to disciplinary action because of race, sex, color, religion, sexual orientation, national origin or handicap/disability. Each student must adhere to Board policies and the Code of Student Conduct governing student discipline.[1][2][4][5][6][7][8][9]

{X} The Board shall approve the inclusion of restorative practices in the Code of Student Conduct to address violations where applicable.[9][10]

The Board prohibits the use of corporal punishment by district staff to discipline students for violations of Board policies, **the Code of Student Conduct** and district rules and regulations.[11]

Any student disciplined by a district employee shall have the right to **be informed of the nature** of the infraction **and the applicable rule or rules violated**.[12]

When suspensions and expulsions **are imposed, they** shall be carried out in accordance with Board policy.[7][12]

In the case of a student with a disability, including a student for whom an evaluation is pending, the district shall take all steps required to comply with state and federal laws and regulations, the procedures set forth in the memorandum of understanding with local law enforcement and Board policies.[5][7][13][14][15][16]

On and Off-Campus Activities

This policy and the Code of Student Conduct apply to the behavior of students at all times during the time they are under the supervision of the school or at any time while on school property, while present at school-sponsored activities, and while traveling to or from school and school-sponsored activities or at other times while riding in school-provided means of

transportation ("on-campus"). This policy and the Code of Student Conduct also apply to student behavior that occurs at other times and places ("off-campus") when:[3]

- 1. The conduct involves, threatens or makes more likely violence, use of force or other serious harm directed at students, staff or the school environment;**
- 2. The conduct materially and substantially disrupts or interferes with the school environment or the educational process, such as school activities, school work, discipline, safety and order on school property or at school functions;**
- 3. The conduct interferes with or threatens to interfere with the rights of students or school staff or the safe and orderly operation of the schools and their programs;**
- 4. The conduct involves the theft or vandalism of school property; or**
- 5. The proximity, timing or motive for the conduct in question or other factors pertaining to the conduct otherwise establish a direct connection to attendance at school, to the school community, or to a school-sponsored activity. This would include, for example, but not be limited to, conduct that would violate the Code of Student Conduct if it occurred in school that is committed in furtherance of a plan made or agreed to in school, or acts of vandalism directed at the property of school staff because of their status as school staff.**

Delegation of Responsibility

The Superintendent or designee shall ensure that reasonable and necessary rules and regulations are developed to implement Board policy governing student conduct.

The Superintendent or designee shall publish and distribute to all staff, students and parents/guardians the rules and regulations for student behavior contained in the Code of Student Conduct, the sanctions that may be imposed for violations of those rules, and a listing of students' rights and responsibilities. A copy of the Code of Student Conduct shall be available in each school library and school office and may be **included** in student handbooks **and on the district website.**[1][8]

The building principal shall have the authority to assign discipline to students, subject to **Board** policies, **administrative** regulations, **the Code of Student Conduct and school** rules, and to the student's due process right to notice, hearing, and appeal.[7][12][17][18]

Teaching staff and other district employees responsible for students shall have the authority to take reasonable actions necessary to control the conduct of students in all situations and in all places where students are within the jurisdiction of this Board, and when such conduct interferes with the educational program of the schools or threatens the health and safety of others, **in accordance with Board policy, administrative regulations, the Code of Student Conduct and school rules.**[17]

Reasonable force may be used by teachers and school authorities under any of the following circumstances: to quell a disturbance, obtain possession of weapons or other dangerous objects, for the purpose of self-defense, and for the protection of persons or property.[11]

Referral to Law Enforcement and Reporting Requirements

For reporting purposes, the term **incident** shall mean an instance involving an act of violence; the possession of a weapon; the possession, use, or sale of a controlled substance or drug paraphernalia as defined in the Pennsylvania Controlled Substance, Drug, Device and Cosmetic Act; the possession, use, or sale of alcohol or tobacco; or conduct that constitutes an offense listed under the Safe Schools Act. [19][20][21]

The Superintendent or designee shall immediately report required incidents and may report discretionary incidents committed by students on school property, at any school-sponsored activity or on a conveyance providing transportation to or from a school or school-sponsored activity to the local police department that has jurisdiction over the school's property, in accordance with state law and

regulations, the procedures set forth in the memorandum of understanding with local law enforcement and Board policies.[16][19][20][22][23][24]

The Superintendent or designee shall notify the parent/guardian of any student directly involved in an incident as a victim or suspect immediately, as soon as practicable. The Superintendent or designee shall inform the parent/guardian whether or not the local police department that has jurisdiction over the school property has been or may be notified of the incident. The Superintendent or designee shall document attempts made to reach the parent/guardian.[16][19][25]

In accordance with state law, the Superintendent shall annually, by July 31, report all new incidents to the Office for Safe Schools on the required form.[16][20][26][27][28][29]

When a student's behavior indicates a threat to the safety of the student, other students, school employees, school facilities, the community or others, district staff shall report the student to the threat assessment team, in accordance with applicable law and Board policy. [30][31]

The Superintendent shall report to the Board the methods of discipline imposed by administrators and incidences of student misconduct, in the degree of specificity required by the Board.

NOTES:

Act 116 of 2002 defines graffiti as it relates to criminal mischief offenses and defines defiant trespassers – Title 18, Sec. 3304 (3503)

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Legal

1. 22 PA Code 12.3
2. 22 PA Code 12.4
3. 24 P.S. 510
4. Pol. 103
5. Pol. 103.1
6. 22 PA Code 12.2
7. Pol. 113.1
8. Pol. 235
9. Pol. 832
10. Pol. 146.1
11. 22 PA Code 12.5
12. Pol. 233
13. 22 PA Code 10.23
14. 20 U.S.C. 1400 et seq
15. Pol. 113.2
16. Pol. 805.1
17. 24 P.S. 1317
18. 24 P.S. 1318
19. 22 PA Code 10.2
20. 24 P.S. 1303-A
21. 35 P.S. 780-102
22. 22 PA Code 10.21
23. 22 PA Code 10.22
24. 24 P.S. 1302.1-A
25. 22 PA Code 10.25
26. Pol. 218.1
27. Pol. 218.2
28. Pol. 222
29. Pol. 227
30. 24 P.S. 1302-E
31. Pol. 236.1
- 20 U.S.C. 7114
- 22 PA Code 12.1 et seq
- 22 PA Code 403.1
- 34 CFR Part 300
- Mahanoy Area School District v. B.L., 594 U.S. _____ (2021)
- Pol. 122
- Pol. 123
- Pol. 805



Canton Area
School District
"Warrior Pride"

NW 4/29/22
1st Rdg 5/12/22
2nd Rdg 6/9/22

Book Policy Manual
Section 200 Pupils
Title Student Expression/Dissemination of Materials
Code 220
Status First Reading
Adopted June 21, 2007
Last Revised March 12, 2020

Updated Policy + attachment

Purpose

The right of public school students to freedom of speech is guaranteed by the Constitution of the United States and the constitution of the Commonwealth. The Board respects the right of students to express themselves in word or symbol and to **disseminate nonschool materials to others** as a part of that expression. The Board also recognizes that the exercise of that right **is not unlimited and** must be **balanced with** the district's responsibility to maintain a safe and orderly school environment and to protect the rights of all members of the school community.[1]

This policy addresses student expression in general **as well as dissemination of expressive materials** that are not part of district-sponsored activities (**nonschool materials**).

This policy does not apply to materials sought to be **disseminated** as part of the curricular or extracurricular programs of the district, **which** shall be regulated **separately** as part of the school district's educational program.

Definitions

For the purposes of this policy, dissemination shall mean students distributing or publicly displaying nonschool materials to others:

- 1. On school property or during school-sponsored activities by placing such materials upon desks, tables, on or in lockers, walls, doors, bulletin boards, or easels; by handing out such materials to other persons; or by any other manner of delivery to others; or**
- 2. At any time or location when creating or sending information using email, websites, online platforms, social media channels or other technological means that are owned, provided or sponsored by the school district.**

Expression means verbal, written, technological or symbolic representation or communication.

Nonschool materials means any printed, technological or written materials, **regardless of form, source or authorship**, that are not prepared as part of the curricular or approved extracurricular programs of the district. This includes, but is not limited to, fliers, invitations, announcements, pamphlets, posters, **online discussion areas and digital** bulletin boards, personal websites and the like.

Authority

Limitations on Student Expression

Students have the right to express themselves unless such expression is likely to or does materially **and** substantially **disrupt or** interfere with the educational process, including school activities, school work, discipline, safety and order on school property or at school functions; threatens serious harm to the school or community; encourages unlawful activity; or interferes with another's rights. **Student expression is prohibited to the extent that it:**[1]

1. Violates federal, state or local laws, Board policy or district rules or procedures;
2. Is defamatory, obscene, lewd, vulgar or profane;[2]
3. Advocates the use or advertises the availability of any substance or material that may reasonably be believed to constitute a direct and serious danger to the health or welfare of students, such as tobacco/**vaping products**, alcohol or illegal drugs;
4. Incites violence, advocates use of force or threatens serious harm to the school or community;
5. Materially **and** substantially **disrupts or** interferes with the educational process, such as school activities, school work, discipline, safety and order on school property or at school functions;
6. Interferes with, or advocates interference with, the rights of any individual or the safe and orderly operation of the schools and their programs; **or**
7. Violates written district procedures on time, place and manner for **dissemination** of otherwise protected expression.

Student expression that occurs on school property or at school-sponsored events, **or occurs at any time or place when created or communicated using district-provided equipment, email, websites or other technological resources**, is **subject to** this policy. **The limitations, prohibitions and requirements of this policy shall apply to expression that occurs outside the foregoing circumstances only when and to the extent that the out-of-school expression:**[1][2]
[3][4]

1. **Incites violence, advocates use of force or otherwise threatens serious harm directed at students, staff or the school environment;**
2. **Materially and substantially disrupts or interferes with the educational process, such as school activities, school work, discipline, safety and order on school property or at school functions; or**
3. **Interferes with, or advocates interference with, the rights of any individual or the safe and orderly operation of the schools and their programs.**

Dissemination of Nonschool Materials

The Board requires that **dissemination** of nonschool materials shall occur only at the places and during the times set forth in written procedures. Such procedures shall be written to permit the safe and orderly operation of schools, while recognizing the rights of students to engage in protected expression.
[1][3]

The Board requires that students who wish to **disseminate** nonschool materials on school property shall **obtain approval by submitting** them at least one (1) school day in advance to the building principal or designee, who shall forward a copy to the Superintendent.[1]

If the nonschool materials **include matters prohibited by** this policy, the building principal or designee shall **promptly** notify the students **of the nature of the violation and** that they may not **disseminate** the materials **until the violation is corrected and the materials are resubmitted for approval.**

If notice **of disapproval** is not given during the period between submission and the time for the planned **dissemination**, students may **consider the request approved and** proceed with dissemination **as requested, subject to all other established procedures and requirements relating to** time, place and manner of **dissemination**. Students may **nonetheless be directed to cease or suspend dissemination** if it is later **determined that** the materials **or the dissemination of them are in violation of** this policy **or implementing rules and procedures.**

Students who **disseminate** printed **nonschool** materials shall be responsible for clearing any litter that results from their activity and shall schedule the event so that they do not miss instructional time themselves.

Printed nonschool materials displayed in a fixed location of a school building shall bear the date when placed in each location. The district may remove the materials within ten (10) days of the posting or other reasonable time as stated in **applicable** procedures.

Review of Student Expression

Review **of nonschool materials proposed for dissemination** shall be **conducted promptly so as to avoid unreasonable delay in dissemination.**

School officials shall not censor or restrict nonschool materials or other student expression for the sole reason that it is critical of the school or its administration, or because the views espoused are unpopular or may make people uncomfortable.

Student-initiated religious expression is permissible, **and apart from regarding** time, place and manner, shall not be **restricted unless** the expression violates some other **aspect** of this policy, e.g., because it is independently determined to be **in violation** of this policy **for reasons other than the religious nature of the content.**

Appeal of the reviewer's decision may be made to the Superintendent and then to the Board, in accordance with Board policy and district procedures.[5]

Delegation of Responsibility

The Superintendent shall assist the building principal in determining the designation of the places and times nonschool materials may be **disseminated** in each school building. Such designations may take into account maintenance of the flow of student traffic throughout the school and shall limit **dissemination** of nonschool materials to noninstructional times.

When student **dissemination of** nonschool materials **or other student expression violates** this policy, the building principal may determine **what if any disciplinary or other consequences should be imposed.** Disciplinary actions shall be **in accordance with applicable Board policy and** the Code of Student Conduct.[6][7]

The Superintendent shall ensure that building principals and other staff involved in reviewing nonschool materials proposed for dissemination and evaluating whether violations of this policy have occurred receive training regarding applicable standards and procedures. Special emphasis shall be given to understanding the limitations on school officials' authority to regulate off-campus student expression, as well as the need to articulate in detail the nature and extent of disruption to or interference with the school environment thought to be caused by on or off-campus student expression and the specific manner by which the student expression involved is thought to have caused it.

This Board policy and any procedures written to implement this policy shall be referenced in student handbooks so that students can access them for further information.

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Legal

1. 22 PA Code 12.9

2. 22 PA Code 12.2

3. 24 P.S. 510

4. 24 P.S. 511

5. Pol. 219

6. Pol. 113.1

7. Pol. 218

Pol. 816

Mahanoy Area School District v. B.L., 594 U.S. ____ (2021)

220 ATTACH.docx (36 KB)

STUDENT EXPRESSION/DISSEMINATION OF MATERIALS

These procedures address the **dissemination by students** of nonschool materials that are not part of the curricular or extracurricular program of the district. Materials sought to be **disseminated** as part of the curricular or extracurricular program of the district will be regulated as part of the district's educational program and are not subject to the time, place and manner provisions set forth herein.

Students may **disseminate** nonschool materials, provided that the form of expression and/or the use of public school facilities and equipment is/are in accordance with Board Policy 220 (**Student Expression/Dissemination of Materials**), the **Code of Student Conduct**, these procedures and the school dress code, if applicable. **It is the responsibility of students intending to disseminate nonschool materials to become familiar with the provisions of Board Policy 220 and pertinent provisions of the Code of Student Conduct.**

The district has no responsibility to assist students in or to provide facilities for the **dissemination** of nonschool materials.

Dissemination of Nonschool Materials

The **dissemination** by students of all nonschool materials will be governed by the following procedures:

1. All nonschool materials, together with a copy of the plan of **dissemination**, must be submitted to the building principal no later than **10 a.m. on the school day** prior to the **requested dissemination**. **The building principal** will forward such information to the Superintendent or designee for approval. The plan will set forth in detail the desired time, place and manner of **dissemination**, as well as **the individuals involved**.
2. Identification of the individual student or at least one (1) responsible person in a student group will be required upon submission for approval. The person wishing to **disseminate** such material must provide in writing **their** name, address, telephone number and organization, if any. This information will be filed in the building principal's office.
3. The Superintendent or designee will review the material, determine if it constitutes expression **that is prohibited by Board policy**, and inform the building principal or designee of **the** decision. The building principal or designee will notify the student(s) planning to **disseminate** nonschool materials of the decision to grant or deny permission. If the decision is to not permit the **dissemination**, the building principal or designee will specify the reasons for the decision **as well as** the changes in the content of the material or in the plan of **dissemination** which must be made, if any, in order to secure such permission. If the student(s) desiring to **disseminate** such material make(s) such changes in a manner satisfactory to the Superintendent or designee prior to the planned **dissemination**, the building principal or designee may then grant permission to **disseminate**.

Time -

When permission **has been** granted, students may **disseminate** approved nonschool materials only at school-sponsored activities.

Place -

Nonschool materials may not be **disseminated** during any regularly scheduled class unless specifically authorized by the Superintendent or designee.

Manner -

Materials approved to be **disseminated** may be required to display the appropriate district disclaimer, as directed by the building principal or designee.

All nonschool materials must bear the district disclaimer.

DISCLAIMER: THE CANTON AREA SCHOOL DISTRICT IS NOT RESPONSIBLE FOR, AND DOES NOT ENDORSE, ANY STATEMENT, SENTIMENT OR OPINION PUBLISHED OR EXPRESSED IN THIS DOCUMENT. THIS DOCUMENT IS NOT PART OF, AND HAS NOT BEEN DISTRIBUTED AS PART OF, THE DISTRICT'S CURRICULAR OR EXTRACURRICULAR PROGRAMS.

Any student who **disseminates** materials will be responsible for cleaning any **resulting** litter, including any discarded pamphlets, fliers or other documents.

No student will harass or otherwise interfere with the **dissemination** of approved nonschool materials by student(s), nor may a student in any way compel or coerce a student to accept any materials.

Disciplinary Consequences

Any student who violates any provision of Board Policy 220 or these procedures will be subject to disciplinary action, **in accordance with Board policy and the Code of Student Conduct**, which may **in appropriate cases** include suspension and/or expulsion from school.

Student Handbook

A copy of this procedure will be published in student handbooks.



Canton Area
School District
"Warrior Pride"

WW 4/29/22
1st Rdg 5/12/22
2nd Rdg 6/9/22

Book	Policy Manual
Section	200 Pupils
Title	Controlled Substances/Paraphernalia
Code	227
Status	First Reading
Adopted	November 13, 1997
Last Revised	November 10, 2011
Last Reviewed	November 23, 2016

Updated Policy

Purpose

The Board recognizes that the abuse of controlled substances is a serious problem with legal, physical and social implications for the whole school community. As an educational institution, the schools shall strive to prevent abuse of controlled substances.

Definitions

For purposes of this policy, **controlled substances** shall include all: [1][2]

1. Controlled substances prohibited by federal and state laws.
2. Look-alike drugs.
3. Alcoholic beverages.
4. Anabolic steroids.
5. Drug paraphernalia.
6. Any volatile solvents or inhalants, such as but not limited to glue and aerosol products.
7. Substances that when ingested cause a physiological effect that is similar to the effect of a controlled substance as defined by state or federal law.
8. Prescription or nonprescription (over-the-counter) medications, except those for which permission for use in school has been granted pursuant to Board policy.[3][4]

For purposes of this policy, **under the influence** shall include any consumption or ingestion of controlled substances by a student.

For purposes of this policy, **look-alike drug** shall include any pill, capsule, tablet, powder, plant matter or other item or substance that is designed or intended to resemble a controlled substance prohibited by this policy, or is used in a manner likely to induce others to believe the material is a controlled substance.

Authority

The Board prohibits students from using, possessing, distributing, and being under the influence of any controlled substances during school hours, at any time while on school property, at any school-sponsored activity, and during the time spent traveling to and from school and to and from school-sponsored activities.[5][6][7]

The Board may require participation in drug counseling, rehabilitation, testing or other programs as a condition of reinstatement into the school's educational, extracurricular or athletic programs resulting from violations of this policy.

In the case of a student with a disability, including a student for whom an evaluation is pending, the district shall take all steps required to comply with state and federal laws and regulations, the procedures set forth in the memorandum of understanding with local law enforcement and Board policies.[8][9][10][11][12][13]

Off-Campus Activities

This policy shall also apply to student conduct that occurs off school property **or during nonschool hours to the same extent as provided in Board policy on student discipline.**[14]

Delegation of Responsibility

The Superintendent or designee shall develop administrative regulations to identify and control substance abuse in the schools which:

1. Establish procedures to appropriately manage situations involving students suspected of using, possessing, being under the influence, or distributing controlled substances.[15][16][17]
2. Disseminate to students, parents/guardians and staff the Board policy and administrative regulations governing student use of controlled substances.
3. { } Provide education concerning the dangers of abusing controlled substances.
4. { } Establish procedures for education and readmission to school of students convicted of offenses involving controlled substances.

Guidelines

Violations of this policy may result in disciplinary action up to and including expulsion and referral for prosecution.[14][18][19]

The Superintendent or designee shall immediately report required incidents and may report discretionary incidents involving possession, use or sale of controlled substances on school property, at any school-sponsored activity or on a conveyance providing transportation to or from a school or school-sponsored activity to the local police department that has jurisdiction over the school's property, in accordance with state law and regulations, the procedures set forth in the memorandum of understanding with local law enforcement and Board policies.[13][15][16][20][21][22]

The Superintendent or designee shall notify the parent/guardian of any student directly involved in an incident involving possession, use or sale of controlled substances as a victim or suspect immediately, as soon as practicable. The Superintendent or designee shall inform the parent/guardian whether or not the local police department that has jurisdiction over the school property has been or may be notified of the incident. The Superintendent or designee shall document attempts made to reach the parent/guardian.[13][20][23]

In accordance with state law, the Superintendent shall annually, by July 31, report all incidents of possession, use or sale of controlled substances to the Office for Safe Schools.[13][16]

In all cases involving students and controlled substances, the need to protect the school community from undue harm and exposure to drugs shall be recognized.

{ } No student may be admitted to a program that seeks to identify and rehabilitate the potential abuser without the intelligent, voluntary and aware consent of the student and parent/guardian.

Anabolic Steroids

The Board prohibits the use of anabolic steroids by students involved in school-related athletics, except for a valid medical purpose. Body building and muscle enhancement, increasing muscle bulk or strength, or the enhancement of athletic ability are not valid medical purposes. Human Growth Hormone (HGH) shall not be included as an anabolic steroid.[24]

Students shall be made aware of the dangers of steroid use; that anabolic steroids are classified as controlled substances; and that their use, unauthorized possession, purchase, or sale could subject students to suspension, expulsion and/or criminal prosecution.[18][25]

Reasonable Suspicion/Testing

If based on the student's behavior, medical symptoms, vital signs or other observable factors, the building principal has reasonable suspicion that the student is under the influence of a controlled substance, the student may be required to submit to drug or alcohol testing. The testing may include but is not limited to the analysis of blood, urine, saliva, or the administration of a Breathalyzer test.

NOTES:

Off-Campus Activities - Content related to off-campus conduct is now located in Policy 218 Student Discipline.

Maintenance – make sure any drug testing policy has been reviewed by district solicitor. See Andrews & Price memo for guidance.

Legal

1. 35 P.S. 780-102
2. 21 U.S.C. 812
3. Pol. 210
4. Pol. 210.1
5. 24 P.S. 510
6. 24 P.S. 511
7. 22 PA Code 12.3
8. 20 U.S.C. 1400 et seq
9. 22 PA Code 10.23
10. Pol. 103.1
11. Pol. 113.1
12. Pol. 113.2
13. Pol. 805.1
14. Pol. 218
15. 24 P.S. 1302.1-A
16. 24 P.S. 1303-A
17. 42 Pa. C.S.A. 8337
18. Pol. 233
19. Pol. 236
20. 22 PA Code 10.2
21. 22 PA Code 10.21
22. 22 PA Code 10.22
23. 22 PA Code 10.25
24. 35 P.S. 807.1
25. 35 P.S. 807.2
- 22 PA Code 403.1
- 35 P.S. 780-101 et seq
- 35 P.S. 807.1 et seq
- 20 U.S.C. 7114
- 20 U.S.C. 7118
- 21 U.S.C. 801 et seq
- 34 CFR Part 300
- Pol. 122
- Pol. 805



Canton Area
School District
"Warrior Pride"

WW 4/29/22

1st Rdg 5/12/22

2nd Rdg 6/9/22

Book	Policy Manual
Section	800 Operations
Title	Food Services
Code	808
Status	First Reading
Adopted	May 13, 2010
Last Revised	September 12, 2019

Updated Policy

Purpose

The Board recognizes that students require adequate, nourishing food and beverages in order to grow, learn and maintain good health. The Board directs that students shall be provided with adequate space and time to eat meals during the school day.

Authority

The food service program shall be operated in compliance with all applicable state and federal laws and regulations, as well as federal guidelines established by the Child Nutrition Division of the United States Department of Agriculture (USDA).^{[1][2][3][4][5][6][7][8][9][10]}

The district shall ensure that, in the operation of the food service program, no student, staff member, or other individual shall be discriminated against on the basis of race, color, national origin, age, sex or disability.^{[11][12]}

Food sold by the school may be purchased by students and district employees but only for consumption on school premises. The price charged to students shall be established annually by the district in compliance with state and federal laws.^{[4][13]}

Nonprogram food shall be priced to generate sufficient revenues to cover the cost of such items. A **nonprogram food** shall be defined as a food or beverage, other than a reimbursable meal or snack, that is sold at the school and is purchased using funds from the child nutrition account. **Nonprogram foods** include but are not limited to adult meals and a-la-carte items. All revenue from the sale of nonprogram food shall accrue to the child nutrition program account.^{[13][14]}

Delegation of Responsibility

Operation and supervision of the food service program shall be the responsibility of the

{ } Superintendent.

{X} Business Manager.

{ } Food Services Director.

{ } Cafeteria Supervisor.

The individual responsible for the operation and supervision of the food service program shall present to the Board each month for its approval a statement of receipts and expenditures for cafeteria funds.[4]

Cafeterias shall be operated on a nonprofit basis. A periodic review of the cafeteria accounts shall be made by the [3][4]

{ } Superintendent.

{X} Business Manager.

{ } auditor.

The individual responsible for the operation and supervision of the food service program shall ensure that school meals meet the standards required by the School Breakfast Program, the National School Lunch Program and the Special Milk Program.[2][3][4][6][7][8][9][10]

The Superintendent or designee shall comply with state and federal requirements for conducting cafeteria health and safety inspections and ensuring employee participation in appropriate inspection services and training programs.[15][16][17][18]

The Superintendent or designee shall develop and disseminate administrative regulations to implement this policy.

The Superintendent or designee shall annually notify students, parents/guardians and employees concerning the contents of this policy and applicable administrative regulations. Notification shall include information related to nondiscrimination.[12]

Guidelines

To reinforce the district's commitment to nutrition and student wellness, foods served in school cafeterias shall:[19]

1. Be carefully selected to contribute to students' nutritional well-being and health.
2. Meet the nutrition standards specified in law and regulations and approved by the Board.
3. Be prepared by methods that will retain nutritive quality, appeal to students, and foster lifelong healthy eating habits.
4. Be served in age-appropriate quantities, at reasonable prices.

{ } The district shall use USDA Foods for school menus available under the Child Nutrition USDA Foods Programs.

All funds derived from the operation, maintenance or sponsorship of the food service program shall be deposited in the separate cafeteria fund, in the same manner as other district funds. Such funds shall be expended in the manner approved and directed by the Board, but no amount shall be transferred from the cafeteria fund to any other account or fund; however, district advances to the food service program may be returned to the district's general fund from any surplus resulting from its operation.[4]

Surplus accounts shall be used only for the improvement and maintenance of the cafeteria.[4]

Free/Reduced-Price School Meals and Free Milk

The district shall provide free and reduced-price school meals and/or free milk to students in accordance with the terms and conditions of the National School Lunch Program, the School Breakfast Program and the Special Milk Program.[20][21]

The district shall conduct direct certification three (3) times per year using the Pennsylvania Student Eligibility System (PA-SES) to identify students who are eligible for free school meal benefits without the need for submission of a household application. Direct certification shall be conducted:[20][21]

1. At or around the beginning of the school year.
2. Three (3) months after the initial effort.
3. Six (6) months after the initial effort.

The district may also conduct direct certification on a weekly or monthly basis.

If the district is operating the NSL Program under the Community Eligibility Program (CEP), Direct Certification shall be done at least once during the year.

Accommodating Students With Special Dietary Needs

The district shall make appropriate food service and/or meal accommodations to students with special dietary needs in accordance with applicable law, regulations and Board policy.[22][23][24][25]

School Meal Service and Accounts

To ensure the effective operation of the district's food service program and delivery of school food program meals to students, the district shall:

1. Assign individual school meal accounts to each student for the purchase of meals served in school cafeterias, which ensure that the identity of each student is protected.
2. Notify parents/guardians when the student's school meal account reaches a low balance.
3. Notify parents/guardians when the student's school meal account reaches a negative balance. The notice shall include information on payment options.
4. Provide a school food program meal to each student who does not have the money to pay for the school food program meal or who has a negative balance in **their** school meal account, **except when** the student's parent/guardian has specifically provided written notice to the district to withhold a school food program meal.[3]

When a student owes money for five (5) or more school food program meals, the district shall make at least two (2) attempts to contact the student's parent/guardian and shall provide the application for free/reduced-price school meal benefits to the parent/guardian to apply for benefits under federal school meal programs. The district may offer assistance to parents/guardians with applying for free/reduced-price school meal benefits.[3][20][21]

Communications regarding a low balance or money owed by a student for school meals shall be made to the student's parent/guardian.[3]

School staff may communicate a low balance or money owed by a student for school meals to a student in grades 9-12; such communication shall be made to the individual student in a discreet manner.[3]

{X} The district shall be permitted to contact the student's parent/guardian by means of a letter addressed to the parent/guardian that is delivered by the student.[3]

District schools shall be prohibited from:[3]

1. Publicly identifying or stigmatizing a student who cannot pay for a school food program meal or who has a negative school meal account balance. It shall not constitute public identification or stigmatization of a student for a school to restrict privileges and activities of students who owe money for school meals if those same restrictions apply to students who owe money for other

school-related purposes.

2. Requiring a student who cannot pay for a school food program meal to perform chores or other work to pay for the meal, unless chores or other work are required of all students regardless of their ability or inability to pay for a school food program meal.
3. Requiring a student to discard a school food program meal after it was served to the student due to the student's inability to pay for the meal or due to a negative school meal account balance.

This policy and any applicable procedures or administrative regulations regarding school meal charges and school meal accounts shall be communicated annually to school administrators, school food service personnel, other appropriate school staff, and contracted food service personnel.

The district shall provide parents/guardians with a written copy of this policy and any applicable procedures or administrative regulations at the start of each school year, when a student enrolls in school after the start of the school year, and when a parent/guardian is notified of a negative school meal account balance.

{X} The district shall annually inform parents/guardians, students and staff about the contents of this policy and any applicable procedures via the district website, student handbooks, newsletters, posted notices and/or other efficient communication methods.

Collection of Unpaid Meal Charges

Reasonable efforts shall be made by the district to collect unpaid meal charges from parents/guardians. Efforts taken in the collection shall not have a negative impact on the student involved, but shall focus primarily on the parents/guardians responsible for providing funds for meal purchases.

Procurement

Procurement of goods or services for the food service program shall meet the requirements of applicable law, regulations and Board policy and procedures.[26][27][28]

Professional Standards for Food Service Personnel

The district shall comply with the professional standards for school food service personnel who manage and operate the National School Lunch and School Breakfast Programs. For purposes of this policy, **professional standards** include hiring standards for new food service program directors and annual continuing education/training for all individuals involved in the operation and administration of school meal programs. Such professional standards shall apply to both district-operated food service programs and contracted food service programs.[6][7][18][29]

School Food Safety Inspections

The district shall obtain two (2) safety inspections per year in accordance with local, state, and federal laws and regulations.[16][17][30]

The district shall post the most recent inspection report and release a copy of the report to members of the public, upon request.

School Food Safety Program

The district shall comply with federal requirements in developing a food safety program that enables district schools to take systematic action to prevent or minimize the risk of foodborne illness among students.[8][10][16]

The district shall maintain proper sanitation and health standards in food storage, preparation and service, in accordance with applicable state and local laws and regulations and federal food safety requirements.[17][30][31]

NOTES:

Language related to provisions for alternative meals being served to students if the student is not eligible for free/reduced-price school meals and the student's account reaches a negative balance of more than fifty dollars (\$50) in a school year was removed based on recent food service audits conducted by PDE stating that the language is in violation of the USDA regulations. Although alternative meal provisions were added to the PA School Code 24 P.S. Sec. 13-1337 under Act 16 of 2019, PDE's Child Nutrition Programs issued a memo regarding Revised Meals for Students with Insufficient Funds and Local Meal Charge Policies stating that the provision of law regarding alternative meals **does not apply to any student in any school that participates in the National School Lunch or School Breakfast Programs whether or not the student qualifies for free and reduced-price school meals**. School entities should work with their solicitor if they wish to use the alternative meal provisions from 24 P.S. Sec. 13-1337 under Act 16 of 2019.

When a district contracts for food services, use master as-is except delete the paragraphs under Guidelines starting with "Surplus accounts..." and "All funds derived..."

Summer Food Service – 42 U.S.C. Sec. 1751 et seq
7 CFR Part 225

PSBA Revision 3/22 © 2022 PSBA

Legal

1. 2 CFR Part 200
2. 24 P.S. 1335
3. 24 P.S. 1337
4. 24 P.S. 504
5. 24 P.S. 807.1
6. 42 U.S.C. 1751 et seq
7. 42 U.S.C. 1773
8. 7 CFR Part 210
9. 7 CFR Part 215
10. 7 CFR Part 220
11. 7 CFR 210.23
12. FNS Instruction 113-1 (USDA)
13. 42 U.S.C. 1760
14. 7 CFR 210.14
15. 3 Pa. C.S.A. 5713
16. 42 U.S.C. 1758(h)
17. 7 CFR 210.13
18. 7 CFR 210.30
19. Pol. 246
20. 42 U.S.C. 1758
21. 7 CFR Part 245
22. 7 CFR 15b.40
23. Pol. 103.1
24. Pol. 113
25. Pol. 209.1
26. Pol. 610
27. Pol. 626
28. Pol. 827
29. 7 CFR 210.15
30. 7 CFR 220.7
31. 7 CFR 210.9
- P.L. 111-296
- 7 CFR Part 15
- Pol. 103

WW 4/29/22
Bd App 5/12/22

CANTON AREA SCHOOL DISTRICT

"WARRIOR PRIDE"

ADMINISTRATIVE OFFICES

509 East Main Street - Canton, PA 17724
Ph: (570) 673-3191 Fax: (570) 673-3680

OFFICE OF SUPPORT SERVICES

545 East Main Street - Canton, PA 17724
Ph: (570) 673-3983 Fax: (570) 673-7929



www.canton.k12.pa.us

CANTON AREA ELEMENTARY SCHOOL

545 East Main Street, Canton, PA 17724
Ph: (570) 673-5196 Fax: (570) 673-7929

CANTON JR. SR. HIGH SCHOOL

509 East Main Street, Canton, PA 17724
Ph: (570) 673-5134 Fax: (570) 673-5566

April 28, 2022

Mrs. Amy Seeley
Borough Secretary
Canton Borough
P.O. Box 174
Canton, PA 17724

Dear Mrs. Seeley,

The Canton Area School District agrees to fully indemnify, save harmless and, if requested, defend the borough of Canton, from and against claims, suits or actions for injury, death or property damage arising from or because of the acts or omissions of the sponsor, its officers, agents or employee.

Should you have any questions, please feel free to contact me at ebriggs@canton.k12.pa.us or 570-673-3191.

Sincerely,

Eric Briggs, D.Ed.
Superintendent
Canton Area School District

WW 5/16/22
BA App 5/24/22

FIELD TRIP REQUEST

Destination(s): FCCLA State Officer Training
State College, PA

How many subs
are needed:

0

Date of Trip 5/13-5/15 Day of Week Fri-Sun Leave Time 11:50 am Return to School 3pm

Number of Students/Adults 2 Circle One VAN BUS -- If you want a VAN, who will drive? Driving own

Where will the bus load for the trip? vehicle

Students will: (check one) ☐ Ride their regular bus home after the field trip.

☒ Arrange their own transportation home after the field trip.

Class or Grade Description FCCLA

Person in Charge Maureen Martz

Other Chaperones going: _____

Objective of Trip: State Officer Training

Estimated Cost
Of Trip -
Including Subs

Additional Information, if any: _____

0

REGULATIONS

1. Persons in charge will submit a final list of persons riding the bus (including adults) to the Principal before leaving school grounds.
2. Parental permission slips will be obtained by person in charge. These will also be turned in to the Principal before leaving school grounds.
3. Students will observe the riding rules of the school. Buses are supposed to have copies of riding rules posted. Driver distractions from within the bus are to be avoided.
4. No students are to be let off the bus at any location other than the school when returning from the field trip, unless prior arrangements have been approved by the Principal or Business Manager.
5. Any irregularities of the trip (including bus and driver problems) will be reported to the Principal immediately.
6. When students have to make other arrangements to get home, the person in charge and chaperones will stay with the students until all have left the school grounds.

Maureen Martz
SIGNATURE OF PERSON IN CHARGE

ROUTING INSTRUCTIONS

Forward completed form to your Principal. If approved, Principal will forward to Business Office. Business Office will return original request to Principal after busing arrangements. Principal will keep the original form in their office and will send a copy of the form to the person in charge.

APPROVALS

Principal:

Approved Douglas

Date 4/28/22

Business Manager:

Approved [Signature]

Date 4/28/22

THIS SPACE FOR BUSINESS
OFFICE USE ONLY

No Transportation
Required



WW 5/6/22
Bd App 5/12/22

P.O Box 3609
Williamsport, PA 17701
570-323-8561 Fax: 570-323-1738

www.iu17.org

33 Springbrook Drive
Canton, PA 17724
570-673-6001 Fax: 570-673-6007

Date: 04/25/2022

RE: Curriculum Consultation Services

Purpose of Agreement:

This Memorandum of Understanding is between Canton Area School District (CASD) and BLaST Intermediate Unit 17. Pending appropriation of funds by the CASD Board of Directors, CASD will hire BLaST IU 17 to provide curriculum consultation services. Services include:

- ELA curriculum and instructional best practices support for grades 7-12
- Math curriculum and instructional best practices support for grades 7-12

This agreement will remain in effect from July 1, 2022 to June 30, 2023.

Responsibilities of BLaST IU 17:

BLaST IU 17 will provide up to **16 days** of service at the rate of \$625 / day at a cost not to exceed **\$10,000**.

These services will be provided to Canton Area School District by Dr. Laura Osenbach, Curriculum Specialist.

If the specified consultant is unable to fulfill the number of days or the trainings requested, IU 17 will designate another IU employee or contractor to fulfill the remaining services. IU 17 will notify Canton Area School District of any changes prior to the next scheduled service.

Upon completion of services, IU 17 will invoice Canton Area School District for a total cost of no more than **\$10,000**.

Canton Area School District

Date:

BLaST Intermediate Unit 17

Date:

WW 5/6/22
Bd App 5/12/22
22/23

**Lackawanna College Proposal for
Dual Enrollment Agreement
with the Canton Area School District**

The following proposed agreement outlines the terms and conditions of a dual enrollment program offered by Lackawanna College to Canton Area High School.

1. Term of Contract

The term of this agreement shall exist from July 1, 2022 through June 30, 2023.

2. Student Eligibility

- A. Students who meet all of the following criteria are qualified to participate in the program:
 - a. The student is a high school junior or senior.
 - b. The student is making satisfactory progress toward fulfilling applicable secondary school graduation requirements, as determined by the school district.
 - c. The student demonstrates readiness for college-level coursework in the intended subject area, as determined by Lackawanna College. The College will determine readiness based on recommendations from the school district, standardized test scores and a placement exam, if necessary.
- B. Students who reside in the Canton Area School District but who are either being home schooled or attend a private/charter school may be permitted to enroll in the dual credit courses if they meet the testing standards in 2.C. and receive approval from both Lackawanna College and the Canton Area School District.
- C. The school district will determine what students are eligible to participate in the program. In order to remain in the program, the student must maintain a level of academic progress as determined by both the district and the college.

3. Courses Offered

The following criteria apply to all courses by this agreement:

- A. The courses are non-remedial.
- B. The courses are either in a core academic subject or will be given equal elective credit at Canton Area School District for those courses instructed by the Canton

Area School District. Core subjects *include English, Reading or Language Arts, Mathematics, Science, Foreign Language, Civics & Government, Economics, Arts, History and Geography.*

- C. The courses offered are identical to traditional Lackawanna College courses including the use of the exact curriculum, assessment tools and instructional materials.
- D. The courses enforce prerequisite coursework requirements identical to those enforced for the courses when dual enrollment students are not enrolled.
- E. The courses are regularly accepted in transfer by accredited colleges and universities throughout the nation.

4. Location

Classes offered through this dual enrollment contract will be held, unless otherwise stipulated, at Canton Area High School.

5. Classes Offered

The school district, in accordance with Lackawanna College, will select a tentative list of classes to be offered. Below is a list of courses selected by the district for the 2022-23 academic year. Additional classes may be added as long as they concur with the requirements under 3.B. (See Attached Course List)

Course 1: Effective Speaking-- COM 125

Location: Canton Area High School
Instructor(s):
College Credit: 3 credits

Course 2: General Physics I – PHY 120

Location: Canton Area High School
Instructor(s):
College Credit: 3 credit

Course 3: General Chemistry I – CHM 120

Location: Canton Area High School
Instructor(s):
College Credit: 3 credits

Course 4: College Algebra – MAT 120

Location: Canton Area High School

Instructor(s):

College Credit: 3 credits

Course 5: Intro to Literature – ENG 110

Location: Canton Area High School

Instructor(s):

College Credit: 3 credits

Course 6: Intro to Psychology – PSY 105

Location: Canton Area High School

Instructor(s):

College Credit: 3 credits

Course 7: Elementary Spanish I – SPN 101

Location: Canton Area High School

Instructor(s):

College Credit: 3 credits

Course 8: Environmental Science– ESC 125

Location: Canton Area High School

Instructor(s):

College Credit: 3 credits

Course 9: College Writing– ENG 105

Location: Canton Area High School

Instructor(s):

College Credit: 3 credits

Course 10: American Government– HIS 118

Location: Canton Area High School

Instructor(s):

College Credit: 3 credits

The following additional courses will be offered to Canton Area students at both the Lackawanna College Towanda Center and online (when available on LC course schedules):

TEC 105 – Information Technology Management
HIS 105 - U.S. History I
HIS 130 - World History
SSC 105 - Introduction to Sociology
PHL 105 - Introduction to Philosophy
ACC 105 - Principles of Accounting

6. Financial Information

A. Maximum number of dual enrollment students to be enrolled in these courses per semester

N/A

B. Total approved cost for these courses:

\$100 per credit hour

a. Allowable Tuition

\$100 per credit hour

b. Books

\$as per market price

c. Fees

\$0

C. The costs for all dual enrollment courses will be paid directly to the college by the enrolled students at the time of registration. Students are directly responsible for the purchase of the textbook(s) required for each course in which they are enrolled.

7. Student Credit

Students will not be allowed to enroll in more than 12 post-secondary credits through dual enrollment per academic year, however, students can take 6 additional credits in summer sessions.

In order to successfully complete a course listed in the agreement, students must earn a minimum grade of 2.0 (C) (73% or above).

The school district will award credits for and recognize courses that are successfully completed under the agreement fulfilling the previously identified graduation requirements.

The College will award postsecondary credit to students who successfully complete courses identified in this agreement. The College will transcript this credit in a manner similar to other students who take courses at the institution. If a dual enrollment student becomes a regularly enrolled student at the college following graduation from Canton Area High School, Lackawanna College shall recognize those credits and they will be applied toward the student's degree requirements. Also, if a student does enroll at Lackawanna College after graduation, the fees that are required for undergraduate enrollment will be waived.

8. Promotional Materials

Both the College and the School District agree to provide a mechanism for communicating the educational and economic benefits of higher education as well as the requirements for participation and enrollment procedures for dual enrollment to students and parents.

Lackawanna College admissions representatives agree to visit each dual enrollment class.

Lackawanna College will host or co-host an information session on dual enrollment for students and parents.

9. Additional Administrative Responsibilities

The following individuals will be responsible for the tasks listed below:

A. Registration- Admissions Staff

A Lackawanna College representative will visit Canton Area High School to register all applicants for the school year. A ten day grace period will be observed from the date of registration for any student wishing to add or drop a class. All student registrations must be received by a date TBD.

B. Record Keeping- College Registrar's Office

Lackawanna College's Registrar's Office will keep comprehensive records of the courses taken and grades received by dual enrollment students.

C. Fiscal Transactions- Due to loss of state funding, enrolled students will be fully responsible for all tuition, fees, books and other costs associated with dual enrollment courses. The costs for all dual enrollment courses will be paid directly by the student to Lackawanna College. Students will be required to pay their tuition balance at the time of registration. If a student is unable to make a payment at that time, full payment MUST be received by a date TBD. Any student that has not paid by this deadline will be automatically withdrawn from the course and credit will not be awarded for the course(s) in which they were enrolled. The college will directly inform the high school of all withdrawals on the mentioned dates.

D. Library Privileges- Lackawanna College will grant Canton Area High School students, enrolled in dual enrollment classes, access to the campus library facilities.

Signature Page


Canton Area High School and Lackawanna College agree not to unlawfully discriminate on the basis of race, nationality, ethnicity, religion, gender, age, or disability in any undertaking pursuant to this agreement.

Canton Area School District:

Superintendent Date

President, Board of School Directors Date

Lackawanna College:

 5/3/22

Lackawanna College Director of College Partnerships Date

 5/3/22

Lackawanna College Admissions Director Date

Lackawanna College

*Dual Enrollment Course Offerings for Canton Area High School
for the 2021-22 school year. These courses will be taught by certified
adjunct faculty only at Canton Area High School.*

Effective Speaking (COM 125) – 3 credits

CAHS – Public Speaking

College Algebra (MAT 120) – 3 credits

CAHS – Pre-Calculus

Introduction to Psychology (PSY 105) – 3 credits

CAHS – General Psychology

College Writing (ENG 105) – 3 credits

CAHS – English Composition

Introduction to Literature (ENG 110) – 3 credits

CAHS – AP English

General Chemistry I (CHM 120) – 3 credits

CAHS – Chemistry II

General Physics (PHY 120) – 3 credits

CAHS – Physics II

Elementary Spanish I (SPN 101) – 3 credits

CAHS – Spanish

Environmental Science (ESC 125)- 3 credits

CAHS – AP Environmental Science

American Government (HIS 118)- 3 credits

CAHS – AP U.S. Govt. and Politics

**KEYSTONE COLLEGE
DUAL ENROLLMENT AGREEMENT
2022-2023**

WW 5/6/22
Bd App 5/12/22
w/23

Thank you for working together with us to promote student learning and success. This Agreement is entered into by and between **CANTON AREA SCHOOL DISTRICT** (hereinafter referred to as the "School District") and **Keystone College** (hereinafter referred to as the "College"). This agreement sets out the terms and conditions of the dual enrollment program offered by these two institutions in accordance with Article XCI of the Public School Code (hereinafter "Program"). The terms of this agreement are for the 2022-2023 school year or September 1, 2022 through June 30, 2023.

Student Eligibility

- Students who are enrolled at the School District in their Junior or Senior year of high school may participate in the Program. Students who are regularly enrolled in eligible courses but are in their Freshman or Sophomore year may be enrolled in the Program with approval of the Guidance Department of the School District.
- Students who have an outstanding financial obligation with the College may not participate in the Program until that obligation is satisfied.

Courses Offered at the High School

- Courses will be offered on-site at the high school and be taught by a faculty member of the School District.
- The courses offered to dual enrollment students are identical to those offered when dual enrollment students are not enrolled, including the use of an identical curriculum, assessments, and instructional materials.
- The courses require prerequisite coursework identical to those enforced for the courses when dual enrollment students are not enrolled.
- Students wishing to add/drop a course must use the official Add/Drop Form and it must be submitted no later than Nov 1 for ALL semester courses.

Awarding of College Credit

- Students may enroll in up to 30 postsecondary credits total through dual enrollment with the College.
- The College will award postsecondary credit to students who successfully complete courses taken at the high school as identified in this Agreement with a final grade of 'C' or better. The College will transcript this credit in the same manner as matriculating students at the College.
- The College will not transcript courses for which the student has earned less than a 'C'; however, students are still responsible for the costs.
- If a dual enrollment student becomes a regularly enrolled student at the College following graduation from secondary school, the College shall recognize those credits as applying to a student's degree requirements as it would for any regularly enrolled postsecondary student who took the same courses.

- Students may request an official transcript from Keystone College. Normal College fees and procedures apply. Keystone does not guarantee the acceptance of these credits to other Colleges or Universities.

Registration, Tuition, and Payment Schedules

- The College will offer dual enrollment to contracted districts for \$100/credit for the 2022-2023 academic year, a significant discount from our normal per credit rate of \$475/credit. It is the responsibility of the student, parent, and home district to ensure timely registrations and payment.
- Students must provide their social security number on the dual enrollment registration form for the enrollment to be processed.
- Invoices will be mailed to student homes within 10 business days of the School District's approval of class rosters. Payment can be made via credit card, check payable to "Keystone College," and/or cash and is due 30 days from the date of the invoice. If necessary, invoices for second semester courses will be mailed following this same procedure.
- If a student withdraws from a course at the high school for which he/she was pursuing Dual Enrollment credit, the student should contact the Guidance Department of the School District for assistance with submitting the proper add/drop form to the College.
- Payment is required regardless of the grade earned in the course, whether the course transfers to another institution or whether the student elects not to transfer the course to another institution.
- The College will follow normal procedures for collecting outstanding balances for dual enrollment registrations as it would for any regularly enrolled student.

Responsibilities of the College

- The College will provide the School District with contracts and registration forms for the upcoming school year by June 30 of each year.
- The College will provide the School District with class rosters for each dual enrollment course.
- The College will register students, enter grades, invoice students, and transcript coursework as detailed above.
- The College will review and approve course syllabi and instructor credentials to ensure compliance with standards relevant to the level of instruction and the College's accreditation.
- The College will inform the School District of any issues with registration in an effort to provide transparent communication.
- The College will provide the School District with current contact information for all personnel involved in the Dual Enrollment process in a timely manner.
- The College will determine the equivalent for each high school course in order to maintain consistency throughout this program.

Responsibilities of the School District

- The School District will provide the College current contact information for all individuals involved in the Dual Enrollment process, including, but not limited to: Superintendent, High School Principal, Representative responsible for registration forms, verification of course rosters, and grade submission.
- The School District will notify the College of any change in instructor for a Dual Enrollment course and provide the new instructor's resume to the College for review in a timely manner. If the new instructor's credentials are not approved by the College, the School District will not be able to include the corresponding course(s) on the registration form.
- The School District will provide updated syllabi to the College as necessary.
- The School District will review and approve/provide edits for the class rosters within one week of their receipt.
- The School District will submit final letter grades to the College by no later than June 30 of each year.
- The School District will assist students with dropping/adding Dual Enrollment courses should such a need arise due to changes in the student's high school schedule.
- For students with documented special circumstances, it is the responsibility of the School District to provide support services to the student as prescribed in their IEP or similar documents.
- School Districts are asked to use the official registration form as provided by the College each year. No changes should be made to this form and no other form can be accepted as an official registration.
- Course syllabi and faculty résumés must be reviewed annually and approved by Keystone College. The District is asked to provide updated syllabi and resumes to the College if course content or instructors are changed.
- The College will be assessing the Program with School Districts on a four-year rotating basis. The School District will be notified of the assessment schedule six months prior. During this assessment process, the School District will be asked to provide documents necessary for the process including, but not limited to: current syllabi and instructor resumes for select courses and updated contact information for the School District.

Keystone College Contact Information

General Program Questions:	Kate Owens	570.945.8222	kate.owens@keystone.edu
Registration Questions:	Barb Kelley	570.945.8223	barb.kelley@keystone.edu
Billing Questions:	Jessica Lopez	570.945.8300	jessica.lopez@keystone.edu

SIGNATURE PAGE

Canton Area School District and Keystone College agree not to unlawfully discriminate on the basis of race, nationality, ethnicity, religion, gender, age, or disability in any undertaking pursuant to this agreement.

For the District:

Superintendent Date

Printed Name

Principal Date

Printed Name

For the College:

Andra Basu, Ph. D.,
Provost and Vice President for Academic Affairs

Date _____

#H.4.

M E M O
FROM THE DESK OF
SHELLY GOWIN
CANTON AREA SCHOOL DISTRICT

May, 2022

TO: Mark Jannone, Board of Education

RE: Transportation Changes

Following are changes that were made to transportation contracts since the last board meeting:

Doud Transportation

- Van 32 – Effective 4/25/22 – Add Student \$199.42
- Van 32 – Effective 4/28/22 – Remove Student \$183.81

CANTON AREA SCHOOL DISTRICT

"WARRIOR PRIDE"

ADMINISTRATIVE OFFICES

509 East Main Street - Canton, PA 17724
Ph: (570) 673-3191 Fax: (570) 673-3680

OFFICE OF SUPPORT SERVICES

545 East Main Street - Canton, PA 17724
Ph: (570) 673-3983 Fax: (570) 673-4652



www.canton.k12.pa.us

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CANTON JR. SR. HIGH SCHOOL

509 East Main Street, Canton, PA 17724
Ph: (570) 673-5134 Fax: (570) 673-5566

May 12, 2022

TO: Canton Area School District Board of Education
c: Eric Briggs

FROM: Mark S. Jannone
Business Manager/Board Secretary

RE: 2022-2023 Bid Award Tabulation

Following is the breakdown of the 2022-2023 Bids to be awarded at the 06/9/2022 School Board meeting. These figures do not include computer hardware/software, any audiovisual supplies or equipment.

	<u>2022 - 2023</u>	<u>2021 - 2022</u>	<u>2020 - 2021</u>	<u>2019 - 2020</u>
General/Business:	\$19,081.29	\$15,105.56	\$18,548.17	\$17,241.47
<i>High School Share:</i>	\$ 4,920.73	\$ 2,899.57	\$ 5,325.44	\$ 5,220.64
<i>Elementary Share:</i>	\$12,723.99	\$10,925.16	\$11,399.35	\$10,229.72
<i>Special Education:</i>	\$ 1,288.62	\$ 1,134.88	\$ 1,662.17	\$ 1,543.11
<i>Admin/Café Share:</i>	\$ 147.95	\$ 145.95	\$ 161.21	\$ 248.00
Art Only:	\$ 3,671.20	\$ 2,302.07	\$ 2,891.27	\$ 2,556.06
Athletic - Fall & Winter:	\$ 5,979.76	\$ 5,501.05	\$ 6,814.43	\$ 5,479.34
Custodial	\$ 1,795.76	\$ 1,836.26	\$ 2,080.32	\$ 2,593.01
Science	\$ 1,921.33	\$ 1,005.88	\$ 2,126.92	\$ 1,281.33
Shop	\$ 4,032.29	\$ 1,987.79	\$ 3,890.55	\$ 3,382.71
Bid Totals	\$36,481.63	\$27,738.61	\$36,351.66	\$32,533.92

Athletic Bid Breakdown:	Basketball (boys & girls)	\$1,361.03
	Cross Country	\$ 70.00
	Football	\$1,945.90
	Volleyball	\$1,046.76
	Wrestling	\$ 851.32
	Phys Ed & Nurses	\$ 704.75



Bd App 5/12/22

#H.8.

May 1, 2022

Dr Eric Briggs
Superintendent
Canton Area SD
509 E Main St
Canton, PA 17724-1698

Dear Dr Briggs:

I am pleased to inform you that school districts will be able to continue reducing local property taxes in the 2022-2023 school year as a result of the distribution of state gaming funds through the Taxpayer Relief Act, also known as Special Session Act 1 of 2006.

As required by law, the Commonwealth's Budget Secretary certified on April 15, 2022, that \$778,300,000 will be available in 2022-2023 for state-funded local tax relief. When combined with the expansion of the senior citizen Property Tax/Rent Rebate program, total state-funded property tax relief will reach \$867.1 million next year.

I am writing to notify you that Canton Area SD's property tax reduction allocation for 2022-2023 is \$375,791.88.

Your allocation is made up of \$375,791.88 from the property tax relief formula and \$ 0.00 in Sterling Act reimbursements, which have both been prorated based on the total funds available for tax relief.

Canton Area SD must reduce property taxes by \$375,791.88 through a homestead and farmstead exclusion. Please see section 343 of Act 1 for details about what information must appear on the tax bill, including the requirement for a "Notice of Property Tax Relief." School districts may also reject their property tax reduction allocation, as described in Chapter 9 of the law.

The detailed data used to calculate your school district's allocation is available for review at www.education.pa.gov/PropertyTax. Then select Property Tax Reduction Allocations found under Resources.

Before finalizing the school district's real estate tax rate and preparing real estate tax bills, it is important to assure that the homestead/farmstead exclusion (i.e., reduction in assessed value) does not exceed 50 percent of the median assessed value of homestead properties pursuant to 53 Pa CS 8586.

Questions concerning these calculations may be directed to PDE's Division of Subsidy Administration at ra-PropertyTax@pa.gov.

Sincerely,

Lori A. Graham
Acting Deputy Secretary for Administration

H.9.

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Canton Area School District

2022/23 Homestead and Farmstead Exclusion Resolution

RESOLVED, by the Board of School Directors of the Canton Area School District, that homestead and farmstead exclusion real estate tax assessment reductions are authorized for the school year beginning July 1, 2020, under the provisions of the Homestead Property Exclusion Program Act (part of Act 50 of 1998) and the Taxpayer Relief Act (Act 1 of 2006), as follows:

1. **Aggregate amount available for homestead and farmstead real estate tax reduction.** The following amounts are available for homestead and farmstead real estate tax reduction for the school year beginning July 1, 2022:

a. **Gambling tax funds.** The Pennsylvania Department of Education (PDE) has notified the School District that PDE will pay to the School District during the school year pursuant to Act 1, 53 P.S. § 6926.505(b), as a property tax reduction allocation funded by gambling tax funds, the amount of \$375,791.88.

2. **Homestead/farmstead numbers.** Pursuant to Act 50, 54 Pa. C.S. § 8584(i), and Act 1, 53 P.S. § 6926.341(g)(3), the Counties have provided the School District with a certified report listing approved homesteads and approved farmsteads as follows:

a. **Homestead property number.** The number of approved homesteads within the School District is 1,364.

b. **Farmstead property number.** The number of approved farmsteads within the School District is 69.

c. **Homestead/farmstead combined number.** Adding these numbers, the aggregate number of approved homesteads and approved farmsteads is 1,433.

3. **Real estate tax reduction calculation.** The school board has decided that the homestead exclusion amount and the farmstead exclusion amount shall be equal. Dividing the paragraph 1(a) aggregate amount available during the school year for real estate tax reduction of \$375,791.88 by the paragraph 2(c) aggregate number of approved homesteads and approved farmsteads of 1,433 (before considering the assessed value of approved homesteads and approved farmsteads having an assessed value below the preliminary calculation of the maximum real estate assessed value reduction amount to be established as the homestead and farmstead exclusion amount), the preliminary calculation of the maximum real estate tax reduction amount applicable to each approved homestead and to each approved farmstead is \$262.24.

Based on calculations provided by the School District Business Office from the best available information and carefully evaluated by the School Board, considering the assessed value of approved homesteads and approved farmsteads having an assessed value below the preliminary calculation of the maximum real estate assessed value reduction amount to be established as the homestead exclusion and the farmstead exclusion amount, an additional aggregate amount of \$1,009.35 will be available during the school year for real estate tax reduction applicable to approximately 1,411 homesteads and farmsteads, resulting in an additional real

estate tax reduction amount available for each homestead and farmstead of \$0.72. Adding this additional amount to the preliminary calculation of the maximum real estate tax reduction amount of \$262.96 results in the final maximum real estate tax reduction amount applicable to each approved homestead and to each approved farmstead is \$262.96.

WITNESS my signature and seal as of this 12th day of May 2022.

A handwritten signature in black ink, appearing to read 'Mark Jannone', is written over a horizontal line.

Mark Jannone, Business Manager / Board Secretary

Bd App 5/12/22

#11.14.



8 Denison Parkway East, Suite 407
Corning, NY 14830

P 607.962.6891
TF 800.546.7556
F 607.973.2174
W EFPRgroup.com

May 9, 2022

Mr. Mark Jannone, Business Manager
Canton Area School District
509 East Main Street
Canton, Pennsylvania 17724

Dear Mark:

We are pleased to confirm our understanding of the services we are to provide for Canton Area School District for the years ended June 30, 2022, June 30, 2023 and June 30, 2024.

Audit Scope and Objectives

We will audit the financial statements of the governmental activities, the business-type activities and each major fund, including the disclosures, which collectively comprise the basic financial statements, of Canton Area School District as of and for the years ended June 30, 2022, June 30, 2023 and June 30, 2024. Accounting standards generally accepted in the United States of America (GAAP) provide for certain required supplementary information (RSI), such as management's discussion and analysis (MD&A), to supplement Canton Area School District's basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. As part of our engagement, we will apply certain limited procedures to Canton Area School District's RSI in accordance with auditing standards generally accepted in the United States of America (GAAS). These limited procedures will consist of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We will not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance. The following RSI is required by GAAP and will be subjected to certain limited procedures, but will not be audited:

1. Management's Discussion and Analysis
2. Budgetary Comparison Schedule - General Fund
3. Schedule of Changes of District's Total/Net OPEB Liability and Related Ratios
4. Schedule of District's PSERS OPEB Contributions
5. Schedule of District's Proportionate Share of the Net Pension Liabilities - PSERS
6. Schedule of Employer's Contributions for PSERS

We have also been engaged to report on supplementary information other than RSI that accompanies Canton Area School District's financial statements. We will subject the following supplementary information to the auditing procedures applied in our audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with GAAS, and we will provide an opinion on it in relation to the financial statements as a whole in a separate written report accompanying our auditor's report on the financial statements.

1. Schedule of expenditures of federal awards.

The objectives of our audit are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and issue an auditor's report that includes our opinions about whether your financial statements are fairly presented, in all material respects, in conformity with GAAP and report on the fairness of the supplementary information referred to in the second paragraph when considered in relation to the financial statements as a whole. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS and *Government Auditing Standards* will always detect a material misstatement when it exists. Misstatements, including omissions, can arise from fraud or error and are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment of a reasonable user made based on the financial statements. The objectives also include reporting on:

- Internal control over financial reporting and compliance with provisions of laws, regulations, contracts, and award agreements, noncompliance with which could have a material effect on the financial statements in accordance with *Government Auditing Standards*.
- Internal control over compliance related to major programs and an opinion (or disclaimer of opinion) on compliance with federal statutes, regulations, and the terms and conditions of federal awards that could have a direct and material effect on each major program in accordance with the Single Audit Act Amendments of 1996 and Title 2 U.S. Code of Federal Regulations (CFR) Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance).

Auditor's Responsibilities for the Audit of the Financial Statements and Single Audit

We will conduct our audit in accordance with GAAS; the standards for financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; the Single Audit Act Amendments of 1996; and the provisions of the Uniform Guidance, and will include tests of accounting records, a determination of major program(s) in accordance with Uniform Guidance, and other procedures we consider necessary to enable us to express such opinions. As part of an audit in accordance with GAAS and *Government Auditing Standards*, we exercise professional judgment and maintain professional skepticism throughout the audit.

We will evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management. We will also evaluate the overall presentation of the financial statements, including the disclosures, and determine whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation. We will plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the government or to acts by management or employees acting on behalf of the government. Because the determination of waste and abuse is subjective, *Government Auditing Standards* do not expect auditors to perform specific procedures to detect waste or abuse in financial audits nor do they expect auditors to provide reasonable assurance of detecting waste or abuse.

Because of the inherent limitations of an audit, combined with the inherent limitations of internal control, and because we will not perform a detailed examination of all transactions, there is an unavoidable risk that some material misstatements or noncompliance may not be detected by us, even though the audit is properly planned and performed in accordance with GAAS and *Government Auditing Standards*. In addition, an audit is not designed to detect immaterial misstatements or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements or on major programs. However, we will inform the appropriate level of management of any material errors, any fraudulent financial reporting, or misappropriation of assets that come to our attention. We will also inform the appropriate level of management of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential. We will include such matters in the reports required for a Single Audit. Our responsibility as auditors is limited to the period covered by our audit and does not extend to any later periods for which we are not engaged as auditors.

Mr. Mark Jannone, Business Manager
Canton Area School District
May 9, 2022
Page 3

We will also conclude, based on the audit evidence obtained, whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the government's ability to continue as a going concern for a reasonable period of time.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, tests of the physical existence of inventories, and direct confirmation of receivables and certain assets and liabilities by correspondence with selected individuals, funding sources, creditors, and financial institutions. We will also request written representations from your attorneys as part of the engagement.

We will identify significant risk(s) as a part of audit planning and communicate those to you in our audit planning communication letter.

We may, from time to time and depending on the circumstances, use third-party service providers in serving your account. We may share confidential information about you with these service providers but remain committed to maintaining the confidentiality and security of your information. Accordingly, we maintain internal policies, procedures, and safeguards to protect the confidentiality of your personal information. In addition, we will secure confidentiality agreements with all service providers to maintain the confidentiality of your information and we will take reasonable precautions to determine that they have appropriate procedures in place to prevent the unauthorized release of your confidential information to others. In the event that we are unable to secure an appropriate confidentiality agreement, you will be asked to provide your consent prior to the sharing of your confidential information with the third-party service provider. Furthermore, we will remain responsible for the work provided by any such third-party service providers.

Audit Procedures—Internal Control

We will obtain an understanding of the government and its environment, including internal control relevant to the audit, sufficient to identify and assess the risks of material misstatement of the financial statements, whether due to error or fraud, and to design and perform audit procedures responsive to those risks and obtain evidence that is sufficient and appropriate to provide a basis for our opinions. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentation, or the override of internal control. Tests of controls may be performed to test the effectiveness of certain controls that we consider relevant to preventing and detecting errors and fraud that are material to the financial statements and to preventing and detecting misstatements resulting from illegal acts and other noncompliance matters that have a direct and material effect on the financial statements. Our tests, if performed, will be less in scope than would be necessary to render an opinion on internal control and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to *Government Auditing Standards*.

As required by the Uniform Guidance, we will perform tests of controls over compliance to evaluate the effectiveness of the design and operation of controls that we consider relevant to preventing or detecting material noncompliance with compliance requirements applicable to each major federal award program. However, our tests will be less in scope than would be necessary to render an opinion on those controls and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to the Uniform Guidance.

An audit is not designed to provide assurance on internal control or to identify significant deficiencies or material weaknesses. Accordingly, we will express no such opinion. However, during the audit, we will communicate to management and those charged with governance internal control related matters that are required to be communicated under AICPA professional standards, *Government Auditing Standards*, and the Uniform Guidance.

Audit Procedures—Compliance

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of Canton Area School District's compliance with provisions of applicable laws, regulations, contracts, and agreements, including grant agreements. However, the objective of those procedures will not be to provide an opinion on overall compliance, and we will not express such an opinion in our report on compliance issued pursuant to *Government Auditing Standards*.

The Uniform Guidance requires that we also plan and perform the audit to obtain reasonable assurance about whether the auditee has complied with federal statutes, regulations, and the terms and conditions of federal awards applicable to major programs. Our procedures will consist of tests of transactions and other applicable procedures described in the *OMB Compliance Supplement* for the types of compliance requirements that could have a direct and material effect on each of Canton Area School District's major programs. For federal programs that are included in the Compliance Supplement, our compliance and internal control procedures will relate to the compliance requirements that the Compliance Supplement identifies as being subject to audit. The purpose of these procedures will be to express an opinion on Canton Area School District's compliance with requirements applicable to each of its major programs in our report on compliance issued pursuant to the Uniform Guidance.

Other Services

We will also assist in preparing the financial statements, schedule of expenditures of federal awards, and related notes of Canton Area School District in conformity with accounting principles generally accepted in the United States of America and the Uniform Guidance based on information provided by you. We will also prepare the data collection form to submit to the Federal Audit Clearing House. These nonaudit services do not constitute an audit under *Government Auditing Standards* and such services will not be conducted in accordance with *Government Auditing Standards*. We will perform the services in accordance with applicable professional standards. The other services are limited to the financial statements, schedule of expenditures of federal awards, and related notes services previously defined. We, in our sole professional judgment, reserve the right to refuse to perform any procedure or take any action that could be construed as assuming management responsibilities.

Responsibilities of Management for the Financial Statements and Single Audit

Our audit will be conducted on the basis that you acknowledge and understand your responsibility for (1) designing, implementing, establishing, and maintaining effective internal controls relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error, including internal controls over federal awards, and for evaluating and monitoring ongoing activities to help ensure that appropriate goals and objectives are met; (2) following laws and regulations; (3) ensuring that there is reasonable assurance that government programs are administered in compliance with compliance requirements; and (4) ensuring that management and financial information is reliable and properly reported. Management is also responsible for implementing systems designed to achieve compliance with applicable laws, regulations, contracts, and grant agreements. You are also responsible for the selection and application of accounting principles; for the preparation and fair presentation of the financial statements, schedule of expenditures of federal awards, and all accompanying information in conformity with accounting principles generally accepted in the United States of America; and for compliance with applicable laws and regulations (including federal statutes) and the provisions of contracts and grant agreements (including award agreements). Your responsibilities also include identifying significant contractor relationships in which the contractor has responsibility for program compliance and for the accuracy and completeness of that information.

You are also responsible for making drafts of financial statements, schedule of expenditures of federal awards, all financial records, and related information available to us and for the accuracy and completeness of that information (including information from outside of the general and subsidiary ledgers). You are also responsible for providing us with (1) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statements, such as records, documentation, identification of all related parties and all related-party relationships and transactions, and other matters; (2) access to personnel, accounts, books, records, supporting

Mr. Mark Jannone, Business Manager
Canton Area School District
May 9, 2022
Page 5

documentation, and other information as needed to perform an audit under the Uniform Guidance; (3) additional information that we may request for the purpose of the audit; and (4) unrestricted access to persons within the government from whom we determine it necessary to obtain audit evidence. At the conclusion of our audit, we will require certain written representations from you about the financial statements; schedule of expenditures of federal awards; federal award programs; compliance with laws, regulations, contracts, and grant agreements; and related matters.

Your responsibilities include adjusting the financial statements to correct material misstatements and confirming to us in the management representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements of each opinion unit taken as a whole.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud affecting the government involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the government received in communications from employees, former employees, grantors, regulators, or others. In addition, you are responsible for identifying and ensuring that the government complies with applicable laws, regulations, contracts, agreements, and grants. You are also responsible for taking timely and appropriate steps to remedy fraud and noncompliance with provisions of laws, regulations, contracts, and grant agreements that we report. Additionally, as required by the Uniform Guidance, it is management's responsibility to evaluate and monitor noncompliance with federal statutes, regulations, and the terms and conditions of federal awards; take prompt action when instances of noncompliance are identified including noncompliance identified in audit findings; promptly follow up and take corrective action on reported audit findings; and prepare a summary schedule of prior audit findings and a separate corrective action plan. The summary schedule of prior audit findings should be available for our review at the start of the audit.

You are responsible for identifying all federal awards received and understanding and complying with the compliance requirements and for the preparation of the schedule of expenditures of federal awards (including notes and noncash assistance received, and COVID-19-related concepts, such as lost revenues, if applicable) in conformity with the Uniform Guidance. You agree to include our report on the schedule of expenditures of federal awards in any document that contains, and indicates that we have reported on, the schedule of expenditures of federal awards. You also agree to include the audited financial statements with any presentation of the schedule of expenditures of federal awards that includes our report thereon. Your responsibilities include acknowledging to us in the written representation letter that (1) you are responsible for the presentation of the schedule of expenditures of federal awards in accordance with the Uniform Guidance; (2) you believe the schedule of expenditures of federal awards, including its form and content, is stated fairly in accordance with the Uniform Guidance; (3) the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the schedule of expenditures of federal awards.

You are also responsible for the preparation of the other supplementary information, which we have been engaged to report on, in conformity with U.S. generally accepted accounting principles. You agree to include our report on the supplementary information in any document that contains, and indicates that we have reported on, the supplementary information. You also agree to include the audited financial statements with any presentation of the supplementary information that includes our report thereon. Your responsibilities include acknowledging to us in the written representation letter that (1) you are responsible for presentation of the supplementary information in accordance with GAAP; (2) you believe the supplementary information, including its form and content, is fairly presented in accordance with GAAP; (3) the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the supplementary information.

Mr. Mark Jannone, Business Manager
Canton Area School District
May 9, 2022
Page 6

Management is responsible for establishing and maintaining a process for tracking the status of audit findings and recommendations. Management is also responsible for identifying and providing report copies of previous financial audits, attestation engagements, performance audits, or other studies related to the objectives discussed in the Audit Scope and Objectives section of this letter. This responsibility includes relaying to us corrective actions taken to address significant findings and recommendations resulting from those audits, attestation engagements, performance audits, or studies. You are also responsible for providing management's views on our current findings, conclusions, and recommendations, as well as your planned corrective actions for the report, and for the timing and format for providing that information.

You agree to assume all management responsibilities for the financial statements, schedule of expenditures of federal awards, and related notes, and any other nonaudit services we provide. You will be required to acknowledge in the management representation letter our assistance with preparation of the financial statements, the schedule of expenditures of federal awards, and related notes and that you have reviewed and approved the financial statements, the schedule of expenditures of federal awards, and related notes prior to their issuance and have accepted responsibility for them. Further, you agree to oversee the nonaudit services by designating an individual, preferably from senior management, with suitable skill, knowledge, or experience; evaluate the adequacy and results of those services; and accept responsibility for them.

Independence

Professional and certain regulatory standards require us to be independent, in both fact and appearance, with respect to the District and in the performance of our services. Any discussions that you have with personnel of our Firm regarding employment could pose a threat to our independence. Therefore, we request that you inform us prior to any such discussions so that we can implement appropriate safeguards to maintain our independence. In addition, if you hire one of our personnel, you agree to pay us a fee of 20% of that individual's annual base compensation at the District within 90 days from the first day of employment.

Engagement Administration, Fees, and Other

We understand that your employees will prepare all cash, accounts receivable, or other confirmations we request and will locate any documents selected by us for testing.

At the conclusion of the engagement, we will complete the appropriate sections of the Data Collection Form that summarizes our audit findings. It is management's responsibility to electronically submit the reporting package (including financial statements, schedule of expenditures of federal awards, summary schedule of prior audit findings, auditor's reports, and corrective action plan) along with the Data Collection Form to the federal audit clearinghouse. We will coordinate with you the electronic submission and certification. The Data Collection Form and the reporting package must be submitted within the earlier of 30 calendar days after receipt of the auditor's reports or nine months after the end of the audit period.

We will provide copies of our reports to the District and the Pennsylvania Department of Education; however, management is responsible for distribution of the reports and the financial statements. Unless restricted by law or regulation, or containing privileged and confidential information, copies of our reports are to be made available for public inspection.

Mr. Mark Jannone, Business Manager
Canton Area School District
May 9, 2022
Page 7

The audit documentation for this engagement is the property of EFPR Group, CPAs, PLLC and constitutes confidential information. However, subject to applicable laws and regulations, audit documentation and appropriate individuals will be made available upon request and in a timely manner to the U.S. Department of Education or its designee, a federal agency providing direct or indirect funding, or the U.S. Government Accountability Office for purposes of a quality review of the audit, to resolve audit findings, or to carry out oversight responsibilities. We will notify you of any such request. If requested, access to such audit documentation will be provided under the supervision of EFPR Group, CPAs, PLLC personnel. Furthermore, upon request, we may provide copies of selected audit documentation to the aforementioned parties. These parties may intend, or decide, to distribute the copies or information contained therein to others, including other governmental agencies.

The audit documentation for this engagement will be retained for a minimum of seven years after the report release date or for any additional period requested. If we are aware that a federal awarding agency, pass-through entity, or auditee is contesting an audit finding, we will contact the party(ies) contesting the audit finding for guidance prior to destroying the audit documentation.

Richard J. Davis, CPA is the engagement partner and is responsible for supervising the engagement and signing the reports or authorizing another individual to them. We expect to begin our audit on approximately September 6, 2022.

We estimate that our fees for these services described above to be \$27,500 for year ended June 30, 2022, \$28,500 for the year ended June 30, 2023 and \$29,500 for the year ended June 30, 2024. The fee estimate is based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the audit.

Our invoices for these fees will be rendered as work progresses and are due upon receipt. We will charge interest at the rate of 1% per month on all bills 30 days or more past due. The charge in interest on an annual basis is 12%. If we elect to terminate our services for nonpayment, our engagement will deemed to have been completed upon written notification of termination, even if we have not completed our report. You will be obligated to compensate us for all time expended and to reimburse us for all out-of-pocket expenditures through the date of termination.

You may request that we perform additional services not addressed in this engagement letter. If this occurs, we will communicate with you regarding the scope of the additional services and the estimated fees. We also may issue a separate engagement letter covering the additional services. In the absence of any other written communication from us documenting such additional services, our services will continue to be governed by the terms of this engagement letter.

You have requested that we provide you with a copy of our most recent external peer review report and any subsequent reports received during the contract period. Accordingly, our 2019 peer review report accompanies this letter.

You agree that any dispute (other than our efforts to collect an outstanding invoice) that may arise regarding the meaning, performance or enforcement of this engagement or any prior engagement that we have performed for you, will, prior to resorting to litigation, be submitted to mediation, and that the parties will engage in the mediation process in good faith once a written request to mediate has been given by any party to the engagement. Any mediation initiated as a result of this engagement shall be administered within the county of Monroe and state of New York by NAM (National Arbitration and Mediation Inc.), according to its mediation rules, and any ensuing litigation shall be conducted within said county, according to New York State law. The results of any such mediation shall be binding only upon agreement of each party to be bound. The costs of any mediation proceeding shall be shared equally by the participating parties.

Mr. Mark Jannone, Business Manager
Canton Area School District
May 9, 2022
Page 8

Reporting

We will issue written reports upon completion of our Single Audit. Our reports will be addressed to the Board of Education of Canton Area School District. Circumstances may arise in which our report may differ from its expected form and content based on the results of our audit. Depending on the nature of these circumstances, it may be necessary for us to modify our opinions, add a separate section, or add an emphasis-of-matter or other-matter paragraph to our auditor's report, or if necessary, withdraw from this engagement. If our opinions are other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed opinions, we may decline to express opinions or issue reports, or we may withdraw from this engagement.

The *Government Auditing Standards* report on internal control over financial reporting and on compliance and other matters will state that (1) the purpose of the report is solely to describe the scope of testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance, and (2) the report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. The Uniform Guidance report on internal control over compliance will state that the purpose of the report on internal control over compliance is solely to describe the scope of testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance. Both reports will state that the report is not suitable for any other purpose.

We appreciate the opportunity to be of service to Canton Area School District and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the attached copy and return it to us.

Very truly yours,



EFPR Group, CPAs, PLLC

/gt
Enc.

RESPONSE:

This letter correctly sets forth the understanding of Canton Area School District.

Mark Jannone
Business Manager

Date



Lisa M. Altschaffl, CPA
Jeffrey P. Anzovino, CPA, MSA
Cole F. Reehner, CPA
Charles A. Deluzio, CPA

Joseph E. Petrillo, CPA
Stacey A. Sanders, CPA, CSEP
Daniel W. Wilkins, CPA

Report on the Firm's System of Quality Control

June 8, 2020

To the Partners of EFPR Group LLP
and the National Peer Review Committee

We have reviewed the system of quality control for the accounting and auditing practice of EFPR Group LLP (the firm) in effect for the year ended November 30, 2019. Our peer review was conducted in accordance with the Standards for Performing and Reporting on Peer Reviews established by the Peer Review Board of the American Institute of Certified Public Accountants (Standards).

A summary of the nature, objectives, scope, limitations of, and the procedures performed in a System Review as described in the Standards may be found at www.aicpa.org/prsummary. The summary also includes an explanation of how engagements identified as not performed or reported in conformity with applicable professional standards, if any, are evaluated by a peer reviewer to determine a peer review rating.

Firm's Responsibility

The firm is responsible for designing a system of quality control and complying with it to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. The firm is also responsible for evaluating actions to promptly remediate engagements deemed as not performed or reported in conformity with professional standards, when appropriate, and for remediating weaknesses in its system of quality control, if any.

Peer Reviewer's Responsibility

Our responsibility is to express an opinion on the design of the system of quality control and the firm's compliance therewith based on our review.

Required Selections and Considerations

Engagements selected for review included engagements performed under *Government Auditing Standards*, including compliance audits under the Single Audit Act and audits of employee benefit plans. As a part of our peer review, we considered reviews by regulatory entities as communicated by the firm, if applicable, in determining the nature and extent of our procedures.

Opinion

In our opinion, the system of quality control for the accounting and auditing practice of EFPR Group LLP, in effect for the year ended November 30, 2019, has been suitably designed and complied with to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Firms can receive a rating of *pass*; *pass with deficiency(ies)* or *fail*. EFPR Group LLP has received a peer review rating of *pass*.

A handwritten signature in dark ink that reads 'Deluzio & Company LLP'.

Deluzio & Company LLP



CPAAI
CPA ASSOCIATES INTERNATIONAL

351 Harvey Avenue, Suite A, Greensburg, PA 15601 // p 724-838-8322 // f 724-853-6500
45 South 23rd Street, Suite 102, Pittsburgh, PA 15203 // p 412-481-1900 // f 412-481-1923
www.DeluzioCPA.com

Bd App 5/12/22

H.15.



pennsylvania
DEPARTMENT OF EDUCATION

COMMONWEALTH OF PENNSYLVANIA
DEPARTMENT OF EDUCATION
333 MARKET STREET
HARRISBURG, PA 17126-0333
www.education.pa.gov

Sponsor-to-Sponsor Agreement

Between

Bradford Tioga Head Start, Inc.

373-59-579-8

(Purchaser)

and

Canton School District

117-08-100-3

(Seller)

July 1, 2022 through June 30, 2023

Any Child Nutrition Program (CNP) Sponsor selecting to purchase meals from another CNP Sponsor must prepare an agreement utilizing this document which may not be re-typed or changed in any way.

Agreement Page

The Pennsylvania Department of Education (PDE) provides this Sponsor-to-Sponsor Agreement; hereafter referred to as the Agreement, as a service to sponsors, therefore the PDE shall not be named as a party to this Agreement. The Sponsors are the responsible authorities, without recourse to the PDE and/or the United States Department of Agriculture (USDA) regarding the settlement and satisfaction of all issues arising under this Agreement. This includes, but is not limited to disputes, claims, protests of award or source evaluation.

This Agreement is made between the Sponsor purchasing meals, hereafter referred to as the Purchaser, and the Sponsor selling the meals, hereafter referred to as the Seller. A Sponsor is defined as a sponsor in any of the Child Nutrition Programs (CNPs), such as the National School Lunch Program (NSLP), Child and Adult Care Food Program (CACFP), and Summer Food Service Program (SFSP). This Agreement shall not be used between a Sponsor and a Food Service Management Company (FSMC).

All parties certify that he/she shall operate in accordance with all applicable Federal and State regulations governing the CNPs.

This Agreement shall be in effect from July 1, 2022 through June 30, 2023
for a one-year period and cannot contain guaranteed renewal clauses.

This Agreement may only be

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be signed by their duly authorized representative on the date signed.

Bradford Tioga Head Start, Inc.

Purchaser



Digitally signed by Jody Thomas
Date: 2022.04.29 08:56:45 -04'00'

Purchaser's Authorized Representative Signature

Jody Thomas

Purchaser's Authorized Representative Name

Executive Director

Purchaser's Authorized Representative Title

Canton School District

Seller



Digitally signed by Mark Jannone
Date: 2022.05.09 15:36:20 -04'00'

Seller's Authorized Representative Signature

Mark Jannone

Seller's Authorized Representative Name

Business Manager

Seller's Authorized Representative Title

Terms and Conditions

A. General Information

1. This Agreement is entered into for the purpose of purchasing meals for the operation of a nonprofit food service program for Bradford Tioga Head Start, Inc. which will be supplied by Canton School District according to the terms of this Agreement.
2. This is an inter-entity agreement authorized by Title 2 CFR 200.318(e). The Purchaser ensures the prices agreed upon are competitive.
3. This Agreement is used for the Seller that prepares, cooks, and packages unitized or bulk-form meals, with or without milk, at the Seller's own facilities. Seller delivers meals ready-to-eat or heat to the site(s) determined by the Purchaser or the Purchaser picks meals up from the Seller. The Seller shall not provide the Purchaser with on-site staff or provide assistance with other administrative aspects of the CNPs.
4. If the Seller contracts with a FSMC, the Purchaser and the Purchaser's sites must have been included in the Request for Proposal (RFP). If added after the RFP was awarded (initial year contract), the Division of Food and Nutrition (DFN) must evaluate if adding the Purchaser/site will constitute a material change to the contract between the FSMC and the Seller. The Seller's FSMC shall not provide the Purchaser with on-site staff or provide assistance with other administrative aspects of the CNPs.
5. The Seller shall procure all products and services used to prepare meals in accordance with all applicable Federal and State regulations.
6. It is agreed by the parties hereto that there are no other considerations, favors, promises, or interests passing between the parties other than what is expressly stated in this Agreement.
7. All parties certify that all terms and conditions within this Agreement shall be considered a part of the Agreement as is incorporated therein.

B. Meal Requirements

1. The Seller will provide meals/snacks, inclusive or exclusive of milk, in accordance with this Agreement and the Federal regulations and policies applicable to the USDA CNPs.
2. It is agreed that the Purchaser and the Seller will utilize the same meal pattern in accordance with the applicable CNPs.
3. The meals/snacks, inclusive or exclusive of milk, will conform to the meal pattern or milk in accordance with the requirements for the following CNPs (check all that apply):
 - ☐ School Breakfast Program (SBP) (Title 7 CFR Part 220)
 - ☐ National School Lunch Program (NSLP) (Title 7 CFR Part 210)
 - ☐ Afterschool Snack Program (ASP) (Title 7 CFR Part 210)
 - ☐ Special Milk Program (SMP) (Title 7 CFR Part 215)
 - ☒ Child and Adult Care Food Program (CACFP) (Title 7 CFR Part 226)
 - ☐ Summer Food Service Program (SFSP) (Title 7 CFR Part 225)
4. Meals will be Inclusive of milk.
5. Meals will be provided to the Purchaser in the following manner: (check all that apply)
 - ☐ Unitized (individual) meals.
 - ☒ In bulk quantities. Seller to provide written instructions listing the planned portion size to be served of each food component to meet the meal pattern requirements and any food safety/Hazard Analysis Critical Control Point (HACCP) procedures, including but not limited to, heating or cooling instructions.

6. Seller will provide (check all that apply):

- | | |
|--|---|
| <input type="checkbox"/> Trays | <input type="checkbox"/> Safe transportation containers |
| <input type="checkbox"/> Serving utensils, i.e. spoons, tongs, ladles | <input type="checkbox"/> Cleaning of safe transportation containers |
| <input type="checkbox"/> Eating utensils | <input type="checkbox"/> Cooler(s) |
| <input checked="" type="checkbox"/> Condiments | <input type="checkbox"/> Cleaning of cooler(s) |
| <input type="checkbox"/> Disposable paper supplies, including but not limited to paper plates, napkins, and cups | |
| <input type="checkbox"/> Other: | |

7. Meals must be delivered in food-grade containers approved by the state or local health departments that maintain the proper temperatures of food.
8. Seller will provide Purchaser with menus at a minimum of 1 weeks in advance of the first date listed on the menu. The menus must meet requirements established in Title 7 CFR Part 210, 215, 220, 225, and 226, as appropriate. Purchaser reserves the right to periodically suggest menu changes within the Seller's suggested food cost range throughout the agreement period.
9. Meals/snacks will be delivered or made available daily or other mutually agreed upon period in accordance with the appropriate menu cycle (21-day menus for NSLP, SBP, and ASP; 11-day menu for SFSP). Menu changes may be made only when agreed upon by both parties. When an emergency situation exists, which might prevent the Seller from delivering or offering a specified meal/snack component, the Seller shall notify the Purchaser immediately so substitutions can be agreed upon.
10. No payment will be made to the Seller for meals that are spoiled or unwholesome at the time of delivery or pick up, do not meet detailed specifications as developed by the Purchaser for each food component in the meal pattern, or do not otherwise meet the requirements of this Agreement.
11. The Seller shall not deliver nor bill for incomplete, damaged, or spoiled meals/snacks. The Seller will provide adequate refrigeration or heating to ensure the wholesomeness of food in accordance with state and/or local health codes. Upon delivery or pick up it is the Purchaser's responsibility to maintain adequate refrigeration or heating.
12. The Seller shall deliver the meals/snack(s) to site(s) at the specified site location(s) at the delivery time(s) listed on Attachment A, Site Information, unless there is a schedule change agreed to by both parties. If the Purchaser is picking up, then the meals/snack(s) shall be ready at the time specified on Attachment A, unless there is a schedule change agreed to by both parties.
13. The Seller shall provide a delivery slip with the date and number of meals/snack(s) delivered or picked up. The Purchaser's authorized representative or designee must sign the delivery slip and verify the condition of the meals. The Seller shall only bill the Purchaser for these meals/snacks. The name and address of the Seller and Purchaser must be clearly identified on each delivery slip and each invoice. Payment shall be to the Seller and not to any other party.
14. The Purchaser shall notify the Seller of any modifications and substitutions in meals for students/children whose disabilities restrict their diet. Meal modifications and substitutions shall be made on a case-by-case basis and must be supported by a medical statement with the required information when the modification or substitution cannot be made within the Program meal pattern. Meal substitutions or modifications may result in a different price, to which both parties must agree. There will be no additional charge to the student/child for such substitutions or modifications.
15. The Purchaser will order meals/snacks inclusive or exclusive of milk on a weekly basis notifying the Seller 1 days preceding the week of delivery or pick up. Orders will include totals for each site and each type of meal/snack inclusive or exclusive of milk.
16. The Purchaser reserves the right to increase or decrease the number of meals/snacks ordered with a minimum notice of 2 hours of delivery or pick up time.

17. The Purchaser reserves the right to add or delete sites and provide one (1) week's written notice to the Seller. If a site is added, the Seller would need to agree to the change. Either party reserves the right to cancel the Agreement and provide 30 days notice.
18. The Seller agrees to supply meals/snacks, inclusive or exclusive of milk, to the Purchaser for the prices as described in Attachment B, Price Per Meal Rates.
19. Any costs incurred under this Agreement that does not meet the requirement of regulations are unallowable costs.

C. Certifications

1. If the Purchaser is a sponsor of the NSLP the Seller shall comply with the Buy American provision for agreements involving the purchase of food, Title 7 CFR §210.21 (d). The Seller shall purchase, to the maximum extent practicable, domestic commodities or products which are either an agricultural commodity produced in the United States (U.S.) or a food product processed in the U.S. substantially using agricultural commodities produced in the U.S. The Seller shall certify the percentage of U.S. content in the products supplied to the Purchaser. The Purchaser reserves the right to review Seller purchase records to ensure compliance with the Buy American provision.
2. The Seller shall comply with the mandatory standards and policies relating to energy efficiency contained in the State Energy Conservation Plan in compliance with the Energy Policy and Conservation Act (P.L. 94-163).
3. The Seller shall comply with Executive Order 11246, entitled "Equal Employment Opportunity," as amended by Executive Order 11375, and as supplemented in Department of Labor regulations, Title 41 CFR Part 60.
4. For agreements in excess of \$100,000, the Seller shall comply with Sections 3702 of the Contract Work Hours and Safety Standards Act (Act), 40 U.S.C. §3701-3708, as supplemented by the Department of Labor Regulations, Title 29 CFR Part 5. Under Section 3702 of the Act, the Seller shall be required to compute the wages of every laborer on the basis of a standard workweek of 40 hours. Work in excess of the standard workweek is permissible, provided that the worker is compensated at a rate of not less than 1 ½ times the basic rate of pay for all hours worked in excess of forty hours in any work week.
5. The Seller agrees that state and/or local health and sanitation requirements will be met at all times. All food will be properly stored, prepared, packaged, and transported free of contamination and at appropriate temperatures following HACCP guidelines.
6. The Seller shall maintain state and/or local health certifications for any facility in which it prepares meals and shall maintain their health certification for the duration of the Agreement.
7. The Purchaser shall be legally and financially responsible for the conduct of the food service and shall ensure compliance with the rules and regulations of DFN and the USDA regarding CNPs.

D. Records

1. The Seller will maintain full and accurate records pursuant to the provisions of Federal regulations the Purchaser is required to meet. Recording responsibilities shall be on a calendar month basis supported by invoices, receipts, or other records. The Seller shall promptly submit itemized monthly invoices and daily delivery receipts to the Purchaser. These records are to be kept at the Purchaser's site.
2. The Seller shall provide meal allergen information and standardized recipes upon request by the Purchaser.

3. The Seller shall maintain and provide to the Purchaser production records for the School Nutrition Programs (SNP). The records must show how the meals provided contribute to the required food components in order to be creditable. Records and supporting documentation (recipes, manufacturer formulation statement, Child Nutrition label, etc.) shall be provided to the Purchaser. The Purchaser must maintain records for a period of three (3) years after the end of the fiscal year to which they pertain (or longer if an audit is in progress). The Seller may maintain this information for the Purchaser, under the Purchaser's name, in the PrimeroEdge Menu Planning system.
4. Upon request, the Seller shall make available all accounts and records pertaining to the program to representatives of PDE, USDA, the Office of Inspector General, and/or the General Accounting Office for audit and/or administrative review purposes.
5. This Agreement shall be construed under the laws of the Commonwealth of Pennsylvania. Any action or proceeding arising out of this Agreement shall be heard in the appropriate courts of the Commonwealth of Pennsylvania.
6. No waiver of any default shall be construed to be or constitute a waiver of any subsequent claim.
7. The Seller and Purchaser shall regard any silence, absence, or omission from Agreement specifications concerning any point as meaning that only the best commercial practices prevail. The Seller shall use materials (i.e., food, supplies, etc.) and workmanship of a quality normally specified by the Purchaser.
8. In the event of the Seller's nonperformance under this Agreement and/or the violation or breach of the Agreement terms, the Purchaser shall have the right to pursue administrative, contractual, and legal remedies against the Seller and shall have the right to seek appropriate sanctions and penalties.

E. Term and Termination

1. The Purchaser or the Seller may terminate the agreement for cause or for convenience by giving 60 days written notice.
2. At any time, because of circumstances beyond the control of the Purchaser or the Seller, either party may terminate the agreement by giving 10 days written notice to the other party.
3. Force Majeure. Neither the Seller nor the Purchaser shall be responsible to the other for losses should the fulfillment of the terms of the Agreement be delayed or prevented by causes beyond its control and without the fault or negligence of either party. Causes beyond a party's control may include, but are not limited to, wars, acts of public enemies, strikes, work stoppages, natural disasters, acts of God, civil disorders, public health crises, freight embargos, or loss or malfunctions of utilities, respectively, and which by the exercise of due diligence the Seller or Purchaser were unable to prevent.
4. The Purchaser is protected under the Commonwealth of Pennsylvania's Tort Claims Act (act), and as such, cannot and shall not be held responsible or otherwise liable for those actions or inactions specifically enumerated under the Act. Based on the foregoing, each party agrees to protect, indemnify, and hold harmless the other party and its agents, employees, directors, officers, affiliates, consultants, and/or contractors from and against any and all damages, injuries (including bodily injury, dismemberment, and/or death), claims, liabilities, and costs (including reasonable attorneys' fees), which arise or may be suffered or incurred in whole or in part as a result of the acts or omissions of the indemnifying party, its agents, employees, directors, officers, affiliates, consultants, and/or contractors, and whether arising under this Agreement, to the extent permitted by law.

F. Additional Information

The Sponsor may add any additional items that need to be covered in the Agreement.

If the agreement is to begin after the start of the school year (July 1) or the start of the program year (October 1) and the beginning Agreement term date is later than July 1 or October 1, respectively, enter the beginning Agreement term date under this section. The ending Agreement term date will always be June 30 or September 30, respectively.

Do not repeat any items/specifications outlined above.

Additional Information

Bradford-Tioga Head Start, Inc. agrees to purchase adult meals from Canton School District for the agreed upon price listed below. The purchase of adult meals will follow the same guidelines and regulations as outlined above.

Breakfast – \$2.00

Lunch – \$3.90

Canton School District agrees to provide adult meals for the locations listed below.

Canton 1 classroom at 125 Sullivan St., Canton, PA

Canton 2 classroom at Canton Elementary School

Sponsor-to-Sponsor Agreement
Site Information

Purchaser Name: Bradford Tioga Head Start, Inc
Seller Name: Canton School District

Site Name	Complete Site Address	Site Contact Name	Site Contact Phone Number	Meal Service Specifications				
				Meal Type	Meal Service Time	Number of Daily Servings	Availability Time	Availability Method
Canton I	125 Sullivan St, Canton, PA 17724	Stephani Ross	(570) 673-8298					
				Lunch	11:15	17	10:15	Picked-Up

Sponsor-to-Sponsor Agreement Price Per Meal Rates

Purchaser Name: Bradford Tioga Head Start, Inc.
Seller Name: Canton School District

Indicate whether Seller will provide meals/snacks inclusive or exclusive of milk to the Purchaser: Inclusive

The Seller agrees to supply meals/snacks to the Purchaser for the prices listed below:

Meal Type	Unitized or Bulk Form	Estimated Daily Servings	Estimated Serving Days Per Year	Unit Price	Estimated Total
Breakfast	Bulk				\$ 0.00
AM Snack	Bulk				\$ 0.00
Lunch	Bulk	17	180	\$ 3.25	\$ 9,945.00
PM Snack	Bulk				\$ 0.00
Supper	Bulk				\$ 0.00
PM Snack	Bulk				\$ 0.00
					\$ 0.00
Adult Breakfast	Bulk	3	180	\$ 2.00	\$ 1,080.00
Adult Lunch	Bulk	6	180	\$ 3.90	\$ 4,212.00
					\$ 0.00
					\$ 0.00
					\$ 0.00
					\$ 0.00
					\$ 0.00
					\$ 0.00
					\$ 0.00
					\$ 0.00
Grand Total of Agreement					\$ 15,237.00

TENTATIVE 2022 CLASS LIST

MAY 12, 2022

K.I.

	FIRST NAME	LAST NAME
	Mya	Allen
	Ian	Bagley
	Natalie	Baillie
	Alexis	Baldwin
	Theresa	Beers
	Sarah	Begg
	Tessa	Bobb
	Brantson	Brown
	Hunter	Chaapel
	Dustin	Cole
	Savannah	Cranmer
	Conner	Davis
	Cordell	Davy
	Megan	Eagleberger
	Madison	Fitch
	Conner	Foust
	Hali	Fuller
	Trisha	Gilbert
	Ezekiel	Gilliland
	William	Gowin
	Ethan	Groover
	Hunter	Hartford
	Alicia	Hernandez
	Vincent	Hernandez
	Marissa	Hess
	Kerrick	Hughes
	Leonard	Karpinski
	Cooper	Kitchen
	Nicholas	Krise
	Melanie	Kropf

	FIRST NAME	LAST NAME
	Kylie	Landon
	Rachel	Martin
	Morgan	May
	Morgan	Mays
	Perry	McDonald
	Gavin	Morse
	Isaiah	Niemczyk
	Coleman	Pidcoe
	Garrett	Radney
	Audrey	Rockwell
	Ashton	Rockwell
	Lucas	Russell
	Sara	Saar
	Heather	Shaffer
	Katie	Shay
	Mason	Shultz
	Alisa	Sizemore
	Michael	Skipper
	Aubrey	Skwarlo
	Felicity	Smith
	Mason	Stiner
	Ryan	Twist
	Reed	Urban
	Faith	Vogel
	Emmi	Ward
	Chayton	Wesneski
	Shannon	Wesneski
	Caiden	Williams
	Olivia	Williams
	Alexia	Zeigler

WW 4/29/22
Bd App 5/12/22

CANTON AREA SCHOOL DISTRICT #K.2.

"WARRIOR PRIDE"

ADMINISTRATIVE OFFICES

509 East Main Street - Canton, PA 17724
Ph: (570) 673-3191 Fax: (570) 673-3680

OFFICE OF SUPPORT SERVICES

545 East Main Street - Canton, PA 17724
Ph: (570) 673-3983 Fax: (570) 673-7929



www.canton.k12.pa.us

CANTON AREA ELEMENTARY SCHOOL

545 East Main Street, Canton, PA 17724
Ph: (570) 673-5196 Fax: (570) 673-7929

CANTON JR. SR. HIGH SCHOOL

509 East Main Street, Canton, PA 17724
Ph: (570) 673-5134 Fax: (570) 673-5566

May 12, 2022

Mrs. Amy Seeley
Borough Secretary
Canton Borough
P.O. Box 174
Canton, PA 17724

Dear Mrs. Seeley,

The Canton Area School District agrees to fully indemnify, save harmless and, if requested, defend the borough of Canton, from and against claims, suits or actions for injury, death or property damage arising from or because of the acts or omissions of the sponsor, its officers, agents or employee during the Canton Area School District graduation parade only on Friday, June 3, 2022, following commencement ceremonies at approximately 7:30 PM.

Should you have any questions, please feel free to contact me at ebriggs@canton.k12.pa.us or 570-673-3191.

Sincerely,

Eric Briggs, D.Ed.
Superintendent
Canton Area School District

TREASURER'S REPORT

#H.I.

CANTON AREA SCHOOL DISTRICT

4/30/2022

GENERAL FUND ACCOUNT BALANCES

		<u>General Fund</u> <u>Checking</u>	<u>General Fund</u> <u>Savings</u>	<u>Procurement</u> <u>Cards Account</u>	<u>Special Acct.</u> <u>Checking</u>
BALANCE	04/01/22	5,697,848.76	10,023.49	8,197.35	805.71
RECEIPTS - REGULAR		1,484,972.25	0.00	0.00	0.00
INTEREST EARNED		2,807.49	5.90	0.00	0.00
DISBURSEMENTS		-1,096,564.46	0.00	-731.36	-400.00
BALANCE	04/30/22	6,089,064.04	10,029.39	7,465.99	405.71

GENERAL FUND PASS THROUGH ACCOUNTS

		<u>Online Payment Acct.</u> <u>Checking</u>	<u>Payroll Acct.</u> <u>Checking</u>	<u>Lockbox Acct.</u> <u>Checking</u>
BALANCE	04/01/22	1,109.00	1.00	1.00
RECEIPTS - REGULAR		733.00	392,036.86	0.00
INTEREST EARNED		0.00	0.00	0.00
DISBURSEMENTS		-1,108.00	-392,036.86	0.00
BALANCE	04/30/22	734.00	1.00	1.00

OTHER FUNDS OF BOARD RESPONSIBILITY

		<u>Cafeteria Acct.</u> <u>Checking</u>	<u>High School</u> <u>Central Treas.</u> <u>Checking</u>	<u>Elementary</u> <u>Central Treas.</u> <u>Checking</u>	<u>H.R.A. 1 Account</u> <u>Checking</u>
BALANCE	04/01/22	424,801.24	175,426.71	13,218.71	26,823.92
RECEIPTS-REGULAR		95,593.13	30,460.45	0.00	0.00
INTEREST EARNED		232.12	91.48	6.92	13.98
DISBURSEMENTS		-33,188.78	-35,935.61	0.00	-238.17
BALANCE	04/30/22	487,437.71	170,043.03	13,225.63	26,599.73

GENERAL FUND CERTIFICATES OF DEPOSIT

INVEST. INSTITUTION	C.D.#	PRINC.	DATE PURCH.	MATURITY	INT. RATE
1st Citizens Cmty. Bank	392	1,594,653.15	02/07/13	02/07/23	0.50%
TOTAL>>>		1,594,653.15	AVERAGE >>		0.50%

DISPOSITION OF MATURED INVESTMENTS - GENERAL FUND

INVEST. INSTITUTION	C.D.#	PRINC.	DATE PURCH.	MATURITY	INT. RATE
TOTAL>>>		0.00	AVERAGE >>		0.00%

LONG TERM DISTRICT LIABILITIES

LIABILITY	Original Issue	LOAN DATE & MATURITY	RATE	PRINCIPAL BALANCE	AMORTIZED BALANCE
General Obl. Bond 2014	\$5,040,000	2014 - 2022	2.00% - 2.35%	745,000	762,507
General Obl. Bond 2020	\$3,559,739	2025 - 2027	2.00%	3,220,000	3,442,400

RECEIPTS FOR THE MONTH ENDING 4/30/22 **CANTON AREA SCHOOL DISTRICT**

SUMMARY OF INCOME

TOTAL LOCAL	107,176.26	7.65%
TOTAL STATE	1,143,872.98	81.65%
TOTAL FEDERAL	149,833.00	10.70%
GRAND TOTAL	1,400,882.24	

LOCAL INCOME

ADMISSIONS

Athletic Director	Gate Receipts	0.00
	TOTAL ADMISSIONS	0.00

INSURANCE

School Claims Service	Cobra insurance premiums	4,261.45
	TOTAL INSURANCE >>>	4,261.45

INTEREST

First Citizens Community Bank	Gen. Fund Checking	2,807.49
First Citizens Community Bank	Gen. Fund Savings	5.90
First Citizens Community Bank	HRA	13.98
	TOTAL INTEREST >>>	2,827.37

MISCELLANEOUS

Amazon	Refund	960.94
Bradford County Collections	Fines	135.58
Bradford-Tioga Head Start	Lease	801.80
CASD Student	Football jerseys	200.00
CASD Students	Lost library book	35.00
CASD Students	Computer charger replacement/repairs	250.00
CASD Students	Computer insurance	40.00
Central Treasury	FCCLA supplies	172.89
Discovery Benefits	Returned HSA contributions	2,720.00
District Magistrate	Fines	851.19
Norther Tier Insurance Consortium	Wellness incentive	1,100.00
Ohiopyle	Royalties	25.66
PMEA	Refund	180.00
	TOTAL MISCELLANEOUS >>>	7,473.06

TAXES

Berkheimer	E.I.T.	40,959.87
Bradford County	Delinquent Taxes	15,243.85
Bradford County	R.E. Transfer Tax	4,971.05
Harris, G.H. and Associates	Delinquent Occup. and Per Capita Taxes	4,543.00
Lycoming County	Delinquent Taxes	6,347.83
Lycoming County	R.E. Transfer Tax	4,723.60
Tioga County	Delinquent Taxes	10,195.08
Tioga County	R.E. Transfer Tax	5,630.10
	TOTAL TAXES >>>	92,614.38

TUITION

	Tuition	0.00
	TOTAL TUITION >>>	0.00

	TOTAL LOCAL INCOME >>>	107,176.26
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STATE INCOME

Commonwealth of Pennsylvania	Basic Ed. Subsidy	1,105,697.00
Commonwealth of Pennsylvania	PlanCon Bond Projects	36,486.98
Commonwealth of Pennsylvania	Vocational Ed	1,689.00
	TOTAL STATE INCOME >>>	1,143,872.98

FEDERAL INCOME

Commonwealth of Pennsylvania	ARP - ESSER	92,492.66
Commonwealth of Pennsylvania	ARP - ESSER 7%	3,594.40
Commonwealth of Pennsylvania	CARES Act - ESSER Fund Local	29,244.07
Commonwealth of Pennsylvania	Title I Improving Basic Programs	21,760.27
Commonwealth of Pennsylvania	Title II Improving Teacher Quality	2,741.60
	TOTAL FEDERAL INCOME >>>	149,833.00

FUND ACCOUNTING PAYMENT SUMMARY

Bank Account: GF - General Fund Payment Date: 2022-04-22

Check Numbers: 0000062619 - 0000062642

Payment Categories: Checks, Credit Cards, Direct Deposits,

Sort: Payment Number

Payment #	Paymnt Dt	Vendor Name	Description Of Purchase	Description Of Purchase	Amount
0000062619	04/22/2022	AGORA CYBER CHARTER SCHOOL	TUITION		3,516.07
0000062620	04/22/2022	ASSETGENIE, INC.	SUPPLIES		699.65
0000062621	04/22/2022	AMAZON CAPITAL SERVICES	SUPPLIES		326.07
0000062622	04/22/2022	AT & T	CELL PHONES		186.83
0000062623	04/22/2022	BLAST IU #17	PROF SVC		1,250.00
0000062624	04/22/2022	CAPPI/USA	SUPPLIES		176.00
0000062625	04/22/2022	CM REGENT LLC	LIFE INSURANCE		747.50
0000062626	04/22/2022	COMMONWEALTH CHARTER ACADEMY	TUITION		15,214.43
0000062627	04/22/2022	COMMUNITY FOUNDATION FOR THE	DED: CFTT - Full Payroll Pay Date: 4/22/2022	DED: CFTT - Full Payroll Pay Date: 4/8/2022	214.00
0000062628	04/22/2022	MAGISTERIAL DISTRICT COURT 42-3-01	DED: MISC - Full Payroll Pay Date: 4/22/2022	DED: MISC - Full Payroll Pay Date: 4/8/2022	10.00
0000062629	04/22/2022	FRONTIER COMMUNICATIONS OF CTN	TELEPHONE SVC		1,898.68
0000062630	04/22/2022	HOOVER HDWE & GIFT SHOP INC	SUPPLIES		169.80
0000062631	04/22/2022	PA CYBER CHARTER SCHOOL	TUITION		9,332.46
0000062632	04/22/2022	PA DISTANCE LEARNING CHARTER SCHOOL	TUITION		1,166.55
0000062633	04/22/2022	PA LEADERSHIP CHARTER SCHOOL	TUITION		1,166.56
0000062634	04/22/2022	PIONEER MANUFACTURING COMPANY	SUPPLIES ACCT #CA5656		3,279.95
0000062635	04/22/2022	PIVOT PHYSICAL THERAPY	PROF SVC		4,417.50
0000062636	04/22/2022	REACH CYBER CHARTER SCHOOL	TUITION		6,999.34
0000062637	04/22/2022	THOMPSON SPORTS & APPAREL	SUPPLIES		176.76
0000062638	04/22/2022	TOPS MARKETS LLC	SUPPLIES	FCCLA SUPPLIES	1,171.69

- Non-Negotiable Disbursement + - Procurement Card Non-Negotiable

- Payable within Payment

P - Prenote

D - Direct Deposit

C - Credit Card

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CANTON AREA SCHOOL DISTRICT

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FUND ACCOUNTING PAYMENT SUMMARY

Bank Account: GF - General Fund Payment Date: 2022-04-22

Check Numbers: 0000062619 - 0000062642

Payment Categories: Checks, Credit Cards, Direct Deposits,
Sort: Payment Number

Payment #	Paymnt Dt	Vendor Name	Description Of Purchase	Description Of Purchase	Amount
0000062639	04/22/2022	UGI ENERGY SERVICES INC.	NATURAL GAS		10,687.01
0000062640	04/22/2022	UNITED PARCEL SERVICE	UPS CHARGES		31.00
0000062641	04/22/2022	WORK CENTER SUSQUEHANNA PHYSICIAN SERVICES	PROF SVC		198.00
0000062642	04/22/2022	XEROX CORPORATION	COPIER LEASE		72.48
D000001510	04/22/2022	LYNN DERSTINE	4/5/22 OFFICIAL	4/9/22 OFFICIAL	250.00 D
D000001511	04/22/2022	DOUD TRANSPORTATION LLC	REGULAR DAYS TRANS.		26,509.06 D
D000001512	04/22/2022	MARY FEUSNER	4/9/22 OFFICIAL	4/5/22 OFFICIAL	230.00 D
D000001513	04/22/2022	ROBERT HANSEN	4/9/22 OFFICIAL		115.00 D
D000001514	04/22/2022	INGERSOLL-RAND FEDERAL CU	DED: CRED - Full Payroll Pay Date: 4/22/2022		3,401.00 D
D000001515	04/22/2022	JENNINGS BUS COMPANY	REGULAR DAYS TRANS.		9,856.52 D
D000001516	04/22/2022	KIRBY RON	4/8/22 STARTER	4/5/22 STARTER	330.00 D
D000001517	04/22/2022	LESKO FINANCIAL SERVICES	DED: ANN1 - Full Payroll Pay Date: 4/22/2022	DED: TAP - Full Payroll Pay Date: 4/22/2022	5,512.15 D
D000001518	04/22/2022	MARK MCMURRAY	REGULAR DAYS TRANS.		13,504.90 D
D000001519	04/22/2022	ROGER ORLANDI	4/8/22 OFFICIAL		85.00 D
D000001520	04/22/2022	WAYNE E PRATT	4/9/22 OFFICIAL		115.00 D
D000001521	04/22/2022	PSEA HEALTH & WELFARE FUND	VISION INS		502.64 D
D000001522	04/22/2022	ED ROOT	4/8/22 OFFICIAL		85.00 D
D000001523	04/22/2022	ROBERT ROCKWELL	AD TRAVEL EXPENSES		114.66 D
D000001524	04/22/2022	CRAIG WEST	4/8/22 OFFICIAL		80.00 D
D000001525	04/22/2022	MATTHEW WEST	4/8/22 OFFICIAL		80.00 D
D000001526	04/22/2022	YAGGIE ANDREW JR.	REGULAR DAYS TRANS.		1,150.00 D

* - Non-Negotiable Disbursement

+ - Procurement Card Non-Negotiable

- Payable within Payment

P - Prenote

D - Direct Deposit

C - Credit Card

FUND ACCOUNTING PAYMENT SUMMARY

Bank Account: GF - General Fund Payment Date: 2022-04-22

Check Numbers: 0000062619 - 0000062642

Payment Categories: Checks, Credit Cards, Direct Deposits,

Sort: Payment Number

10 - GENERAL FUND	125,029.26
Grand Total All Funds	125,029.26
Grand Total Credit Cards	0.00
Grand Total Direct Deposits	61,920.93
Grand Total Manual Checks	0.00
Grand Total Other Disbursement Non-negotiables	0.00
Grand Total Procurement Card Other Disbursement Non-negotiables	0.00
Grand Total Regular Checks	63,108.33
Grand Total All Payments	125,029.26

FUND ACCOUNTING PAYMENT SUMMARY

Bank Account: GF - General Fund Payment Date: 2022-04-22

Payment Categories: Direct Deposits,
Sort: Payment Number

Payment #	Paymnt Dt	Vendor Name	Description Of Purchase	Description Of Purchase	Amount
D000001527	04/22/2022	DOUD TRANSPORTATION LLC	STUDENT ACTIVITY RUNS		519.23 <i>D</i>
D000001528	04/22/2022	JENNINGS BUS COMPANY	STUDENT ACTIVITY RUNS		429.25 <i>D</i>
D000001529	04/22/2022	MARK MCMURRAY	STUDENT ACTIVITY RUNS		941.81 <i>D</i>
D000001530	04/22/2022	RANDALL W FRYE	TRAVEL EXPENSES		71.00 <i>D</i>
10 - GENERAL FUND					1,961.29
Grand Total All Funds					1,961.29
Grand Total Credit Cards					0.00
Grand Total Direct Deposits					1,961.29
Grand Total Manual Checks					0.00
Grand Total Other Disbursement Non-negotiables					0.00
Grand Total Procurement Card Other Disbursement Non-negotiables					0.00
Grand Total Regular Checks					0.00
Grand Total All Payments					1,961.29

FUND ACCOUNTING PAYMENT SUMMARY

Bank Account: 50 - FOOD SERVICE FUND Payment Date: 2022-04-29

Check Numbers: 0000004838 - 0000004839

Payment Categories: Checks, Credit Cards, Direct Deposits,

Sort: Payment Number

Payment #	Paymnt Dt	Vendor Name	Description Of Purchase	Description Of Purchase	Amount
0000004838	04/29/2022	AMAZON CAPITAL SERVICES	SUPPLIES		299.00
0000004839	04/29/2022	K & D FACTORY SERVICE INC	REPAIRS/MAINT		1,910.11
D0000000030	04/29/2022	NUTRITION INC.	APRIL INVOICE		33,188.78 ^D
50 - FOOD SERVICE FUND					35,397.89
Grand Total All Funds					35,397.89
Grand Total Credit Cards					0.00
Grand Total Direct Deposits					33,188.78
Grand Total Manual Checks					0.00
Grand Total Other Disbursement Non-negotiables					0.00
Grand Total Procurement Card Other Disbursement Non-negotiables					0.00
Grand Total Regular Checks					2,209.11
Grand Total All Payments					35,397.89

* - Non-Negotiable Disbursement

+ - Procurement Card Non-Negotiable

- Payable within Payment

P - Prenote

D - Direct Deposit

C - Credit Card

FUND ACCOUNTING PAYMENT SUMMARY

Bank Account: GF - General Fund Payment Date: 2022-05-06

Check Numbers: 0000062643 - 0000062668

Payment Categories: Checks, Credit Cards, Direct Deposits,

Sort: Payment Number

Payment #	Paymnt Dt	Vendor Name	Description Of Purchase	Description Of Purchase	Amount
0000062643	05/06/2022	AMAZON CAPITAL SERVICES	SUPPLIES		448.39
0000062644	05/06/2022	ATHENS AREA ATHLETIC DEPARTMENT	TRACK NTL REG FEE		600.00
0000062645	05/06/2022	JONATHAN BARRETT	PIT ORCHESTRA MUSICIAN		250.00
0000062646	05/06/2022	BLAST IU #17	SUPPLIES		32.00
0000062647	05/06/2022	BRANN WILLIAMS CALDWELL & BLANEY	PROF SVC		50.00
0000062648	05/06/2022	CAFETERIA FUND-CASD	TITLE I SUPPLIES		146.20
0000062649	05/06/2022	CANTON BOROUGH AUTHORITY	WATER/SEWER		2,831.13
0000062650	05/06/2022	CAPP/USA	SUPPLIES		1,834.00
0000062651	05/06/2022	COUNTY OF LYCOMING	TAX COLLECTOR BOND-C BLACK	TAX COLLECTOR BOND - M KITCHEN	321.27
0000062652	05/06/2022	FRONTIER COMMUNICATIONS OF CTN	TELEPHONE SVC		669.21
0000062653	05/06/2022	HOOVER HDWE & GIFT SHOP INC	SUPPLIES		169.80
0000062654	05/06/2022	KRISTIN IVERS	PIT ORCHESTRA MUSICIAN		1,040.00
0000062655	05/06/2022	JAMES JOHNSON	PIT ORCHESTRA MUSICIAN		250.00
0000062656	05/06/2022	LOWES COMPANIES INC.	SUPPLIES		570.05
0000062657	05/06/2022	NEVCO SPORTS LLC	PROF SVC		173.85
0000062658	05/06/2022	ROBERT OLDROYD	PIT ORCHESTRA MUSICIAN		250.00
0000062659	05/06/2022	PENELEC	ELECTRICITY		15,051.88
0000062660	05/06/2022	PENNSYLVANIA PAPER & SUPPLY COMPANY	SUPPLIES		520.30
0000062661	05/06/2022	PMEA	ALL-STATE CHORUS REG FEE		15.00
0000062662	05/06/2022	PYRAMID SCHOOL PRODUCTS	SUPPLIES - SB		669.90
0000062663	05/06/2022	QBS LLC	D WEED RECERT		525.00

* - Non-Negotiable Disbursement + - Procurement Card Non-Negotiable # - Payable within Payment P - Prenote D - Direct Deposit C - Credit Card

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CANTON AREA SCHOOL DISTRICT

FUND ACCOUNTING PAYMENT SUMMARY

Bank Account: GF - General Fund Payment Date: 2022-05-06

Check Numbers: 0000062643 - 0000062668

Payment Categories: Checks, Credit Cards, Direct Deposits,

Sort: Payment Number

Payment #	Paymnt Dt	Vendor Name	Description Of Purchase	Description Of Purchase	Amount
0000062664	05/06/2022	ROCKWELL H & SON	SUPPLIES		83.14
0000062665	05/06/2022	SILVERTIP INC.	PROF SVC		2,079.00
0000062666	05/06/2022	ZACKARY SMITH	PIT ORCHESTRA MUSICIAN		250.00
0000062667	05/06/2022	UNITED PARCEL SERVICE	UPS CHARGES		31.00
0000062668	05/06/2022	UPMC	TRAINER		2,727.27
D000001531	05/06/2022	DANIEL BENJAMIN	4/25/22 OFFICIAL		80.00 D
D000001532	05/06/2022	BRADFORD COUNTY SANITATION INC	PROF SVC		380.00 D
D000001533	05/06/2022	BRADCO PRINTERS	SUPPLIES		108.00 D
D000001534	05/06/2022	TIMOTHY E. BURKE	4/14/22 OFFICIAL		80.00 D
D000001535	05/06/2022	KRISTEN DECKER	4/20/22 OFFICIAL		80.00 D
D000001536	05/06/2022	DOUD TRANSPORTATION LLC	REGULAR DAYS TRANS.	STUDENT ACTIVITY RUNS	20,112.84 D
D000001537	05/06/2022	DOUGLAS A. MCNETT	LAWN MAINTENANCE		1,655.49 D
D000001538	05/06/2022	EASTERN MANAGED PRINT NETWORK LLC	COPIER LEASE		320.00 D
D000001539	05/06/2022	MARY FEUSNER	4/30/22 OFFICIAL	4/29/22 OFFICIAL	260.00 D
D000001540	05/06/2022	ROBERT HANSEN	4/22/22 OFFICIAL		85.00 D
D000001541	05/06/2022	ROGER HECKROTE	4/30/22 OFFICIAL	5/2/22 OFFICIAL	265.00 D
D000001542	05/06/2022	INGERSOLL-RAND FEDERAL CU	DED: CRED - Full Payroll Pay Date: 5/6/2022		3,401.00 D
D000001543	05/06/2022	LISA INMAN	PROF SVC		5,999.49 D
D000001544	05/06/2022	JENNINGS BUS COMPANY	REGULAR DAYS TRANS.	STUDENT ACTIVITY RUNS	7,902.13 D
D000001545	05/06/2022	KIRBY RON	4/21/22 STARTER	4/26/22 STARTER	340.00 D
D000001546	05/06/2022	LESKO FINANCIAL SERVICES	DED: ANN1 - Full Payroll Pay Date: 5/6/2022	DED: TAP - Full Payroll Pay Date: 5/6/2022	5,509.27 D

FUND ACCOUNTING PAYMENT SUMMARY

Bank Account: GF - General Fund Payment Date: 2022-05-06

Check Numbers: 0000062643 - 0000062668

Payment Categories: Checks, Credit Cards, Direct Deposits,

Sort: Payment Number

Payment #	Paymnt Dt	Vendor Name	Description Of Purchase	Description Of Purchase	Amount
D000001547	05/06/2022	PETER P. LUPKOWSKI	4/13/22 STARTER		165.00 D
D000001548	05/06/2022	MARK MCMURRAY	REGULAR DAYS TRANS.	STUDENT ACTIVITY RUNS	9,996.79 D
D000001549	05/06/2022	NTSWA	PROF SVC		46.35 D
D000001550	05/06/2022	ROGER ORLANDI	4/23/22 OFFICIAL	4/22/22 OFFICIAL	160.00 D
D000001551	05/06/2022	GLENN POIRIER	5/2/22 OFFICIAL		80.00 D
D000001552	05/06/2022	DUANE POTTER	4/30/22 OFFICIAL	4/20/22 OFFICIAL	340.00 D
D000001553	05/06/2022	WAYNE E PRATT	4/22/22 OFFICIAL	4/14/22 OFFICIAL	160.00 D
D000001554	05/06/2022	KYLE J RAUPERS	4/20/22 OFFICIAL	4/14/22 OFFICIAL	170.00 D
D000001555	05/06/2022	REAL DISPOSAL LLC	PROF SVC		696.00 D
D000001556	05/06/2022	DOUGLAS REEVES	4/27/22 OFFICIAL		85.00 D
D000001557	05/06/2022	ED ROOT	4/30/22 OFFICIAL	4/22/22 OFFICIAL	520.00 D
D000001558	05/06/2022	JAMES SHAW	4/29/22 OFFICIAL	4/25/22 OFFICIAL	160.00 D
D000001559	05/06/2022	TIMOTHY SHAW	4/14/22 OFFICIAL	4/29/22 OFFICIAL	330.00 D
D000001560	05/06/2022	ROBERT M SIDES INC.	PROF SVC		305.46 D
D000001561	05/06/2022	DAVID SIKORSKI	5/2/22 OFFICIAL	4/26/22 OFFICIAL	165.00 D
D000001562	05/06/2022	SPORTSMANS	SUPPLIES - BB		351.60 D
D000001563	05/06/2022	YAGGIE ANDREW JR.	REGULAR DAYS TRANS.		805.00 D

* - Non-Negotiable Disbursement

+ - Procurement Card Non-Negotiable

- Payable within Payment

P - Prenote

D - Direct Deposit

C - Credit Card

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CANTON AREA SCHOOL DISTRICT

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FUND ACCOUNTING PAYMENT SUMMARY

Bank Account: GF - General Fund Payment Date: 2022-05-06

Check Numbers: 0000062643 - 0000062668

Payment Categories: Checks, Credit Cards, Direct Deposits,

Sort: Payment Number

10 - GENERAL FUND	92,702.81
Grand Total All Funds	92,702.81
Grand Total Credit Cards	0.00
Grand Total Direct Deposits	61,114.42
Grand Total Manual Checks	0.00
Grand Total Other Disbursement Non-negotiables	0.00
Grand Total Procurement Card Other Disbursement Non-negotiables	0.00
Grand Total Regular Checks	31,588.39
Grand Total All Payments	92,702.81