

**MINUTES
CANTON AREA SCHOOL DISTRICT
November 10, 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, November 10, 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, and Mr. Tom Resavage.

OTHERS PRESENT

Dr. Amy Martell, 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, Mr. Dale Keltz, Mr. Thomas Cochran, Ms. Stacey Segur, Mr. Allen Westerbaan, and Mr. Randy Frye.

MINUTES

A motion was made by Mr. Eric Anderson and seconded by Mrs. Arica Jennings to approve the minutes of the regular meeting of October 13, 2022

Voice Vote: All eight members present voted yea.
Mr. Denny Sourbeer was absent.
Motion carried.

REPORTS

Superintendent

Dr. Amy Martell, Superintendent, reported on the following items:

- We are always looking for new and creative ways to maintain a positive public image at the Canton Area School District. Having a channel for communication and seeking new ways to communicate effectively is a goal of the district in the 2022/2023 school year. There has been an increase in student spotlights in various media platforms such as the Canton Independent Sentinel, district website, and district social media outlets. The staff at CASD have developed a plan to increase communication between the school and the community as part of the 2022/2023 school year goals. Dr. Martell and Mr. Jacopetti will be meeting with the Homepage Network this week in hopes of providing additional opportunities for programs (chorus, band, agriculture, among others), teachers, and students to have spotlights in the local community. We once had an active Interact Club and there were highlights about the special things going on in the district in a news format for the school and community to enjoy and still watch today. Our goal is to start small and continue to move forward.
- The CHS fall athletics were very exciting in the 2022/2023 school year. Our volleyball team ended their season as the runner up in the District 4 championship against Galeton. The cross country team had many season successes. Camille McRoberts represented CHS in the state championship. Our football team will play on Saturday against the Muncy Indians for the district championship. A special thank you to our band and cheerleaders for their enthusiastic support of all of our teams.

- We have had multiple career visits during the school day and that has allowed students to learn more about post-secondary career options.
- The career fair in the high school gymnasium was well attended. Thank you to Barb Knapp for her hard work to make this event a success. The career fair brought in several businesses to talk about what options students have in their post-secondary careers.
- In the month of October, the students in grades 10-12 completed ASVAB testing as a means for identifying potential careers in the military and PSAT in preparation for post-secondary education options.
- The PBIS Family Night was well attended with about 150 people. The PBIS first marking period assemblies also took place.
- A book study is starting in the elementary school with a group of seven teachers.
- Four elementary school teachers will be attending the PBIS conference in Hershey to accept our recognition as a PBIS Tier I and Tier II program.
- Upcoming events at the elementary school: parent-teacher conferences are taking place on November 10 and November 11, 2022; sixth grade grandparent luncheon will be taking place on November 17, 2022; elementary band and chorus concert is December 1, 2022.
- Updated the board on elementary school enrollment.
- Dr. Martell has been reviewing the comprehensive plan and the district goals. Our comprehensive planning process begins this fall with a review of the “Ready, Set, Go!” sections of the plan. That means that we need to review and refine what makes us the Canton Area School District with focus on our vision, mission, and values. This also means that the administration is beginning to pull together the data needed to continue to make decisions that will impact learning for all of the students in the district. In the high school, we have been meeting weekly with English, Mathematics, and Science teachers to begin looking into our curriculum. This work is something that we should be looking at systematically on a continual basis. We are focused right now on those three areas and building the system to help us to continue to focus on student learning. This will be a process but as we align the written curriculum to the taught curriculum, we get closer to the target. When the written, taught, and tested are tightly coupled, the results will yield even greater student growth and achievement in learning.

CITIZEN RECOGNITION – AGENDA RELATED

Mr. Dale Keltz addressed the board asking which God each board member serves.

BUSINESS

Treasurer’s Report

A motion was made by Mr. Gary Black and seconded by Mr. Eric Anderson to approve the Treasurer’s Report as presented for October 31, 2022. (A copy is in the supplemental file.)

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

Bills

A motion was made by Mr. Gary Black and seconded by Mr. Eric Anderson to approve the bills for October 2022.

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

Tax Additions, Exemptions and Exonerations

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

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

Transportation Changes

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

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

Authorization for Expenditures

A motion was made by Mr. Gary Black and seconded by Mr. Eric Anderson to approve the following Authorization for Expenditures:

- a. NavigateHCR ACA Contract in the amount of \$1,500.00.
- b. Achieve 3000 from McGraw Hill in the amount of \$4,754.00.

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

Agreement

A motion was made by Mr. Gary Black and seconded by Mr. Eric Anderson to approve the agreement between TKA Consulting and Canton Area School District for the 2022/2023 school year.

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

Resolution

A motion was made by Mr. Gary Black and seconded by Mr. Eric Anderson to approve the resolution between Friendship House Community/School Based Behavioral Health Care and Canton Area School District for the 2022/2023 school year.

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

Memorandum of Understanding

A motion was made by Mr. Gary Black and seconded by Mr. Eric Anderson to approve the Memorandum of Understanding between B/S/S/T Area Agency on Aging, Inc. Foster Grandparent Program and Canton Area Elementary School effective December 1, 2022 through November 30, 2025.

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

Service Agreement

A motion was made by Mr. Gary Black and seconded by Mr. Eric Anderson to approve the Service Agreement between NRG Controls North, Inc. and Canton Area School District effective November 1,

2022 through October 31, 2025.

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

Service Agreement

A motion was made by Mr. Gary Black and seconded by Mr. Eric Anderson to approve the Service Agreement between Standing Stone Consulting, Inc. and Canton Area School District effective November 1, 2022 through June 30, 2024, with the possibility of two additional one-year extensions given the mutual consent of Canton Area School District and Standing Stone Consulting, Inc.

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

Surplus Sale

A motion was made by Mr. Gary Black and seconded by Mr. Eric Anderson to approve the surplus sale of the district's 2003 GMC W3500 box truck with lift gate to the highest bid received of \$3,501.00 from Susan Asbury representing Union Township.

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

PERSONNEL

Medical Sabbatical

A motion was made by Mr. Scott May and seconded by Mr. Ryan Allen to approve the request for medical sabbatical from Theresa Stimson, effective January 19, 2023 through June 2, 2023.

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

Letter of Resignation

A motion was made by Mr. Scott May and seconded by Mr. Ryan Allen to accept the letter of resignation from Gabrielle McNett, paraprofessional, effective November 16, 2022.

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

Letter of Resignation

A motion was made by Mr. Scott May and seconded by Mr. Ryan Allen to accept the letter of resignation from Charlene Castle, part-time paraprofessional, effective November 18, 2022.

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

Resignation

A motion was made by Mr. Scott May and seconded by Mr. Ryan Allen to accept the verbal

resignation from Joann Collister, substitute Computer Science teacher, effective October 25, 2022.

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

New Hire

A motion was made by Mr. Scott May and seconded by Mr. Ryan Allen to approve the hiring of Penny Morgan, part-time paraprofessional, at \$18.00/hour with no benefits retroactive to November 2, 2022; all paperwork has been completed.

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

Substitute List Additions

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

- a. Allen Westerbaan, guest teacher, retroactive to 10/25/22; all paperwork has been completed.
- b. Madison Clark, paraprofessional, retroactive to 10/31/22; all paperwork has been completed.
- c. Leonard Karpinski, custodian, retroactive to 10/24/22; all paperwork has been completed.
- d. Jacqueline Shattuck, guest teacher.

Roll Call Vote: All seven members present voted yea.
Mr. Eric Anderson abstained.
Mr. Denny Sourbeer was absent.
Motion carried.

Volunteers

A motion was made by Mr. Scott May and seconded by Mr. Ryan Allen to approve the following volunteers as all paperwork has been completed:

- a. Brooke Russell, field experience in special education, retroactive to 10/13/22.
- b. Tom Evans, basketball, retroactive to 10/12/22.
- c. Thomas Blackburn, football.

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

Unpaid Days

A motion was made by Mr. Scott May and seconded by Mr. Ryan Allen to approve unpaid days for the month of October 2022 for the following employee:

- a. #1812 - 19 days

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

FINANCE/POLICY

Second Reading

A motion was made by Mr. Ryan Allen and seconded by Mr. Eric Anderson to approve the second reading of the following policies:

- a. Policy #143 (new) – Standards for Persistently Dangerous Schools
- b. Policy #144 (new) – Standards for Victims of Violent Crimes and two attachments
- c. Policy #209.2 (new) – Diabetes Management and attachment
- d. Policy #236.1 (new) – Threat Assessment
- e. Policy 353 (new) – Whistleblower/Fraud and attachment
- f. Policy #604 (new) – Budget Adoption
- g. Policy #805 (updated) – Emergency Preparedness and Response and one attachment
- h. Policy #805.2 (new) – School Security Personnel
- i. Policy #808 (updated) – Food Services

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

First Reading

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

- a. Policy #000 (new) – Board Policy/Procedure/Administrative Regulations
- b. Policy #006 (updated) – Meetings
- c. Policy #008 (updated) – Organization Chart
- d. Policy #103 (updated) – Discrimination/Title IX Sexual Harassment Affecting Students
- e. Policy #104 (updated) – Discrimination/Title IX Sexual Harassment Affecting Staff
- f. Policy #137.1 (new) – Extracurricular Participation by Home Education Students
- g. Policy #140.1 (new) – Extracurricular Participation by Charter/Cyber Charter Students
- h. Policy #146.1 (new) – Trauma-informed Approach
- i. Policy #218.1 (updated) – Weapons
- j. Policy #218.2 (updated) – Terroristic Threats
- k. Policy #230 (updated) – Public Performances by Students
- l. Policy #318 (new) – Attendance and Tardiness
- m. Policy #331 (updated) – Job Related Expenses and three attachments
- n. Policy #332 (updated) – Working Periods
- o. Policy #334 (updated) – Sick Leave
- p. Policy #335 (updated) – Family and Medical Leaves
- q. Policy #340 (updated) – Responsibility for Student Welfare
- r. Policy #346 (updated) – Workers' Compensation
- s. Policy #806 (updated) – Child Abuse
- t. Policy #913 (updated) – Non-school Organizations/Groups/Individuals

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

Policy Deletion/Retirement

A motion was made by Mr. Ryan Allen and seconded by Mr. Eric Anderson to approve the deletion/retirement of the following policies:

- a. Policies #331, #431, and #531 – Job Related Expenses
- b. Policies #432 and #532 – Working Periods
- c. Policies #334, #434, and #534 – Sick Leave
- d. Policies #335, #435, and #535 – Family and Medical Leaves
- e. Policies #346, #436, and #546 – Worker's Compensation
- f. Policy #440 – Responsibility of Staff for Student Welfare
- g. Policies #448 and #548 – Unlawful Harassment

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

CITIZEN RECOGNITION - NON-AGENDA RELATED

There were no comments.

Announcements

There was an Executive Session on October 25, 2022 at 5:00 p.m. to discuss safety.

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

The next Board Meeting will be held Thursday, December 1, 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 5:24 p.m. on a unanimous voice vote.

Respectfully submitted,

Mark S. Jannone
Business Manager/Board Secretary