

**MINUTES
CANTON AREA SCHOOL DISTRICT
APRIL 13, 2023**

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 13, 2023 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. Eric Anderson, Mr. Gary Black, Mr. Bill Holland, Mrs. Arica Jennings, Mr. Tom Resavage, and Mr. Denny Sourbeer.

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; Mrs. Sherry Lambert and Mr. Matt Jennings, newspaper reporters.

MINUTES

A motion was made by Mr. Eric Anderson and seconded by Mr. Denny Sourbeer to approve the minutes of the regular meeting of March 9, 2023.

Voice Vote: All seven members present voted yea.
Mr. Ryan Allen and Mr. Scott May were absent.
Motion carried.

REPORTS

Superintendent

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

- Updated the board on district enrollment figures.
- Commencement is drawing close. Dr. Martell reminded the board that the ceremony is on June 2, 2023. She also provided them with details of the ceremony as well as the senior parade.
- 7th and 8th grade students will begin PSSA testing on April 25, 2023 through May 5, 2023. May 8 and May 9 will be makeup days for students who were absent on the scheduled examination dates.
- Keystone exams will be administered to eligible students in grades 9 - 11 beginning May 16, 2023 through May 24, 2023. May 25 and May 26 will be makeup days for those students who were absent on the scheduled examination dates.
- Seniors will be participating in the Monitoring the Future survey on April 27, 2023.
- Current 8th grade students attended the Freshman Orientation held on April 11, 2023. They learned about the different opportunities available to them and completed their course selection sheet for 9th grade.
- As part of the continuous commitment to student safety, the Pennsylvania State Police K9 Unit conducted a pre-planned search of the interior of Canton High School on March 30, 2023. The search lasted approximately 30 minutes causing minimal disruption to the regular school day.
- The Teacher of the Marking Period as nominated and selected by her colleagues was Maureen Martz. Dr. Martell thanked her for her dedication and commitment to the students at CHS.
- Beginning with the Class of 2024, the Troy Rotary Club has taken the initiative to provide Top 10 Ceremony and Service Above Self programs for graduating seniors. The Top 10 Ceremony awards cash scholarships to each of the top ten in the class and the Service Above Self awards two students with cash scholarships. We appreciate the efforts of the Troy Rotary Club to recognize and award

- CHS seniors.
- Elementary students are preparing for PSSAs. The tests will be administered April 25, 2023 through May 5, 2023.
- Work is being done on the Federal Programs audit.
- PBIS Tier I and Tier II Fidelity Checks yielded a score of 100% for both tiers.
- Upcoming events in the elementary school include the book fair the week of April 17, STEAM Night April 20, band concert on May 3, chorus concert on May 7, and preparation for end of year field trips.
- Updated the board on Special Education teachers' caseloads.

CITIZEN RECOGNITION - AGENDA RELATED

There were no comments.

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 March 31, 2023. (A copy is in the supplemental file.)

Roll Call Vote: All seven members present voted yea.
Mr. Ryan Allen and Mr. Scott May were absent.
Motion carried.

Bills

A motion was made by Mr. Gary Black and seconded by Mr. Eric Anderson to approve the bills for March 2023.

Roll Call Vote: All seven members present voted yea.
Mr. Ryan Allen and Mr. Scott May were 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 seven members present voted yea.
Mr. Ryan Allen and Mr. Scott May were 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 seven members present voted yea.
Mr. Ryan Allen and Mr. Scott May were absent.
Motion carried.

Central Treasury Reports

A motion was made by Mr. Gary Black and seconded by Mr. Eric Anderson 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: All seven members present voted yea.
Mr. Ryan Allen and Mr. Scott May were absent.
Motion carried.

2023/2024 Bids

A motion was made by Mr. Gary Black and seconded by Mr. Eric Anderson to approve the General Business, Art, Shop, Science, Custodial, and Fall Athletic bids for the 2023/2024 school year, not to exceed the combined threshold of \$40,462.94.

Roll Call Vote: All seven members present voted yea.
Mr. Ryan Allen and Mr. Scott May were absent.
Motion carried.

Retainer

A motion was made by Mr. Gary Black and seconded by Mr. Eric Anderson 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 2023/2024 school year.

Roll Call Vote: All seven members present voted yea.
Mr. Ryan Allen and Mr. Scott May were absent.
Motion carried.

Service Agreement

A motion was made by Mr. Gary Black and seconded by Mr. Eric Anderson to approve the service agreement for \$100.00 per hour for Physical Therapist and \$85.00 per hour for Physical Therapy Assistant, between Canton Area School District and Pivot Physical Therapy for the 2023/2024 school year.

Roll Call Vote: All seven members present voted yea.
Mr. Ryan Allen and Mr. Scott May were absent.
Motion carried.

Proposal

A motion was made by Mr. Gary Black and seconded by Mr. Eric Anderson to approve the proposal from The Nutrition Group with a guaranteed profit of \$51,953.75 for Canton Area School District cafeteria operations for the 2023/2024 school year.

Roll Call Vote: All seven members present voted yea.
Mr. Ryan Allen and Mr. Scott May were 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 Commonwealth University of Pennsylvania and Canton Area School District for a period of three years for offering an early college program to qualified students.

Roll Call Vote: All seven members present voted yea.
Mr. Ryan Allen and Mr. Scott May were 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 Canton Area School District and Community Foundation for the Twin Tiers (CFTT) for the purpose of grandfathering all of our current accounts at the past fee structure.

Roll Call Vote: All seven members present voted yea.
Mr. Ryan Allen and Mr. Scott May were absent.
Motion carried.

Agreement

A motion was made by Mr. Gary Black and seconded by Mr. Eric Anderson to approve the Athletic Training Services Agreement between the Canton Area School District and UPMC Sports Medicine for the 2023/2024 school year.

Roll Call Vote: All seven members present voted yea.
Mr. Ryan Allen and Mr. Scott May were absent.
Motion carried.

Proposed Preliminary Budget

A motion was made by Mr. Eric Anderson and seconded by Mrs. Arica Jennings to approve the Canton Area School District 2023/2024 proposed preliminary budget with revenues of \$16,500,372 and expenditures of \$18,649,837.

Roll Call Vote: All seven members present voted yea.
Mr. Ryan Allen and Mr. Scott May were absent.
Motion carried.

PERSONNEL

Substitute List Additions

A motion was made by Mr. Gary Black and seconded by Mr. Bill Holland to approve the following additions to the substitute list, pending completion of required paperwork:

- a. Charles Engel, Guest Teacher
- b. Brenda Purdy, Guest Teacher
- c. Melinda Seeley, Paraprofessional
- d. Jacob Fleury, Guest Teacher
- e. Gabrielle Matthews, Paraprofessional

Roll Call Vote: All seven members present voted yea.
Mr. Ryan Allen and Mr. Scott May were absent.
Motion carried.

Substitute List Addition

A motion was made by Mr. Eric Anderson and seconded by Mr. Gary Black to approve the following addition to the substitute list, pending completion of required paperwork:

- a. Brandy Heatley, Nurse

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

Volunteer List Additions

A motion was made by Mr. Gary Black and seconded by Mr. Bill Holland to approve the following additions to the volunteer list; all paperwork has been completed:

- a. Camden Route, Basketball, retroactive to 3/27/23
- b. Abigail Williams, Basketball, retroactive to 3/27/23
- c. Seth Robbins, Basketball, retroactive to 3/27/23

Roll Call Vote: All seven members present voted yea.
Mr. Ryan Allen and Mr. Scott May were absent.

Motion carried.

Fitness Room Supervisor

A motion was made by Mr. Gary Black and seconded by Mr. Bill Holland to approve the hiring of a Fitness Room Supervisor, at a rate of \$26.00 per hour for the remainder of the 2022/2023 school year, to be paid by a grant we received, retroactive to 4/3/23.

Roll Call Vote: All seven members present voted yea.
Mr. Ryan Allen and Mr. Scott May were absent.
Motion carried.

Volleyball Coach

A motion was made by Mr. Gary Black and seconded by Mr. Bill Holland to approve the hiring of Jackie Thompson, Varsity Volleyball Coach for the 2023/2024 school year, Step 5 \$6,803.99, pending completion of all required paperwork.

Roll Call Vote: All seven members present voted yea.
Mr. Ryan Allen and Mr. Scott May were absent.
Motion carried.

Retirement Letter

A motion was made by Mr. Gary Black and seconded by Mr. Bill Holland to approve the revised retirement letter from Peggy Guzik with a new retirement date of November 3, 2023.

Roll Call Vote: All seven members present voted yea.
Mr. Ryan Allen and Mr. Scott May were absent.
Motion carried.

FINANCE/POLICY

Policy First Reading

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

- a. No. 006.1 (new) - Attendance at Meetings via Electronic Communications
- b. No. 101 (revised) - Mission Statement/Vision Statement/Shared Values (name change)
- c. No. 103 (revised) - Discrimination/Title IX Sexual Harassment Affecting Students
- d. No. 104 (revised) - Discrimination/Title IX Sexual Harassment Affecting Staff
- e. No. 109 (revised) - Resource Materials
- f. No. 122.1 (revised) - Participation of Charter School Students in Extracurricular Activities
- g. No. 137 (revised) - Home Education Programs
- h. No. 137.1 (revised) - Extracurricular Participation by Home Education Students
- i. No. 137.2 (new) - Participation in Co-curricular Activities and Academic Courses by Home Education Students
- j. No. 137.3 (new) - Participation in Career and Technical Education Programs by Home Education Students
- k. No. 214 (revised) - Class Rank
- l. No. 228 (revised) - Student Government
- m. No. 237 (revised) - Electronic Devices
- n. No. 301 (revised) - Creating a Position
- o. No. 334 (revised) - Sick Leave
- p. No. 336 (revised) - Personal Necessity Leave
- q. No. 626 (revised) - Federal Fiscal Compliance
- r. No. 800.1 (new) - Criminal History Record Information (CHRI) - Proper Access, Use and Dissemination

Roll Call Vote: All seven members present voted yea.
Mr. Ryan Allen and Mr. Scott May were absent.

Motion carried.

Policy Second Reading

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

- a. No. 124 (revised) - (Summer School) Alternative Instruction
- b. No. 203 (revised) - Immunizations and Communicable Diseases
- c. No. 205 (revised) - Postgraduate Students
- d. No. 206 (revised) - Assignment Within the District
- e. No. 219 (revised) - (Student Hearing Process) Student Complaint Process
- f. No. 303.1 (revised) - Exit Process
- g. No. 308 (revised) - Employment Contract/Board Resolution Professional Employees
- h. No. 308.1 (new) - Employment Contract/Board Resolution Classified Employees
- i. No. 313 (revised) - Evaluation of Employees
- j. No. 326 (revised) - Complaint Policy
- k. No. 328 (revised) - Compensation Plans/Salary Schedules
- l. No. 702.1 (new) - Crowdfunding
- m. No. 707.1 (revised) - Concession Stand and Concessions

Roll Call Vote: All seven members present voted yea.
Mr. Ryan Allen and Mr. Scott May were absent.
Motion carried.

Policy Deletion/Retirement

A motion was made by Mr. Gary Black and seconded by Mr. Denny Sourbeer to approve the deletion/retirement of the following policies:

- a. No. 140.1 - Extracurricular Participation by Charter/Cyber Students
- b. No. 301 (admin.), No. 401 (prof.), 501 (classified) - Creating A Position
- c. No. 255 - Educational Stability for Children in Foster Care

Roll Call Vote: All seven members present voted yea.
Mr. Ryan Allen and Mr. Scott May were absent.
Motion carried.

OTHER ITEMS

2023/2024 Handbook

A motion was made by Mr. Denny Sourbeer and seconded by Mr. Eric Anderson to approve the 2023/2024 Canton Athletic Handbook.

Roll Call Vote: All seven members present voted yea.
Mr. Ryan Allen and Mr. Scott May were absent.
Motion carried.

Resource List

A motion was made by Mr. Denny Sourbeer and seconded by Mr. Eric Anderson to approve the Resource List for the high school.

Roll Call Vote: All seven members present voted yea.
Mr. Ryan Allen and Mr. Scott May were absent.
Motion carried.

Resource List

A motion was made by Mr. Denny Sourbeer and seconded by Mr. Eric Anderson to approve the Resource List for the elementary school.

Roll Call Vote: All seven members present voted yea.
Mr. Ryan Allen and Mr. Scott May were absent.
Motion carried.

2023/2024 Academic Planner Adjustments

A motion was made by Mr. Denny Sourbeer and seconded by Mr. Eric Anderson to approve the adjustments to the 2023/2024 high school Academic Planner.

Roll Call Vote: All seven members present voted yea.
Mr. Ryan Allen and Mr. Scott May were absent.
Motion carried.

Plan

A motion was made by Mr. Bill Holland and seconded by Mrs. Arica Jennings to approve the ARP ESSER Health and Safety Plan.

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

CITIZEN RECOGNITION - NON-AGENDA RELATED

There were no comments.

Announcements

There was an Executive Session prior to the Board Meeting, at 4:30 p.m., to discuss personnel matters.

The next Board Meeting will be held Thursday, May 11, 2023, at 5:00 p.m. in the Canton Jr/Sr High School Library, Canton, PA.

Meeting Adjourned

Mrs. Sourbeer adjourned the meeting at approximately 5:40 p.m. on a unanimous voice vote.

Respectfully submitted,

Mark S. Jannone
Business Manager/Board Secretary