

**MINUTES
CANTON AREA SCHOOL DISTRICT
JUNE 8, 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, June 8, 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. Ryan Allen, Mr. Gary Black, Mr. Bill Holland, Mr. Scott May, 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. Sherry Lambert and Mr. Matt Jennings, newspaper reporters; Mrs. Asti Tillotson, Ms. Cinda Dewey, Mr. Lucas Drever, Mr. Darin Rathbun, Mr. Greg Barr, Mr. Jared Knaub, and Mr. Ryan Mooney.

BOARD RESIGNATION

A motion was made by Mr. Denny Sourbeer and seconded by Mr. Bill Holland to accept the letter of resignation from Eric Anderson, School Board Director - Region 2, with 15 years of service on the board, effective June 1, 2023.

Voice Vote: All eight members present voted yea.
Motion carried.

INTERVIEW FOR VACANT REGION 2 SCHOOL BOARD DIRECTOR

There was only one candidate; the board declined to interview.

BOARD APPOINTMENT

A motion was made by Mr. Bill Holland and seconded by Mr. Ryan Allen to appoint Sarah Neely as School Board Director - Region 2, effective immediately through December 1, 2023.

Roll Call Vote: All eight members vote yea.
Motion carried.

OATH OF OFFICE

Attorney Cassie Blaney administered the Oath of Office to Mrs. Sarah Neeley.

MINUTES

A motion was made by Mrs. Arica Jennings and seconded by Mr. Ryan Allen to approve the minutes of the regular meeting of May 11, 2023.

Voice Vote: All nine members present voted yea.
Motion carried.

REPORTS

Superintendent

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

- Presented current district enrollment numbers.
- The 149th CHS Commencement ceremony took place on the football field on 6/3/23 and sent 82 prepared graduates into the world!
- 6th grade Move-Up Day was held at the high school this month. All 6th graders visited the high school and were taken on tours of the various locations by our high school student PBIS (Warrior Way) team leaders. After the tours were completed, the 6th graders watched our student created video, "Warrior Way", and asked questions about what the next six years will be like at CHS. The 6th graders will have another opportunity to learn more about CHS during 7th Grade night held in August.
- The CHS Teacher of the 4th Marking Period, as selected by the staff, was Greg Bellows.
- Approximately seven CHS seniors attended the Alumni Reception on May 27th in the Nelle Black Westgate Auditorium. Reverend Duane Taylor from the class of 1953, Ted Tomlinson from the class of 1963, Dan Colton from the class of 1973, Honorable Matthew Brann from the class of 1983, and Ron Spencer from the class of 1993 wished the senior class of 2023 well. The honored guest was Mr. Bill Holland. The recipient of the Alumni Association Award Honoring Mr. Holland was William James Colton, class of 2023.
- May 25th the Senior Academic Awards Ceremony took place at 7:00 pm in the Nelle Black Westgate Auditorium with the presentation of athletic letterman, department and club awards; community, school and scholarship awards, principal's awards, and superintendent awards. There were 25-30 seniors in attendance. Mr. Jacopetti and Dr. Martell presented the awards.
- May 22nd CHS Athletic Awards were given at 6:00 pm in the Nelle Black Westgate Auditorium with coaches presenting the awards.
- Baccalaureate was held on Sunday, May 28th, at 5:00 p.m. in the Nelle Black Westgate Auditorium with approximately 31 seniors and 120 guests in attendance.
- The year ended as quickly as it began and we are currently planning for the upcoming 2023/2024 school year.
- Started work on Student and Staff Handbooks for the 2023-24 School
- Started the Consolidated Application for Title I, II, and IV Funds.
- Starting the School-Wide Title I Plan in the Comprehensive Plan.
- Updating all Title I Paperwork.
- Informed the board of upcoming events in the elementary school.
- Indicator 13 is completed and 100% compliant.
- Extended School year begins June 12, 2023 and will be for 12 days in the summer of 2023
- Special Education plan was approved by the state. Compliance monitoring is in the fall of 2023.
- Informed the board of the number of special education teachers' caseloads.
- Presented Lucas Drever, Canton FFA President from the class of 2024, to present the 2022/2023 Ag Scrapbook the FFA will enter at the State Competition. He also shared about the five students that will be participating at the state FFA activities week.

CITIZEN RECOGNITION – AGENDA RELATED

There were no comments.

BUSINESS

Treasurer's Report

A motion was made by Mr. Ryan Allen and seconded by Mr. Denny Sourbeer to approve the Treasurer's Report as presented for May 31, 2023. (A copy is in the supplemental file.)

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

Bills

A motion was made by Mr. Ryan Allen and seconded by Mr. Denny Sourbeer to approve the bills for May.

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

Transportation Changes

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

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

Transfer Budget Funds

A motion was made by Mr. Ryan Allen and seconded by Mr. Denny Sourbeer to approve the administration to transfer budget funds to cover year-end accounts and pay July bills.

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

Sign Contracts

A motion was made by Mr. Ryan Allen and seconded by Mr. Denny Sourbeer to approve the Superintendent and/or Business Manager to sign contracts related to budgeted items for the 2023/2024 school year.

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

BLaST Agreement

A motion was made by Mr. Ryan Allen and seconded by Mr. Denny Sourbeer to approve the BLaST Inter-Governmental Agreement for shared Special Education Services effective July 1, 2023 for the 2023/2024 school year.

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

IDEA Agreement

A motion was made by Mr. Ryan Allen and seconded by Mr. Denny Sourbeer to approve the BLaST IDEA Agreement effective July 1, 2023 for the 2023/2024 school year.

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

Referral Agreement

A motion was made by Mr. Ryan Allen and seconded by Mr. Denny Sourbeer to approve the referral agreement between the Canton Area School District and Northern Tier Counseling, Inc. effective July 1, 2023 through July 1, 2028.

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

New Treasury Accounts

A motion was made by Mr. Ryan Allen and seconded by Mr. Denny Sourbeer to approve the addition

of the following new accounts/clubs to the Canton Jr/Sr High School Treasury in the name of:

- a. Class of 2030
- b. Class of 2031

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

Agreement

A motion was made by Mr. Ryan Allen and seconded by Mr. Denny Sourbeer to approve the Occupational Therapy Services Agreement between Lisa Inman and Canton Area School District effective July 1, 2023 through June 30, 2024.

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

Memorandum of Understanding

A motion was made by Mr. Ryan Allen and seconded by Mr. Denny Sourbeer to approve the Outreach Case Worker Program Memorandum of Understanding between Bradford County Human Services Agency and Canton Area School District effective the 2023/2024 school year.

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

Letter of Agreement

A motion was made by Mr. Ryan Allen and seconded by Mr. Denny Sourbeer to approve the Caseworker Outreach and Student Assistance Program Letter of Agreement between Bradford County Human Services Agency on behalf of the Bradford/Sullivan County Mental Health Program and Canton Area School District effective July 1, 2023 to June 30, 2024.

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

Memorandum of Understanding

A motion was made by Mr. Ryan Allen and seconded by Mr. Denny Sourbeer to approve the Memorandum of Understanding between Bradford-Tioga Head Start, Inc. and Canton Area School District for the 2023/2024 school year.

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

Letter of Agreement

A motion was made by Mr. Ryan Allen and seconded by Mr. Denny Sourbeer to accept the Letter of Agreement between Bradford/Sullivan Drug & Alcohol, Single County Authority and Canton Area School District to provide a Student Assistance Program (SAP) Liaison effective July 1, 2023 to June 30, 2024.

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

Revised Homestead/Farmstead Exclusion

A motion was made by Mr. Ryan Allen and seconded by Mr. Denny Sourbeer to resolve that the Canton Area School District Board of Directors approve the revised homestead and farmstead exclusion real estate tax assessment reductions in the amount of \$266.87 as authorized for the school year beginning July 1, 2023 under the provision of the Homestead Property Exclusion Program Act (Part of Act 50 of 1998) and the Taxpayer Relief Act (Act 1 of 2006.)

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

Budget

A motion was made by Mr. Bill Holland and seconded by Mrs. Arica Jennings to approve the 2023/2024 Canton Area School District final budget with expenditures equaling \$18,614,237 and revenues of \$17,124,774 with the deficit coming from the fund balance. The final budget would set taxes at the following:

Real Estate:	<u>2023/2024</u>	<u>2022/2023</u>	<u>Change</u>
Bradford County	36.9437	35.3848	+1.5589
Lycoming County	15.1764	14.4366	+ .7399
Tioga County	17.3902	16.5614	+ .8288

The following tax levies remain the same as last year:

Occupation Assessment Tax: 200 mills (Bradford County system)

Category 1 = \$ 0 Category 2 = \$15
Category 3 = \$30 Category 4 = \$60

Earned Income Tax: 1% levy (.5% effective rate due to sharing)

Real Estate Transfer Tax: 1% (.5% effective rate due to sharing)

Per Capita Tax per School Code 679: \$5 per person

Per Capita Tax Act 511: \$10 per person levy (\$5 effective rate due to sharing)

Discounts and Penalties: Occupation, Per Capita and Real Estate taxes will be subject to a 2% discount if paid within 2 months of bill date and a 10% penalty if paid after 4 months of the bill date.

There will be no discount or penalty for payments made between 2 months and 4 months of the bill date.

A three (3) month installment plan is available. Payments will be due on August 31st, September 30th, and October 31st.

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

PERSONNEL

Tenure

A motion was made by Mr. Scott May and seconded by Mr. Tom Resavage to approve tenure of the following professional employee:

- a. Talia Roupp, Certified Pre-K through grade 4

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

Co-Curricular Lists

A motion was made by Mr. Scott May and seconded by Mr. Tom Resavage to accept the 2023/2024 Co-Curricular Sports and Non-Sports lists as presented.

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

Substitute List Additions

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

- a. Collin Bellows, custodian
- b. Kylie Ackley, custodian
- c. Grace Chamberlain, custodian
- d. Hunter Swain-Foust, custodian, cafeteria, and paraprofessional

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

Summer Worker

A motion was made by Mr. Scott May and seconded by Mr. Tom Resavage to approve the hiring of Caiden Williams as maintenance summer worker, effective June 12, 2023 through the first week of August, pending completion of required paperwork.

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

Unpaid Days

A motion was made by Mr. Scott May and seconded by Mr. Tom Resavage to approve the unpaid days for the month of May 2023, for the following employees:

- a. Employee #1858, 3 days
- b. Employee #1863, 2 days
- c. Employee #1762, 1 day
- d. Employee #1857, 2 days
- e. Employee #1402, 0.5 day
- f. Employee #1785, 9 days

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

Superintendent Salary

A motion was made by Mr. Ryan Allen and seconded by Mr. Scott May to set the Superintendent's salary for the 2023/2024 fiscal year at \$133,250.00.

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

FINANCE/POLICY

Policy Second Reading

A motion was made by Mr. Ryan Allen and seconded by Mr. Bill Holland to approve the second reading of the following new/revised board policies:

- a. No. 231 Social Events and Class Trips (revised)
- b. No. 309 Assignment and Transfer (new)
- c. No. 325 Dress and Grooming (revised)
- d. No. 338 Sabbatical Leave (revised)
- e. No. 339 Uncompensated Leave (revised)
- f. No. 342 Jury Duty (new)
- g. No. 716 Integrated Pest Management (revised)

- h. No. 800 Records Management (revised)
- i. No. 800.2 Electronic Data Storage (new)
- j. No. 800.3 Electronic Records/Signatures (new)
- k. No. 916 Volunteers (revised)

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

OTHER ITEMS

Final Class List

A motion was made by Mr. Denny Sourbeer and seconded by Mr. Ryan Allen to accept the Canton Area School District Jr/Sr High School final class list of 2023.

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

District Calendar

A motion was made by Mr. Denny Sourbeer and seconded by Mr. Ryan Allen to approve the updated 2022/2023 Canton Area School District calendar.

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

Survey

A motion was made by Mr. Denny Sourbeer and seconded by Mr. Ryan Allen to approve participation in the Fall 2023 PAYS Survey for grades 6, 8, 10, and 12 and the PAYS Survey Pilot for grade 4.

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

Minutes

A motion was made by Mr. Denny Sourbeer and seconded by Mr. Ryan Allen to approve the 2022/2023 LAC meeting minutes and the 2023/2024 LAC member list.

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

Survey

A motion was made by Mr. Denny Sourbeer and seconded by Mr. Ryan Allen to approve the administration of a pre and post-implementation survey to students participating in the fall in the Developing Future Special Educators Grant with Mansfield University.

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

Curriculum Guides

A motion was made by Mr. Denny Sourbeer and seconded by Mr. Ryan Allen to approve the following Curriculum Guides as posted on our school website:

- a. Elementary School Curriculum
- b. Jr./Sr. High School Curriculum

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

Quarterly Reports

A motion was made by Mr. Denny Sourbeer and seconded by Mr. Ryan Allen to approve the Canton Area Elementary and Canton Jr./Sr. High School Library third quarter board reports.

Roll Call Vote: All nine members present voted yea.
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 and safety matters.

The next Board Meeting will be held Thursday, August 10, 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 5:39 p.m. on a unanimous voice vote.

Respectfully submitted,

Mark S. Jannone
Business Manager/Board Secretary