

**MINUTES
CANTON AREA SCHOOL DISTRICT
JANUARY 11, 2024**

The regular meeting of the Canton Area School District Board of Education was held in the Canton Jr/Sr High School Library on Thursday, January 11, 2024 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. Dave DeCristo, Mr. Bill Holland, Mrs. Arica Jennings, Mrs. Sarah Neely, 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; Mr. Matt Jennings and Mrs. Sherry Lambert, newspaper reporters; Mr. Matt Carl, Ms. Stacey Segur, Mr. Lucas Drever, Mr. Tom Hojnowski, Mrs. Teresa Allen, and Mrs. Amy DeCristo.

RESIGNATION

A motion was made by Mr. Ryan Allen and seconded by Mr. Denny Sourbeer to accept the letter of resignation from J. Scott May, School Board Director - Region 2, with 7.5 years of service on the board, effective January 1, 2024.

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

MINUTES

A motion was made by Mrs. Arica Jennings and seconded by Mrs. Sarah Neely to approve the minutes of the regular meeting of December 7, 2023.

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

REPORTS

Superintendent

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

- Three books were donated to the Canton High School Library by Mr. Matt Carl:
 - Carl, M. T. (Ed.). (2017). *Defending Democracy: Bradford County in World War I*. Bradford County Historical Society.
 - Carl, M. T. (Ed.). (2023). *LaQuin: The Rise and Fall of a Pennsylvania Lumber Town*. Bradford County Historical Society.
 - Carl, M. T. (Ed.). (2014). *Images Southwestern Bradford County*. LeRoy Heritage Museum, Inc.
- Policy No. 610 - Purchases Subject to Bid/Quotation was written to refer to the automatic adjustments of the Consumer Price Index. The policy was updated to reflect the new changes and the second and final reading in on this meeting's agenda. The amounts reported in the most recent Bulletin have increased for the new calendar year: the amount for purchases subject to public bid increased to \$23,200 from \$22,500 and the amount for purchases subject to written or telephonic price quotation increase to \$12,600 from \$12,200 effective January 1, 2024. Dr.

Martell attended the 2024 Farm Show - 95th Mid-Winter Convention FFA on January 8, 2024. Tom Hojnowski received an Outstanding Service Award, which honors those that go above and beyond in their career in agricultural education. Seven of our students received their jackets and two students, Kathryne Kilbourn and Lucas Drever, are 2024 Keystone Degree recipients.

- PTA book machine donation - Last spring several parents who are involved in the PTA approached the PTA and Deb Fitzwater about purchasing a book machine for the school. Ms. Fitzwater and other PTA members stated that they would search for a possible grant. Miranda Peffer, a PTA member, obtained information regarding a Tioga Downs Foundation grant that could be used to purchase such items. The PTA applied for, and received, an \$8,000 grant to purchase the book machine for the elementary school. Books will be purchased through the PTA or using PBIS funds, at no cost to the school district, and will be used to reward students. By exhibiting expected PBIS behaviors, students will receive tokens to use in the machine.

CITIZEN RECOGNITION - AGENDA RELATED

There were no comments.

BUSINESS

Treasurer's Report

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

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

Bills

A motion was made by Mr. Denny Sourbeer and seconded by Mrs. Arica Jennings to approve the bills for December.

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

Tax Additions, Exemptions and Exonerations

A motion was made by Mr. Denny Sourbeer and seconded by Mrs. Arica Jennings to approve the tax additions, exemptions and exonerations.

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

Transportation Changes

A motion was made by Mr. Denny Sourbeer and seconded by Mrs. Arica Jennings to approve the transportation changes.

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

Advertising

A motion was made by Mr. Denny Sourbeer and seconded by Mrs. Arica Jennings to authorize advertising of bids related to the 2024/2025 school year.

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

Financial Audit

A motion was made by Mr. Denny Sourbeer and seconded by Mrs. Arica Jennings to accept the

2022/2023 financial audit as presented by EFPR Group.

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

Agreement

A motion was made by Mr. Denny Sourbeer and seconded by Mrs. Arica Jennings to approve the 2023/2024 Affiliation Agreement for mentor teaching between the Canton Area School District and Point Park University.

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

Agreement

A motion was made by Mr. Denny Sourbeer and seconded by Mrs. Arica Jennings to approve the 2023/2024 IDEA 619 Agreement.

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

PERSONNEL

Unpaid Days

A motion was made by Mr. Ryan Allen and seconded by Mrs. Sarah Neely to approve unpaid days for the month of December 2023, for the following employees:

- a. Employee #1846, 6.5 days
- b. Employee #1043, 1 day
- c. Employee #1743, 1 day
- d. Employee #1857, 2.5 days
- e. Employee #1862, 1 day

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

Resignation

A motion was made by Mr. Ryan Allen and seconded by Mrs. Sarah Neely to accept the resignation of Amber Barrett, 9-month part-time cafeteria worker, effective 1/1/24 with 4 years of service to Canton Area School District.

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

Volunteer List

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

- a. Derek Leiby, Wrestling, retroactive to 11/17/23
- b. Dave Ward, Jr. High Baseball, retroactive to 1/8/24
- c. Wendy Carr, elementary classroom

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

New Employee

A motion was made by Mr. Ryan Allen and seconded by Mrs. Sarah Neely to approve the hiring of

LouAnn Groover, Long-Term Substitute (90+ days) as the Family & Consumer Science teacher, Step 1 per diem (\$332.78/day) with full benefits, effective December 4, 2023.

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

Substitute List Additions

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

- a. Jamie Huffman, Guest Teacher
- b. Heather Charles, Cafeteria, retroactive to 11/30/23
- c. Teresa Scott, Cafeteria, retroactive to 1/8/24

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

Sports List Addition

A motion was made by Mr. Ryan Allen and seconded by Mrs. Sarah Nelly to approve the following addition to the 2023/2024 Co-Curricular Sports list:

- a. Greg Bellows, Assistant Baseball Coach, Step 1 \$4,284.00

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

FINANCE/POLICY

Second Reading

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

- a. No. 113.5 - Outside Agency Services (new)
- b. No. 610 - Purchases Subject to Bid/Quotation (revised)
- c. No. 707 - Use of School Facilities (revised)
- d. No. 815 - Acceptable Use of Internet, Computers, and Network Resources (revised)
- e. No. 819 - Suicide Awareness, Prevention and Response (revised)

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

OTHER ITEMS

2024/2025 District Calendar

A motion was made by Mr. Ryan Allen and seconded by Mrs. Sarah Neely to approve the 2024/2025 Canton Area School District Calendar.

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

Agreement

A motion was made by Mr. Ryan Allen and seconded by Mrs. Sarah Neely to approve the Paraeducator Preparedness Pathways Program Participation Agreement.

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

Central Treasury Reports

A motion was made by Mr. Ryan Allen and seconded by Mrs. Sarah Neely to approve the second quarter Central Treasury reports for the Canton Elementary School and the Canton Jr/Sr High School.

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

Book Donation

A motion was made by Mr. Ryan Allen and seconded by Mrs. Sarah Neely to accept the donation of three books to the Canton High School Library from Mr. Matt Carl, LeRoy Heritage Museum, Inc.

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

Response Plan

A motion was made by Mr. Ryan Allen and seconded by Mrs. Sarah Nelly to approve the Canton Area School District Cyber Incident Response Plan.

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

CITIZEN RECOGNITION – NON-AGENDA RELATED

There were no comments.

Announcements

The next Board Meeting will be held Thursday, February 8, 2024, at 5:00 p.m. in the Canton Jr/Sr High School Library, Canton, PA.

Meeting Adjourned

A motion to adjourn was made by Mr. Ryan Allen and seconded by Mrs. Arica Jennings.

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

Mrs. Sourbeer adjourned the meeting at approximately 5:20 p.m. on a unanimous voice vote.

Respectfully submitted,

Mark S. Jannone
Business Manager/Board Secretary