

**MINUTES  
CANTON AREA SCHOOL DISTRICT  
MARCH 14, 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, March 14, 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. John Ambruch, Mr. Dave DeCristo, 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; Mrs. Asti Tillotson, Ms. Cinda Dewey, Mr. Lucas Drever, and Mr. Tom Hojnowski.

**MINUTES**

A motion was made by Mrs. Arica Jennings and seconded by Mr. John Ambruch to approve the minutes of the regular meeting of February 8, 2024.

Voice Vote: All eight members present voted yea.  
Mrs. Sarah Neely was absent.  
Motion carried.

**REPORTS**

**Superintendent**

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

- Updated the board on current district enrollment numbers.
- District student, Lucas Drever, presented details about the history of the FFA and its name. He will also attend the May meeting to give an update on 2023/2024 FFA activities.
- Secretary of Education, Khalid Mumin, will visit NTCC on Friday, March 22, 2024.
- Dr. Martell attended the PCCD mandatory Safety Coordinator Training with Central IU10. The state mandated that the District School Safety Coordinator attend this training once. Any future change to the District School Safety Coordinator will require that individual to attend this training prior to board appointment as the District School Safety Coordinator.
- CSM Darryl Jannone, Varsity Softball Coach, Student Learning Monitor, and School Safety Coordinator, will join us at the May or June executive session for the 2023/2024 school safety report. This confidential report is for school directors only and submission to the Pennsylvania Department of Education is required.
- The Director of Security for Troy Guthrie requested a meeting with CSM Jannone in order to review our School Safety Initiative and to get a tour of our campus. He wanted to familiarize himself with our campus in the event of a nearby emergency requiring use of our facility. In addition, CSM Jannone will attend and participate in an active shooter drill at Guthrie on April 24, 2024.
- At last month's board meeting, Dr. Martell shared an elementary school diploma for Adam Metzgar. Since then; the district received a 1922 football photo and Mr. Metzgar's 1924 high school diploma.

We will memorialize the items in the district archives and post the football photo on our social media with names of the football players.

- We held our second Safe Schools Committee meeting on March 6, 2024. Topics discussed included substance use awareness, the Memorandum of Understanding with the Canton Police Department (August 1, 2024 to July 31, 2026), 2024/2025 in-service plans, safety drills, behavioral health awareness, Safe2Say Something, Second Step Curriculum, high school room changes, transportation safety, CSBBH grant, school counselor updates, suicide risk assessment process, and 2024/2025 PREPaRE training.
- Canton Fire Chief, Ray Miller, requested that the Canton Fire Department purchase Knox Boxes for installation at the school for the department's use. He spoke about upgrading to iPads for the department and suggested reflective signs and numbers inside the buildings would be helpful in times of dark smoke.

#### **CITIZEN RECOGNITION – AGENDA RELATED**

There were no comments.

#### **BUSINESS**

##### **Treasurer's Report**

A motion was made by Mrs. Arica Jennings and seconded by Mr. Denny Sourbeer to approve the Treasurer's Report as presented for February 29, 2024. (A copy is in the supplemental file.)

Roll Call Vote: All eight members present voted yea.  
Mrs. Sarah Neely was absent.  
Motion carried.

##### **Bills**

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

Roll Call Vote: All eight members present voted yea.  
Mrs. Sarah Neely was absent.  
Motion carried.

##### **Tax Additions, Exemptions and Exonerations**

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

Roll Call Vote: All eight members present voted yea.  
Mrs. Sarah Neely was absent.  
Motion carried.

##### **Transportation Changes**

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

Roll Call Vote: All eight members present voted yea.  
Mrs. Sarah Neely was absent.  
Motion carried.

##### **NTCC Budget**

A motion was made by Mrs. Arica Jennings and seconded by Mr. Denny Sourbeer to approve the 2024/2025 Northern Tier Career Center Budget.

Roll Call Vote: All eight members present voted yea.  
Mrs. Sarah Neely was absent.  
Motion carried.

### **Activity Run Rates**

A motion was made by Mrs. Arica Jennings and seconded by Mr. Denny Sourbeer to approve the Activity Run Rates for the 2024/2025 school year.

Roll Call Vote: All eight members present voted yea.  
Mrs. Sarah Neely was absent.  
Motion carried.

### **Wage Addendum**

A motion was made by Mrs. Arica Jennings and seconded by Mr. Denny Sourbeer to approve the wage addendum for past employees which states: Individuals who have previously been employed at Canton Area School District for five or more consecutive years and elect to terminate regular employment but continue to be employed as a substitute will be paid their last obtained hourly rate or \$16.50 per hour, whichever is less. A period of dormancy of more than one full year will void said individual from this wage addendum.

Roll Call Vote: All eight members present voted yea.  
Mrs. Sarah Neely was absent.  
Motion carried.

### **Referral Agreement**

A motion was made by Mrs. Arica Jennings and seconded by Mr. Denny Sourbeer to approve the Linkage Letter/Referral Agreement between CONCERN and Canton Area School District, effective 2024/2025 and 2025/2026 school years.

Roll Call Vote: All eight members present voted yea.  
Mrs. Sarah Neely was absent.  
Motion carried.

### **Grant**

A motion was made by Mrs. Arica Jennings and seconded by Mr. Denny Sourbeer to authorize the business office to apply for the Public School Facility Grant for the Canton Elementary and Canton High School buildings independently of each other, for the purpose of replacing each building's chiller and/or boilers and controls for each.

Roll Call Vote: All eight members present voted yea.  
Mrs. Sarah Neely was absent.  
Motion carried.

### **Resolution**

A motion was made by Mrs. Arica Jennings and seconded by Mr. Denny Sourbeer to adopt the "Authorized Official Resolution" naming Dr. Martell and Mr. Mark Jannone as authorized signers for the elementary and high school grant documents listed in the previous agenda item.

Roll Call Vote: All eight members present voted yea.  
Mrs. Sarah Neely was absent.  
Motion carried.

### **Proposal**

A motion was made by Mrs. Arica Jennings and seconded by Mr. Denny Sourbeer to approve the proposal from The Nutrition Group with a guaranteed profit of \$37,848.68 for Canton Area School

District cafeteria operations for the 2024/2025 school year.

Roll Call Vote: All eight members present voted yea.  
Mrs. Sarah Neely was absent.  
Motion carried.

### **Linkage Letter**

A motion was made by Mrs. Arica Jennings and seconded by Mr. Denny Sourbeer to approve the Linkage Letter between BLaST IU 17 and Canton Area School District for the purpose of cooperation and continuity of care for the benefit of the students in our district.

Roll Call Vote: All eight members present voted yea.  
Mrs. Sarah Neely was absent.  
Motion carried.

### **PERSONNEL**

#### **New Hires**

A motion was made by Mr. John Ambruch and seconded by Mr. Ryan Allen to approve the hiring of the following new employees, pending completion of required paperwork:

- a. Cindy Chaapel, part-time (nine month) cafeteria worker, \$15.00 per hour, no benefits.
- b. Melanie Marren, part-time (nine month) cafeteria worker, \$15.00 per hour, no benefits.

Roll Call Vote: All eight members present voted yea.  
Mrs. Sarah Neely was absent.  
Motion carried.

#### **Volunteer List Additions**

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

- a. Tim McAninch - Track, retroactive to 2/19/24
- b. Beth Cole - Elementary School, retroactive to 2/26/24
- c. Erica Coles - Jr. High Band Field Trip, retroactive to 3/1/24
- d. Jim Watkins - Jr. High Baseball, retroactive to 3/11/24
- e. Allyson Butcher - Softball, retroactive to 3/11/24

Roll Call Vote: All eight members present voted yea.  
Mrs. Sarah Neely was absent.  
Motion carried.

#### **Substitute List Addition**

A motion was made by Mr. John Ambruch and seconded by Mr. Ryan Allen to approve the following addition to the substitute list, pending the completion of all paperwork:

- a. Lauren Gleckner, prospective Teacher Substitute

Roll Call Vote: All eight members present voted yea.  
Mrs. Sarah Neely was absent.  
Motion carried.

#### **Unpaid Days**

A motion was made by Mr. John Ambruch and seconded by Mr. Ryan Allen to approve unpaid days for the month of February 2024, for the following employees:

- a. Employee #1043 - 2 days

- b. Employee #1858 – 5.5 days
- c. Employee #1835 – 1 day
- d. Employee #1857 – 1.5 days
- e. Employee #1846 – .5 day

Roll Call Vote: All eight members present voted yea.  
Mrs. Sarah Neely was absent.  
Motion carried.

## **FINANCE/POLICY**

### **Second Reading**

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

- a. No. 121 – Field Trips (revised)
- b. No. 122 – Extracurricular Activities (revised)
- c. No. 200 – Enrollment of Students (revised)
- d. No. 202 – Eligibility of Nonresident Students (revised)
- e. No. 217 – Graduation (revised)
- f. No. 254 – Educational Opportunity for Military Children (new)
- g. No. 702 – Gifts, Grants, Donations (revised)

Roll Call Vote: All eight members present voted yea.  
Mrs. Sarah Neely was absent.  
Motion carried.

## **OTHER ITEMS**

### **Library Reports**

A motion was made by Mr. Ryan Allen and seconded by Mr. Dave DeCristo to approve the Canton Jr/Sr High School and Canton Area Elementary School Library Board Reports for the second quarter (December – February) of the 2023/2024 school year.

Roll Call Vote: All eight members present voted yea.  
Mrs. Sarah Neely was absent.  
Motion carried.

### **Field Trip Requests**

A motion was made by Mr. Ryan Allen and seconded by Mr. Dave DeCristo to approve the following overnight field trip requests:

- a. From Randy Frye, District Jazz – Senior High, April 11-12, 2024 at Central Columbia High School.
- b. From Tom Hojnowski, Penn State Summer Convention, June 11-13, 2024 at The Pennsylvania State University, State College, PA.

Roll Call Vote: All eight members present voted yea.  
Mrs. Sarah Neely was absent.  
Motion carried.

### **Revisions**

A motion was made by Mr. Ryan Allen and seconded by Mr. Dave DeCristo to approve the revisions to the resources on the Grade 10-11 English curriculum maps.

Roll Call Vote: All eight members present voted yea.  
Mrs. Sarah Neely was absent.  
Motion carried.

### **Book Donation**

A motion was made by Mr. Ryan Allen and seconded by Mr. Dave DeCristo to accept the donation of the book "The Rebellious Recovery" to the Canton High School Library from BLaST.

Roll Call Vote: All eight members present voted yea.  
Mrs. Sarah Neely was absent.  
Motion carried.

### **Popcorn Maker Donation**

A motion was made by Mr. Ryan Allen and seconded by Mr. Dave DeCristo to accept the donation of a commercial popcorn maker for use at any district events from Nikki Marbaker and Billy Watts, owners of A & A Country Market.

Roll Call Vote: All eight members present voted yea.  
Mrs. Sarah Neely was absent.  
Motion carried.

### **Agenda Addition**

A motion was made by Mr. Ryan Allen and seconded by Mr. Bill Holland to add to the agenda the approval of a contract with Melanie Marren to provide transportation services at a rate of \$50 per day.

Roll Call Vote: All eight members present voted yea.  
Mrs. Sarah Neely was absent.  
Motion carried.

### **Contract**

A motion was made by Mr. Ryan Allen and seconded by Mr. Bill Holland to approve the contract with Melanie Marren to provide transportation services at a rate of \$50 per day.

Roll Call Vote: All eight members present voted yea.  
Mrs. Sarah Neely was absent.  
Motion carried.

### **CITIZEN RECOGNITION – NON-AGENDA RELATED**

There were no comments.

### **Announcements**

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

The next Board Meeting will be held Thursday, April 11, 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 Mrs. Arica Jennings and seconded by Mr. Denny Sourbeer.

Voice Vote: All eight members present voted yea.  
Mrs. Sarah Neely was absent.  
Motion carried.

Mrs. Sourbeer adjourned the meeting at approximately 5:42 p.m. on a unanimous voice vote.

Respectfully submitted,

Mark S. Jannone  
Business Manager/Board Secretary