

**MINUTES
CANTON AREA SCHOOL DISTRICT
JUNE 12, 2025**

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 12, 2025 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, Mrs. Arica Jennings, Mrs. Sarah Neely, 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; Mrs. Amy Repard, Special Education Supervisor; Mr. Matt Jennings, newspaper reporter; Mrs. Asti Tillotson, Mr. Lucas Bailey, and Mr. Tom Hojnowski.

MINUTES

A motion was made by Mrs. Arica Jennings and seconded by Mrs. Sarah Neely to approve the minutes of the regular meeting of May 8, 2025 and the Finance Committee meeting of May 20, 2025.

Voice Vote: All seven members present voted yea.
Mr. Bill Holland and Mr. Tom Resavage were absent.
Motion carried.

REPORTS

Superintendent

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

- Pursuant to Board Policy 308, the following employee resignations/retirements have been accepted:
 - a. Susan Mickey, Canton Area School District Custodian, effective 8/29/25 with 11 years of service.
 - b. Michael Wells, Canton Elementary Principal, effective 6/30/25 with nine years of service.
 - c. Desiree Shepard, Full-Time Paraprofessional, effective 6/30/25 with seven years of service.
- At the April board meeting, an elementary school diploma for Adam Metzger was shared. We now have a 1922 football photo and his 1924 high school diploma. These items will be memorialized in our archives, and we will post the football photo on our social media along with names of the players. Many of the last names are still in our communities today! Dr. Martell also shared a link and QR code to the Adam Metzger Award listing for 1976-2025.
- The following students scored a perfect score on the CASD Act 35 Civics Exam: Ethan Brasington, Maayke Inman, Brenna Lee, Emmalee McGhee, Reed Taylor, Isaiah Colton, and Lawrence Halbfoerster.

CITIZEN RECOGNITION – AGENDA RELATED

There were no comments.

BUSINESS

TRANE R-Newal Agreements

A motion was made by Mrs. Arica Jennings and seconded by Mr. Denny Sourbeer to table the following TRANE R-Newal Agreements:

- a. Canton Elementary School - \$281,803
- b. Canton Jr/Sr High School - \$343,197

Roll Call Vote: All seven members present voted yea.
Mr. Bill Holland and Mr. Tom Resavage were absent.
Motion carried.

Treasurer's Report

A motion was made by Mr. Denny Sourbeer and seconded by Mr. Dave DeCristo to approve the Treasurer's Report as presented for May 31, 2025. (A copy is in the supplemental file.)

Roll Call Vote: All seven members present voted yea.
Mr. Bill Holland and Mr. Tom Resavage were absent.
Motion carried.

Bills

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

Roll Call Vote: All seven members present voted yea.
Mr. Bill Holland and Mr. Tom Resavage were absent.
Motion carried.

Tax Additions, Exemptions and Exonerations

A motion was made by Mr. Denny Sourbeer and seconded by Mr. Dave DeCristo to approve the tax additions, exemptions and exonerations.

Roll Call Vote: All seven members present voted yea.
Mr. Bill Holland and Mr. Tom Resavage were absent.
Motion carried.

Transportation Changes

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

Roll Call Vote: All seven members present voted yea.
Mr. Bill Holland and Mr. Tom Resavage were absent.
Motion carried.

Agreements

A motion was made by Mr. Denny Sourbeer and seconded by Mr. Dave DeCristo to approve participation in the following cooperative purchasing programs for the 2025/2026 fiscal year:

- a. PEPPM, PA State Contracts
- b. COSTARS
- c. CSIU #16 Joint Purchasing Consortium
- d. Keystone Purchasing Network (KPN)
- e. BLaST IU #17 Purchasing Consortium
- f. BuyBoard

- g. OMNIA
- h. Sourcewell

Roll Call Vote: All seven members present voted yea.
Mr. Bill Holland and Mr. Tom Resavage were absent.
Motion carried.

Year-End Transfers and July Bills

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

Roll Call Vote: All seven members present voted yea.
Mr. Bill Holland and Mr. Tom Resavage were absent.
Motion carried.

Sign Contracts

A motion was made by Mr. Denny Sourbeer and seconded by Mr. Dave DeCristo to approve the Superintendent and/or Business Manager to sign contracts related to budgeted items for the 2025/2026 year.

Roll Call Vote: All seven members present voted yea.
Mr. Bill Holland and Mr. Tom Resavage were absent.
Motion carried.

Revised Signatures

A motion was made by Mr. Denny Sourbeer and seconded by Mr. Dave DeCristo to approve the revised bank account signatures as presented.

Roll Call Vote: All seven members present voted yea.
Mr. Bill Holland and Mr. Tom Resavage were absent.
Motion carried.

Agreement

A motion was made by Mr. Denny Sourbeer and seconded by Mr. Dave DeCristo to approve the agreement with OMNI & TSACG to provide third party administrative services for our 403b program.

Roll Call Vote: All seven members present voted yea.
Mr. Bill Holland and Mr. Tom Resavage were absent.
Motion carried.

Memorandum of Understanding

A motion was made by Mr. Denny Sourbeer and seconded by Mr. Dave DeCristo to approve the Memorandum of Understanding between Northern Tier Regional Planning and Development Commission and Canton Area School District for the purpose of the high school career coach for the 2025/2026 school year.

Roll Call Vote: All seven members present voted yea.
Mr. Bill Holland and Mr. Tom Resavage were absent.
Motion carried.

IDEA Agreement

A motion was made by Mr. Denny Sourbeer and seconded by Mr. Dave DeCristo to approve the BLaST IDEA Agreement effective July 1, 2025 for the 2025/2026 school year.

Roll Call Vote: All seven members present voted yea.
Mr. Bill Holland and Mr. Tom Resavage were absent.
Motion carried.

Letter of Agreement

A motion was made by Mr. Denny Sourbeer and seconded by Mr. Dave DeCristo to approve the Letter of Agreement between Canton Area School District and Northern Tier Counseling for partial hospitalization services.

Roll Call Vote: All seven members present voted yea.
Mr. Bill Holland and Mr. Tom Resavage were absent.
Motion carried.

Agreement

A motion was made by Mr. Denny Sourbeer and seconded by Mr. Dave DeCristo to approve the BLAST Inter-Governmental Agreement for shared special education services effective July 1, 2025 for the 2025/2026 school year.

Roll Call Vote: All seven members present voted yea.
Mr. Bill Holland and Mr. Tom Resavage were absent.
Motion carried.

Agreement

A motion was made by Mr. Denny Sourbeer and seconded by Mr. Dave DeCristo to approve the Occupational Therapy Services Agreement between Lisa Inman and Canton Area School District effective July 1, 2025 through June 30, 2026.

Roll Call Vote: All seven members present voted yea.
Mr. Bill Holland and Mr. Tom Resavage were absent.
Motion carried.

Memorandum of Understanding

A motion was made by Mr. Denny Sourbeer and seconded by Mr. Dave DeCristo to approve The Outreach Case Worker Program Memorandum of Understanding between Bradford County Human Services Agency and Canton Area School District effective for the 2025/2026 school year.

Roll Call Vote: All seven members present voted yea.
Mr. Bill Holland and Mr. Tom Resavage were absent.
Motion carried.

Letter of Agreement

A motion was made by Mr. Denny Sourbeer and seconded by Mr. Dave DeCristo 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, 2025 to June 30, 2026.

Roll Call Vote: All seven members present voted yea.
Mr. Bill Holland and Mr. Tom Resavage were absent.
Motion carried.

Contract

A motion was made by Mr. Denny Sourbeer and seconded by Mr. Dave DeCristo to approve the contract for services from the Division of Educational Planning BLAST.

Roll Call Vote: All seven members present voted yea.
Mr. Bill Holland and Mr. Tom Resavage were absent.
Motion carried.

Memorandum of Understanding

A motion was made by Mr. Denny Sourbeer and seconded by Mr. Dave DeCristo to approve the Memorandum of Understanding between Canton Area School District and Bradford Tioga Head Start to meet Federal Program guidelines.

Roll Call Vote: All seven members present voted yea.
Mr. Bill Holland and Mr. Tom Resavage were absent.
Motion carried.

Memorandum of Understanding

A motion was made by Mr. Denny Sourbeer and seconded by Mr. Dave DeCristo to approve the Memorandum of Understanding between Canton Area School District and Commonwealth University for their Early College Program.

Roll Call Vote: All seven members present voted yea.
Mr. Bill Holland and Mr. Tom Resavage were absent.
Motion carried.

Memorandum of Understanding

A motion was made by Mr. Denny Sourbeer and seconded by Mr. Dave DeCristo to approve the Memorandum of Understanding between Canton Area School District and Canton Borough Police effective 7/1/25 – 6/30/27.

Roll Call Vote: All seven members present voted yea.
Mr. Bill Holland and Mr. Tom Resavage were absent.
Motion carried.

Revised Plan

A motion was made by Mr. Denny Sourbeer and seconded by Mr. Dave DeCristo to approve the revised 2025 – 2028 Act 93 Compensation Plan.

Roll Call Vote: All seven members present voted yea.
Mr. Bill Holland and Mr. Tom Resavage were absent.
Motion carried.

Updated Menu

A motion was made by Mr. Denny Sourbeer and seconded by Mr. Dave DeCristo to approve the updated 2025/2026 Nutrition Group A-La-Carte Menu as listed:

Adult Lunch: \$4.75 \$5.00	16.9 oz Water: \$1.00
Adult Hot Breakfast: \$3.00	Switch Beverage: \$1.50
Main/Alternate Entrée: \$2.75 \$3.00	Chips: \$1.00
Pudding Cup: \$1.00	Fruit Snacks: \$0.90 \$1.00
Extra Fruit/Veggie: \$0.75	Rice Crispy Treat: \$1.25
Extra Cereal: \$0.75	Cookie Cake: \$13.00
Adult Salad: \$2.75 \$3.00	Pack of Grandma Cookies: \$1.15 \$1.25
Hoagie/Wrap/Sandwich: \$2.75 \$3.00	Ice Cream: \$1.25
Yogurt: \$2.75 \$3.00	Flavored Water: \$1.25 \$1.50
Juice: \$0.75	Sparkling Ice/KickStart: \$2.25
Milk: \$0.50	

Roll Call Vote: All seven members present voted yea.
Mr. Bill Holland and Mr. Tom Resavage were absent.
Motion carried.

Contract

A motion was made by Mr. Denny Sourbeer and seconded by Mr. Dave DeCristo to approve the 2025/2026 contract between Canton Area School District and River Rock Academy at a per-diem rate of \$275 for services utilized.

Roll Call Vote: All seven members present voted yea.
Mr. Bill Holland and Mr. Tom Resavage were absent.
Motion carried.

Homestead/Farmstead Exclusion

A motion was made by Mr. Denny Sourbeer and seconded by Mr. Dave DeCristo to resolve that the Canton Area School District Board of Directors approve the homestead and farmstead exclusion real estate tax assessment reductions in the amount of \$355.20 as authorized for the school year beginning July 1, 2025 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 seven members present voted yea.
Mr. Bill Holland and Mr. Tom Resavage were absent.
Motion carried.

2025/2026 Final Budget

A motion was made by Mr. Ryan Allen and seconded by Mr. John Ambruch to approve the 2025/2026 Canton Area School District final budget with expenditures equaling \$19,595,048 and revenues of \$19,463,200 with the deficit coming from the fund balance. The final budget would set taxes at the following rates:

Real Estate:	<u>2025/2026</u>	<u>2024/2025</u>	<u>Change</u>
Bradford County	37.5487	37.5543	- 0.0056
Lycoming County	14.8708	15.1236	- 0.2528
Tioga County	7.9516	7.8697	+0.0819

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 per 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 two months of the bill date and a 10% penalty if paid after four months of the bill date.

There will be no discount or penalty for payments made between two months and four 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: All seven members present voted yea.
Mr. Bill Holland and Mr. Tom Resavage were absent.
Motion carried.

Salary

A motion was made by Mrs. Sarah Neely and seconded by Mr. Dave DeCristo to set the Superintendent's salary for the 2025/2026 fiscal year at \$141,361.00.

Roll Call Vote: All seven members present voted yea.
Mr. Bill Holland and Mr. Tom Resavage were absent.
Motion carried.

PERSONNEL

Employee Transfers

A motion was made by Mr. Ryan Allen and seconded by Mrs. Arica Jennings to approve the transfer of the following employees, pending completion of required paperwork:

- a. Adam Ayers, from Maintenance III to Maintenance II, \$15.00/hour with benefits, effective 7/1/25.
- b. Camden Route, from Maintenance III to Maintenance II, \$15.00/hour with benefits, effective 7/1/25.
- c. Leah Strong, from Part-Time (9-month) Paraprofessional to Full-Time (9-month) Paraprofessional, \$13.00/per hour with benefits, effective 8/1/25.
- d. Lucas Bailey, from Professional Employee to Administration (Act 93) as Elementary School Principal, at a salary of \$100,000.00 with full benefits, effective 7/1/25.

Roll Call Vote: All seven members present voted yea.
Mr. Bill Holland and Mr. Tom Resavage were absent.
Motion carried.

New Hire

A motion was made by Mr. Ryan Allen and seconded by Mrs. Arica Jennings to approve the following new hire, pending completion of paperwork and all requirements:

- a. Justin Mazzulla, Social Students/English Teacher, effective August 13, 2025, M0 Step 1 \$68,265.00 with full benefits.

Roll Call Vote: All seven members present voted yea.
Mr. Bill Holland and Mr. Tom Resavage were absent.
Motion carried.

Pay Increase

A motion was made by Mr. Ryan Allen and seconded by Mrs. Arica Jennings to authorize a \$2.00/hour increase in pay for all secretaries prior to applying their earned evaluation increase, effective 7/1/25.

Roll Call Vote: All seven members present voted yea.
Mr. Bill Holland and Mr. Tom Resavage were absent.
Motion carried.

Minimum Starting Wage List

A motion was made by Mr. Ryan Allen and seconded by Mrs. Arica Jennings to approve the updated list of Minimum Starting Wage for all Support Staff.

Roll Call Vote: All seven members present voted yea.
Mr. Bill Holland and Mr. Tom Resavage were absent.
Motion carried.

Substitute List Addition

A motion was made by Mr. Ryan Allen and seconded by Mrs. Arica Jennings to approve the following addition of the following substitute, pending completion of all required paperwork:

- a. Becca Ross, Prospective Teacher Substitute, retroactive to 5/22/25.

Roll Call Vote: All seven members present voted yea.
Mr. Bill Holland and Mr. Tom Resavage were absent.
Motion carried.

List Additions

A motion was made by Mr. Ryan Allen and seconded by Mrs. Arica Jennings to accept the 2025/2026 Co-Curricular Sports and Non-Sports lists.

Roll Call Vote: All seven members present voted yea.
Mr. Bill Holland and Mr. Tom Resavage were absent.
Motion carried.

Unpaid Days

A motion was made by Mr. Ryan Allen and seconded by Mrs. Arica Jennings to approve unpaid days for the month of May 2025, for the following employees:

- a. Employee #1275, 2 days
- b. Employee #1762, 2 days
- c. Employee #1835, 1.5 days
- d. Employee #1765, 2 days
- e. Employee #1901, 0.5 day
- f. Employee #1846, 1.5 days

Roll Call Vote: All seven members present voted yea.
Mr. Bill Holland and Mr. Tom Resavage were absent.
Motion carried.

FINANCE/POLICY

Second Reading

A motion was made by Mrs. Arica Jennings and seconded by Mr. Denny Sourbeer to approve the second reading of the following revised board policies:

- a. No. 112 School Counseling
- b. No. 113 Special Education
- c. No. 113.3 Screening and Evaluations for Students with Disabilities
- d. No. 115 Career and Technical Education
- e. No. 140 Charter Schools
- f. No. 146 Student Services
- g. No. 210 Use of Medications
- h. No. 601 Fiscal Objectives
- i. No. 621 Local Taxpayer Bill of Rights
- j. No. 701 Facilities Planning

Roll Call Vote: All seven members present voted yea.
Mr. Bill Holland and Mr. Tom Resavage were absent.
Motion carried.

First Reading

A motion was made by Mrs. Arica Jennings and seconded by Mr. Denny Sourbeer to approve the first reading of the following revised policies:

- a. No. 250 Student Recruitment
- b. No. 617 Petty Cash

Roll Call Vote: All seven members present voted yea.
Mr. Bill Holland and Mr. Tom Resavage were absent.
Motion carried.

OTHER ITEMS

2025 Final Class List

A motion was made by Mrs. Arica Jennings and seconded by Mr. Denny Sourbeer to accept the Canton Jr/Sr High School 2025 Final Class List.

Roll Call Vote: All seven members present voted yea.
Mr. Bill Holland and Mr. Tom Resavage were absent.
Motion carried.

Survey

A motion was made by Mrs. Arica Jennings and seconded by Mr. Denny Sourbeer to approve participation in the Fall 2025 PAYS Survey for grades 4, 6, 8, 10, and 12.

Roll Call Vote: All seven members present voted yea.
Mr. Bill Holland and Mr. Tom Resavage were absent.
Motion carried.

Quarterly Reports

A motion was made by Mrs. Arica Jennings and seconded by Mr. Denny Sourbeer to approve the Canton Area Elementary Library and the Canton Jr/Sr High School Library third quarter (March – May) board reports.

Roll Call Vote: All seven members present voted yea.
Mr. Bill Holland and Mr. Tom Resavage were absent.
Motion carried.

Disposals

A motion was made by Mrs. Arica Jennings and seconded by Mr. Denny Sourbeer to approve the disposal of outdated textbooks/materials from the Canton Elementary School.

Roll Call Vote: All seven members present voted yea.
Mr. Bill Holland and Mr. Tom Resavage were absent.
Motion carried.

Survey

A motion was made by Mrs. Arica Jennings and seconded by Mr. Denny Sourbeer to approve participation in the 2025/2026 PA School Climate Survey for grades 3 – 12.

Roll Call Vote: All seven members present voted yea.
Mr. Bill Holland and Mr. Tom Resavage were absent.
Motion carried.

CITIZEN RECOGNITION – NON-AGENDA RELATED

At this time, Dr. Martell introduced Mr. Matt Carl of the LeRoy Heritage Museum. Mr. Carl explained to the board that he was asked to create a memorabilia piece to commemorate the Adam Metzger Award for the defensive football player of the year. The piece is on display in the high school trophy case.

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, August 14, 2025, 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. Sarah Neely.

Voice Vote:	All seven members present voted yea.
	Mr. Bill Holland and Mr. Tom Resavage were absent.
	Motion carried.

Mrs. Sourbeer adjourned the meeting at approximately 5:19 p.m. on a unanimous voice vote.

Respectfully submitted,

Mark S. Jannone
Business Manager/Board Secretary